

# **GUIDE TO COMPLETING THE APPLICATION FORM FOR SCRUTINY UNDER DIRECTIVE 2005/36/EC OF PROFESSIONAL QUALIFICATIONS IN COUNSELLING PSYCHOLOGY**

## **PLEASE READ IN CONJUNCTION WITH THE INFORMATION NOTE ON THE RECOGNITION OF NON-IRISH QUALIFICATIONS IN PSYCHOLOGY**

### **Qualifications**

The qualifications required for consideration for appointment to the *Office of Psychologist in Community Care (Designation: Counselling Psychology)* are:

- i. a recognised university degree or diploma obtained with first or second class honours in which psychology was taken as a major subject and honours obtained in that subject.

**AND**

- ii. a recognised (doctoral or equivalent) postgraduate qualification in Counselling Psychology.

### **Evidence of eligibility to practise as a Counselling Psychologist**

Applicants must supply documentary evidence of their entitlement to work in the capacity of a Counselling Psychologist in the country in which the qualifications were obtained. If your registration or licence specifies an area of practice, for example, Counselling Psychology, please include this. You should also provide contact details (name, address, telephone number, email) of the national competent authority which should verify that your qualification meets the standard to practise in your home member state<sup>1</sup>.

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<sup>1</sup> if you are an EEA national, please refer if necessary to the contact point for Directive 2005/36/EC in your home Member State

## ESSENTIAL CRITERIA

**Before completing the application form please consult the list of essential criteria below to ensure your qualifications and experience match those required.**

**Section 1      Recognised undergraduate qualification in Psychology with first or second class honours.**

**1.1**            Course transcript confirms appropriate content, proportion of Psychology, duration of course and grades achieved.

**1.2**            Achievements that lead to the acceptance for this award cannot be recounted for further qualification.

**Section 2      Recognised postgraduate qualification in Counselling Psychology.**

**2.1**            Postgraduate counselling psychology course of at least 3 full calendar years duration or part-time equivalent.

**2.2**            Postgraduate Doctoral level research thesis of appropriate scope and length. The dissertation must have been assessed by formally appointed internal and external examiners.

**2.3**            Applicants should have a minimum of 450 hours of supervised client contact experience (accrued over a minimum period of 30 months based on at least two placement days per week) supported by substantial case conferences, reviews and discussion (suggested ratio 5 hours contact: 1 hour supervision). They should also develop an awareness of the placement service on an organisational level and participate in appropriate placement activities as required. For a substantial proportion of the contact hours the applicant should assume the primary therapist role for the client. The applicant must gain client experience, including experience of diversity, in at least three settings, at least one of which should be in a health care setting. By setting is meant any institution, agency or unit, which provides a psychology, counselling or psychotherapy service. Client work should vary across the problems, conditions, and disorders in which counselling and psychotherapy (and other psychological activities) are normally indicated. It should also cover clients of different life-span developmental stages.

**2.4**            It is suggested that applicants access the accreditation *Guidelines for the Assessment of Postgraduate Professional Programmes in Counselling Psychology* on the PsSI website (<https://www.psychologicalsociety.ie>) so that they are fully aware of placement requirements.

- 2.4.1** Evidence of regular supervision by Senior level Psychologists.
- 2.4.2** At least 450 hours of supervised direct client contact counselling.
- 2.4.3** The client contact should be supported by substantial case conferences, reviews and discussion in the ratio of 5 hours contact to 1 hour supervision.
- 2.5** Personal Development, self-awareness work should continue throughout the course, with
- 2.5.1** at least 60 hours of personal growth individual counselling therapy.
- 2.5.2** at least 40 hours of personal growth group counselling therapy.
- Note:** *It is recognised that training structures differ across countries. Properly supervised work experience gained outside formal training structures may therefore be considered in meeting the requirements, of Section 2.3 to 2.5 in regard to supervised placements.*
- 2.6** The following units or modules should be taught:
- 2.6.1** The evolution of counselling/psychotherapy as a profession and the basic constructs and philosophy underlying the counselling process.
- 2.6.2** Detailed study of at least two major schools of counselling and psychotherapy, which includes their theoretical foundations, intervention strategies and current developments and the use of these models in supervised practice.
- 2.6.3** Introduction to the basic concepts and practices of the major schools of counselling/psychotherapy such as humanistic, cognitive, behavioural, analytic, couple and family therapy.
- 2.6.4** Academic programme covers a broad range of topics with adequate focus on:  
A holistic (e.g. cognitive, emotional, somatic/physiological, behavioural and experiential) and comprehensive perspective on the person, including inter-relationships between levels of personal functioning and their development throughout the lifespan including normal and psychopathological functioning. Ethical, legal and professional aspects of the counselling psychologist's role, human diversity and the issues of social exclusion, discrimination and inequality. The development of competencies in basic group processes and dynamics, including interventions with

different groups. Familiarity with the procedures and approaches of related disciplines and agencies, including awareness of psychopharmacology. Knowledge of organisational issues relevant for working as a Counselling Psychologist including multidisciplinary work.

**2.6.5** All of the above academic areas must have been formally assessed.

**2.7** Skills development throughout course work and training should be made evident. Basic skills necessary for establishing a therapeutic relationship, including basic interview skills. Assessment skills including competency to administer and interpret standard psychological tests, observation and goal setting skills within the scope and practice of counselling psychology. Communication with clients and colleagues (e.g. through report writing and in conference with other professionals and agencies). Presentation skills appropriate to counselling psychology.

### **Post qualification work experience**

If shortfalls in your academic qualifications are identified, post qualification professional experience of the applicant must be considered so it is important that you provide complete information on your post qualification work experience as a practising psychologist. You should also provide a referee who will verify this work experience.

**SUPPORTING DOCUMENTATION**  
**DO NOT SEND ORIGINAL DOCUMENTS**

Please submit **ONE** witnessed<sup>2</sup> copy of:

1. Photographic proof of identity and of citizenship e.g. witnessed copy of passport. In the event of a name difference between your photographic ID and your certificates of qualifications please submit witnessed evidence of such change e.g. marriage certificate.
2. Documentary evidence showing that your qualification entitles you to practise as a psychologist in the country/State in which it was obtained. If your registration/ licence specifies an area of practice, e.g. Clinical Psychology, please include this.

***Undergraduate Qualification in Psychology***

3. Undergraduate degree/diploma.
4. Transcript of all undergraduate examination results showing subjects studied and grades obtained, duration of course - if part-time, give full-time equivalent.
5. Undergraduate thesis/research abstract.

***Postgraduate Qualification in Clinical Psychology***

6. Postgraduate degrees/diplomas.
7. Transcript of all examination results showing subjects studied and grades obtained, duration of course, if part-time gives full time equivalent.
8. Full syllabus from your educational institute (this may also be referred to as course handbook/course curriculum/programme of study/course of study) which sets out the complete structure of your course, including details of:
  - a) course modules;
  - b) research requirements;
  - c) type of practice placements (nature of the work, duration of each placement, client groups, ages, numbers, supervision arrangements).
9. Logbook for each practice placement (if available).
10. Postgraduate thesis abstract.

**All documentation must be in English<sup>3</sup> and all copies must be witnessed**

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<sup>2</sup> by a Commissioner for Oaths ([www.citizensinformation.ie/en/justice/civil\\_law/commissioners\\_for\\_oaths.html](http://www.citizensinformation.ie/en/justice/civil_law/commissioners_for_oaths.html)), member of the Garda Síochána, practising Solicitor, Justice of the Peace, your training establishment or Public Notary ([www.notarypublic.ie](http://www.notarypublic.ie)). The signatory must not be a relative of the applicant. The signatory:

- (a) must SEE the original document and sign to that effect on the photocopy
- (b) must state that the photocopy is a true copy of the original document which has not been altered in any way, by writing "This photocopy is a true copy of the original document which has not been altered in any way" on the photocopy
- (c) must PRINT their name, position and contact address and telephone number on the photocopy
- (d) must DATE the copy
- (e) must sign the photocopy using BLUE ink

<sup>3</sup> if not in English, an authenticated translation must accompany a copy of the document.