

**Division of Clinical Psychology**  
**Hong Kong Psychological Society**

**Guidelines for Recognition of**  
**Clinical Psychology Training Programme**

*Last update: Oct 2016*

The present guidelines were prepared by the Subcommittee for Accreditation of Clinical Psychology Training (SACP, formerly known as Subcommittee for Accreditation of Clinical Placement for Clinical Psychology Training), Division of Clinical Psychology, Hong Kong Psychological Society (DCP, HKPS) and endorsed in the Annual General Meeting of DCP, HKPS held on 17 May 2014.

**Members of SACP (2016-2018):**

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# Chapter 1

## Introduction

### Aim of recognition

The aim is to facilitate a high standard of training for local clinical psychology training programmes<sup>1</sup> to serve the needs of the community.

### Objective of recognition

The objective of recognition is to work with clinical psychology training programmes to ensure that their training meets the recognition criteria set by the DCP of HKPS. Graduates from clinical psychology training programmes recognized by DCP will be eligible for membership of DCP.

### Criteria for recognition

1. The criteria for recognition are drawn up with references to the standards set by a number of well-established professional psychological associations overseas. Views of members of the Division of Clinical Psychology (DCP), Hong Kong Psychological Society (HKPS) were also collected before finalization of these criteria.
2. All recognition criteria will be reviewed on a periodic basis to ensure that they are relevant and representative of an appropriately high standard.

### Responsibilities of DCP

1. To ensure that all aspects of the recognition process are carried out in accordance with the requirements set out here;
2. To support fully any Subcommittee for Accreditation of Clinical Psychology Training (SACP) member who has acted within the recognition guidelines and HKPS's Code of Professional Conduct;
3. To ensure that the applicant receives an approved report and associated follow-up correspondence at the conclusion of the process;
4. To maintain an updated list of all clinical psychology training programmes being recognized by DCP, and ensure that the list is conveniently accessible by the public; and

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<sup>1</sup> Completion of a local clinical psychology programme leads to a degree conferred by a university in Hong Kong S.A.R.

5. To reimburse all SACP and recognition panel members for expenses incurred in accordance with the financial regulations of HKPS.

#### **Responsibilities of SACP members**

1. To behave in such a way that they will not bring HKPS and DCP into disrepute;
2. To have a commitment to and a perspective relevant to education, training, and the recognition process; and
3. To base their judgments in compliance with the recognition criteria.

#### **Responsibilities of the applicant(s) for recognition**

1. To prepare documentation for inspection by SACP or recognition panel in compliance with the appropriate recognition criteria;
2. To accept that SACP or recognition panel as a whole acts as DCP's representative and that, therefore, no member of SACP or panel will be singled out in any personal way by institution;
3. To make available for inspection by recognition panel all physical resources underpinning the recognition; and
4. To inform SACP if there is any change in the list of academic staff or any condition that may affect the recognition status.

## Chapter 2

### Subcommittee for Accreditation of Clinical Psychology Training Division of Clinical Psychology, HKPS

#### Terms of reference

1. The Subcommittee for Accreditation of Clinical Psychology Training (SACP) is appointed by and accountable to the Executive Committee of the Division of Clinical Psychology (DCP), Hong Kong Psychological Society;
2. All members of SACP are members of DCP and will be bound by the HKPS's Code of Professional Conduct and all protocols in the public arena;
3. SACP processes applications and makes recommendation to the Executive Committee (Ex-co) of DCP regarding the following:
  - 3.1 Approval of new recognition and re-affirmation or change in recognition status of clinical psychology training programmes;
  - 3.2 Approval of new accreditation and re-affirmation or change in accreditation status of clinical placement settings;
4. SACP makes recommendation to the DCP Ex-co on changes to the:
  - 4.1 recognition criteria and procedures for recognition of clinical psychology training programmes;
  - 4.2 accreditation criteria and procedures for accreditation of clinical placement settings;
5. SACP investigates and makes recommendation to the DCP Ex-co should a complaint arise on the standard of a clinical psychology training programme or a clinical placement setting.

#### Composition

6. SACP shall consist of no less than *five* members, appointed by DCP Ex-co for staggered *two-year* terms. All SACP members must be Full Members of DCP and represent a broad array of clinical settings.
7. The Chairperson of SACP is appointed by DCP Ex-co.
8. The Secretary of SACP is a representative from DCP Ex-co.
9. All SACP members, except the Secretary, should have extensive experience in clinical psychology. They should be qualified clinical psychologists with, (a) at

least *ten years*' experience practicing as a clinical psychologist, and (b) at least five years' experience of providing clinical supervision to trainees of post-graduate clinical psychology programmes in local settings.

## **Recognition Panel**

10. A recognition panel shall be formed to conduct site visit to clinical psychology training programme applying for recognition, if necessary. Each panel shall consist of no less than three members, one of them being a SACP member who shall also become the convenor of the team. The other members are invited and appointed by SACP. At least one of the members shall be a person with experience in running or contributing to education and training programme in university. No more than one of the members can be a person who is not a qualified clinical psychologist.
11. All members should declare all relevant interests which may or may be seen to conflict with their duties in the Recognition Panel. (Please see Appendix 1 for the prescribed form for the declaration.).

## **Meetings**

12. The sub-committee shall meet at such time and for such number of times as the sub-committee shall decide and require to deliberate on recognition related matters.
13. *Three* members of SACP shall form the quorum for making any decision.

## Chapter 3

### Procedures for Recognition by DCP

#### Application for recognition of clinical psychology training programme

1. Application should be made to the Division of Clinical Psychology (DCP), Hong Kong Psychological Society.
2. The completed application form should be verified and signed by the person in charge of the training programme (hereafter referred to as “the applicant”), and submitted together with the completed Self-report on Clinical Psychology Training Programme (see Appendix 2) and all supporting documents.

#### Processing of the application

3. New application, re-application and continuation of recognition will be considered at the regular meetings of the SACP.

#### Formation of Recognition Panel

4. SACP will decide whether a site visit is necessary for a particular application or continuation of recognition status of a training programme. A recognition panel will be formed in accordance with Chapter 2 if a site visit is deemed necessary.

#### Site visit

5. The secretary of SACP shall arrange with the applicant the date and agenda of such a visit no less than *six weeks* prior to the visit.
6. The visit aims to understand the programme in its own context. The applicant shall make arrangement and prepare all necessary documentary evidence in compliance with the appropriate recognition criteria for review and discussion with the panel. Written documents shall preferably be submitted with the application so that panel members can have adequate time to read the documents before the visit.
7. During the visit, members of the Recognition Panel shall:
  - 7.1 Look at the physical resources of the programme; and
  - 7.2 Review and discuss with the applicant and relevant personnel all the core components of the programme with reference to the recognition criteria as stated in Chapter 4. Applicant is encouraged to highlight any good practices or challenges they are facing.
8. For a new clinical psychology training programme, the applicant should demonstrate to the Recognition Panel the readiness and capacity of the programme to plan and provide clinical training that will meet the recognition



standard. The Recognition Panel shall examine carefully whether the applicant and the programme staff involved fully understand and demonstrate the competence to meet the recognition criteria.

9. A visit report will be produced after the visit and the applicant will be asked to comment on it before it is submitted for formal recognition. Comments on factual accuracy or more substantive issues can be raised and the Recognition Panel has the discretion to accept or not to accept any changes to the draft report. The applicant shall provide comments within two weeks upon receipt of the draft report. The Recognition Panel shall submit the report to SACP no later than *eight weeks* after the visit. The report shall include the completed recognition criteria checklist, any relevant documents collected and a summary of their views and recommendations.

### **Result of application**

10. A decision will be made on the application by SACP within *six months* after the application is received by DCP.
11. Decision on the application made by SACP will fall into one of the following categories:

#### **11.1 Recognized Clinical Psychology Training Programme**

The Clinical Psychology Training Programme that has satisfied the recognition criteria of DCP will be granted the status of Recognized Clinical Psychology Training Programme.

#### **11.2 Recognized Clinical Psychology Training Programme (Provisional)**

When a Clinical Psychology Training Programme fails to fulfill the recognition criteria because, either

(a) there are demonstrated deficiencies but has proven to SACP that the identified deficiencies will be made good or further evidence that the criteria are met will be provided within a reasonable period of time; or

(b) there is no available evidence that the recognition criteria are fulfilled because the Programme is new, but has proven to SACP the capacity to satisfy the recognition criteria;

the status of Recognized Clinical Psychology Training Programme (Provisional) will be granted.

The provisional recognition will be valid for *two years*. Applicant must submit re-application for recognition six months before expiry of the provisional recognition.

#### **11.3 Not Recognized**

The Programme fails to fulfill the recognition criteria and fails to

demonstrate capacity of doing so.

12. SACP will submit the final recognition report on an application containing its decision and recommendations **to DCP ex-co for endorsement.** DCP will inform the applicant of the result and disseminate the recognition report accordingly.

#### **Continuation of recognition status**

13. Recognition of a training programme will be subject to regular review by SACP. This will normally be conducted every *five years*. A review by SACP can also be arranged anytime when there is evidence (e.g. a complaint against the standard of the programme is received) suggesting that the training programme is no longer able to comply with the recognition criteria. The secretary of SACP shall liaise and make the necessary arrangement with the applicant for the review.
14. After the review, continuing recognition may sometimes be dependent on the training programme meeting certain conditions that relate to the recognition criteria as provided in the recommendations of the review report.

#### **Discontinuation of recognition status**

15. Recognition of a training programme will be discontinued if the training programme fails to comply with the recognition criteria. The decision shall be made by DCP upon the recommendation of the Recognition Panel appointed by SACP after conducting a review.

#### **Appeal and review**

16. In case an applicant disagrees with the recognition status granted by SACP, the applicant may submit in writing within 30 days to the Chairperson of DCP and must specify the grounds on which the appeal is made with a non-refundable appeal fee. Further, the appeal must include the documentation necessary to support the appeal. DCP Ex-co will consider the reasons for the appeal, decide whether it is accepted, and notify the applicant of its decision.
17. An appeal sent to the Chairperson of DCP more than 30 days after receiving formal notice from DCP about decision of recognition status is invalid and will not be considered.
18. Upon acceptance of the appeal, the DCP Ex-co will form and appoint an ad hoc Appeal Panel which comprises of at least three members. At least one of the members shall be a person with experience in running or contributing to education and training programme in university. No more than one of the members can be a person who is not a qualified clinical psychologist.
19. The Appeal Panel may conduct site visit, and/or invite one or more representatives from the training programme to appear before the Appeal Panel to make oral and/or written presentation. The Appeal Panel will make the final decision on the appeal and submit to DCP Ex-co. DCP will then notify the applicant the outcome of the appeal accordingly.

20. The decision of the Appeal Panel is final and no further correspondence will be entered into.
21. The appeal process should be completed in a timely manner. It will be completed within 6 months of the date of DCP formal notice of decision of recognition status.
22. Unsuccessful applicant can submit a new application for recognition at a later time. The time lapse between two applications should at least be one year.

### **Fees**

23. For new applications, applicant for recognition of a clinical psychology training programme shall pay an initial application fee of ***HK\$8,000*** together with their applications.
24. Applicant who submits an appeal against a recognition decision shall pay a fee of ***HK\$2,000***.
25. DCP shall have the discretion to waive the fees for application and appeal for training programme that is UGC-funded.
26. All fees paid by applicants are not refundable.

## Chapter 4

### Criteria for Recognition of Clinical Psychology Training Programme

#### Scope of recognition

1. Local postgraduate training programme in clinical psychology<sup>1</sup>, which should be a full-time master's degree programme with at least two-year duration or a full-time doctoral degree programme with at least three-year duration or their equivalent. The programme should have a residence period requirement of at least **18 months** for master's degree programme or **24 months** for doctoral degree programme<sup>2</sup>.
2. Local post-qualification advanced training programme in clinical psychology for clinical psychologists, full-time or part-time, that leads to a doctoral degree in clinical psychology (PsyD/ DPsy/ PhD). Such programme will be recognized if the entry qualification of the programme satisfies the eligibility for full membership of DCP. The requirements specified in the rest of this chapter do not apply to these programmes.

#### Selection and entry

3. The minimum requirement for admission of a student is a first degree conferred by a recognized institution for which psychology has been taken as a main subject in the department of psychology or equivalent, and which covers the fundamental areas as stipulated by the Membership Committee of the Hong Kong Psychological Society.
4. The trainees should have met the basic requirements of graduate membership of the HKPS.

#### Staffing

5. Training programme must have adequate staffing to provide effective training and carry out the required tasks, including management, teaching, co-ordinating and monitoring clinical placements, research supervision, assessment and monitoring of trainees.
6. Where staff external to the core team contribute to the programme, the nature and level of their involvement should be clearly stated. This refers both to other academic staff and contributors from external organisations. The nature and level of involvement of staff who are part-time or visiting should also be clearly specified.
7. The programme must have access to sufficient administrative, clerical, technical

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<sup>1</sup> Completion of a local clinical psychology programme leads to a degree conferred by a university in Hong Kong S.A.R.

<sup>2</sup> Refer to item 12.1 of this chapter on requirements for residence period.

or other learning support staff to support its effective delivery.

### **Physical resources**

8. Physical resources will normally include teaching, tutorial and laboratory space, learning resources (such as texts and journals, available in hard copy and/or electronically, computing facilities), psychological testing materials, specialist equipment supporting psychological research, software supporting data collection and analysis in psychology research, and other information technology facilities.

### **Assessment**

9. Rules, regulations, methods and criteria for assessment and evaluation of trainees should be made available to trainees, staff and external examiners.
10. There should be adequate procedures available to ensure that trainees who are incompetent or whose behaviour is unethical do not obtain a qualification in clinical psychology, and that such trainees should be identified as early as possible and are not allowed to continue if remedial action is ineffective.

### **Quality management**

11. A quality management system should be in place to ensure that the programme continues to maintain its standards and reflect contemporary learning, research and practice in clinical psychology.

## **Core Components of the Training Programme**

### **12. Coverage and Standard of academic course**

- 12.1 The training programme should have an academic syllabus and a coherent plan of implementation. The programme should be taught on a face-to-face basis to the provision of underpinning knowledge and research. The programme's curriculum requires the equivalent of a minimum of two and three academic years of full-time graduate study for master-level and doctoral programmes, respectively.
- 12.2 There should be a balanced coverage of a variety of client groups and a wide range of clinical methods and approaches irrespective of the orientation or emphases of the training programme.
- 12.3 A large majority of the academic teaching should be undertaken by qualified clinical psychologists, with supplementary support from other professionals where appropriate.
- 12.4 The academic training should adequately cover the following core subject areas:

- i. Psychological assessment methods, interpretation of findings, formulation of problems and implications for future management;
  - ii. Theories of psychological problems of main client groups of children/adolescents, adults and the elderly;
  - iii. Psychological treatment with different orientations, each covering philosophical, theoretical, practical and empirical aspects;
  - iv. Professional and ethical issues;
  - v. Research methodology;
  - vi. Neuropsychology;
  - vii. Health and community psychology.
- 12.5 The adequacy of coverage of a core subject area is judged not only on the time allocated for it in the syllabus, but also on the depth and quality it is pursued.
- 12.6 Basic interview skills should be taught before the start of clinical placement.
- 12.7 The training programme should have mechanism(s) to ensure that it is responsive to new developments and areas of concern within the profession. Mechanism(s) should also be in place to ensure that the training program should adjust its teaching content accordingly.
- 12.8 There should be mechanism(s) to ensure a sufficient integration of theory and practice between the academic teaching and clinical placement.
- 12.9 Clinical skills training should be included in the academic curriculum.

### **13. Standard of supervised clinical practice**

#### **13.1 Amount of training**

- i. At least 220 days of supervised clinical practice should be completed throughout the training programme.
- ii. No less than 80% of the supervised clinical practice shall be conducted in DCP recognized placement settings. Exemption might be granted to individual trainee who is unable to fulfill this 80% requirement due to special circumstances. An example of special circumstances include, but not limited to, the trainee is non-Chinese speaking and hence unable to perform clinical duties in local settings. In any case, the number of exempted trainees shall not exceed 10% of the total intake for that batch, rounding up to the nearest number of person.
- iii. The duration, the number of clients seen and the time spent with clients in each placement should be adequate for the trainee to gain experience in developing the skills in assessment, formulation, intervention, evaluation and reporting. At least 25% of the supervised clinical placement time is in providing direct face-to-face psychological services to patients/clients. The trainee should be given

the opportunity to see a sufficient number of clients in a placement setting **to enable the acquisition of competence to provide clinical service in that particular setting.**

### **13.2 Scope of training**

- i. All trainees should obtain core experience from at least 4 different placement settings which cover the following: (a) Adult psychological problems; (b) Child & adolescent psychological problems; (c) People with medical conditions, or physical/mental disabilities. For each of the placements, trainees should have adequate opportunity to experience a broad area of problem categories and treatment demands.
- ii. Trainees should have experience of direct individual and group service with clients, and of co-operation with multi-disciplinary team and teaching.

### **13.3 Collaboration with supervisors**

- i. There should be written guidelines on clinical supervision. Other than the qualifications of the clinical supervisors, the guidelines should include the minimum contact hours, the mechanism of evaluation of trainee and that of feedback from trainee. The training programme should ensure that all clinical supervisors are fully aware of their responsibilities and be ready to fulfill the responsibility.
- ii. The training institute should have an adequate knowledge of the settings in which trainees are placed. There should be regular liaison between the clinical tutor (or equivalent post) of the training programme and the clinical placement supervisor in regard to the progress in the clinical training of the trainee. Visit to the placement by the clinical tutor should be made when necessary.
- iii. There should be a formal process whereby the clinical tutor (or equivalent post) can monitor the clinical experience of trainees and the supervision provided and helps to resolve any problems that may have arisen during the placement. The Clinical Director of the clinical psychology training programme, head of service of placement settings and supervisors should work out an audit process for the clinical placements and supervision.

## **14. Research**

- 14.1 There should be a formal teaching course on research methods. There should be emphasis on the significance of research as a cornerstone for the profession of clinical psychology.
- 14.2 The completion of a dissertation in the form of an original and critical study should be the requirement for the completion of the training programme.
- 14.3 There should be adequate time for trainees to plan, organize and implement

the research.

- 14.4 The dissertation should have an empirical orientation comprising either (a) data collection and manipulation; or (b) analysis of existing data sets. Dissertation in the form of a literature review will not be accepted.

## **15. Personal Growth**

- 15.1 Course organizer and clinical placement supervisors should be alert to personal issues that bear on a trainee's professional performance and academic achievement. Provisions for the discussion of such matters should be available.
- 15.2 The emphasis on personal growth should be made alongside the academic teaching.



## Chapter 5

### References

Australian Psychology Accreditation Council, *Rules For Accreditation And Accreditation Standards For Psychology Courses (June 2010)*.

Australian Psychological Society, College of Clinical Psychologist, *Course Approval Guidelines (April 2003)*.

British Psychological Society, *Accreditation through partnership handbook: Guidance for clinical psychology programmes (September 2010)*.

British Psychological Society, *Criteria for the Accreditation of Postgraduate Training Programmes in Clinical Psychology (2002)*.

British Psychological Society, Committee on Training in Clinical Psychology, *Guidelines on Clinical Supervision (2002)*.

British Psychological Society, *Information Pack for Institutions Preparing for Full Accreditation Visit (2003)*

British Psychological Society, *Procedures for New Programmes Seeking Accreditation from the CTC (2005)*.

Canadian Psychological Association, *Accreditation Standards and Procedures for Doctoral Programmes and Internships in Professional Psychology – Fourth Revision (2002)*.

Benchmarking Subcommittee of the Division of Clinical Psychology, The Hong Kong Psychological Society, *Benchmark Criteria for Clinical Psychology Training Programmes (Amendment under progress) 6<sup>th</sup> September 2007*.

The Hong Kong Psychological Society, *Code of Professional Conduct (1998)*.

**Subcommittee for Accreditation of Clinical Psychology Training  
Division of Clinical Psychology, Hong Kong Psychological Society**

**DECLARATION OF INTERESTS**

To assure the highest integrity, and hence public confidence, in the work of the Subcommittee for Accreditation of Clinical Psychology Training (SACP), all panel members are required to disclose any circumstances which could give rise to a potential conflict of interest (i.e., any interest which may affect, or may reasonably be perceived to affect, the member's objectivity and independence). Accordingly, in this Declaration of Interest form, you are requested to disclose any financial, professional or other interest relevant to the work you will be involved and any interest that could be significantly affected by the outcome of the work.

**DECLARATION:**

I hereby declare that <sup>(a)</sup> :

I have no pecuniary or other personal interest, direct or indirect, in any matter that raises or may raise a conflict with my duties as a panel member of the SACP.

I have pecuniary or other personal interest, direct or indirect, in certain matter that raises or may raise a conflict with my duties as a panel member of the SACP. The particulars of such matter are stated below <sup>(b)</sup> :

| <b>Personal pecuniary interest</b>                                    |
|---|
| Description (if you have no interests in this category, state 'None') |
|   |

|   |
|---|
| <b>Non-personal pecuniary interest</b>                                |
| Description (if you have no interests in this category, state 'None') |
|   |
| <b>Personal non-pecuniary interest</b>                                |
| Description (if you have no interests in this category, state 'None') |
|   |

**Consent to disclosure:** The SACP will assume that you consent to the disclosure of any relevant conflicts to other panel members and in the resulting report, unless you check "No" in the space provided here. If you check "No", the SACP will not disclose the information without your prior approval, although this may result in your not being able to participate in the panel. **No** [  ]

I hereby declare that the disclosed information is true and complete to the best of my knowledge. I shall provide further information on the particulars contained in this declaration if so required by the SACP. Should there be any change to the above information, I will notify the SACP and complete a new declaration of interests detailing the changes.

*Signature* : \_\_\_\_\_

*Name* : \_\_\_\_\_

*Date* : \_\_\_\_\_

Note :

- (a) Please put a "✓" in the appropriate box
- (b) Please continue on supplementary sheet if necessary

**Subcommittee for Accreditation of Clinical Psychology Training  
Division of Clinical Psychology, Hong Kong Psychological Society**

**Self-report on Clinical Psychology Training Programme**

**Basic information**

|  |  |
|--|--|
| Name of training institute:  |  |
| Department/Faculty in which programme is based:                                    |  |
| Full name(s) of programme(s) as it appears on award certificate:                   |  |
| Duration of the programme(s):  |  |
| Number of trainees currently registered on the programme(s):                       |  |
| Is the programme(s) accredited by any academic/professional body (please specify): |  |
| Questionnaire completed by (please provide name and position held):                |  |
| Date of submission:  |  |

**Staffing**

|                            | Available  | Submitted with this form                                 |
|----------------------------|--|--|
| List of teaching staff:    | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| List of external examiners | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No |

Or, please fill in the following table:

| Name & Title | Academic qualifications | Post & Responsibility | Terms of employment (Faculty / Visiting / Part-time Staff) | Qualified clinical psychologist (If yes, please specify the professional affiliation)            |
|--------------|-------------------------|-----------------------|--|--|
|              |                         |                       |  | <input type="checkbox"/> Yes<br>(Professional affiliation: _____)<br><input type="checkbox"/> No |
|              |                         |                       |  | <input type="checkbox"/> Yes<br>(Professional affiliation: _____)<br><input type="checkbox"/> No |
|              |                         |                       |  | <input type="checkbox"/> Yes<br>(Professional affiliation: _____)<br><input type="checkbox"/> No |
|              |                         |                       |  | <input type="checkbox"/> Yes<br>(Professional affiliation: _____)<br><input type="checkbox"/> No |
|              |                         |                       |  | <input type="checkbox"/> Yes<br>(Professional affiliation: _____)<br><input type="checkbox"/> No |
|              |                         |                       |  | <input type="checkbox"/> Yes<br>(Professional affiliation: _____)<br><input type="checkbox"/> No |
|              |                         |                       |  | <input type="checkbox"/> Yes<br>(Professional affiliation: _____)<br><input type="checkbox"/> No |

## Qualifications of students enrolled in the programme

% of current cohort(s) of students having a 1<sup>st</sup> degree with psychology as the main subject \_\_\_\_\_ %

Qualifications of the remaining students (e.g., % with postgraduate cert/ dip in psychology):

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## Programme specification

|  | Available<br>(please supply information<br>on a separate sheet if any of<br>the item is “No”) | Submitted with this<br>form                              |
|--|---|--|
| Programme handbook /<br>outline                  | <input type="checkbox"/> Yes <input type="checkbox"/> No                                      | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Course contents                                  | <input type="checkbox"/> Yes <input type="checkbox"/> No                                      | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Learning outcomes                                | <input type="checkbox"/> Yes <input type="checkbox"/> No                                      | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Methods / criteria for<br>assessment of trainees | <input type="checkbox"/> Yes <input type="checkbox"/> No                                      | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Quality management / audit<br>system             | <input type="checkbox"/> Yes <input type="checkbox"/> No                                      | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Most recent external<br>examiner’s report        | <input type="checkbox"/> Yes <input type="checkbox"/> No                                      | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Other relevant documents<br>(please specify)     | <input type="checkbox"/> Yes <input type="checkbox"/> No                                      | <input type="checkbox"/> Yes <input type="checkbox"/> No |

## Core Components of the Training Programme

### Academic course

| Core subject areas   | Modules/coverage<br>(please specify if the teaching is not on a face-to-face basis) |
|--|---|
| Psychological assessment methods, interpretation of findings, formulation of problems and implications for future management   |   |
| Theories of psychological problems of main client groups of children/adolescents, adults and the elderly                       |   |
| Psychological treatment with different orientations, each covering philosophical, theoretical, practical and empirical aspects |   |
| Professional and ethical issues  |   |
| Research methodology   |   |
| Neuropsychology  |   |
| Health and Community psychology  |   |

## Supervised clinical practice

The following documents are attached:

- Guidelines on supervised clinical practice / clinical supervision
- Lists of clinical placement settings and clinical supervisors
- A summary of clinical placements for current cohort(s) of CP trainees (a sample of the summary form is attached at the end of this document)

Mechanisms/procedures are available to ensure that the clinical tutor can monitor the clinical experience of the trainees and the supervision they receive, and to help resolving any problems that may arise during the placement:

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- Document attached ( \_\_\_\_\_ )

Number of trainees in current cohort(s) that are unable / will not be able to complete 80% of the supervised clinical practice in DCP recognized placement settings  
= \_\_\_\_\_

Reasons:

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**Research**

- List of dissertation titles and research supervisors of current cohort(s) of CP trainees

**Personal Growth**

Mechanisms are in place for the support of students' personal growth and development as clinical psychologists.

(Please specify)

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(SAMPLE)

A Summary of Clinical Training Records for All Clinical Psychology Trainees  
(ABC University of Hong Kong)

Please provide the following information for each placement:

1. setting & area covered (see notes), 2. name of supervisor, 3. date and duration, 4. availability of training logs, 5. availability of supervision log, & 6. availability of evaluation report from supervisor

|           | 1 <sup>ST</sup> Placement  | 2 <sup>nd</sup> Placement | 3 <sup>rd</sup> Placement | 4 <sup>th</sup> Placement | 5 <sup>th</sup> Placement | 6 <sup>th</sup> Placement | 7 <sup>th</sup> Placement | Total number of Placement | Remarks |
|-----------|--|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|---------|
| Trainee 1 | 1. PYNEH (APP)<br>2. Esther Ng<br>3. 011110 – 300111 (44 days)<br>4. Yes<br>5. Yes<br>6. Yes |                           |                           |                           |                           |                           |                           |                           |         |
|           |  |                           |                           |                           |                           |                           |                           |                           |         |

Note: APP = Adult psychological problems; CAPP = Child and adolescent psychological problems; PMC = People with medical conditions; PP/MD = People with physical/mental disabilities; PCOB = People with criminal offending behaviors.