

Outline for 2010 Postgraduate Diploma in the Practice of Psychology (Organisational)

Objective of the program:

The Postgraduate Diploma in the Practice of Psychology (PGDipPracPsych) is designed to meet the requirements for registration as a Psychologist under the Health Practitioners Competency Assurance (HPCA) Act. Graduates with a Masters degree in Psychology, with a specialisation in organisational psychology, may apply for entry to the PGDipPracPsych in organisational psychology.

Structure of the diploma:

The PGDipPracPsych(Org) comprises three specified papers which are taken simultaneously:

- PSYC541 Case Study Analysis in Applied Psychology (40 points)
- PSYC542 Professional Issues in Psychology (20 points)
- PSYC543 The Practice of Psychology (60 points)

For administrative purposes, the above are regarded as three distinct papers, but in practice they are integrated and the coursework outlined below is not allocated to one or other paper. The three papers are taken together and fall under the general rubric of “supervised practice”. To be awarded the PGDip, candidates must complete and pass all assessment components (itemized below).

Staff:

Professor Michael O’Driscoll (email m.odriscoll@waikato.ac.nz), extension 8899, is convenor of the PGDipPracPsych(Org).

Dr. Donald Cable (email dcable@waikato.ac.nz), extension 8296, is also available to supervise candidates in this diploma.

Enrolment duration:

Enrolment can be either fulltime (12 months) or part-time (24 months). Candidates who are in fulltime employment (30+ hours a week) can enrol fulltime in the PGDip; candidates whose employment is less than 30 hours a week will normally be enrolled part-time in the PGDip.

Entry requirements:

Normally applicants for the program must have a Masters or Doctoral degree in Psychology, specialising in organisational psychology, and must meet the School of Psychology requirements for entry into the program. Entry to the PGDipPracPsych(Org) is subject to the approval of the Chairperson of Psychology, and subject to the availability of a suitable academic supervisor. In cases where a candidate has not completed a named post-graduate degree in organisational psychology, the Chairperson of Psychology will assess whether sufficient post-graduate level papers and a thesis/dissertation in the specialisation have been taken.

Additionally, the candidate must be in ongoing, full-time *or* part-time employment (either paid or unpaid) in a capacity which provides them with the opportunity to practice significantly in organisational psychology. (At least half-time employment is required for part-time enrolment). The suitability of employment for enrolment in the PGDipPracPsych(Org) will be determined by the School of Psychology from the candidate’s job description,

and a signed letter of agreement from the candidate's employer or other relevant professional. The latter is essential to ensuring the viability of supervised practice in the candidate's area of employment.

Applications for the program should be made to the Convenor, PGDipPracPsych(Org), School of Psychology, University of Waikato.

Programme description:

The PGDipPracPsych(Org) is based upon the scientist-practitioner model of practice as an organisational psychologist. That is, the underlying assumption is that practice activities undertaken by organisational psychologists will be well grounded in scientific information and knowledge about 'best practice', and concordant with the most recent empirical findings in the field.

The goals of the PGDipPracPsych(Org) are to provide Masters graduates in organisational psychology with:

1. a quality learning experience for transitioning from academic knowledge to professional practice;
2. a means of achieving a postgraduate qualification recognized in both New Zealand and Australia;
3. a pathway for registration as a psychologist under the Health Practitioners Competency Assurance Act;
4. a mechanism for enhancing continuing professional development in their practice of organisational psychology.

These goals will be achieved via regular supervised practice (either 12 months full-time or 24 months part-time), the completion of project assignments, and a final oral examination.

Supervision schedule:

Regular supervision meetings of approximately 1.5-2hrs (every two weeks for full-time candidates; every month for part-time candidates). Schedule of meetings to be arranged. Supervision meetings will include:

- discussion of professional/ethical issues in the candidate's employment
- review and discussion of project assignments (see below)
- discussion of professional/ethical readings
- discussion of general issues relating to the professional practice of organisational psychology in Aotearoa/New Zealand

The supervision philosophy in the PGDipPracPsych(Org) one of collegial exchange of information and experience, with the supervisor providing guidance on professional practice in organisational psychology. A major aim of supervision sessions is to enhance candidates' awareness and understanding of professional and ethical issues in the field of practice, and their ability to critically reflect upon their own professional practice, with the overarching aim of continuing professional development.

Required readings:

Code of ethics for psychologists working in Aotearoa/New Zealand, 2002.

Lowman, R. (2008, Editor). *The ethical practice of psychology in organizations*. (2nd edition). Washington, DC: American Psychological Association.

Other recommended readings will be arranged as appropriate. A strongly recommended reading is:

Evans, I.M., Rucklidge, J.J. and O'Driscoll, M. (Eds., 2007). *Professional practice of psychology in Aotearoa New Zealand*. Wellington: New Zealand Psychological Society.

Important dates:

Due dates for **six** project reports and date of the oral examination will be arranged. Candidates are required to complete and submit all assignments by the dates agreed upon with the academic supervisor.

Assessment:

Assessment components for the PGDipPracPsys(Org) are as follows:

- **Attendance at supervision meetings.**
- **Completion of six project reports in the practice of organisational psychology.** Candidates will identify, with guidance from their supervisor, a set of six projects/cases that they will complete within their work setting over the period of their enrolment, and that will develop their practice skills across the breadth of their specialization, e.g., job analysis, recruitment/selection, training and development, occupational health/wellbeing, career management, and organisational change and development. Although some overlap in the content and methodology of the six assignments is acceptable, the assignments will normally cover a broad and diverse range of relevant topic areas. One assignment must focus explicitly on *bicultural issues* in the practice of organisational psychology in Aotearoa/New Zealand. This assignment will specifically address issues of relevance to Maori.
- **Regular maintenance of a professional practice log.** For the duration of their enrolment, candidates maintain a weekly practice log, in which they record activities performed and professional/ethical issues related to those activities. The practice log forms the basis of the supervision meetings, in which candidates and their supervisor discuss how candidates have addressed issues arising in their practice, alternative responses that candidates might have taken, and how relevant psychological theory and research can be used in addressing these issues.
- **Work folio.** Before sitting the final examination, candidates will submit a project/casework folio which provides a description of their work, including a summary of their professional work roles and the major projects and cases completed. In their folio, candidates will reflect on the ethical and professional issues they have faced, how these were addressed, and alternative courses of action that may have been appropriate.
- **Oral Exam.** An examination panel, consisting of the candidate's primary supervisor, another staff member within the School of Psychology and an external examiner who is experienced in the practice of psychology within the candidate's specialisation, will review the candidates' folio and conduct an oral examination. The oral exam will focus on professional issues pertaining to the candidate's work during the period of enrolment in the PGDipPracPsys and other relevant situations. Ethical issues will also be covered in the exam. Following the oral exam, examiners will reach a consensus pass/fail recommendation which will be submitted for approval to the Chairperson of Psychology.

All assessment in the PGDipPracPsys(Org) is on a pass/fail basis, and a pass must be achieved in all assessment components to complete the qualification. Criteria for achieving a pass in each component will be discussed at supervision meetings.

Workload:

Candidates are expected to complete 1,500 hours of supervised practice through the PGDipPracPsych(Org). Note that, for candidates in paid employment, most of these hours are expected to be part of their normal working duties.

Referencing guidelines:

Candidates are expected to comply with the American Psychological Association's guidelines.

APA (2009). *Publication manual of the American Psychological Association* (6th ed.). Washington, DC: American Psychological Association.

Plagiarism:

Plagiarism is misconduct under the University's Candidate Discipline Regulations. Plagiarism means presenting as one's own work the work of another, and includes the copying or paraphrasing of another person's work in an assessment item without acknowledging it as the other person's work through full and accurate referencing; it applies to assessment (as defined in the Assessment Regulations) presented through a written, spoken, electronic, broadcasting, visual, performance or other medium.

Health and safety requirements:

Candidates are required to comply with all University safety regulations, including fire evacuation procedures (which are displayed below the fire alarms in every building).

Complaints procedures:

The brochure 'Candidate Concerns and Complaints Policy' provides details of the University's process for handling concerns and complaints and is available from the Faculty of Arts and Social Sciences office, and the Student and Academic Services Division.

Important policies and regulations:

Your attention is drawn to the following

1. University policies and regulations which are contained in the University Calendar:

- Assessment Regulations
- Policy on the use of Maori for Assessment
- Human Research Ethics Regulations
- Student Discipline Regulations
- Computer System Regulations
- Student Research Regulations

2. Policies relating to the Query of Marking and Final Grades.
The following procedures should be followed if you are not satisfied with a mark or grade you have received for any assignments:

(a) the mark or grade given on a specific piece of internally assessed coursework:

You should first discuss your concerns with the program convenor. If the paper convenor agrees that a reconsideration of the mark or grade is warranted, and believes that the piece of work should be remarked by another staff member within the School, it is the convenor's responsibility to ensure that the work is

remarked by another staff member. Any discrepancy between the mark/grade allocated will be resolved by negotiation between the two markers, including consultation with the Chairperson of School (COS) if necessary.

If you are not satisfied with the outcome of this process, you may make representation to the COS. If discussion with the COS does not lead to an acceptable resolution, you may express your concerns, in writing, to the Dean of Arts and Social Sciences.

(b) the final grade for the PGDipPracPsych(Org):

You must make formal application in writing to the Director of Academic Services within 14 days of notification of the grade. For further information on this procedure, see the University's Assessment Regulations, as set out in The University of Waikato Calendar and also at the following address:<http://calendar.waikato.ac.nz/assessment/assessment.html#pt5>.

3. Other School of Psychology policies, which are displayed on the General Information Noticeboard in the foyer of the main office and are available on the Psychology website. Copies of these can be obtained from the administration manager or secretaries of the School.