



# Statement and plan for professional development

## Profession: Psychology

This form is intended to be used by registrants who have failed the National Psychology Exam three times.

The purpose of this form is for the registrant to provide a statement that explains the reason(s) for not yet reaching passing grade on the exam, and provide a plan to overcome deficiencies in the integration of the knowledge and skills of professional practice as expected to be demonstrated by a general psychologist. This form allows the registrant to put their case to the Psychology Board of Australia (the Board) for consideration. The exam results will be reviewed along with this form and the registrant's application for renewal or registration.

This form is to be completed by the registrant and their principal supervisor.

In completing this form it is essential that the supervisor and registrant refer to the *Guidelines for the National Psychology Exam* and the *Policy and procedure for candidates who fail the national psychology exam three times*.

### SECTION A: Details and supervisory relationship

#### 1. What are the registrant's details?

Name	
<input type="text"/>	
Registration number	Email
<input type="text" value="P S Y"/>	<input type="text"/>

#### 2. What are the supervisor's details?

Name	
<input type="text"/>	
Registration number	Email
<input type="text" value="P S Y"/>	<input type="text"/>

### SECTION B: Statement

#### 3. Please outline the plan you used over the last 12 months to prepare for the National Psychology Exam. List the continuing professional development (CPD), activities, reading, supervision, practice, training or programs that you undertook in your preparation.



4. Please provide a clear and thorough explanation for the reasons that you have not yet reached a passing grade on the national psychology exam after three attempts. Ensure that you include an explanation of the situation, any mitigating circumstances, significant challenges and your efforts to correct the underlying problem(s) to improve progress. You may attach corroborating evidence if relevant.

**SECTION C: Details of your professional development**

**Learning needs analysis**

Before completing this section ensure that you have carefully reviewed the *Guidelines for the National Psychology Exam*, the *National Psychology Exam Curriculum* and the *National Psychology Exam Recommended Reading List*. You should consider the knowledge and skills of professional practice as expected to be demonstrated by a general psychologist in conjunction with reviewing your exam results.

In conjunction with your supervisor, please develop a program of learning to address your skills and knowledge deficits as noted in the National Psychology Exam Performance Report. The aim of this learning plan is to assist you with your preparation to pass any future exam (if approved by the Board).

5. List any gaps in knowledge and skills and provide details of specific activities and measures to address these gaps.

For example, list any continuing professional development (CPD), activities, reading, supervision, practice, training or programs to be completed. Include goals to be achieved and expected outcomes and timeframes for achievement of goals. You must be specific – for example, list the name, date, title and presenter of each workshop or CPD event you plan to attend.

Learning needs	Goal / outcomes	How you will address these learning needs (e.g. reading, CPD, supervision)	Timeframe



**This section is to be completed by the principal supervisor**

## SECTION D: Supervision and feedback

### 6. How will the registrant's learning needs be monitored and reviewed throughout the supervisor process?

E.g. log books, record reviews, audit, multi-source feedback.

### 7. What is the anticipated date for completion of the professional development plan?

## SECTION E: Registrant and supervisor agreement

### Registrant statement

I agree to abide by the plan for professional development outlined above.

I understand that the Psychology Board of Australia will review this plan, and that the Board may:

- reject the plan, or
- may make changes, alterations or add further requirements to the plan.

I agree that I will abide by the plan and any alternations to the plan have been approved by the Psychology Board of Australia. I agree that I am responsible for my own professional development and learning needs. I will work within my level of competence and will seek assistance when necessary. I will undertake professional development activities to enable me to overcome any deficiencies in my professional knowledge or skills.

I give permission for my supervisor to contact the Board if he or she has concerns about my professional performance.

Registrant name

Date

 /  / 

Registrant signature



SIGN HERE

### Supervisor statement

I agree to undertake the supervisory and support role outlined in the plan for professional development that has been approved by the Psychology Board of Australia.

I will notify the Board if I am concerned that the professional performance of the registrant is placing the public at risk and if I cannot provide the necessary support to ensure the safety of the public.

Supervisor name

Date

 /  / 

Supervisor signature



SIGN HERE



**Do not email this form.**

Please submit this completed form and supporting evidence using the Online Upload Service at [www.ahpra.gov.au/registration/online-upload](http://www.ahpra.gov.au/registration/online-upload).

You may contact Ahpra on 1300 419 495