

Application for Registration: List of Coaching Practitioners (LoCP)

Section 1: PERSONAL DETAILS

Full Name: _____

Contact details – cell and work number (not for inclusion on the List): _____

Email address (for inclusion on List): _____

SIOPSA Membership No.: _____ HPCSA Registration No.: _____

NOTE: Application for the list is open to SIOPSA members in the 'Full Member' category (Industrial & Organisational Psychologists), and HPCSA-registered psychologists in the categories of Clinical, Education, Counselling, and Research, who are SIOPSA members in the 'Associate Member' category, and who are experienced in their coaching fields.

Section 2: AREAS OF PRACTICE

Please indicate in which of the following areas of Coaching Psychology you practise:

- Business
- Executive
- Health/Wellbeing
- Transformational
- Sport
- Life
- Personal development
- Career
- Leadership
- Performance
- Stress Management
- Team
- Mentoring
- Retirement coaching
- Educational
- Transitional
- On-boarding
- Other (please specify) _____

Section 3: QUALIFICATIONS, KNOWLEDGE and EXPERIENCE

Please give a brief summary of your qualifications, knowledge and experience in the coaching field. Include your theoretical perspectives, models and methodologies. One page, maximum. Please attach your coaching-related profile, as necessary.

Section 4: SELF-DECLARATION

I recognise that in applying for registration and inclusion on this list, I am committed to the LoCP Coaching Psychology **Knowledge and Experience Framework** (refer to p. 5), and undertake to put it into practice, as per the published IGCCP SA Code of Practice for Registered Psychology Practitioners in Coaching.

Signed: _____

Date: _____

Section 5: REFEREE DETAILS

Kindly supply details for **two referees**, who are also HPCSA-registered Psychology Practitioners, or registered with other international psychological societies - who practice in the field of Coaching - and who are able to attest to your knowledge, skill, and experience in the Coaching Psychology field. This, with reference to the most recent version of the IGCCP SA's *Code of Practice for Registered Psychology Practitioners in Coaching* [available to download at www.siopsa.org.za]. NOTE: *The Code is currently published as Version 1.1/2016. Feedback and comment is always welcomed on the Code, and the FAQ, and these will be considered and integrated into these documents in due course.*

Please request that each of your Referees completes a reference form (on the following two pages).

1st Referee's name	
Email address	
1. HPCSA Registration number (or relevant international professional psychology body): 2. SIOPSA Membership number:	
2nd Referee's name	
Email address	
1. HPCSA Registration number (or relevant international professional psychology body): 2. SIOPSA Membership number:	

Section 6: PAYMENT

The List of Coaching Practitioners (LoCP) Application + Registration payment is R180 (incl. VAT). This amount is not prorated for the year:

- **LoCP Application: R110 (incl. VAT)** [a once-off, non-refundable payment].
- **LoCP Registration portion: R70 (incl. VAT)** [an annual renewal payment]:
 - The LoCP Registration portion is renewable annually.
 - This payment portion is payable for the first year.
 - The LoCP Registration payment cycle runs in parallel with SIOPSA's: August to July of each year.

Once you have submitted your completed application form to the IGCCP and it has been accepted, an invoice, R180, will be generated manually via SIOPSA. You will not need to initiate this process yourself – the IGCCP will initiate this on your behalf.

Kindly submit your completed form, with the proof of payment, to the IGCCP SA: igccpsa@siopsa.org.za

- Your application will be submitted to the IGCCP SA Committee, and a decision will be communicated to you, via email.
- Any queries that arise will be communicated to you via email.
- If required, your emailed reply or queries will then be re-submitted to the IGCCP SA Committee for final verification and approval.
- Once your application is approved, your details will be added to the *List of Coaching Practitioners (LoCP)*, which will be published on SIOPSA's website.

REFEREE FORM #1

Referee's full name:		1. HPCSA Registration number (or relevant international professional psychology body): 2. SIOPSA Membership number:	
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1. I have known the applicant for _____ years, and my relationship with the applicant has been as an employer/manager/supervisor/work colleague/coach/other (please provide details, below).

2. Following is an overview of my qualifications, knowledge and experience in the coaching field: One summary page, maximum. My coaching profile is also attached.

3. To the best of my knowledge, the information provided by the applicant on this application form is correct:
 Yes No (If NO, please provide details, below.)

4. I am able to attest to the applicant's engagement and experience regarding the List of Coaching Practitioners (LoCP) *Knowledge and Experience Framework* (as provided to me), and brief reference is made to this below.
 Yes No (If NO, please provide details, below.)

Signed: _____

Date: _____

REFEREE FORM #2

Referee's full name:		1. HPCSA Registration number (or relevant international professional psychology body): 2. SIOPSA Membership number:	
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1. I have known the applicant for _____ years, and my relationship with the applicant has been as an employer/manager/supervisor/work colleague/coach/other (please provide details, below).

2. Following is an overview of my qualifications, knowledge and experience in the coaching field: One summary page maximum. My coaching profile is also attached.

3. To the best of my knowledge, the information provided by the applicant on this application form is correct:
 Yes No (If NO, please provide details, below.)

4. I am able to attest to the applicant's engagement and experience regarding the List of Coaching Practitioners (LoCP) *Knowledge and Experience Framework* (as provided to me), and brief reference is made to this below.
 Yes No (If NO, please provide details, below.)

Signed: _____

Date: _____

**List of Coaching Practitioners (LoCP)
KNOWLEDGE AND EXPERIENCE FRAMEWORK**

The following items constitute the demonstrable requirements of understanding and application of psychological coaching. Coaching Practitioners will demonstrate that they:

- ▶ Have knowledge of the contexts (including professional, ethical and legal) within which Coaching Psychology services are provided.
- ▶ Understand the responsibility and limitations of the professional role, including maintaining boundaries, confidentiality and accountability.
- ▶ Understand issues pertaining to differences and diversity in Coaching Psychology.
- ▶ Have the ability to address ethical issues in Coaching Psychology, and understand how these may affect the coaching process, including power differentials.
- ▶ Understand what is meant by a safe environment in the domain of Coaching Psychology, and the factors that affect the development of a coaching relationship.
- ▶ Have knowledge and experience of different Coaching, Psychology and Coaching Psychology frameworks, theories and methods.
- ▶ Have skills and experience in contracting and negotiating with clients.
- ▶ Have skills and experience in establishing, developing and maintaining a coaching relationship.
- ▶ Have knowledge of the structure of professional Coaching Psychology experience, including assessment procedures, interventions and the changing expectations regarding the practitioner's role.
- ▶ Have knowledge of theories of management, leadership and other areas of specialisation relevant to the application of Coaching Psychology.
- ▶ Have knowledge of the various diagnostic tools and techniques for providing psychological coaching (self report, psychometrics, colleague reports and appraisals).
- ▶ Have knowledge of techniques and processes to evaluate Coaching interventions, including receiving feedback from the client on their perceptions of progress and their expectations of the outcomes of the Coaching interventions.
- ▶ Maintain up-to-date awareness of the development of Coaching Psychology theory and practice, and engage in Psychology-CPD activities, with a focus being on obtaining CPD in Coaching-related activities.
- ▶ Keep updated with, and maintain a working knowledge of, the IGCCP SA's *Code of Practice for Registered Psychology Practitioners in Coaching* document.
- ▶ Be in, or consider being in, a coaching-supervision relationship, which is encouraged as part of a focus on continual learning and development.

Please complete the following information, which will be published on the *List of Coaching Practitioners (LoCP)*, on the SIOPSA website. [Kindly review and ensure that these details are correct; contact the SIOPSA office immediately if the published details on the LoCP do not match the ones you have provided below.]:

First name	Surname	Contact details [email]	Area/type of coaching being practiced

250-word paragraph on qualifications and experience:

The following DISCLAIMER applies to this list: "Inclusion on this list is based on a self-declaration of competence. The IGCCP SA or SIOPSA do not take responsibility for the conduct or competence of practitioners. Any concern regarding the conduct of registered psychologists should be directed to the Health Professions Council of South Africa (HPCSA), the legislative and governing body for all psychologists in South Africa."

For Office Use Only:

IGCCP SA:	Payment received	Processed by	HPCSA Registration Paid [Y/N]	SIOPSA Membership Paid [Y/N]