

CPA Accreditation Panel Site Visitor Conversation Session

77th Annual CPA Convention

Victoria, BC

June 10, 2016

As of June 2016, CPA accredits 69 programs total:

	Doctoral Programmes	Internship Programmes
Clinical Psychology	25	31
Counselling Psychology	5	2
School/Clinical Psychology	3	0
Clinical Neuropsychology	1	2
TOTAL	34	35

Key Panel Activities in 2015-16:

- Congratulations to a new accredited doctoral programme and a newly accredited internship programme:
 - Eastern Health Psychology Residency Programme
 - McGill University School/Applied Child Psychology Programme
- 13 programs re-accredited at Fall and Spring meetings
- 13 re-accreditations currently in progress
- Plus 2 new internship programmes and 1 new doctoral programme under review

(That's a lot of site visits! – THANK YOU!)

Site Visitor Survey Highlights

- Online survey of site visitors conducted in March 2015
 - Question 7 of the survey queried what might facilitate the site visit process. Here are a few highlights:

Factor	Percentage
Sufficient advance notice of SV dates	85%
A template for writing the site visit report	77%
A semi-structured interview guide to follow	54%
Time to work on the site visit report on site	50%
Limited investment of preparation/ follow-up time	39%
Ongoing training/supports	37%

Site Visitor Survey Highlights

- Question 11: What ongoing site visit training, if any, do you think might be useful?

Training Option	N	Percentage
Annual in-person workshop at the CPA Convention for all site visitors	37	47%
Annual in-person workshop at the CPA Convention for site visit team chairs	20	26%
Annual conference call for all site visitors	17	22%
Annual conference call for site visit team chairs	11	14%
Annual webinar/online workshop for all site visitors	57	73%
Annual webinar/online workshop for site visit team chairs	28	36%
Opportunities to be an 'observer' on a site visit team	35	45%

Site Visitor Survey Highlights

- Q12: Looking back, in what ways, if any, would you like to have been better prepared for your first site visit?
 - Better understanding of interactive nature of standards
 - Clarity of each SV team member's role, and expectations for SV report
 - Prior communication with team members

Today's Theme: Enhancing the site visitor experience

- Topics for today:
 - Site visit setup
 - Preparation for Site Visits
 - Site visitor training/mentorship
 - Site visit report writing

Site Visit Setup

- The Process
 - Currently coordinated by the Accreditation Office.
 - List of potential site visitors compiled by the Accreditation Office, then sent to the programmes to be vetted.
 - Potential visitors are polled re: dates, and a team is assembled based on matching availability.

Site Visit Setup

- Challenges
 - Sometimes still challenging to put together teams.
 - Conflicts of interest: not very operationalized at this time re: supervision of students from visited programmes, past academic/training partnerships.
 - Site visitor vetting process: would mass emails be more useful? (e.g. when a programme needs a site visit, should we send the dates to all potential visitors or continue to “shortlist”?)

Site Visit Setup

- Changes (and potential changes):
 - The addition of a site visitor database linked to the CPA membership database.
 - This may allow for faster searches of available site visitors, with increased functionality potentially adding the option for site visitors to “black out” certain dates.
 - Are now closing the loop with site visitors that have indicated availability and were not selected.

Preparation for Site Visits

- The Accreditation Office has begun sending the initial reviewers checklist compiled by the programme reviewer to site visitors as a way to communicate their questions directly to the site visit team.

Site Visitor Training/Mentorship

- The Accreditation Office has received some feedback regarding preparation for a first site visit (e.g. interview templates, advanced time to confer with other team members, clarity of roles/responsibilities)
- The Accreditation Office normally pairs less experienced site visitors with more experienced visitors/chairs
 - Is this helpful?

Site Visitor Training/Mentorship

- The Panel is considering development of online training and continuing education aimed at refreshing certain skills, based on requests from Site Visitors.
 - Topics?
- Site visitor guide
 - In draft since 2014; planning to formalize and expand

Site Visitor Training/Mentorship

- Discussion:
 - What parts of the first site/first site visit as chair seem the most daunting?
 - What other approaches could the AO take to make this a more comfortable/productive experience?
 - What about transitioning to the role of chair?
 - Other training needs/ideas?

Site visit report writing

- Key issue from survey.
- Accreditation Office and Panel have noted significant variability in level of detail and coverage of issues.
- Accreditation Office developed an outline, but is aware that overly rigid templates may seem prescriptive.
- Discussion:
 - What would be useful to facilitate the process of writing the site visit report?

Example Quick Reference Guide

2011 STANDARDS	<u>Comments</u>
I. ELIGIBILITY	
A. Institution	
1. Doctoral level within chartered Canadian university	
2. Appropriate financial support	
3. Faculty receive recognition/reward from institution for training activities	
B. Programme	
1. Doctoral level identified as clin/couns/schl within department or unit responsible for programme	
2. Identifiable body of students	

Check-in

- The following were factors that were identified as barriers to completing site visits:
 - Time commitments
 - Scheduling conflicts (work and/or family)
 - Lack of support from institution to take time away

Brainstorming

- What topics would be interesting for upcoming site visit conversation sessions?
 - Call for topics in advance of the convention?
 - Recurring topics people would like covered?

Questions? Comments?

- We always welcome feedback and inquiries from our site visitors. If you have any questions about the Accreditation process, site visits, or anything else, feel free to email the Accreditation Office at:

accreditation@cpa.ca

**THANK YOU FOR YOUR
COMMITTMENT TO HIGH QUALITY
PROFESSIONAL PSYCHOLOGY
TRAINING!**