



**ZIMBABWE ASSOCIATION OF FAMILY THERAPISTS AND PROFESSIONAL
COUNSELLORS (ZAFTPC)**

In collaboration with

ALLIED HEALTH PRACTITIONERS COUNCIL OF ZIMBABWE (AHP CZ)

CONTINUOUS PROFESSIONAL DEVELOPMENT (CPD)

TRACKING BOOKLET

COUNSELLORS

Counsellors and Family Therapists

REQUIRED POINTS

Yearly: 50

Name: RUDO CHRISTINE MATASWA

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EMPLOYER ZIMBABWE OPEN UNIVERSITY (PART TIME)

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EMPLOYER

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SIGNATURE:  Mataswa

DATE 27-03-23

INSTRUCTION ON HOW TO USE THIS BOOKLET

The holder of this booklet should ensure that all the continuous professional development (CPD) hours are recorded and signed immediately after each activity.

- This CPD booklet should be used for continuous professional development activities that are relevant to the counselling profession only;
- The CPD booklet will be presented to ZAFTPC Education and Liaison Committee for recommendation for renewal of the practicing certificate; and ☐ It is an offence to falsify information in this booklet.

PREAMBLE

Continuing Professional Development (CPD) is the means by which members of the profession (therein known as counsellors) broaden the expertise required in their professional lives. This serves to ensure that both academic and practical qualifications do not become obsolete and redundant, thus allowing them to continuously upgrade. This booklet shall be legal property of Zimbabwe Association of Family Therapists and Professional Counsellors (ZAFTPC) in collaboration with the Allied Health Professions Council of Zimbabwe (AHPCZ). Below are possible activities to enhance professional development.

- Lecturing/Attending Lectures
- Training Workshops
- Additional qualification (relevant to the profession)
- Publishing articles in refereed journals
- Attending and Participating in Conferences
- Supervision
- Peer reviews
- Community service
- Professional growth

The minimum CPD points will be fifty (50) per year to facilitate transition, registration and renewal of practicing certificates.

CPD points Guide Chart.

| CDP CATEGORY | | POINTS AWARDED | MINIMUM | COMMENTS |
|---------------------|--|---------------------------------|----------------------------|---|
| 1 | a. Lecturing/ presentation | 5 | One hour | Points will be awarded to the presenter. The education and liaison committee are supposed to confirm the authenticity of the lecture Lectures should be in line with counselling education |
| | b. Attending a lecture (students/interns) | 2 | Day | |
| 2 | Seminar a. Half-day | Attending- 2 Presenting- 5 | Half-day | Seminar should be in line with continuous counselling education. Conference should be in line with continuous counselling education |
| | b. Full day | Attending- 5 Presenting- 10 | Day | |
| | c. Conference/Annual Congress | Attending- 10 Presenting- 15 | Day | |
| 3 | a. Publishing article in a Refereed Journal. | 10 | Abstracts of 200-250 words | Single author gets 10 points. Co-authors share points. |
| | b. Review of journal article or research proposal | 5 | Abstracts of 200-250 words | |
| 4 | Professional group meetings | Attending- 2 | 2 hours | Zimbabwe Association of Family Therapists and Professional Counsellors (ZAFTPC). |
| | | Presenting- 4 | | |
| 5 | Achieving an extra relevant qualification | 5 | Certificate/ Diploma | The qualification should be relevant to the counselling profession |
| | | 10 | Degree | |
| 6 | Direct mentoring or supervision of interns | 5 | 2 students per semester | The mentoring should be linked to the counselling profession |
| 7 | Community Service | 10 | Activity | Linked to area of specialisation subject to verification |
| 8 | Personal psychotherapy for professional growth | 2 | Session | Minimum 10 sessions (compulsory) |
| 9 | Professionally related training activities that are specific to each discipline (e.g.CBT/Trauma/Gerontology/Palliative Training, etc.) | 5 | At least two days training | Minimum of two days |

| Date | CPD Category | Description | Stamp & Signature |
|----------|--------------|--|--|
| 14-05-22 | 8 | Personal Psychotherapy for professional growth | Stamp: REVELATION MEDICAL SERVICES, CHIWARIDZO PHASE 2, BINDURA, PHONE: 0781 838 888. Signature: [Signature] |
| 21-05-22 | 8 | Personal Psychotherapy | Signature: [Signature] |
| 22-05-22 | 6 | Practicum Supervision 108 - 3 Students | Signature: [Signature] |
| 25-05-22 | 6 | Practicum Supervision 108 - 4 Students | Signature: [Signature] |
| 26-05-22 | 6 | Practicum Supervision 108 - 3 Students | Signature: [Signature] |
| 14-06-22 | 6 | Practicum Supervision 108 - 5 Students | Signature: [Signature] |
| 15-06-22 | 6 | Practicum Supervision 108 - 6 Students | Signature: [Signature] |
| 18-06-22 | 8 | Personal Psychotherapy | Stamp: REVELATION MEDICAL SERVICES, CHIWARIDZO PHASE 2, BINDURA, PHONE: 0781 838 888. Signature: [Signature] |
| 30-06-22 | 8 | Personal Psychotherapy | Stamp: REVELATION MEDICAL SERVICES, CHIWARIDZO PHASE 2, BINDURA, PHONE: 0781 838 888. Signature: [Signature] |
| 12-07-22 | 8 | Personal Crisis Psychotherapy | Stamp: REVELATION MEDICAL SERVICES, CHIWARIDZO PHASE 2, BINDURA, PHONE: 0781 838 888. Signature: [Signature] |
| 16-07-22 | 8 | Personal Bereavement therapy | Stamp: REVELATION MEDICAL SERVICES, CHIWARIDZO PHASE 2, BINDURA, PHONE: 0781 838 888. Signature: [Signature] |
| 19-11-22 | 1a) | Presentation Lecture (2 hours)-Ethics in Counselling | Signature: [Signature] |
| 19-11-22 | 1a) | Lecture Presentation (2hrs) Special Populations in Counselling | Signature: [Signature] |
| 19-11-22 | 1a) | Lecture Presentation (2hrs)-Theories in Counselling | Signature: [Signature] |
| 19-11-22 | 1a) | Lecture Presentation (2hrs) Communication in Counselling | Signature: [Signature] |
| 21-11-22 | 8 | Personal Psychotherapy | Stamp: REVELATION MEDICAL SERVICES, CHIWARIDZO PHASE 2, BINDURA, PHONE: 0781 838 888. Signature: [Signature] |
| 24-11-22 | 6 | Practicum Supervision 401 - 2 Students | Signature: [Signature] |
| 25-11-22 | 8 | Personal Psychotherapy | Signature: [Signature] |
| 02-12-22 | 8 | Personal Grief Psychotherapy | Stamp: REVELATION MEDICAL SERVICES, CHIWARIDZO PHASE 2, BINDURA, PHONE: 0781 838 888. Signature: [Signature] |
| 19-12-22 | 8 | Personal Psychotherapy | Stamp: REVELATION MEDICAL SERVICES, CHIWARIDZO PHASE 2, BINDURA, PHONE: 0781 838 888. Signature: [Signature] |