



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

**In collaboration with**

**ALLIED HEALTH PRACTITIONERS COUNCIL OF ZIMBABWE (AHPCZ)**

**CONTINUOUS PROFESSIONAL DEVELOPMENT (CPD)**

**TRACKING BOOKLET**

**COUNSELLORS**

**Counsellors and Family Therapists**

**REQUIRED POINTS**

**Yearly: 50**

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DATE 25.1.23

### **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
31.1.22	5	Webinar - Africa University First year students mental health awareness	DEAN: STUDENT AFFAIRS AFRICA UNIVERSITY P. O. BOX 1320, MUTARE TELEPHONE 020-60026/75 FAX: 020-61785
1.2.22	5	Business office stress management - Africa University	
Feb 21-25.22	50	Consulting Psychology workshops - UNISA	DEAN: STUDENT AFFAIRS AFRICA UNIVERSITY P. O. BOX 1320, MUTARE TELEPHONE 020-60026/75 FAX: 020-61785
6.5.22	2	CPD Points webinar - AHPCZ	
4.5.22 to 3.5.22	10	US Embassy & Africa University Career guidance & counselling workshop	DEAN: STUDENT AFFAIRS AFRICA UNIVERSITY P. O. BOX 1320, MUTARE TELEPHONE 020-60026/75 FAX: 020-61785
16-20 May 22	50	(5 DAYS) Consulting Psychology workshops - UNISA	
7.6.22	2	Age of sexual consent webinar - (WUA)	DEAN: STUDENT AFFAIRS AFRICA UNIVERSITY P. O. BOX 1320, MUTARE TELEPHONE 020-60026/75 FAX: 020-61785
4.7.22	5	Africa University Stress management workshop - UNISA	
3.8.22	5	New students orientation - Africa University	DEAN: STUDENT AFFAIRS AFRICA UNIVERSITY P. O. BOX 1320, MUTARE TELEPHONE 020-60026/75 FAX: 020-61785
16/17 Aug	20	(2 DAYS) Consulting Psychology Conference - UNISA	
29-30 Sept	20	(2 Days) Disability Management, Counselling, MOHTESTE & ECOTZ	DEAN: STUDENT AFFAIRS AFRICA UNIVERSITY P. O. BOX 1320, MUTARE TELEPHONE 020-60026/75 FAX: 020-61785
"	"	Sexual & Reproductive Health - facilitator	
27.10.22	2	CPD Points webinar - AHPCZ	DEAN: STUDENT AFFAIRS AFRICA UNIVERSITY P. O. BOX 1320, MUTARE TELEPHONE 020-60026/75 FAX: 020-61785
"	"	ZAFTPC	
15.11.22	5	Examination Anxiety Busting for Freshman - Africa University	DEAN: STUDENT AFFAIRS AFRICA UNIVERSITY P. O. BOX 1320, MUTARE TELEPHONE 020-60026/75 FAX: 020-61785
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TOTAL	181		DEAN: STUDENT AFFAIRS AFRICA UNIVERSITY P. O. BOX 1320, MUTARE TELEPHONE 020-60026/75 FAX: 020-61785

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