



PROFESSIONAL REGULATORY BOARD OF PSYCHOLOGY

Resolution No. 04

Series of 2021

OPERATIONAL GUIDELINES FOR THE PSYCHOLOGY PROFESSION DURING THE TRANSITION PERIOD PURSUANT TO COMMISSION RESOLUTION NO. 1146 (s. 2019), ENTITLED “AMENDING RELEVANT PROVISIONS OF RESOLUTION NO. 1032 (s. 2017), OTHERWISE KNOWN AS THE IMPLEMENTING RULES AND REGULATIONS (IRR) OF REPUBLIC ACT NO. 10912, KNOWN AS THE CONTINUING PROFESSIONAL DEVELOPMENT (CPD) ACT OF 2016”

WHEREAS, Republic Act (R.A.) No. 10912 was enacted to promote and upgrade the practice of the professions in the country and institute measures that will continuously improve the competence of the professionals in accordance with the international standards of professional practice, thereby, ensuring their contribution in uplifting the general welfare, economic growth and development of the nation;

WHEREAS, the Professional Regulation Commission (Commission) issued Resolution No. 1146 (s. 2019), entitled “Amending Relevant Provisions of Resolution No. 1032 (s. 2017), otherwise known as the Implementing Rules and Regulations (IRR) of Republic Act No. 10912, known as the Continuing Professional Development Act (CPD) of 2016”, which provides for a **Transition Period** in order to develop the necessary standards, processes, capacity, and infrastructure while minimizing the cost and inconvenience to concerned professionals;

WHEREAS, in order to conform with the provisions of said Resolution, the Professional Regulatory Boards were mandated to issue operational guidelines during the Transition Period;

NOW THEREFORE, in compliance with the mandate of the Commission and after consultation with the stakeholders, the Professional Regulatory Board of Psychology (Board) hereby **RESOLVES** to issue these Operational Guidelines during the **Transition Period** pursuant to Commission Resolution No. 1146 (s. 2019).

Section 1. During the transition period the following shall be observed:

- a.) Licensed Psychologists and Psychometricians working overseas shall not be covered by CPD requirements.
- b.) Newly registered licensed Psychologists and Psychometricians shall not be covered by the CPD requirement for the first renewal cycle after obtaining their license.
- c.) The CPD Council of Psychology shall reduce the required CPD credit units for the renewal of Professional Identification Card (PIC) to the following:

Category	Total Credit Units Per Renewal Cycle
Psychologist	15
Psychometrician	10

- d.) The maximum CPD credit units that may be earned under the Self-Directed Learning (SDL) modality shall be five (5) credit units per renewal cycle.

- e.) CPD providers with valid accreditation during this transition period may continue their offering of CPD programs.

Section 2. Recognition of Credit Units – All duly validated and recognized CPD credit units earned by a professional shall be accumulated in accordance with the pathways and equivalencies of the Philippine Qualifications Framework (PQF).

Excess credit units may be credited for the next renewal cycle.

CPD credit units refers to the value of an amount of learning achieved from formal, informal or non-formal learning including professional work experience wherein credits can be accumulated to pre-determined levels for the award of a qualification.

Section 3. Presumptive Approval – The approval of application shall be made by the Council under the following conditions:

- 3.1. Applications for CPD programs of accredited CPD Providers shall be submitted not less than fifteen (15) working days before the scheduled date of program offering.

Only applications with complete documentary requirement shall be accepted.

- 3.2. All CPD programs duly submitted for accreditation shall be deemed approved after ten (10) working days from official receipt thereof, if no feedback from the CPD Council is received. However, should the Council require more information, another (10) working day period is given upon receipt of additional document/s.

- 3.3. All SDL applications shall be deemed approved after fifteen (15) working days from official receipt thereof, if no feedback from the CPD Council is received. However, should the Council require more information, another fifteen (15) working day period is given upon receipt of additional document/s.

Section 4. Expiration of the Transition Period – The transition period shall expire after the antecedents have been met as stated in Annex "A" of Resolution No. 1146 (s. 2019) upon recommendation of the CPD Council of Psychology, through the Board, and approved by the Commission.

Section 5. Accreditation of CPD Program – Any accredited CPD Provider may apply for accreditation of its program to the CPD Council of Psychology for approval after evaluation on its relevance, value and/or applicability of the program to the profession as basis of the grant of CPD credit units.

Section 6. In-house Training Programs – In-house training programs and capacity-building activities of government agencies and private employers shall be accredited and considered as CPD compliance of their employed professionals.

- 6.1. Government agencies and private employers shall apply for accreditation as CPD Providers.

- 6.2. Upon approval of accreditation, government agencies and private employers shall apply for accreditation of their respective in-house training programs and capacity-building activities.

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6.3. For registered Psychologists and Psychometricians who are employed by non-accredited CPD providers, their certificates of training shall be applied for credit units under SDL modality.

Section 7. Licensed Psychologists and Psychometricians Who Executed an Undertaking – Psychologists and Psychometricians who executed an undertaking before this transition period shall be required to comply with only fifteen (15) and ten (10) credit units, respectively.

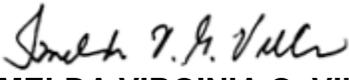
Section 8. Matrix of CPD Activities – The Matrix of CPD Activities with their corresponding credit units and supported documents is hereto attached as Annex "A".

Section 9. Repealing Clause – All resolutions, orders, circulars, issuances or parts thereof which are inconsistent with this Resolution are hereby repealed or modified accordingly.

Section 10. Effectivity – This Resolution shall take effect after fifteen (15) days following its full and complete publication in the Official Gazette or in a major newspaper of general circulation, copy furnished the U.P. Law Center.

Done in the City of Manila, this 23rd day of September, 2021.


MIRIAM P. CUE
Chairperson


IMELDA VIRGINIA G. VILLAR
Member

VACANT
Member

DATE OF PUBLICATION IN THE
BUSINESS MIRROR : *October 01, 2021*
Date of Effectivity : *October 17, 2021*

Attested to:



Atty. OMAIMAH E. GANDAMRA
Officer-In-Charge, PRB Secretariat Division

APPROVED BY:


TEOFILO S. PILANDO, JR.
Chairman


YOLANDA D. REYES
Commissioner


JOSE Y. CUETO, JR.
Commissioner

MATRIX OF CPD ACTIVITIES for PSYCHOLOGY

- I. **FORMAL LEARNING** – refers to educational arrangements such as curricular qualifications and teaching-learning requirements that take place in Higher Educational Institutions (HEIs).

PROGRAM / ACTIVITY**	APPROVED CREDIT UNITS (CU)*	SUPPORTING DOCUMENTS
1.1. Doctoral Degree	1 CU per credit hour (Unit/s earned per compliance period)	University Certification of units earned
	Additional full CU upon completion of degree	University Certification or Diploma from the College/ University and Transcript of Records (authenticated copy)
1.2. Master's Degree	1 CU per credit hour (Unit/s earned per compliance period)	University Certification of units earned
	Full CU upon completion of degree	University Certification or Diploma from the College/ University and Transcript of Records (authenticated copy)
1.3. Post-graduate Diploma/ Certificate / Diplomate / Fellowship Program	CU assigned by the CPD Council	Diploma / Certification from the institution (authenticated copy)

* Application Form for Crediting Activities that did not go through the CPD Council for Accreditation (Annex "B-12") in applying for CPD credit units.

** Degrees obtained abroad must be validated by CHED before submission to PRC.

- II. **NON-FORMAL LEARNING** – refers to learning that has been acquired in addition or alternatively to formal learning, which may be structured and made more flexible according to educational and training arrangements. This includes CPD accredited activities and Self-Directed activities.

Self-Directed Learning (SDL) – includes CPD Activities such as professional activity and volunteer engagement. Only 30% of the required CPD credit units per compliance period can be earned under SDL activities (example, for the required 15 CPD credit units, only 5 can be earned under SDL). Excess shall not be carried over to the next compliance period.

Under professional activities are conference, seminar/workshop/colloquium, in-service training, webinar, tutorial, study tour/plant visit, exhibit, poster presentation, program/module development, publication, invention, consultancy, and recognition/award/title.

Under volunteer engagement activities are medical mission/outreach program, environmental initiative, livelihood program, disaster/calamity assistance, service to worthy projects, and CSR projects.

ROLE	CPD ACCREDITED		NON-ACCREDITED		
	RECOMMENDED* MINIMUM CREDIT UNITS (CU)	SUPPORTING DOCUMENTS	APPROVED CREDIT UNITS (CU)	SUPPORTING DOCUMENTS	
2.1. Participant	Approved CU	Certificate as Participant with approved CU and accreditation number	CU assigned by the CPD Council	Certificate as Participant and Copy of Program	
2.2. Keynote Speaker	3 CU per hour or a fraction thereof	Certificate as Speaker, Panelist, etc. with program accreditation number		CU assigned by the CPD Council	Certificate as Speaker, Panelist, etc. and Copy of program
2.3. Resource Person					
2.4. Panelist / Reactor / Discussant	2 CU per hour or a fraction thereof				
2.5. Moderator	2 CU per hour				
2.6. Facilitator	1.5 CU per hour				
2.6. Poster Presenter	2 CU per hour or a fraction thereof	Certificate as Poster Presenter, Description of Activity, including results (if applicable)	CU assigned by the CPD Council		Certificate as Poster Presenter, Description of Activity, including results (if applicable)

* The CPD Council may approve more CPD credit units as deemed appropriate.

OTHER SELF-DIRECTED LEARNING ACTIVITIES – refer to CPD programs that contribute to the learning of professionals that are not included above.

PROGRAM / ACTIVITIES / ROLE / OUTPUT	APPROVED CREDIT UNITS (CU)	SUPPORTING DOCUMENTS
3.1. Research and Development	10 CUs <i>If more than one researcher, divide equally among them.</i>	Research Report
3.2. Extension		
3.2.1. Demonstration Services	CU assigned by the CPD Council	Certification from agency/community and Copy of training program
3.2.2. Training Services		
3.2.3. Advisory Services		
3.2.4. Information Dissemination		
3.3. Socio-Civic Activities		
3.3.1. CSR Related to the Profession	CU assigned by the CPD Council	Photos and Certification from agency/community
3.3.2. Community-Related Services		
3.4. Creative Works		
3.4.1. Inventions	Full CU for compliance period	Certified copy of Patent, utility models, Certificate or Certification from Intellectual Property Office
3.4.2. Publication		
3.4.2.1. Article Published in a Refereed / Peer Reviewed Professional Journal published within compliance period		
3.4.2.1.1. Author	10 CU Locally indexed journal	Copy of published article in professional journals and Table of contents.
	20 CU Internationally indexed journal	Copy of published article in professional journals, Table of contents and Proof of indexing.
	<i>For multiple authors, divide CU equally among them.</i>	
3.4.2.1.2. Peer Reviewer	2 CU per article	Invitation from the publisher to review such article
3.4.2.2. Literary Work / Article in Magazine / Newspaper/ Newsletter published within the compliance period.		
3.4.2.2.1. Author	5 CU per article. <i>For multiple authors, divide CU equally among them.</i>	Published article
3.4.3. Pamphlet / Monograph / Book (including revised editions) published in the last 5 years		
3.4.3.1. Author	20 CU for single author for pamphlet (less than 100 pages)	40 CU for single author for book or monograph (more than 100 pages)
	<i>For multiple authors(e.g. book chapter authors), divide CU equally among them.</i>	
3.4.3.2. Editor	10 CU for single editor for pamphlet (less than 100 pages)	20 CU for single editor for book or monograph (more than 100 pages)
	<i>For multiple authors, divide CU equally among them.</i>	
3.4.4. Module / Training Materials Development (including online materials)	Maximum of 10 CU per module	Copy of module and evaluation

3.4.5. Technical Paper	CU assigned by the CPD Council <i>For published paper, see 3.4.2.1 publication</i>	Copy of the technical paper; <i>For published paper, see 3.4.2.1 publication</i>
3.4.6. Other Creative Works	CU assigned by the CPD Council	Copy of the product / design / photograph
3.5. Tutorial/Coaching and Mentoring/ Accrediting and Evaluating HEIs Programs	CU assigned by the CPD Council	Report including the process in the conduct of coaching and mentoring and result.
3.6. Policy Development	CU assigned by the CPD Council	Report including the policy formulation / Certification from employer / Acknowledgement of policy submission.
3.7. Consultancy	CU assigned by the CPD Council	Consultancy Report / Certificate of Appointment as Consultant/
3.8. Monitoring and Evaluation		
3.8.1. Monitor	Twice the number of approved CU for the program	Monitoring Report, Certificate of Appearance, and Authority to Monitor issued by PRC
3.8.2. Evaluator	1 CU per hour	Evaluation Report, Attendance Report, and Certificate as Evaluator issued by the PRC

III. **INFORMAL LEARNING** – refers to learning that occurs in daily life assessed, through the recognition, validation and accreditation processes, and which can contribute to a qualification.

SECTOR	APPROVED CREDIT UNITS (CU)	SUPPORTING DOCUMENTS
4.1 Government	CU assigned by the CPD Council	<p>Diagnostic Assessment – To establish personal development needs with evidence of prior learning.</p> <ul style="list-style-type: none"> • Curriculum Vitae • Certification of performance from direct supervisor or client/self-declaration for the self-employed. <p>Formative Assessment – To monitor the progress of an individual's learning and establish that learning has occurred.</p> <ul style="list-style-type: none"> • Photo documentation with brief write-up • Reference letter from supervisor • Performance appraisal from employer. • Certification of performance from direct supervisor or client/self-declaration for the self-employed. <p>Summative Assessment – To measure the learning outcomes and demonstration of evidence or application of such learning.</p> <p>Documentary Evidence Portfolio which demonstrates acquisition of knowledge, skills and values and application with appropriate degree of independence.</p>
4.2 Business/Private		
4.3 Academe		
4.4 Civil Society		

IV. **SUCH OTHER ACTIVITIES TO BE RECOMMENDED BY THE CPD COUNCIL AND APPROVED BY THE BOARD AND THE COMMISSION**