

ACA Ongoing Professional Development (OPD) policy effective as of 2012

Credit Point System

ACA Approved Activity	Points
Annual Subscription to ACA Journal (Counselling Australia)	1 point per issue = 4 points per year
Published book review in an ACA publication	3 points per review = 12 points per year
Presentation/Workshop /Seminars	2 points per hour (not including breaks)
Attendance at an ACA approved Member Association activity	A presentation of between 1 and 4 hours = 4 points A presentation of 5 or more hours in duration (not including breaks) = 7 points
Mental Health Academy (Major ACA Sponsor: All Mental Health Academy OPD is pre-approved)	Short Courses which include Assessment 1 hour duration = 2 points 2 hours duration = 4 points More than 3 hours duration = 6 points <i>Video's</i> Less than 2 hour duration = 3 points Between 2 and 4 hours duration = 4 points More than 4 hours duration = 5 points

Non ACA Pre-Approved Activity	Points
Presentation/ Workshop	length 1 to 4 hours = 2 points longer than 4 hours per day = 4 points per day
Further training (education transcripts of training must be supplied)	7 point per semester
Attendance at non ACA approved conference	3 points per day
Published peer reviewed articles in non ACA journal	4 points per review
Member association workshop	Duration of more than 4 hours that has not sought approval = 4 points per day.
Member Association conference that has not sought approval	3.5 points per day

We encourage our members to log their OPD online via the member log in found on the top right hand side of the ACA home page www.theaca.net.au

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For any Non ACA Pre-Approved Activities please contact ACA before you undertake these activities so that we can assess and assign points to them.

To fulfil the ACA criteria required for membership renewal at Practising level, **25 points of Ongoing Professional Development (OPD) is needed AND a minimum of 10 hours Professional Supervision (PS)**, this may include peer (2 hours max) and group supervision. Members should accumulate 1 hour of supervision for every 10 hours client contact time. Full explanation is available on the Supervision policy form.

For further information on both the OPD and Supervision policies and procedures please visit the following link <http://www.theaca.net.au/documents.php>

If you do not have access to the internet and wish to get further information on this feel free to ring ACA on **1300 784 333**

Members who are unable to fulfil their requirements due to **isolation** and **distance** issues can discuss their cases individually with ACA.

ACA
PO Box 88
Grange Qld 4051

telephone: 1300 784 333
facsimile: 07 3356 4709
web: www.theaca.net.au

*These log books can be used for
ACA Member Associations and Chapters*



Australian Counselling Association Inc

Ongoing Professional
Development

&

Professional/Peer Supervision

Please send the original log book to ACA with your renewal invoice. It is highly advised that you keep a copy of this log book for your own records.

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Your Details

Name:	
Membership Number:	
Membership Level:	
Contact Number:	
Professional Supervisor Name (print) _____	
Name of approved Facilitator for peer Supervision (print) _____	

Record for Professional/Peer Group/Supervision

Date	Supervisor	Hours	Supervisors Signature

Record for Ongoing Professional Development

Date	Event	Hours	Signature of authorised person