



Psychotherapy & Counselling
Federation of Australia

Education Program Accreditation Committee

TERMS OF REFERENCE

Introduction

Psychotherapy and Counselling Federation of Australia (PACFA) through its Education Program Accreditation (EPAC) Committee offers institutes the opportunity to gain professional accreditation of their courses. The accreditation process was developed to ensure that the PACFA training standards are met. Information on accredited courses and institutions can be found on PACFA website ([http://www.pacfa.org.au/training&PD/Course Accreditation](http://www.pacfa.org.au/training&PD/CourseAccreditation)).

The course accreditation process leads to the designation of the title 'PACFA Accredited Course'. This title indicates that a training program has fulfilled the training standards and is committed to continue to meet or exceed the requirements. Accreditation is usually for a five or seven year period.

Course Accreditation

PACFA represents the self-regulating profession of counselling and psychotherapy. PACFA is a federation of twenty-nine Member Associations which cover a range of counselling and psychotherapy modalities including family therapy, experiential therapies, hypnotherapy, expressive arts therapies, integrative counselling, psychodynamic psychotherapy and psychoanalysis.

PACFA provides regulation of the counselling and psychotherapy profession through:

- (i) A National Register of counsellors and psychotherapists, and
- (ii) The Education Program Accreditation of counselling and psychotherapy courses.

PACFA interacts directly with higher education providers through the accreditation and quality assurance of counselling and psychotherapy training courses. Accreditation approval is provided on the basis of a five or seven year accreditation cycle.

Education providers seeking accreditation submit a written detailed application using PACFA's Course Accreditation Guidelines to demonstrate how the course and the qualifications and professional experience of teaching staff align with PACFA's Professional Training Standards.

Functions of the Education Program Accreditation Committee

The Education Program Accreditation Committee PACFA shall be responsible for the accreditation of education and training programs in psychotherapy and counselling in Australia. In carrying out that responsibility, consistent with the provisions of the PACFA Training Standards, the Education Program Accreditation Committee PACFA shall:

1. Be responsible for formulating and promulgating its accreditation policies, procedures and criteria;
2. Be responsible for accreditation decisions on education and training programs of psychotherapy and counselling in Australia;
3. Undertake timely and appropriate self-review analysis of its own objectives, criteria, policies, procedures, and practices;
4. Provide appropriate consultative guidance and general information about the accreditation process and its purposes;
5. Establish guidelines for the selection, training, and evaluation of accreditation of panel members;
6. Conduct evaluative and developmental research appropriate to accreditation;
7. Have authority to appoint consultants, program review panels, and task forces in the discharge of its duties, within authorised policy and budget: and
8. Discharge such other responsibilities as necessary to fulfil its role.

Structure, Sources, and Numbers of Seats on the Education Program Accreditation Committee

EPAC membership is designed to represent the fields of counselling, psychotherapy and education, practitioners from the profession, as well as representation from the general public.

There shall be a minimum of six persons appointed to the Education Program Accreditation Committee PACFA providing the range of viewpoints expected in accrediting bodies and their activities.

Membership will be structured as far as possible to be inclusive of, but not limited to members who can represent the viewpoints of a diverse range of interest groups including:

- Academics engaged in or with recent experience in the education of counsellors and psychotherapists
- Large tertiary training providers in Counselling and Psychotherapy
- Employer groups who employ counsellors and psychotherapists

- Small specialist training providers with less than 50 students
- Rural and remote providers of counselling and psychotherapy or training in counselling and psychotherapy
- Consumers of education and training in counselling and psychotherapy
- Members of the general public
- Academics specialising in tertiary education

In the interests of accountability to the wider community, at least two members should not be members of a PACFA member association.

The President of PACFA or other representative of the Board will be a member of EPAC. Members of EPAC are appointed for a period of two years by the PACFA Board.

The Chair of EPAC is appointed for a period of two years by the PACFA Council.

The Chair and the Members of EPAC may serve a maximum of four terms. The period of appointment of members can be extended by resolution of the Board.