

GOVERNMENT NOTICES • GOEWERMENTSKENNISGEWINGS

SOUTH AFRICAN QUALIFICATIONS AUTHORITY

NO. 1000

23 OCTOBER 2015

**PROFESSIONAL BODY RECOGNITION AND PROFESSIONAL DESIGNATION
REGISTRATION****EVALUATION REPORT****NAME OF BODY: SOUTH AFRICAN COUNCIL FOR SOCIAL SERVICE PROFESSIONS
(SACSSP)**

- 1.1 **The South African Council for Social Service Professions (SACSSP)** applied to SAQA for recognition as a professional body and for the registration of two professional designations on the NQF in terms of the NQF Act, Act 67 of 2008.
- 1.2 DRR evaluated the application against the *Policy and Criteria for Recognising a Professional Body and Registering a Professional Designation for the Purposes of the NQF Act*.

1. BACKGROUND INFORMATION ON THE PROFESSIONAL BODY

The South African Council for Social Service Professions is a statutory body which has the primary focus of developing and protecting the integrity of the social service profession as well as the interest of the public at large.

The SACSSP is established in terms of Section 2 of the Social Service Professions Act 110 of 1978 (as amended).

The Council guides and regulates Social Workers and Social Auxiliary Workers and other professionals for whom a Professional Board has been established in aspects pertaining to registration, education and training, professional conduct and ethical behaviour, ensuring continuing professional development, and fostering compliance with social services and social development standards.

The Council has two professional boards:

- The Professional Board for Social Workers
- The Professional Board for Child and Youth Care

SACSSP's key objectives, among others, are to:

- protect and promote the interests of the professions in respect of which professional boards have been or are to be established and to deal with any matter relating to such interests;
- maintain and enhance the prestige, status, integrity and dignity of the professions in respect of which professional boards have been established;

- determine, on the recommendation of the professional boards, the qualifications for registration of social workers, social auxiliary workers and persons practising other professions in respect of which professional boards have been established;
- regulate the practising of the professions in respect of which professional boards have been established and the registration of social workers, student social workers, social auxiliary workers and persons practising other professions in respect of which professional boards have been established;
- determine the standards of professional conduct of social workers, student social workers, social auxiliary workers, social auxiliary work learners and persons practising other professions in respect of which professional boards have been established and to ensure that they are maintained;
- exercise effective control over the professional conduct of social workers, student social workers, social auxiliary workers, social auxiliary work learners and persons practising other professions in respect of which professional boards have been established;
- promote and regulate interpersonal liaison between registered professions in respect of which professional boards have been established in the interest of the public;
- co-ordinate the activities of the professional boards and to act as an advisory and communicatory body to the Minister of Social Development for such professional boards
- control and exercise authority in respect of all matters affecting –
 - the training of persons in the professions falling within the ambit of the professional board; and
 - the manner of the exercise of the practices pursued in connection with the professions falling within the ambit of the professional boards;
- guide the professions falling within the ambit of the professional board and to protect the public.

2.1 SACSSP Membership

Application for registration as a social worker and social auxiliary workers shall be made on a form obtainable from the registrar.

Such application form shall be accompanied by –

- A certified copy of documentary proof, acceptable to the council, of the applicant's names, identity or residence permit number and date of birth or age;
- A certified copy of documentary proof of the qualification on the basis of which application is being made for registration;
- An original document from the training provider providing proof of the duration of the course/qualification and the subjects passed or the competency of the applicant pertaining to the achievement of outcomes embedded in the qualification;

In the case of a qualification obtained outside the RSA, also-

- An original document providing proof from the provider where the applicant received the education and training in Social Work and Social Auxiliary Work of the content, nature and duration of the theoretical training and experiential learning or field instruction that were received in each subject;

- A certified copy of documentary proof that the provider where the applicant received the education and training in Social Work and Social Auxiliary Work is accredited, specifying the body of accreditation, or if the provider is not accredited, proof of any other form of recognition that the provider has; and in the case of a provider that is accredited, a certified copy of documentary proof from the accrediting body that the qualification is or was the accepted education and training for social work in the country concerned; and
- A certified copy of the marriage certificate of women who are married and whose surnames have changed.
- Any document that must accompany the application concerned and that is not drawn up in English shall be accompanied by a translation prepared by a sworn translator in English, as well as certified copies of the original documents and the onus shall be on the applicant to have such documents so translated.
- Foreign applicants should adhere to the South African Qualifications Authority (SAQA) assessment and benchmarking of existing qualifications and submit the SAQA certificate of evaluation of the foreign qualification(s).
- All applications shall be accompanied by the prescribed registration fee.

The membership totals are indicated in the table below:

PRACTITIONERS	CATEGORY	TOTAL NUMBER
Social Workers	Registered SWs	20612
	Newly registered SW as @ 07 September 2015	2072
	Student SWs as @ 07 September 2015	2861 – 2 nd year 1011 -3 rd years 1520 – 4 th years
		<u>TOTAL: 5122</u>
Social Auxiliary Workers	Registered SAWs	8 502
	Newly registered SAWs as @ 07 September 2015	2094
	Student/Leaners SAWs as @ 07 September 2015	1706

2.2 SACSSP's Affiliations

International Affiliations

Social Work is an internationally recognised profession with an internationally accepted definition by the International Federation for Social Workers and the International Association of Schools of Social Work.

The International Federation of Social Workers supports its 90 member's organisations by providing a global voice for the profession.

2.3 Education and Training

- Section 14B(e);18(2)) and 18A(2)) of the Social Service Professions Act, 110 of 1978, as amended, stipulates that the Council sets minimum standards for

Education Training and Development (ETD) in order to ensure that persons are duly qualified to render professional services including ensuring that they meet the registration requirements. Council may also in terms of Section 17C(1)) of the same Act prescribe the degrees, diplomas or certificates which may be registered as additional qualifications or the proficiencies which may be registered as specialities.

- Workplace training program is a legal requirement for the social work, social auxiliary work and child and youth care work.

3 EVALUATION AGAINST SAQA CRITERIA

3.1 Governance, Management and Sustainability

- The Act determines how the Council and its boards are constituted, including the number of members and the number of elected members and members appointed by the Minister, as well as the five year term of office for both Council and board members; including when and how the membership can be terminated, as well as the filling of vacancies on the council and/or the boards; the objectives of the Council and the boards, how the Council and boards are administratively constituted and managed. The Act specifically describes the Council's task concerning the registration of persons practicing the professions for which professional boards are established, the disciplinary powers of the Council as well as certain additional matters.
- Whilst the Act specifies what should happen, the various sets of regulations and rules made in terms of the Act specify how the Act should be operationalised. All members will be presented with a copy of the Council's Social Service Professions Act, 1978, Regulations and Rules Manual.
- The funds of the council shall consist of the;
 - (a) monies received by the council;
 - (b) the fines imposed and recovered;
 - (c) the moneys appropriated by Parliament for achieving the objects of the council;
 - (d) the moneys obtained by way of loans raised by the council with the approval of the Minister;
 - (e) any moneys accruing to the council from any other source.
- The council shall use its funds for defraying the expenditure incurred in the achievement of its objects and the performance of its functions under this Act.
- The council may invest any unexpended portion of its funds.
- The records, statements of account and balance shall be audited by a person registered as an accountant and auditor under the Public Accountants' and Auditors' Act, 1991 (Act No. 80 of 1991), and appointed by the council.
- The 2014/15 audit is still in progress and will be approved by the Council on 30/31 October 2015. The 2014 financials will be signed off by the Council at the same council meeting as the audit was delayed due to capacity challenges within the finance division.

3.2 Disciplinary Matters and Accountability

- The Disciplinary process has three levels, namely;

- RCPC – (Registrar's Committee for Preliminary Inquiries)
- CPI – (Committee for Preliminary Inquiries)
- DH – (Formal Disciplinary Hearing) in which the following sanctions are applicable,
 - Caution
 - Revoke license to practice
 - Suspension
 - Pays a fine

- The code of conduct is stipulated in the Social Service Professions Act No. 110 of 1978(as amended)
- The general approach in this code of ethics (code of conduct) is based on the ethics that every human being has a unique value and potential, irrespective of origin, ethnicity, sex, age, beliefs, socio-economic and legal status. Each individual has the right to the fulfillment of his/her innate and acquired skills;

3.3 Data Management

SACSSP maintains an extensive electronic database of its members, consisting of personal details. Registered persons log onto the website using their secret code to view their personal data. The data is acceptable for the NLRD purposes.

3.4 Continuing Professional Development (CPD)

- CPD applies to all persons who are registered as Social Workers or Social Auxiliary Workers with the SACSSP. This includes:
 - Persons who are practicing Social Work and Social Auxiliary Work must obtain at least 20 CPD points per year.
 - First time practitioners and persons who re-enter the profession must participate in CPD in the year of registration and obtain 20 CPD points in that year
 - Registered persons practicing outside South Africa must also obtain 20 CPD points
 - Persons whose names have been removed from the SACSSP's Register and whose names have been restored must obtain 20 CPD points in the year that they have been restored.
- A CPD Approval Panel appointed by the SACSSP approves CPD activities.
- The panel is made up of a maximum of 5 experts. At least one Panel member is a member of the Professional Board for Social Work.
- Approval of Group Activities
 - The Panel approves Group CPD activities according to the CPD Policy.
 - Providers or organisers of CPD Group activities apply to the CPD Approval Panel for approval in the required manner
 - After assessing the application, CPD points are allocated to each Group Activity, a reference number allocated or the provider is informed that the activity has not been approved giving the reasons.
 - Applications for approval of CPD Group Activities must be submitted at least 10 weeks prior to the activity being offered. No activities will be approved after they have been presented.
- The approval of Individual Activities is also considered by the CPD Approval Panel when the Panel assesses the Portfolios of Evidence that each Social Worker and

Social Auxiliary Worker must keep. These are therefore not approved before the activity takes place.

Group CPD Activities

Group Activities are organized and structured for at least 3 persons and includes the following:

CPD Group Activity	Definition	Range of CPD point
Workshop	Intensive study, work, participatory & sharing discussion that address policy, practice and educational challenges <u>Duration:</u> 1 day to maximum of 5 days <u>Proof:</u> Certificate of attendance	2-5 per day
Small group discussion	Focuses on a relevant topic – policy, legislation, book or journal article reviews; case studies; best practice models; group supervision; in-service training <u>Duration:</u> 1 hour to maximum of 2 hours <u>Proof:</u> Certificate of attendance	2 per hour
Information session	Share information and/or consults stakeholders <u>Duration:</u> 1 hour to maximum of 2 hours <u>Proof:</u> Certificate of attendance	1.5 points per hour
Conference/Congress/Symposium	A large gathering local, regional, provincial, national or international with a specific theme and sub-themes <u>Proof:</u> Certificate of attendance	2-4 points per day

The Range of CPD points depends on:

- Level of participation -passive or active?
- Level of knowledge -basic or analytical?
- Level of skills development -perception or altering responses?
- Duration -Length of time?

Individual CPD Activities

Here the participation is undertaken individually and the practitioner must be able to prove its relevance for CPD. They include the following:

CPD Individual Activity	Definition	Range of CPD points
Self-study: Scientific article/book	Require reflection of relevance <u>Proof:</u> A completed questionnaire in a journal OR the SACSSP's FORM CPD 4	Scientific article: 1 SACSSP Newsletter: 1 Book: 1

Formal learning programme	A whole qualification on a relevant topic: Postgraduate Diploma: Maximum 2 years Master degree: Maximum 3 years Doctoral degree: Maximum 5 years <u>Proof:</u> Registration, progress and completion	10 per annum 10 on completion
Paper presentations	A written paper presents to a group – can also be a poster presentation, WEB-based or video presentation. Includes preparation, presentation and facilitation of a discussion. <u>Proof:</u> Copy of paper or visual presentation and programme where presented	Conference: Plenary 8 Breakaway group 6 Guest lecturer at tertiary inst 6 Panel session with intro 4 Panel session without intro 2 WEB-based 4 Video Production 6
Authorship	Publications in book, scientific or practice journal, training manual or protocol as sole author, editor or contributor <u>Proof:</u> Proof of publication or independent peer review/ employer's report	Book: Sole author 30 Co-author 15 Editor 20 Contributor 10 Scientific article: Sole author 10 Co-author 5 Professional/ practice journal: Sole author 10 Co-author 5 Training manuals/protocol: Sole author 10 Co-author 5
Research	An investigation into a specific practice area culminating in a best practice model or publication <u>Proof:</u> Copy of written submission	Research: 10
Position paper/ legislative or policy	A critical analysis in response to legislative and policy issues <u>Proof:</u> Copy of written submission	1-4
Short learning programme	A short course or a skills programme <u>Proof:</u> of successful completion	5-20[depends on level, duration & relevance]
External examination	Assessment of postgraduate studies <u>Proof:</u> From Higher Education Institution	Masters: 4 Doctoral: 6
Peer review	Comments on the professional activities & work of colleagues that is formally requested. Can include commenting on monographs, manuscripts and book reviews <u>Proof:</u> Copy of request & acknowledgement that review completed	Manuscripts: 2 Research proposals: 2 Monographs: 4 Bookreviews: 5
	<i>Professional body:</i> Registered & active member of an international, national, regional	National/ Professional

Membership	or local organization that protects & promotes Social Work <u>Proof of provider, programme & duration</u>	Association: 1 Professional Association: Union: 1
Personal Wellness	<i>Personal Wellness programme:</i> Participation in a structured programme that helps the practitioner to cope more effectively with the demands of the profession <u>Proof of provider, programme & duration</u>	1-2
Activity accredited by other Professional Councils	MUST be relevant to Social Work. May be for example a Conference, Workshop or small Discussion. <u>Proof of attendance & programme</u>	NOTE: The number of CPD points will be allocated in terms of the SACSSP's Policy and NOT the other Councils' policy
Exceptional activity	There may be other activities that can be considered <u>Proof: A substantial motivation and proof of attendance/ participation & programme</u>	Point may be allocated on the basis of the extent to which it contributes to CPD

4 PROFESSIONAL DESIGNATIONS

4.1 Designation Awarding Process

Applicants must successfully complete a 4 year university degree (for the Social Worker designation) or a 1 year Higher Certificate (for the Social Auxiliary Worker), at a university endorsed by the SACSSP to offer this qualification. The degree comprises of experiential learning that is compulsory as from the second year of study under the supervision, coaching and mentorship of a qualified social worker; registration with the SACSSP and annual confirmation from the university of the promotion and/or drop-out of a student.

Designees must maintain Registration status annually by completing 20 points of Continuing Professional Development (CPD) and training providers offering CPD must be approved by the Professional Board for Social Work (PBSW) and the South African Council for Social Service Professions (SACSSP) renewing of licenses by paying the prescribe annual fees, as well as maintaining code of ethics, ethical and professional standards.

Professional designations are conferred upon successfully completing the official application process by meeting the registration requirements published in the Government Gazette.

4.2 Designation to be Registered

Designation Title: Social Worker (SW)

Underlying Qualification(s)	4 year university degree in Social work NQF Level 8
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Experiential Learning and Practical Experience	Experiential learning for all social work students is compulsory from their second year of study. They also have to register and take an oath before they become involved with communities and/or individuals. This exposure is continued at 3rd and 4th year levels and it should be conducted at any setting within the social services sector, but it must be conducted under the supervision of a qualified, registered social worker.
Board / Admission Examination / Assessment	Applicable to specialist areas only
Continuing Professional Development (CPD) Requirements	20 CPD points per year
Application of Recognition of Prior Learning (RPL)	The portfolio of evidence that need to be submitted in order to demonstrate the applicants capability in each of the required competences will require the applicant to refer to Prior Learning as well. The RPL policy defines the criteria used in evaluating whether or not the prior learning will be recognized. Upon successful completion, the candidate will receive a certificate / license that enables the person to practice the profession.

Designation Title: Social Auxiliary Worker (SAW)

Underlying Qualification(s)	Higher Certificate, NQF Level 5
Experiential Learning and Practical Experience	Learning programme comprises of 70% experiential learning, under the supervision and guidance of a qualified and registered social worker. The learner must be registered upon enrolling for this qualification for a period not longer than 24 months, after which the conditional registration expires and the person, upon successful completion, applies for full registration.
Board / Admission Examination / Assessment	Applicable to specialist areas only
Continuing Professional Development (CPD) Requirements	20 CPD points per year

Application of Recognition of Prior Learning (RPL)	The portfolio of evidence that need to be submitted in order to demonstrate the applicants capability in each of the required competencies will require the applicant to refer to Prior Learning as well. The RPL policy defines the criteria used in evaluating whether or not the prior learning will be recognised. Upon successful completion the candidate will receive a certificate / license that enables the person to practice the profession.
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5 RECOMMENDATION

It is recommended that:

- SACSSP be recognised as a Professional Body for the purposes of the NQF Act, Act 67 of 2008.
- The following Professional Designations of SACSSP be registered on the NQF.

Designation Title
Social Worker (SW)
Social Auxiliary Worker (SAW)