

## Instructions for Completing the Practice Profile

Please read the following instructions carefully before completing your Practice Profile:

1. **Selection of Practice Area(s) and Population(s):**
  - o **Best Practices for Completing Your Profile:** The purpose of the profile is to accurately reflect your intended practice in Nova Scotia. Please aim for precision without overcomplicating the process. Choose categories that best represent your primary activities without delving into overly minute details. When you list your scope and population make sure you have exposure but also coursework and significant clinical training. If you don't, it may hold up your application — if reviewers cannot see proper evidence they will need to seek clarification. If you want to double check what is required for each practice area, please refer to the [Appropriate Practice Areas](#) document.
  - o **Primary Selection:** Choose one practice area and population that most closely aligns with your graduate training.
  - o **Additional Selections:** You may select additional areas or populations only if you have formal education, training, and substantial experience to justify these choices. Consider if your background could withstand scrutiny in a scenario where your competence in these areas is questioned (e.g., a complaint about scope of practice). If you have questions, refer to the NSRP's Scope of Practice Guidelines presented later in this document.
  
2. **Immediate Relevance:**
  - o Your selections should reflect your current and immediate future practice (within the next year). You will have opportunities to amend your profile later in keeping with Professional Standards as articulated in the NSRP document on [Scope of Practice & Learning Plans](#).
  
3. **For Applicants to the Conditional Register:**
  - o Applicants are generally expected to have a minimum of 500 hours of experience with a particular population, completed during prior training (e.g., practicum, internship, or graduate program), to claim that population as an area of focus upon entering candidacy. NSRP will consider whether the applicant's overall training and experience supports the declared population. During the candidacy and supervision phases, registrants must continue working with that population to further develop and demonstrate competency.
  
4. **For Applicants Transferring from Another Jurisdiction:**
  - o Your practice areas or populations should already be recognized by your home jurisdiction, or alternatively, supported by your formal education, training, and substantial experience.
  
5. **Populations and Scope:**
  - o Refer to the NSRP document on [Scope of Practice & Learning Plans](#) for detailed definitions.

- o For concerns about age-specific practice, consult the document: [Guidelines for Working with Clients whose Age Falls in Population Transition Areas](#).
- o Note: When working in an academic capacity, declaring specific populations beyond adults is typically unnecessary.

#### 6. **Future Changes:**

- o You are not locked into your choices permanently. Adjustments to your declared practice areas or populations (Parts B or C) can be made by contacting the NSRP Office. Changes should be supported by relevant education, training, or experience in accordance with the [Scope of Practice & Learning Plans](#) policy.

#### 7. **Documentation and Support:**

- o Ensure all claims are supported by documentation or can be justified with your educational and experiential background.

For any scenarios or details not covered above, please refer to the additional information and resources provided below.

#### **NSRP Policy on Declared Areas of Practice:**

- **Educational Consistency:** The practice area declared should align with the title of your program of study, as evidenced by your transcript or the program's accreditation title.
- **Forensic Psychology & Clinical Neuropsychology Exception:** Given the scarcity of programs explicitly titled "Forensic Psychology" and "Clinical Neuropsychology," NSRP examines the applicant's educational background, training, and experience to ascertain if there is sufficient focus on these practice areas, ensuring there will be relevant NSRP supervision during candidacy.

#### **Part A: Employment Status and Settings**

- Indicate if your employment status is full-time or part-time (for part-time, specify hours per week).
- Check all applicable practice settings where you are employed.

#### **Part B: Areas of Psychological Practice**

- Select your primary area(s) of psychological practice and estimate the percentage of time spent in each. For example, full-time in Clinical Psychology would be marked as 100%.
- Note: For registrants on the Conditional Register, having multiple areas of practice is rare. Ensure the total percentage sums to 100%.

#### **Part C: Activities and Services Provided**

- For each practice area identified in Part B, specify the activities (e.g., Consultation, Assessment, Intervention) you perform and the populations served (e.g., Adults). Use the appropriate code from Part B to fill in this section.

### Clarifications:

- **Definitions:** For clarity on psychological practice definitions, visit the [Appropriate Practice Areas](#) document.
- **Administration:** Refers to time spent on management, administration, or system development activities that draw on your psychology knowledge, skills, and judgment. This includes managing or leading a psychological service unit or program, but also extends to activities such as developing policy, contributing to organizational planning, and serving in an advisory or leadership role within a health or human services context — where these are related to the practice of psychology. General clerical work (such as completing paperwork related to an assessment) should be assigned to the corresponding activity category rather than Administration.
- **Consultation:** Refers to time spent providing psychology-informed input or advice to others — including health professionals, educators, organizations, employers, courts, or other bodies — where you are acting in your capacity as a psychologist. For instance, consulting with a physician about a patient’s presentation, advising a school on a student’s needs, or providing expert input to an organization on a psychological matter would all fall within this category. While all psychologists may spend time consulting with others, it is unnecessary to claim this activity unless it is a formal and regular part of your position.
- **Assessment:** Encompasses both psychometric and non-psychometric assessments aimed at informing psychological practice.
- **Formal Research:** Capture time devoted to formal research activities in an employment position, separate from competence development, which should be categorized under the relevant practice area.
- **Academic (Teaching Psychology):** Refers exclusively to formal teaching positions within academia, not providing psychoeducation to clients.

### Resources

We have several documents on our website related to scope of practice. We recommend reviewing these documents if you are considering changes to your scope of practice.

**Appropriate Practice Areas:** Provides definitions of psychological areas of practice. [https://ns-rp.ca/downloads/Appropriate\\_Practice\\_Areas.pdf](https://ns-rp.ca/downloads/Appropriate_Practice_Areas.pdf)

**Scope of Practice & Learning Plans:** Provides guidelines for fully registered psychologists who wish to add to their scope of practice. [https://ns-rp.ca/downloads/Scope\\_LearningPlans.pdf](https://ns-rp.ca/downloads/Scope_LearningPlans.pdf)

**Supervision Handbook:** Contains a section relevant for those on the Conditional Register who are considering changes to their scope of practice.

<https://ns-rp.ca/downloads/SupervisionHandbook.pdf>

**Guidelines for Working with Clients whose Age Falls in Population Transition**

**Areas:** Provides guidance on defining and navigating the competency-based approach to age-specific populations in psychological practice, focusing on issue and disorder expertise over strict age boundaries.

[https://ns-rp.ca/downloads/Guidelines\\_for\\_population\\_transitions.pdf](https://ns-rp.ca/downloads/Guidelines_for_population_transitions.pdf)

For a broader understanding of the practice of psychology, including the legal framework and professional obligations that govern all registrants, see the [Psychology Regulations](#), [Practice Standards](#), and [Core Competencies](#).