

Funding and Service Agreement¹

Clinical Psychological Service In Case Work Setting in SWD & NGOs

I Service Definition

Introduction

Clinical Psychologists (CP) in case work setting of SWD and the NGOs provide psychological services which broadly include assessment of intelligence and personality, diagnostic evaluation, psychological treatment as well as consultation to other professionals. They may also carry out research and training.

Purpose and objective

The CP carries out diagnostic and intellectual assessments on clients suffering from different degrees of emotional distress, intellectual deficits, psychological and/or behavioural problems. Where necessary, he/she will carry out treatment programmes with the objective of removing, modifying, or retarding existing symptoms; mediating disturbed patterns of behaviour, and promoting positive personality growth and development. The CP also provides advice and consultation to social workers on the management of clients and on matters relating to clinical psychology and mental health. He/She may serve as expert witness in court cases. The CP may participate in relevant research and projects. The CP of SWD also cooperates with the police in performing Video-recorded Interview on Vulnerable Witnesses.

Nature of the service

The nature of clinical psychological service will include the following professional activities:-

- a) Diagnostic Assessment;
- b) Intellectual/Functional Assessment;
- c) Psychological Treatment;
- d) Case Consultation Service;
- e) Video Recorded Interview on Vulnerable Witness
(for CP of SWD only)

¹ This Funding and Service Agreement is a sample document for reference only.

Other activities may include:-

- a) Training/Public Education;
- b) Relevant Research.
- c) Attend YOAP meeting (for CP of SWD only)
- d) Liaison Visits to NGOs (for CP of SWD only)

Target group

Clients with intellectual, psychological or emotional problems requiring psychological assessment and treatment are the targets of the service which also include victims of abuse and persons with mental handicap. They are referred by social workers or other related professionals from the family service, school social work or outreach units of the respective agency. CPs in some agencies may have spare capacity for cases from smaller NGOs where CP service is not available.

II Performance Standards

The service operator should meet the following performance standards:

Outputs

| <u>Output Standard</u> | <u>Output Indicators</u> | <u>Agreed Level</u> |
|------------------------|---|--|
| 1 | Number of case assessments (Note 1) in a year | 40 x establishment of CP of the service of the agency as at 1.4.2000 |
| 2 | Number of intellectual assessments (Note 2) in a year | 5 x establishment of CP of the service of the agency as at 1.4.2000 |

| <u>Output Standard</u> | <u>Output Indicators</u> | <u>Agreed Level</u> |
|------------------------|---|--|
| 3 | Average number of treatment caseload (Note 3) per month in a year | 32 x establishment of CP of the service of the agency as at 1.4.2000 |

Essential statistics

- (a) Total number of training/public education sessions (Note 4) conducted by CP in a year
- (b) Total number of case consultation (Note 5) and research/projects per CP in a year
- (c) The number of cases closed (Note 6) per CP in a year.

Essential service requirements

Qualified CPs are the essential staff of the service.

Quality

Service operators will meet the requirements of the 16 Service Quality Standards (SQSs).

III Obligations of SWD to Service Operators

The SWD will undertake the duties set out in the General Obligations of SWD to service operators.

IV Basis of Subvention

The basis of subvention is set out in the offer and notification letters issued by the SWD to the agency.

The service unit is required to comply with the rules on the use of the social welfare subventions in accordance with the latest Lump Sum Grant Manual and circular letters in force issued by the SWD on subvention policies and procedures.

Notes and Definitions

1. **Case Assessment** refers to the followings: a) Diagnostic evaluation and recommendations in order to facilitate formulation of appropriate and realistic treatment plans through clinical interviews and/or psychological testing; b) Intake interview for initial assessment of the case for the purpose of determining the nature of the problem, the urgency of the need, the motivation of the clients for therapy and the suitability of clients for group treatment and/or case consultation service; c) Functional Assessment for mentally handicapped persons involved in criminal proceedings and d) Video Recorded Interviews for Vulnerable Witnesses. Each client should be counted as one case assessment.
2. **Intellectual Assessment** refers to using established IQ tests to determine levels of cognitive abilities, intellectual development or degrees of mental retardation for placement in rehabilitation and vocational programmes and/or other purposes. Each client should be counted as one intellectual assessment.
3. **Treatment caseload** refers to the average number of clients receiving psychotherapy per month. This includes clients receiving individual treatment, group treatment and preventive programmes.
4. **Training/public education programmes** refer to cumulative number of sessions of workshops, seminars, lectures or talks given by CPs to other professionals or members of the public in a reporting year. The session should be of at least one hour in duration. They should not include the psycho-educational groups conducted for clients.
5. **The number of case consultations** refers to the advices given to social workers or relevant professionals in the management of the cases that are not part of the CP's caseload. The time spent on each case consultation should be at least half an hour. **Projects/research** refer to community projects and research work participated by the CP.
6. **Treatment cases closed** refers to the cumulative number of referred cases discharged from clinical intervention upon successful completion of service plan in a reporting year.