

ACT Trainer Peer Review Process – Guidance for Observers and Reviewers

If you are observing live, try to meet with the applicant prior to the training event to get a feel for what they are intending for the event. It is expected that they will see the observation form prior to the event. The guidance for applicants encourages them to do this. If they have a clear idea of how their training behaviour is being assessed they are more likely to show you clear examples of the behaviour you are trying to rate. If you then do not see those behaviours, it may help you to be clearer about why you are giving a low rating in a particular area of the form. After a live observation it is very useful for the applicant to meet with you, discuss your observation and get some feedback about what they did well and what could be improved. If you are observing live you should also ask the applicant to explain part of their workshop from the point of view of behavioural analysis and / or RFT. This will help you to determine the degree to which the trainer's work is linked to basic science.

Pay particular attention to the statements on the form about criteria for rating competency. Applicants are encouraged to be economical and targeted in their selection of material for review. Don't worry too much if the applicant is not able to show all the competencies in their work samples – they may easily demonstrate them in other ways in the review of the whole training portfolio. Don't feel that rating someone relatively low in one particular area will mean they won't pass! Be honest and if you don't see examples of the competencies you are assessing then state that on the form.

Observers should be aware that there are many different 'styles' of training ACT. As long as you are seeing behaviours that are exemplar of the criteria, stylistic differences (e.g. level of emotional disclosure) should not influence your ratings.

If asked to provide an observation, either live or video recorded, be mindful of any conflicts of interest that may arise. Be particularly alert to situations where the observer is in a financial relationship with the applicant. Conflicts of interest have the potential to undermine the perceived rigour and transparency of peer review. If you think a conflict of interest may exist in a request for you to observe, declare it on the form on the final page. If you would like to discuss any situation that you think may fall into this category, please do contact the ACBS Training Committee Chair, Jim Lucas.

As you complete the observation form, try to be as specific as possible, so that the reviewer (who may or may not be you!) can clearly use your form to determine if the applicant meets the criteria. If you are providing a peer review and you do not believe the applicant should be listed as a trainer, you must be clear and specific about these reasons as they will form a discussion between the Committee Chair and the applicant about what they need to do to improve.

Jim Lucas, ACBS Training Committee Chair
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