



Bureau of Corrections

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BUC-AAR-PR-002

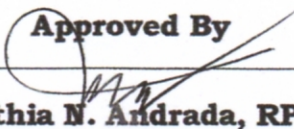
Revision No.
0

Effectivity Date
01/05/2018

DIAGNOSTIC PSYCHOLOGICAL PROCEDURE

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REVISION HISTORY AND APPROVAL

Rev.	Date	Nature of Changes	Approved By
0		Original issue.	 Dr. Cynthia N. Andrada, RP, RGC

1. PURPOSE

This section describes the Psychological Assessment report of all newly received PDLs

2. SCOPE

This procedure covers the evaluation of Psychological Profile of newly received PDLs

3. DEFINITION OF TERMS

Psychology	<ul style="list-style-type: none"> Is the Science of human behavior
Guidance & Counseling	<ul style="list-style-type: none"> It is a process of helping the person help himself
Interview	<ul style="list-style-type: none"> The process of getting an information from an individual or group of individuals through a one-on-one interaction

4. PROCEDURE DETAILS

Activity	Person Responsible	Details/Functions	References
<p style="text-align: center;">START</p> <p style="text-align: center;">↓</p> <p style="text-align: center;">Collates information</p> <p style="text-align: center;">↓</p> <p style="text-align: center;">Conducts Psychological Case History Interview</p> <p style="text-align: center;">↓</p> <p style="text-align: center;">Test Administrations</p> <p style="text-align: center;">↓</p> <p style="text-align: center;">A</p>	<p>Psychologist II Psychologist I RDC Officer(OPPFs)</p> <p>Psychologist II Psychologist RDC Officer (OPPFs)</p> <p>Psychologist II Psychologist I RDC Officer (OPPFs)</p>	<ul style="list-style-type: none"> Collates pertinent information from the OBS Interviews newly received PDLs Administers Battery of Psychological Tests consisting of Mental Ability, Personality and Aptitude OPPFs submit Psychological Test to ARPDMD 	<ul style="list-style-type: none"> BuCor Manual A.O. No. 8 s. 1953 Work Instruction



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Activity	Person Responsible	Details/Functions	References
 Distribution, Test Scoring and Recording of Test Results	Psychologist II (ARPDMD) Psychologist I (ARPDMD)	<ul style="list-style-type: none"> Distribution of workloads Checking of tests of newly received PDLs at ARPDMD and OPPFs Recording of scores of newly received PDLs at ARPDMD and OPPFs 	
 Preparation and encoding of Psychological Reports	Psychologist II (ARPDMD) Psychologist I (ARPDMD)	<ul style="list-style-type: none"> Prepares and encodes Psychological Reports with the necessary evaluation/recommendations to newly received PDLs at ARPDMD and OPPFs 	
 Provides Guidance and Counselling	Psychologist II (ARPDMD) Psychologist I (ARPDMD)	<ul style="list-style-type: none"> Gives guidance and counselling to newly received PDLs 	
 Submission of Psychological Reports	Psychologist II (ARPDMD) Psychologist I (ARPDMD)	<ul style="list-style-type: none"> Submits Psychological Reports to the Case Coordination Section Submits Psychological Reports to the Superintendents OPPFs concerned 	
 END			