### PDP: Personnel Psychology 2 - Charing Disciplinary Hearing

* **HPCSA Domain:** Personnel Psychology
* **Number of days exposure:** One day (16 hours) – HPCSA requirement (40 days)
* **Summary/objectives of workshop:** The objective of the session is to equip the intern with the skills and knowledge about the role of the chairperson at disciplinary hearing with a specific emphasis on the procedure of the hearing and considering the merits of the parties’ arguments. The primary objective is to develop the interns so that they would be able to successfully chair a disciplinary hearing following the training session.
* **Content and Practical Activities**: Theory (Causes of ill-discipline and poor performance, distinguishing misconduct from incapacity, the meaning of dismissal and disciplinary action short of dismissal, The Code of Practice: Dismissal, Substantive fairness guidelines for deciding on guilt and sanctions, procedural fairness – role of chairperson, preparing for disciplinary hearing, the road for conducting a hearing successfully, rules of evidence, dealing with various obstacles at the hearing, rules of evidence, deciding on the balance of probabilities, determining a sanction, poor performance, alternatives to dismissal) and case studies. Practical application is devoted to role-playing. The roles of the various parties involved in the disciplinary hearing, the hearing procedure and the situations- problems that may arise during the disciplinary hearing.