A PROPOSAL BY

THE PSYCHOLOGICAL ASSESSMENT PROCESS

DR. CRYSTAL COLLIER

DIVINE
TRANSFORMATIONAL
SOLUTIONS LLC

ABOUT

DIVINE TRANSFORAMTIONAL SOLUTIONS

Divine Transformational Solutions specializes in the design and delivery of resources for everyone. We can help develop the interpersonal effectiveness of leaders; help to create healthy and positive teams; and increase resilience and mental health awareness within yourself, organization, church, or business. Our programs provide practical and solution-focused assessments and strategies for improving wellbeing and mental health.

ABOUT DR. CRYSTAL

Dr. Crystal Collier is a Professional Speaker, Psychological Consultant, Author, Full Professor with more than 14 years of experience, and the Founder of Divine Transformational Solutions LLC, a Mental Health Consulting business created to transform the world with positive mental health solutions. She received her doctoral degree in clinical psychology (Psy.D.) at Wright State University School of Professional Psychology in Dayton, Ohio. She currently serves as the Program Director at the Florida School of Professional Psychology (FSPP) at National Louis University. She draws on her experience as an educator who trains future clinical psychologists to connect with people around the world to decrease the stigma regarding mental health.

TRANFORMING THE WORLD WITH POSITIVE MENTAL HEALTH SOLUTIONS

Dr. Crystal is a passionate advocate for helping individuals and businesses to develop strategies that assess and support the growth of mentally-healthy, resilient and successful individuals, members, and workplaces.

Dr. Collier has lived in Florida for the past 12 years and enjoys spending time with her husband and 15-year-old daughter, listening to music, traveling, attending church, and engaging in retail therapy.

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PRIOR TO HIRE...

Prior to a hire by a Ministry/Church, the candidate shall have a psychological assessment as detailed below.

- The candidate shall not meet with the Ministry/Church for a final interview until after the Feedback session, in which the designated Ministry/Church representative has met with the candidate and Dr. Collier (or her designee) to review the recommendations contained in the Psychological Assessment Report.

- Candidates are invited to sign all appropriate release forms and waivers at the time of the written testing, as well as any release forms of Dr. Collier and the Psychological Assessment Team.

- Our common practice is that the Psychological Assessment Report is the property of the designated Ministry/Church. The candidate is not to see or receive a copy of the full report; rather, only a copy of the summary recommendations page is made available.

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OVERSIGHT

Divine Transformational Solutions LLC, under the leadership of Dr. Crystal Collier, has oversight of the psychological assessment process, policies, and procedures. Dr. Collier contracts with appropriately-credentialed psychologists and mental health providers with the necessary training and skills for evaluating candidates for ministry to serve as the Ministerial Assessment Specialists (MAS). Every effort has been made to maintain ethnic and gender diversity within the Psychological Assessment team.

PURPOSE

The purpose of the psychological assessment is to screen for mental health and emotional fitness for employment with ministries/churches.

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WHAT IS THE ASSESSMENT PROCESS?

The psychological assessment process consists of

- an autobiographical report
- three reference reports
- a battery of on-line testing instruments
- one clinical interview is required, with the possibility of an additional interview available upon the request of the Psychological Assessment team.

The tests may be proctored in person or via a virtual secured platform. This arrangement allows for flexible scheduling and also provides a helpful option for candidates regardless of location.

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ASSESSMENT PROCESS FOLLOWING TESTING:

Once the tests are completed, the Ministerial Assessment Specialist (MAS) receives the results through a secure portal within a week. (The raw data from the written tests is the property of the Ministerial Assessment Specialist and is not viewed by anyone else.)

Clinical interviews will also be conducted by the MAS with each candidate at the time of testing or at a separate time depending upon the length of testing.

Within 4-6 weeks following testing, Dr. Collier will receive a comprehensive report that includes information gleaned from this interview, as well as the tests, autobiographical report, and references.

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FINAL STEPS OF ASSESSMENT:

As mentioned above, the contents of this Psychological Assessment Report is the property of the designated Ministry/Church and is never shared in full with the candidate. Rather, a Feedback Session is scheduled during which Dr. Collier (or her designee) shares with the Candidate and the designated Ministry/Church representative the recommendations from the report.

These recommendations may include

- the need for additional counseling
- areas for interpersonal growth or
- concerns about unresolved personal issues in need of attention.

The candidate has the opportunity to respond and ask questions during the feedback session. The report recommendations and the proceedings of the Feedback session are relayed to the designated Ministry/Church for consideration in the candidate's final interview.

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FINALIZATION OF THE PROCESS:

The full report will be placed in the candidate's personnel file but is not available for supervisory review. The designated Ministry/Church must keep record of any discussion with the candidate regarding following through on the psychologist's recommendations, and the candidate's fulfillment (or lack there-of) needs to be included in the candidate's file.

If the candidate would like to coordinate behavioral health services, Dr. Collier will consider providing consultation with the candidate or provide an appropriate referral on a case-by-case basis.

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CANDIDATE'S RESPONSIBILITIES:

Candidates will identify three references, as noted below. Be sure to contact these persons and get their permission to use them as references. The Psychological Assessment team will send reference forms by email.

References:

- Candidate’s most recent local church pastor. If the candidate is serving a church and does not have a pastor, this should be a former pastor, preferably the one who knows the candidate best and can best comment on his or her gifts and graces for ministry. If the most recent local pastor is a parent or close relative, the candidate must list another pastor who knows him or her well.

- A professor, if the candidate is in college or seminary. If the candidate is not in college or seminary, list the most recent employer.

- A church member who has served with the candidate in ministry and can comment on his or her potential for serving as an employee within a ministry/church.

PLEASE NOTE: Candidates should inform the references that they have two weeks from the time they receive the evaluation forms to return them via email.



ASSESSMENT FEE:

$900 per candidate

FEE INCLUDES:

The psychological assessment process consists of

- an autobiographical report
- three reference reports
- a battery of on-line testing instruments
- one clinical interview is required, with the possibility of an additional interview available upon the request of the Psychological Assessment team.
- feedback session

WWW.DIVINETRANSFORMATIONALSOLUTIONS.COM
PHONE: (813) 906-0007
E-MAIL: DR.CRYSTAL@DIVINETRANSFORMATIONALSOLUTIONS.COM

YOUR INVESTMENT

50% of fee is due prior to scheduling the candidate
& remaining 50% due at feedback session