



**EXAMINING BOARD OF PSYCHOLOGY  
MEETING MINUTES**

**July 19, 2013**

**LOCATION:**

Department of Health  
Creekside Two at CenterPoint  
Suite 307  
20425 72<sup>nd</sup> Ave. S.  
Kent, WA 98032

**BOARDMEMBERS PRESENT:**

Thomas Wall, Ph.D., Chair  
Tim Cahn, Ph. D., Vice Chair  
Decky Fiedler, Ph.D.  
Christine Guzzardo, Ph.D.  
Dick Gidner, Public Member  
Janet Look, Ed.D.  
Shari Roberts, Public Member  
Rachaud Smith, Psy.D.  
David Stewart, Ph.D.

**BOARD MEMBERS ABSENT:**

None

**STAFF PRESENT:**

Betty J. Moe, Acting Executive Director  
T. Diane Young, Credentialing Manager  
Steve Saxe, FACHE, Health Professions and Facilities,  
Office Director  
Robert Nicoloff, Executive Director, Chiropractic Quality  
Assurance Commission

**AAG PRESENT:**

Mark Calkins, Assistant Attorney General

**OTHERS PRESENT:**

Heather Soares, Frontier Behavioral Health  
Lucy Homas, Ed.D., Washington State Psychological  
Association  
Joesph S. Rallo, Ph.D., Director of Psychology Licensure  
Universal System (PLUS)  
Janet P. Orwig, MBA, Director of Member Services,  
Association of State and Provincial Psychology Boards  
(ASPPB)

*On July 19, 2013, the Examining Board of Psychology (Board) met at the Department of Health, Creekside Two at CenterPoint, Suite 307, Kent, WA 98032. Notice of the meeting was published on the psychology profession [website](#). Notice was sent to the psychology Listserv.*

OPEN SESSION – 9:09 a.m.

**1. CALL TO ORDER – Thomas Wall, Ph.D., Chair**

The meeting was called to order at 9:09 a.m. by Dr. Wall.

**1.1 Approval of agenda.**

The agenda was amended to remove Marc Defreyn, deputy director, Office of Legal Services from item number 5. The agenda was approved with this amendment.

**1.2 Introductions.**

Board members, staff, and audience members introduced themselves.

**1.3 Approval of the May 17, 2013 meeting minutes.**

Board members reviewed and approved the May 17, 2013 meeting minutes.

**1.4 Announcements.**

Robert Nicoloff accepted the position of executive director with Chiropractic Quality Assurance Commission (CQAC). The CQAC has opted to go into a pilot project. This is similar to the pilot project the Medical Quality Assurance Commission and Nursing Care Quality Assurance Commission went into five years ago.

Mr. Nicoloff said he has worked with the Board for the past 10 years as executive director and prior as a psychometrician on the Board's examination. On behalf of the entire Board Dr. Wall expressed appreciation stating that Mr. Nicoloff was wonderful to work with, encouraging and supportive of resolving board dilemmas. Steve Saxe said he has appointed Betty Moe as interim executive director and said her current position will be filled.

Dr. Christine Guzzardo said she will resign. Dr. Guzzardo served as chair for two consecutive years and made great contributions to the Board. Her work and dedication to the Board will be greatly missed. This is her last meeting but she will continue the last of her cases and hearing if necessary.

**2. CONSENT AGENDA – Thomas Wall, Ph.D., Chair**

- 2.1 The current issue of “The Sentinel News for Department Employees.”
- 2.2 Credentialing Statistics.
- 2.3 Letter from Stephen T. Demers, Ed.D., indicating that the Association of State and Provincial Psychology Boards (ASPPB) and the National Register of Health Service Psychologists (National Register) have agreed to terminate the ASPPB/National Registers Designation Project.

The items listed under the consent agenda (informational items) are considered routine matters and were approved without separate discussion.

**3. ASSOCIATION OF STATE AND PROVINCIAL PSYCHOLOGY BOARDS – Janet Phippen Orwig, MBA and Joseph Rallo, Ph.D.**

Dr. Rallo started the presentation with an overview of the Psychology Licensure Universal System (PLUS). This is an online system designed to allow people to apply for licensure, certification, or registration in any state, province, or territory in the United States or Canada participating in the PLUS program. The universal online application can be tailored to meet the needs of specific states and provinces.

Applicants will contact the board where they initially want to obtain licensure. The state then contacts ASPPB with contact information for eligible applicants. The ASPPB will contact the applicants to begin the PLUS application process. Licensing staff will have access to the PLUS portal to review all applications. All information is primary source verified. After all information is gathered and verified, a complete electronic packet is sent directly to the licensing board’s database.

The Board asked that the Office of Customer Service and Board staff review the system to see if it is feasible, and then bring the information back to the Board.

**4. MANAGEMENT REPORTS/ACTIVITIES– Betty Moe, Acting Executive Director**

- 4.1 Recruitment update – Ms. Moe reported that the Board is recruiting for three professional members.
- 4.2 Budget update – Ms. Moe presented the budget report. The Board has a balance of \$1,076,966. The 2013 budget is in the development process. Ms. Moe will provide an update at the next meeting.
- 4.3 Rules status update – Ms. Moe reported a workgroup meeting will be held on July 26, 2013, to work on the creation of a model list of training programs in suicide assessment, treatment and management. Dr. Cahn has been delegated as the Board’s representative on this workgroup. Ms. Moe is hopeful that rules hearing will be held during the board meeting in September or November meetings.

- 4.4 The board reviewed a letter sent to Secretary of Health John Wiesman, DrPH, MPH, regarding an applicant’s experience with the psychology credentialing process. The board was also provided with Office Director Steve Saxe’s response.
- 4.5 The board discussed the Citizen Advocacy Center 2013 Annual Meeting. Dr. Cahn has agreed to be a speaker at the meeting. Dick Gidner and Shari Roberts will attend.

**5. POLICY DISCUSSION ON SUBSTANTIALLY EQUIVALENCY REVIEW PROCESS – Mark Calkins, AAG**

Board members reviewed and discussed the memorandum provided by Mr. Calkins regarding licensure by endorsement under RCW 18.83.170(2)(a) and draft policy and procedure to implement a “hybrid” application option.

The hybrid option for licensure by endorsement represents a possible bridge to licensure for any applicant licensed in a state determined to be non-equivalent if that person can demonstrate having satisfied the requirements under the Board’s rules for that other state’s non-equivalent requirement(s). Adoption of such a model would not appear to compromise the Board’s determination of non-equivalency, but would allow an applicant who has satisfied the area of non-equivalency in his or her doctoral program, and who has supervised experience, to become licensed without the need to submit an original application. Such a model would appear to accommodate the Legislature’s preference for merited reciprocity.

The Board approved a motion to approve the hybrid option policy/procedure titled “Washington State Examining Board of Psychology Policies and Procedures for Applications for Licensure under a ‘Hybrid’ Application Option for Persons Licensed in States and Countries Determined ‘Non-Equivalent’ by the Board.”

**6. ASSISTANT ATTORNEY GENERAL (AAG) REPORT – Mark Calkins**

Mr. Calkins discussed the application review process. He said the review is not based on equity decisions. It was based instead upon statutes, rules, and interpretive policy statements as developed by the Board. The Board previously approved the development of a manual. It will be presented to sub-committee for recommended adoption.

**7. PUBLIC COMMENT - Thomas Wall, Ph.D., Chair**

Lucy Homans, Ed.D, WSPA – On behalf of the WSPA, Dr. Homans, wished Mr. Nicoloff well. She thanked him for being good-humored, thoughtful, and gracious at the same time.

Dr. Homans briefly discussed health care reform. WSPA is doing a lot of work to be prepared for the changes coming on January 1, 2014.

**7. SUB-COMMITTEES WORK** – The Board reassigned members to panels. The Board met as a whole for training purposes.

Re-assignments are as follows:

- Dick Gidner, Public Member, was added to the licensee orientation sub-committee
- Janet Look and Shari Roberts were added to the examination sub-committee.
- Rachaud Smith was added to the application review sub-committee.
- Dr. Guzzardo was removed from the examination review sub-committee and the application review sub-committee.

**Licensee Orientation Sub-Committee**

Tom Wall, Ph.D., Tim Cahn, Ph.D., Dick Gidner, Public Member

- This sub-committee did not meet.

**Examination Sub-Committee**

Tom Wall, Ph.D., Christine Guzzardo Ph.D., Decky Fiedler, Ph.D., Janet Look, Ed.D., Shari Roberts, Public Member

- Review item banks that need revision. – **This item was tabled.**
- Sub-committee members reviewed the test analysis to assess for any examination concerns. No concerns were noted by the sub-committee.
- The sub-committee discussed examination administration at a separate site as part of expediting military credentials. The sub-committee recommended that approval of the jurisprudence examination being administered at alternative testing sites for military applicants be delegated to the program manager. The delegation would expedite the credentialing process for military applicants.
- The sub-committee reviewed the occupational therapy jurisprudence examination online, and discussed other options of exam administration. The sub-committee posed questions about the capability of the system. Ms. Moe was asked to research the capability and to provide an update at the September meeting.
- The sub-committee reviewed a request for exam reconsideration. The sub-committee recommended approval based upon the Board's examination retake policy.

**Tele-Health Sub-Committee**

Tom Wall, Ph.D., Tim Cahn, Ph.D., and Dr. Look, Ed.D.

- This sub-committee did not meet.

**Supervision Sub-Committee**

Tim Cahn, Ph.D., Decky Fielder, Ph.D., and Dr. Stewart, Ph.D.

- This sub-committee did not meet.

### **Application Review Sub-Committee**

Christine Guzzardo, Ph.D., Sub-Committee Chair, Dr. Wall, Ph.D., Dr. Stewart, Ph.D., and Dr. Fiedler, Ph.D., Rachaud Smith, Psy.D.

- Discussed the review process and any issues relevant to sub-committee members.
- Mr. Calkins continued the discussion of the operations manual outline for Board gate-keeping decision-making for potential recommendation to the Board. (Creation of this manual was approved at the Board meeting on March 15, 2013). All members of the Board received a manual.
- The sub-committee reviewed equivalency for Pennsylvania, Wisconsin, Maryland, and Guam.

### **Communication Sub-Committee**

Shari Roberts, Public Member and Betty Moe, Acting Executive Director

- This sub-committee did not meet.

## **9. SUB-COMMITTEE REPORTS – Thomas Wall, Ph.D., Chair**

Sub-committees reported on current projects or issues. The Board approved the following actions.

- The Board delegated to the program manager the ability to approve military applicants to take the jurisprudence examination at an alternative test site, in order to expedite the credentialing process
- The Board agreed to have Ms. Moe research the online testing portal and share more information at the September meeting.
- The Board reviewed the following states for review and approval:
  - Dr. Stewart presented the state of **Pennsylvania**. Dr. Stewart recommended that Pennsylvania be considered substantially equivalent, the hours and education met the requirements of Washington. The Board agreed with Dr. Stewart. Vote 9-0
  - Dr. Wall presented the state of **Wisconsin**. Dr. Wall recommended the Board find that Wisconsin is not equivalent because its laws allow all 3,000 hours of required supervised experience to occur in a post-doctoral setting and does not specifically require completion of an internship. Applicants under the hybrid option would need to demonstrate completion of an internship equivalent to WAC 246-924-056. The Board agreed with Dr. Wall. Vote 9-0
  - Dr. Stewart presented the state of **Maryland**. Dr. Stewart recommended the Board find that Maryland allows “non practice orientated” licensees for experimental, social, or other disciplines. The supervised experience does not fit the Washington state definitions and allow research and teaching hour to count towards the supervised experience. Applicants under the hybrid option would need to demonstrate completion of supervised experience meeting Washington state requirements. The Board agreed with Dr. Stewart. Vote 9-0

- Dr. Stewart presented **Guam**. Dr. Stewart recommended that Guam is not equivalent because its laws omit specific criteria needed to determine equivalency in the areas of doctoral program residency requirements, curriculum requirements, and the requirements for supervised experience. The Board agreed with Dr. Stewart. Vote 9-0
- The Board approved the examination reconsideration recommendations of the examination review sub-committee.
- The Board approved adoption of the “License Application Manual” for use by the Application Review Sub-Committee as a working document. The manual was approved as a working document after the Board discussed concerns shared by Dick Gidner that approving as is, would limit the Board’s ability to update the manual as needed.

**10. MOCK DISCIPLINARY CASE REVIEW – Thomas Wall, Ph.D., Chair**

Dr. Wall presented a mock disciplinary case for training purposes. Dr. Fiedler volunteered to present a mock disciplinary case review at the next meeting.

**11. OTHER ITEMS – Thomas Wall, Ph.D., Chair**

**11.1** The board reviewed and approved a request for an indefinite waiver of the continuing education requirements.

**12. CONTINUING EDUCATION REVIEW PROCESS – Betty Moe, Acting Executive Director**

Ms. Moe discussed the continuing education audit reviews. Board members agreed that the current process seemed to be working.

The Board shared a need to notify psychologists that they are being audited. Dr. Cahn agreed to draft an article for the winter newsletter.

**13. FUTURE AGENDA ITEMS – Thomas Wall, Ph.D., Chair**

- Review and update Board business plan.
- Recruitment update.
- Mock disciplinary case or mock disciplinary hearing.
- PLUS system update.
- Rules Hearing – Suicide assessment, treatment, and management rules.
- Hiring Update.
- Mock Disciplinary Case to be presented by Dr. Fiedler.

**14. ADJOURNMENT –**

Submitted by:

Approved by:

Signature on file  
 Betty J. Moe, Program Manager  
 Examining Board of Psychology

Signature on file  
 Thomas Wall., Chair  
 Examining Board of Psychology

<b>Future Meeting Dates:</b>	<b>Future Tentative Hearing Dates:</b>	<b>Future Exam Dates:</b>
September 20, 2013 Department of Health Town Center 2, Room 158 111 Israel Road S.E. Tumwater	August 9, 2013	May 10, 2013
November 15, 2013 - Kent	October 4, 2013	August 16, 2013
	December 6, 2013	September 13, 2013
		October 11, 2013
		November 8, 2013
		December 13, 2013