



**EXAMINING BOARD OF PSYCHOLOGY
MEETING MINUTES**

May 16, 2014

LOCATION:

Department of Health
Town Center Three, Room 224
243 Israel Road S.E.
Tumwater, WA 98501

BOARD MEMBERS PRESENT: Timothy Cahn, Ph. D., Chair
David Stewart, Ph.D., Vice Chair
Decky Fiedler, Ph.D
Dick Gidner, Public Member
Janet Look, Ed.D.
Shari Roberts, Public Member
Rachaud Smith, Psy.D.

BOARD MEMBERS ABSENT: Thomas Wall, Ph.D.

STAFF PRESENT: Betty Moe, Program Manager
Sonia Ferguson, Program Support
Tommy Simpson, Military Program Manager
Joanne Miller, Credentialing Review Supervisor
Jeff Wise, Policy Analyst
Don Painter, Chief Investigator
Marlee O'Neill, Supervising Staff Attorney

AAG PRESENT: Jack Bucknell, Assistant Attorney General

OTHERS PRESENT:
Lucy Homans, Ed.D., Washington State Psychological Association

On May 16, 2014, the Examining Board of Psychology (board) met at the Department of Health, Town Center Three, Room 224, 243 Israel Road S.E., Tumwater. Notice of the meeting was published on the psychology profession [website](#). Notice was sent to the psychology Listserv.

OPEN SESSION – 9:03 a.m.

1. CALL TO ORDER – Timothy Cahn, Ph.D., Chair

Dr. Cahn called the meeting to order at 9:03 a.m.

1.1 Approval of agenda

The agenda was approved with these changes:

- Ms. Moe asked to add item 4.10 to discuss a continuing education (CE) request.

1.2 Introductions

Board members, staff members, and audience members introduced themselves.

1.3 Approval of the March 23, 2014 meeting minutes

Board members reviewed and approved the March 23, 2014 meeting minutes as presented.

1.4 Approval of the April 24, 2014 special meeting minutes

Board members reviewed and approved the April 24, 2014 special meeting minutes as presented.

2. RULES WORKSHOP – Timothy Cahn, Ph.D., Chair

Betty Moe said the board needs to implement rules to allow for the acceptance of courses taken outside the doctoral degree granting program, and the development of standards for applicants applying through endorsement. The board currently has an interpretive policy statement for the endorsement process, and it needs to be put into rule.

Ms. Moe proposed the board first look at the rules relating to endorsement and temporary permits. Ms. Moe looked at WAC 246-924-100 Qualifications for granting of license by endorsement.

Endorsement

Discussion 1: Ms. Moe said RCW 18.83.170 refers to the process as license without oral examination. What is the appropriate name for this section?

Jack Bucknell, AAG said the heading really doesn't matter. Adding language in the rule would be good.

Dr. Tim Cahn said the board used to have oral exams, but now it has Examination for Professional Practice in Psychology (EPPP).

Mr. Bucknell said candidates are applying for endorsements.

The name of the section will not be changed in the draft rule language.

Discussion 2: Ms. Moe asked what needs to be provided when applying for endorsement. Ms. Moe said the board looks at the current licensing requirements in the state where the applicant has been licensed, and whether the applicant has been licensed for two years.

Dr. Cahn asked for more information regarding “good standing.” Ms. Moe said if an applicant was not in “good standing” it would come to the board for review and determination, much like a complaint.

Dr. Fielder asked about other countries. Ms. Moe said we treat other countries like states for endorsement.

Discussion 3: What if applicants can’t verify their hours because a supervisor is deceased.

Ms. Moe said they would need to provide documentation stating that their supervisor was deceased, or could not be located.

Dr. Stewart said that candidates may submit transcripts and use documentation that they have a certificate of completion from their internship.

Ms. Moe said the board would need verification from the internship site. Sometimes documentation is obtained from the state where they gained their original license.

Dr. Cahn said that the statute is supposed to enhance mobility, not to increase barriers.

Dr. Stewart said to use past verification, but if verification is current, they can use the department’s forms.

Discussion 4: What if the board determines that another state is not equivalent?

The board drafted the following language:

- (1) If the board determines that another state’s or country’s licensing or certification regulations are not equivalent because a stated requirement is omitted or otherwise deficient, than the requirements to obtain licensure in Washington, the applicant must:
 - (a) Provide documentation in the areas the board has determined an applicant to be deficient;
 - (b) Documentation must be submitted on the forms, provided by the department.
 - (c) If an applicant cannot submit the information on the forms provided by the department then the applicant must submit:
 - (i) Documentation of the deficiency with a written explanation. It must explain why the information cannot be provided;
 - (ii) Submit copies of their original application from the state in which they are applying from endorsement;
 - (iii) Transcripts;
 - (iv) Course syllabi;
 - (v) Past verification of clinical experience from a training director, faculty member, or other approved supervisor, and
 - (vi) Other documentation as approved by the board.

Discussion 5: The board accepts the diplomat in good standing from the American Board of Examiners in Professional Psychology (ABPP). Should other certificates be accepted as well? The board has the authority under RCW 18.83.170(C).

Ms. Moe said in the past the board had agreed to accept the Certificate of Professional Qualification in Professional Psychology (CPQ), but that it had never been added into rules. The board agreed that the CPQ should be added.

Ms. Moe shared a letter from Judy Hall, Ph.D. from the National Register of Health Services Providers in Psychology asking to have the National Register Health Service Provider in Psychology be accepted.

Dr. Cahn said CPQ is different from the national register.

Dr. Lucy Homans, WSPA asked about people who got their psychology degrees through institutions that weren't APA-approved.

Dr. Cahn said that the degree would need to come from a state where we are equivalent with its program/degree. If the degree was from a hybrid state then the board would need to look at the educational component.

Ms. Moe went to the website for the National Registry. Board members could not determine if an internship was required. It asked Ms. Moe to contact the National Registry for clarification to report at the next meeting.

The board also determined the national certification must be active and in good standing. The board will continue to revise this section of the rules at the next meeting.

Temporary Permits-

Ms. Moe said that if another state is not equivalent, applicants will not be able to get a temporary permit. Applicants would have to apply by endorsement and provide the documentation in the area(s) the board believes to be deficient.

Shari Roberts asked how many “temporary” permits we get a year. Joanne Miller indicated she would find out.

Ms. Moe said that temporary permits are quicker to process and do not have a cost. As long as people applying for a temporary permit have no background-related issues, then they can receive it within three to four weeks.

There is no limit on the amount of times a psychologist can apply for a temporary permit.

The board created draft rule language, and will revisit it at the next meeting.

Courses taken outside doctoral degree granting program-

Ms. Moe said she has been getting an increasing number of calls regarding respecialization.

Dr. Stewart said that in a respecialization program applicants don't have to take all the courses. The APA-accredited institutions meet all the requirements and approve the courses. He also asked if we make a determination on requirements.

Dr. Cahn asked how to separate the legitimate programs from the less legitimate.

Dr. Stewart asked if there was a way to help with letting them know.

Dr. Decky Fielder said that people need to look at what they need to be licensed.

Ms. Moe said there were still two issues to be addressed: respecialization and courses outside the doctoral degree-granting program.

Dr. Cahn suggested using basic the criteria that APA uses.

Ms. Moe said that she likes the discussion that is going on and said the board needs to get a sub-committee. The first topic for the sub-committee is how many courses can be taken outside of the doctoral degree. The second is respecialization.

The sub-committee members are Dr. Stewart, Dr. Look and Dr. Smith. Ms. Moe said she would work with them to get at least one meeting before the next meeting of the board.

3. SUICIDE, ASSESSMENT, TREATMENT, AND MANAGEMENT CONTINUING EDUCATION – Dr. Cahn, Ph.D., Chair and Betty Moe, Program Manager

Ms. Moe said that ESHB 2315-Suicide Prevention gives the board the ability to exempt a psychologist from the training requirements if the psychologist has only brief or limited patient contact.

Dr. Fielder said the requirement is only six hours every two CE reporting periods.

Dr. Homans, WSPA said that in Detroit training is every year for three hours and that Detroit's suicide rate has decreased.

Dr. Fielder motioned to leave the rule as is and require six hours from everyone. The motion was seconded. Vote 7-0.

4. MANAGEMENT REPORTS/ACTIVITIES – Betty Moe, Program Manager and Tommy Simpson, Military Program Manager

4.1 Recruitment Update – Ms. Moe and she and Dr. Cahn had completed the interview. Six candidates were interviewed and the appointment package began routing. Ms. Moe said that new members may be appointed by the next meeting.

4.2 Interim Operating Report – Ms. Moe indicated that the board has a current balance of \$1,256,640. Based on the budget surplus, the department is looking to see if the profession could benefit from a fee reduction. The department is working on cost projects. Ms. Moe said that she would share more information once the projections were complete.

4.3 Credentialing Statistics- Ms. Moe shared statistics as of May 05, 2014.

Total Active – 2,465
Total Military – 32
Total Retired Active – 138
Pending – 199
Total Expired – 1,180

4.4 Update on the PLUS system from Association of State and Provincial Psychology Boards (ASPPB) – Ms. Moe said the board had asked her to work with the ASPPB Plus Universal System, and she has with the help from IT.

Ms. Moe said there is concern on who to have as the primary source. She said that if ASPPB is primary source, then the board will not be able to be primary source. The board needs to make a motion if it wants to pursue being primary source. The board approved a motion to pursue being primary source. Vote 7-0.

4.5 Alternative to discipline – Ms. Moe discussed concepts for possible agency-requested legislation. The concept would give the board statutory authority to develop rules to create remedial plans for psychologists in place of formal discipline. The board members were very pleased with the concept, as this is something for which they've asked for years.

4.6 Military applicants taking the exam in another location – drafted policy - Ms. Moe said the board was advised by the AAG to create a policy for the administration of the jurisprudence (JP) exam to military applicants.

Ms. Moe said that requests from military applicants are different as they can't take vacation to come to the Department of Health to take the JP exam. The draft policy justifies why exceptions are being made for military applicants. Ms. Moe said she would like to see language amended to add in military spouses and domestic partners.

Ms. Roberts asked if there was an option for the exam to be administered somewhere else, instead of coming to Tumwater.

Mr. Bucknell said the answer would be no because we do not get a fee for applicants taking the exam.

- 4.7 Business plan for the 2013-2015 biennium** – Ms. Moe said the board needs to find more time to dedicate to the jurisprudence questions to meet the needs of its business plan.
- 4.8 2014 Board/Commission Leadership Forum** – Ms. Moe said the board leadership forum is coming up on June 13, 2014, and that the board needs to have representation there. Dr. Cahn said he will attend.
- 4.9 Tommy Simpson, Military Program Manager** – Mr. Simpson let the board know he was happy to be there. He told the board about what he is trying to accomplish. He said that he looks at regular guidelines and how they affect people here. Then he works with program managers to see what credentials people aren't meeting. Some people don't have the hours needed for positions. He said the military had different courses with some professions.

Mr. Simpson said that veterans can still be on active duty or retired, just as long as they've served.

Mr. Simpson also said that he was nominated to be the lead of the five-year rule revision process required by State Bill 5967. This will affect the board. The board will be required to do a complete review of its rules at least once every five years.

- 4.10 Discuss CEU presentation** – Ms. Moe said that she has asked a former member to come do a CEU presentation for Department of Health investigators. The training will be a four-hour presentation for free, but the board is being asked to grant her continuing education hours for her presentation. She's asking for CE hours because the department has asked her to come do the presentation. Dr. Cahn said that the board has taken a stance not to approve CE hours. If the person is audited the board would review the information at that time.

5. CONSENT AGENDA - Timothy Cahn, Ph.D., Chair

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

6. ASSISTANT ATTORNEY GENERAL (AAG) REPORT – Jack Bucknell, AAG

- 6.1 Recommended changes to bylaws** – Mr. Bucknell led the discussion on the bylaws. He presented the recommended changes.

Dick Gidner said knows a whole lot about bylaws, more than what he should, and he thought the bylaws looked good with Mr. Bucknell's recommendations. He made a motion to approve the bylaws as they were on May 16, 2014. The motion was seconded and approved. Vote 7-0.

6.2 Update regarding public records and use of private computers by board members – Ms. Moe said they are working on system for board members.

Ms. Moe said that right now, they are redacting all personal information from applications prior to sending.

Mr. Bucknell talked about the Open Government Training Act. He said all new board members and members who have been on board for a long time needed the training. He said that he will prepare training for the members and present it at the next meeting.

7. REQUEST FOR LIST & LABELS – Timothy Cahn, Ph.D., Chair

Ms. Moe said that the board had received a request for a list of psychologists in our state for use in a dissertation.

Dr. Stewart said he gets five requests a month for lists, but asking a board is a bit different. He said he would like for the board not to give approval; otherwise, it would receive hundreds of requests a year.

Rachaud Smith said he would like to see people get the lists elsewhere.

Dr. Cahn said the department should send this person a letter stating that the statute does not allow the board to send out addresses and emails, but could send out a list of names. No contact information, only names.

The board voted against request for list and labels but to send a follow-up letter stating why. Vote 7-0.

The Washington State Coalition of Mental Health Professionals and Consumers also requested a list. There was a motion to accept the request. The board voted 6 to 1.

8. PUBLIC COMMENT – Timothy Cahn, Ph.D., Chair

Dr. Homans said she can't say what other states are doing with CE. There will be a six-hour training on suicide prevention here in June.

Dr. Homans also said that she has been following the draft language for psychologists getting certified for chemical dependency. She said that she is concerned because mental health, chemical dependency and other services are being integrated and it's been very

heavy on the chemical dependency with integrating and very light on mental health disorders.

Ms. Moe said she will bring draft language to the next meeting. She said there would be two more meetings. Ms. Moe said she would like to see more health and safety issues in the language.

9. Sub-Committee Work - The board broke into sub-committees.

Licensee Orientation Sub-Committee

Tom Wall, Ph.D., Timothy Cahn, Ph.D., and Dick Gidner, Public Member

- Discussion and planning for the next presentation.
- Objectives: new vignettes, new presentation layout, and determination of board member presenters.

Examination Sub-Committee

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

- Discuss a process to update the exam questions.
- Review test analysis.
- Review examination requests.

There was a request for approval to retake the EPPP from an applicant who took the first exam in October 2013 and received a score of 366 and took the second exam in April 2014 with a score of 400. The applicant would like to take the test for the third time. The board approved the applicant taking the exam again in October 2014.

A second applicant asked to retake the EPPP. The applicant took the first exam in October 2013 with a score of 411 and took second exam in March 2014 with a score of 413. The board approved this applicant to retake the EPPP.

Tele-Health Sub-Committee

Tom Wall, Ph.D., Timothy Cahn, Ph.D., Rachaud Smith, Psy.D., and Janet Look, Ed.D.

- Review other states' and organizations' adopted guidelines.
- Follow up on discussion with Oregon board.
- Look at physical therapy rules on telehealth (WAC 246-915-187)

Dr. Smith said he would like to develop guidelines for telehealth. It would be beneficial to have speakers who are familiar with the subject to attend to share barriers and the pros when writing the rules.

Dr. Cahn said he would like to see guidelines, to establish jurisdictions and define what telehealth means. He suggested having targeted short presentations to see what people are doing and using.

Dr. Smith said he would like the law to expand access to care. There are pitfalls to telehealth, he said, but telehealth could be promising for rural areas to access care.

Ms. Moe said she would work with Mr. Bucknell to find what kind of guidelines are out there. She said the board needs to look what the guidelines are currently being used before venturing into rule making.

Application Review Sub-Committee

Tom Wall, Ph.D., David Stewart, Ph.D., Decky Fiedler, Ph.D., and Rachaud Smith, Psy.D.

- Discuss any state/country equivalency reviews to be presented to the Board if necessary.
 - Dr. Stewart presented the state of **Idaho**. Dr. Stewart recommended the board find that Idaho to be equivalent. The board agreed with Dr. Stewart. Vote 7-0
 - Dr. Stewart presented the state of **Maine**. Dr. Stewart recommended the board find that Maine to be equivalent. The board agreed with Dr. Stewart. Vote 7-0
 - Dr. Fielder presented the state of **Missouri**. Dr. Fielder recommended the board find that Missouri as not equivalent. The education, residency, practicum, and internship requirements are not equivalent. The board agreed with Dr. Fielder. Vote 7-0.

Communications Sub-Committee

Shari Roberts, Public Member and Betty Moe, Program Manager

- Sub-committee members discussed the format of the winter 2013 newsletter and articles for spring 2014.

10. SUB-COMMITTEE REPORTS – Timothy Cahn, Ph.D., Chair

Sub-committees reported on current projects or issues. Some items were presented as status updates and others were presented for approval. (Reports are listed in section 9)

11. ASSOCIATION OF STATE AND PROVINCIAL PSYCHOLOGY BOARDS (ASPPB) 29TH MID-YEAR MEETING UPDATE – Janet Look, Ed.D.

Dr. Look said that she attended the meeting in San Antonio, Texas. She said there was a lot of talk about competence, and when the exam should be administered.

12. MOCK DISCIPLINARY CASE REVIEW – Timothy Cahn, Ph.D., Chair

Dr. Cahn presented a mock disciplinary case for training purposes.

13. FUTURE AGENDA ITEMS – Timothy Cahn, Ph.D., Chair

- Presentation of Telehealth
- Follow-up on national registration
- Fee reduction

- Military policy
- JP exam
- Rules workshop
- Mock disciplinary case
- Open public meetings act training
- Rule development

14. ADJOURNMENT

2:39 p.m.

Submitted by:

Approved by:

Betty J. Moe, Program Manager
Examining Board of Psychology

Timothy Cahn, Ph.D., Chair
Examining Board of Psychology

Future meeting dates:

July 25 –Tumwater

Sept. 19 – Seattle Pacific University

Nov. 14 - Tumwater