



**Examining Board of Psychology
Meeting Minutes**

January 29, 2016

Location:

Department of Health
243 Israel Road S.E.
Town Center 3, Room 265
Tumwater, WA 98501

Board members present:

Timothy Cahn, Ph.D., Chair
Janet Look, Ed.D. – Vice Chair
Leslie Cohn, Ph.D.
Rachaud Smith, Psy.D.
Shari Roberts, Public Member
Elizabeth Kunchandy, Ph.D.

Board members absent:

Ruby Takushi, Ph.D.
Brendon Scholtz, Ph.D.

Staff members present:

Kim-Boi Shadduck, Program Manager, Office of Health Professions and Facilities, (OHPF)
Sonia Ferguson, Program Support, OHPF
Debra Mendoza, Program Manager, OHPF
Linda Kuntz, Administrative Support, OHPF
Marlee O'Neill, Legal Services
Jeff Wise, Policy Analyst
Hyon Yi, Credentialing Specialist
Andy Fernando, Policy and Legislative Manager

AAG present:

Jack Bucknell, Assistant Attorney General

Others present:

Dr. Lucy Homans, Washington State Psychological Association

On January 29, 2016, the Examining Board of Psychology (board) met at the Department of Health (department), 243 Israel Road S.E., Town Center 3, Room 265, Tumwater, WA 98501. Notice of the meeting was published on the psychology profession [website](#). Notice was sent to the psychology Listserv.

Open session – 9 a.m.

1. Call to order – Timothy Cahn, Ph.D., Chair

Dr. Cahn called the meeting to order at 9:34 a.m.

1.1 Approval of agenda

The agenda was approved and accepted as written.

1.2 Approval of the November 20, 2015 meeting minutes

Board members reviewed and approved the November 20, 2015 meeting minutes as presented.

2. Citrix

The consensus decision by the department management is not to move forward with Citrix at this time. The department is looking into different software.

Ms. Taylor Linke sent an email stating board members should retain their Citrix tokens.

3. Elections of Chair and Vice Chair -

Dr. Cahn opened the floor for nominations for chair and vice chair.

The board elected Ms. Shari Roberts as chair and Dr. Janet Look as vice chair.

Ms. Roberts became the new chair at the end of the meeting today.

4. Public Comment –

Dr. Lucy Homans of the Washington State Psychological Association (WSPA) spoke of the following bills in legislation.

HB 2080: An act relating to fingerprint-based background checks for health professionals.

- Authorizes the Washington State Patrol (WSP) and the Department of Health to participate in the new Rap Back service offered by the Federal Bureau of Investigation (FBI).
- Authorizes the WSP to retain fingerprints submitted by a statutorily authorized agency for noncriminal justice purposes.
- Requires applicants to be notified that their fingerprints will be searched against arrests and unsolved crime files, and that their criminal history will be periodically checked and reported to the statutorily authorized agencies.
- Authorizes disciplining authorities under the Department of Health to adopt rules authorizing fingerprint checks for applicants and licensees in the professions it regulates.

The WSPA is supporting HB 2080.

HB 2736: An act relating to encouraging the governor to prioritize gender equality when making appointments and reappointments to state boards, commissions, and councils.

- Encourages gender equality in gubernatorial appointments and reappointment to state boards, commissions, councils and similar entities.
- Requires the governor to report on progress made toward the goal of 50 percent female membership for state boards, commissions, councils and similar entities by December 1, 2018.

WSPA is supporting HB 2736. A public hearing was held on January 28, 2016 in the House Committee. Members of the public encouraged the governor not to make a gender-specific ruling.

HB 2326: An act relating to streamlining the independent review organization process by transferring regulatory authority over independent review organizations from the Department of Health to the insurance commissioner, and requiring independent review organizations to report decisions and associated information directly to the insurance commissioner.

WSPA is supporting HB 2326. Dr. Homans said reviews have never been collected and the association needs data. If this passes, the data collected will be available to the public.

HB 6519: An act relating to expanding patient access to health services through telemedicine and establishing a collaborative for the advancement of telemedicine.

WSPA is supporting HB 6519. It allows telehealth to be covered and treatment site could be in the client's home.

SB 6443: An act relating to the Human Rights Commission's rule-making authority.

- Concerns Human Rights Commission rules on gender-segregated facilities.

WSPA is not in support of this bill. The bill did not successfully pass out of the Senate.

HB 1135: An act relating to education-based practice remediation for licensed health and health-related professions.

- Allows licensed health and health-related professions to resolve eligible complaints of unprofessional conduct through a remediation plan.

Dr. Homans said HB 1135 was not moving.

Dr. Homans thanked Dr. Cahn for his tenure.

5. Board v. Commission status – Timothy Cahn, Ph.D., Chair

Mr. Bucknell wrote a memorandum for the members. In summary, the “status as a board instead of commission affects compensation but not authority.” Some commissions have a

different authority because of their statutes. In order for this board to become a commission, legislature would have to change RCW 18.83.

After much discussion, the general consensus is that the board will not take action at this time. Members of the EBOP expressed their appreciation for the work Mr. Bucknell put into the memorandum.

6. Sub-Committee Work

Ethics Training Sub-Committee

Timothy Cahn, Ph.D., Elizabeth Kunchandy, Ph.D., and Shari Roberts, Public Member and Kim-Boi Shadduck, Program Manager.

Five participants who attended the ethics training have not turned in a survey so they did not receive their CE credits. Ms. Shadduck will contact them again requesting they complete the survey. Positive comments were received regarding the training. Dr. Kunchandy and Ms. Shadduck were applauded for their work putting the training together.

Ms. Shadduck asked where the board would like to host the ethics training this year. Dr. Kunchandy said she would check into Antioch, as she is an adjunct professor there.

Telehealth Sub-Committee

Rachaud Smith, Psy.D., and Janet Look, Ed.D., and Leslie Cohn, Ph.D.

Dr. Smith and Mr. Bucknell developed the telepsychology guidelines as a tool to use. Dr. Smith said the psychologist must be licensed in the state where the client is receiving care.

Dr. Look proposed a motion to adopt the telepsychology guidelines with addition of the sentence telepsychology is included within the practice of psychology and is not separate discipline: Vote 6-0.

The telepsychology guidelines will be added to the EBOP newsletter and posted to the Listserv and the website.

Dr. Look commended Dr. Smith on his great leadership.

Application Review Sub-Committee

Rachaud Smith, Psy.D., Brendon Scholtz, Ph.D., Ruby Takushi, Ph.D., and Leslie Cohn, Ph.D.

After a discussion regarding the application form, Dr. Cohn offered to make the suggested changes and bring copies to the next meeting.

The board determined that the following province is not equivalent: Vote 6-0.

- Saskatchewan, Canada

Communications Sub-Committee

Shari Roberts, Public Member and Kim-Boi Shadduck, Program Manager.

Dr. Cahn thanked Ms. Roberts and Ms. Shadduck for their work on the newsletter.

Rules Scan Sub-Committee

Elizabeth Kunchandy, Ph.D. and Kim-Boi Shadduck, Program Manager.

Dr. Cahn thanked Dr. Kunchandy for her work on the rules scan.

- 7. **Sub-committee reports – Timothy Cahn, Ph.D., Chair** – The sub-committee reported on items in section six above.

- 8. **Consent Agenda – Timothy Cahn, Ph.D., Chair**

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

- 9. **Demographic Data project – Kim-Boi Shadduck, Program Manager**

The project survey is requesting information regarding practice location, telemedicine services and re-specialization. This survey is sent out to all health professions every year to help policy makers identify and address current workforce needs in our state.

Ms. Shadduck asked the board to pay attention to the middle “Choices” column. She asked the board members to comment or email her with any suggested changes.

- 10. **Management Reports – Kim-Boi Shadduck, Program Manager and Hyon Yi, Credentialing Specialist**

10.1 Office of Customer Service-Credentialing update – Mr. Hyon Yi shared the following statistics for psychologist licenses:

Current Credential Totals	January 2016
Psychologist:	
Active licenses	2,656
Pending	189
Psychologist Temporary permits:	
Active licenses	25
Pending	7
Total active credential holders:	2,681
Total applications pending:	196

Mr. Yi presented application processing time for licenses from July-December 2015. There were 104 applicants and 103 were issued within the 14-day measurable period. They were all issued within 5.4 days.

There were 13 temporary permits processed between July and December of 2015 that were all issued within the 14-day measurable period. On average all temporary permits were issued in 4.4 days.

The Office of Customer Service was praised for doing a great job.

10.2 Operating budget report – Ms. Shadduck reviewed the operating report. The current balance is \$1,442,597.

10.3 Legislation session update - Dr. Homans gave an overview of pertinent bills during the public comment.

10.4 Recruitment update – Ms. Shadduck contacted the Governor’s Office regarding the public member appointment, but the application is still pending. No applications have been received for the professional member. Recruitment was sent to the tribal and diversity contact lists.

The board approved Dr. Cahn continuing to serve on the board until a successor is found. Vote 6-0.

10.5 Allowable coursework rules update – Mr. Andy Fernando, Policy and Legislative Manager with the department, presented a history on the rule moratorium and the 5-year rule review. As an update, Mr. Fernando said the allowable coursework is still in management review.

11. Request for List and Labels – Timothy Cahn, Ph.D., Chair
There were no list and label requests.

12. Requests for board examinations/waivers -

- First request – applicant is requesting to retake EPPP. In October 2015 the score was 417 and then retook the exam November 2015 and received a score of 398. The board approved the applicant to retake the exam after two months. Vote 5-0.
- Second request – applicant is requesting to retake EPPP. In December 2013 the score was 408 and then retook exam in July 2015 and scored 464. The board approved applicant to retake the exam after two months. Vote 5-0.
- Third request – applicant is requesting to retake the EPPP. The applicant took the exam in October 2013 with a score of 352, February 2014 with a score of 400, December 2014 with a score of 486 and December 2015 with a score of 440. This applicant was also approved for special accommodations, but did not use them. The board approved applicant to retake exam after two months with accommodation. Vote 6-0.
- Fourth request – applicant is requesting to retake the EPPP. In July 2013 the score was 396 and in December of 2015 a score of 436. They were recently approved for a special

accommodation. The board approved applicant to retake exam with a minimum of two months. Vote 6-0.

- Fifth request – applicant is requesting to retake the JP exam. On December 4, 2015, the applicant received an 84 percent and retook exam December 9, 2015 with an 88 percent. The board approved for the applicant to retake the exam after two months. Vote 6-0.
- Sixth request – applicant asking for CE extension because of medical issues. The board approved extension. Vote 6-0.
- Seventh request – applicant would like an exemption or reduction in CE hours. The board approved exemption as long as applicant was limited to teaching. Vote 5-1.

13. Rules Hearing at 3 p.m. – Timothy Cahn, Ph.D., Chair

The board held the public hearing on the proposed rule WAC 246-924-358 - Sexual Misconduct.

No public members attended the rules hearing and the department received only one email in support. No communication was received in opposition.

The hearing concluded at 3:08 p.m. The board adopted WAC 246-924-358. Vote 6-0.

14. Future Agenda Items – Timothy Cahn, Ph.D., Chair

- Mr. Bucknell to discuss the EBOP’s jurisdiction on federal and tribal land.

15. Adjournment

3:10 p.m.

Submitted by:

Approved by:

Signature of file

Signature on file

Kim-Boi Shadduck, MBA, Program Manager
Examining Board of Psychology

Shari Roberts, Chair Public Member
Examining Board of Psychology