

TITLE 16. BOARD OF PSYCHOLOGY

NOTICE IS HEREBY GIVEN that the Board of Psychology (hereinafter "Board") is proposing to take the action described in the Informative Digest. Any person interested may present statements or arguments orally or in writing relevant to the action proposed at a hearing to be held at;

November 21, 2014 at 9:00 a.m.
Board of Psychology Board Meeting
Doubletree Hotel
1646 Front Street
San Diego, CA 92101

at 9:00 a.m., or as soon as practicable thereafter, on November 21, 2014. Written comments, including those sent by mail, facsimile, or e-mail to the addresses listed under Contact Person in this Notice, must be received by the Board at its office no later than 5:00 p.m. on November 17, 2014 or must be received by the Board at the hearing. The Board, upon its own motion or at the instance of any interested party, may thereafter adopt the proposals substantially as described below or may modify such proposals if such modifications are sufficiently related to the original text. With the exception of technical or grammatical changes, the full text of any modified proposal will be available for 15 days prior to its adoption from the person designated in this Notice as contact person and will be mailed to those persons who submit written or oral testimony related to this proposal or who have requested notification of any changes to the proposal.

Authority and Reference: Pursuant to the authority vested by Sections 2915(g) and 2930 of the Business and Professions Code, and to implement, interpret or make specific Sections 29, 32, 2915, 2915.7, 2984, and 2988 of the Business and Professions Code, the Board is considering changes to Division 13.1 of Title 16 of the California Code of Regulations (CCR) as follows:

INFORMATIVE DIGEST

The Board of Psychology (Board) is seeking to amend existing regulations that cover continuing education (CE) content and approved providers of CE.

A. Informative Digest

The Board is seeking to change the continuing education guidelines and metrics that must be completed by prospective and current licensed psychologists. The Board desires to move from the Continuing Education model to the Continuing Professional Development (CPD) model of ensuring competence.

CPD stands as a professional and ethical obligation of every psychologist. In psychology, the traditional way of defining this ongoing professional development has been in terms of CE, which usually refers to formal learning activities conducted in classroom or workshop settings. CPD is a broader concept, referring to the continuing development of the multi-faceted competencies needed for quality professional performance in one's area of practice.

Assuring that psychologists maintain their competence serves the primary mandate of the Board. Consequently, appropriate CPD encompasses more than training in ethics and laws; it also addresses the knowledge, skills, and attitudes necessary to maintain and enhance competent practice.

Not only is it expected that psychologists will continue to update their knowledge throughout their careers, but also that they will maintain and enhance their existing knowledge, skills and professional competencies. Further, it is anticipated that psychologists will maintain their competencies based on published advances in theory, practice and empirical research. Participation in continuing education is one way that psychologists maintain and enhance their knowledge and skills.

The definitions in the existing regulation are based on the old CE model of professional development. The Board is seeking to abandon this format because CPD, in addition to laws and ethics training, also addresses the knowledge, skills, and attitudes necessary to maintain and enhance competent practice. This is a change that has been recommended by the Association of State and Provincial Psychology Boards (ASPPB) as reported in their "ASPPB Guidelines for Continuing Professional Development".

The "CE Verification Log rev. 09/2014" is a new form that will be incorporated by reference. This is the form that licensees will fill out to demonstrate to the Board that they have completed the necessary 36 hours for renewal. Only those licensees who have been selected for an audit will be required to submit the log along with the certificates and evidence that the CE/CPD has been completed.

Amend Title 16 CCR Sections 1397.60, 1397.61, 1397.62, and 1397.67.

More specifically, the proposed regulations would:

- Define the following terms: Academic Course, Academic Instruction, Attendance at a California Board of Psychology Meeting (Full Board or Committee), Board Certification, Conference/Convention, Examination Functions, Peer Consultation, Practice Outcome Monitoring, Professional Activities, provider, Publications, Sponsored Continuing Education Coursework, and Supervision; and
- Establish criteria whereby providers of CPD will be recognized by the Board;
- Establish CE exemptions and exceptions, specifically pertaining to active duty military personnel.

B. Anticipated Benefits of Proposal

The benefits are that a licensee will have a more varied means of attaining the 36 hours of CPD required for renewal. The benefit for California consumers is that licensed psychologists will be required to undergo more varied professional development activities that address the knowledge, skills, and attitudes necessary to maintain and enhance competent practice.

The benefits of the expansion of the CPD provider criteria are that more entities, associations, and organizations will be considered eligible to provide CPD coursework. This will permit different perspectives and new subject areas being accepted by the Board as part of the 36 hours of CPD.

C. Consistency and Compatibility with Existing State Regulations

During the process of developing these regulations and amendments, the Board has conducted a search of any similar regulations on this topic and has concluded that these regulations are neither inconsistent nor incompatible with existing state regulations.

Forms Incorporated by Reference

1. CE Verification Log rev. 09/2014

FISCAL IMPACT ESTIMATES

Fiscal Impact on Public Agencies Including Costs or Savings to State Agencies or Costs/Savings in Federal Funding to the State:

The Board does not foresee anything beyond a negligible fiscal impact.

This impact includes costs to the Board that will be minor and absorbable with the updating of forms and creation of a new FAQ section on the website.

Nondiscretionary Costs/Savings to Local Agencies: None

Local Mandate: None

Cost to Any Local Agency or School District for Which Government Code Sections 17500 - 17630 Require Reimbursement: None

Business Impact

The Board has made an initial determination that the proposed regulatory action would

have no significant statewide adverse economic impact directly affecting business, including the ability of California businesses to compete with businesses in other states.

AND

The following studies/relevant data were relied upon in making the above determination:

The change from the CE model to the CPD model may negatively impact businesses in California, because the expansion of CPD opportunities will result in licensed psychologists having to perform 18 of the 36 hours in avenues other than traditional CE. Businesses that exist solely to provide CE to licensed psychologists could see reduced demand for their service.

Cost Impact on Representative Private Person or Business:

The Board has determined that representative private person or business in reasonable compliance with the proposed action would incur a minor cost impact for the following reasons:

The change from the CE model to the CPD model will have a minor/negligible financial impact on the individual licensees as the 36 hour CPD requirement will remain the same. There will now be more ways in which the hours can be accrued, so the costs for the licensee should be largely consistent with the current costs.

Licensed psychologists already engage in activities that will be included in the new regulations. Peer review, conference attendance, Board Meeting attendance, and teaching are activities that are actively encouraged by professional associations, and the employers of psychologists, and will now count towards the 36 hour continuing education renewal requirement.

A licensed psychologist who is not currently engaging in any of the above activities could incur an increase in conference fees, travel and accommodation costs, and enrollment fees; however, the Board is of the opinion that such actions are necessary to reduce professional isolation and increase the competence of the licensing population.

Effect on Housing Costs: None

EFFECT ON SMALL BUSINESSES:

The Board has determined that the proposed regulations may affect small businesses. California small business may be affected by the proposed regulatory change if they solely provide CE courses to Board of Psychology licensees as the new CPD guidelines reduce the traditional CE courses required for license renewal by 50%. However, the new activities that are required will be beneficial to organizations and entities that offer graduate level courses, conferences, or other categories that now will count towards the 36 hour continuing education requirements.

RESULTS OF ECONOMIC IMPACT ASSESSMENT/ANALYSIS:

Impact on Jobs/Businesses:

The Board has made an initial determination that the proposed regulatory action regarding CPD would have a limited statewide adverse economic impact directly affecting businesses, including the ability of California businesses to compete with businesses in other states.

As part of its Economic Impact Analysis, the Board has determined that its proposal will not affect the ability of California businesses to compete with other states by making it more costly to produce goods or services, and that it will not create or eliminate jobs or occupations. This proposal may impact multiple industries with hospitals, mental health facilities and institutions of higher learning because the licensed population will now have new requirements placed upon them in order to qualify for renewal.

The Board has determined that this regulatory proposal will not have a significant impact on the creation of jobs or new businesses or the elimination of jobs or existing businesses or the expansion of businesses in the State of California.

Benefits of the Regulation to the Health and Welfare of California Residents, Worker Safety, and the State's Environment:

The Board has determined that this regulatory proposal will benefit the health and welfare of California residents by ensuring mental health practitioners are maintaining both subject matter competence and legal and ethical requirements.

CONSIDERATION OF ALTERNATIVES

The Board must determine that no reasonable alternative considered by the Board or that has otherwise been identified and brought to the attention of the Board would be more effective in carrying out the purpose for which the action is proposed, would be as effective and less burdensome to affected private persons than the proposed action, or would be more cost-effective to affected private persons and equally effective in implementing the statutory policy or other provision of law. Any interested person may present statements or arguments orally or in writing relevant to the above determinations at the above mentioned hearing.

INITIAL STATEMENT OF REASONS AND INFORMATION

The Board has prepared an initial statement of the reasons for the proposed action and has available all the information upon which the proposal is based.

TEXT OF PROPOSAL

Copies of the exact language of the proposed regulations and of the initial statement of reasons, and all of the information upon which the proposal is based, may be obtained

at the hearing or prior to the hearing upon request from the person designated in the Notice under Contact Person or by accessing the Board's website, www.psychology.ca.gov

AVAILABILITY AND LOCATION OF THE FINAL STATEMENT OF REASONS AND RULEMAKING FILE

All the information upon which the proposed regulations are based is contained in the rulemaking file which is available for public inspection by contacting the person named below. You may obtain a copy of the final statement of reasons once it has been prepared, by making a written request to the contact person named below or by accessing the website listed below.

CONTACT PERSON:

Any inquiries or comments concerning the proposed rulemaking action may be addressed to:

Name: Jonathan Burke
Address: 1625 North Market Blvd., Suite N215
Sacramento, CA 95834
Telephone No.: (916) 574-7137
Fax No.: (916) 574-8672
E-Mail Address: Jonathan.Burke@dca.ca.gov

The backup contact person is:

Name: Jeffrey Thomas
Address: 1625 North Market Blvd., Suite N215
Sacramento, CA 95834
Telephone No.: (916) 574-7116
Fax No.: (916) 574-8672
E-Mail Address: Jeffrey.Thomas@dca.ca.gov

Website Access: Materials regarding this proposal can be found at: www.psychology.ca.gov. Click on "Laws/Regulations," "Proposed Regulations."

**BOARD OF PSYCHOLOGY
DEPARTMENT OF CONSUMER AFFAIRS**

INITIAL STATEMENT OF REASONS

Hearing Date: November 21, 2014

Subject Matter of Proposed Regulations: Definitions, Continuing Education Requirements, Continuing Education Exemptions and Exceptions, Renewal after Inactive or Delinquent Status

Section(s) Affected: Title 16, California Code of Regulations Amend Sections 1397.60, 1397.61, 1397.62, and 1397.67.

Introduction

The Board of Psychology (Board) is seeking to change the continuing education guidelines and metrics that must be completed by and current licensed psychologists. The Board desires to move from the Continuing Education (CE) model to the Continuing Professional Development (CPD) model of ensuring continued competence.

CPD stands as a professional and ethical obligation of every psychologist. In psychology, the traditional way of defining this ongoing professional development has been in terms of CE, which usually refers to formal learning activities conducted in classroom or workshop settings. CPD is a broader concept, referring to the continuing development of the multi-faceted abilities needed for quality professional performance in one's area of practice.

Assuring that psychologists maintain their competence serves the primary mandate of the Board of public protection. Consequently, appropriate CPD encompasses more than training in ethics and laws; it also addresses the knowledge, skills, and abilities necessary to maintain and enhance responsive practice.

Not only is it expected that psychologists will continue to update their knowledge throughout their careers, but also that they will maintain and enhance their existing knowledge, skills and professional abilities. Further, it is anticipated that psychologists will maintain their aptitude based on published advances in theory, practice and empirical research. Participation in continuing education is one way that psychologists maintain and enhance their knowledge and skills.

The definitions in the existing regulation are based on the old model of professional development. The Board is seeking to abandon this format because CPD, in addition to laws and ethics training, also addresses the knowledge, skills, and abilities necessary to maintain and enhance responsive practice in broader areas that reflect the diversity of consumers' needs and cultural backgrounds. This is a change that has been recommended by the Association of State and Provincial Psychology Boards (ASPPB) as reported in their "*ASPPB Guidelines for Continuing Professional Development*."

In maintaining consistency in the Board's policies and procedures to ensure that broader areas are reflected in program delivery across the state to the diversity of consumers' needs and cultural backgrounds. The Board is also seeking to establish criteria whereby providers of CE will be recognized by the Board in order to offer a broader array of diverse programs that are reflective and consistent with California's consumers of mental health services. The Board will have criteria that determine if an organization or association is qualified to administer CE to licensees.

Additionally, the Board is seeking to adopt regulations to comply with the requirements of AB 1588 (Atkins, Chapter 742, Statutes of 2012), which mandates that active duty military personnel be exempt from CE requirements while serving on active duty.

Specific Purpose of each Adoption, Amendment or Repeal:

Amend Section 1397.60 - Definitions

The California Board of Psychology (Board) seeks to recast and revise the current Continuing Education (CE) model and replace this model with a new Continuing Professional Development (CPD) model. This change would ensure the responsiveness and professional development of licensed psychologists. Title 16 of the California Code of Regulations (CCR), Section 1397.60 will be replaced in its entirety and replaced with the proposed language.

Problem: The current definitions provided are being replaced as the Board transitions to the CPD model. The new terms correspond with desired Board practice and with guidelines provided by the Association of State and Provincial Psychology Boards (ASPPB).

Anticipated Benefit: The new definitions provided correspond to the terms used in 16 CCR Section 1397.61 and the CE/CPD Matrix. These new definitions clearly outline the expectations of the new CPD model of ensuring professional aptitude and will help licensees and others understand what will be expected in maintaining responsiveness.

Factual Basis/Rationale: The expansion of the ways in which a licensed psychologist may obtain the necessary 36 hours of CPD is explained below. Currently, licensees may accrue 36 hours through traditional CE courses. The new CPD model has four (4) ways a licensee may complete the CPD requirements for renewal of his or her license; (1) Professional (Peer Consultation, Practice Outcome Monitoring (POM), Professional Activities, Conferences/Conventions, Examination Functions); (2) Academic (Academic Courses, Academic Instruction, Supervision, Publications); (3) Sponsored Continuing Education Coursework (including Independent/Online Learning); and (4) Board Certification. The newly included CPD activities are designed to make use of what the research says contributes to increased learning and maintenance of professional aptitude. Activities will include a variety of modes in which learning can occur, will continue over extended periods of time, and should decrease professional isolation.

1397.60 (a): "Academic Course" is the taking, for credit, of a graduate level course in psychology or on a psychology-related topic. The coursework must be offered by an institution that meets criteria in Business and Professions Code (BPC) section 2914. The benefits of this are that graduate level study on such a topic will benefit the professional development of the licensee. This definition is adapted from the *ASPPB Guidelines for CPD*.

1397.60 (b): "Academic Instruction" refers to teaching a semester long graduate-level psychology course at an institution that meets criteria in BPC section 2914, or teaching a CE course that relates to the practice of psychology. The hours credited for these activities are different and explained in the Matrix contained in 16 CCR 1397.61 (e). A licensee who constructs and teaches such a course is maintaining professional competence and could use this experience to earn hours towards the CPD requirement for renewal. Instructors could use the course once per renewal cycle, as graduate level courses require significant updating to keep abreast of the latest research. This definition is adapted from the *ASPPB Guidelines for CPD*.

1397.60 (c): "Attendance at a California Board of Psychology Meeting (Full Board or Committee)." This is a definition that is not present in the *ASPPB Guidelines*. The Board determined that attending a Board meeting would involve interaction with other professionals and participation in discussions of ethical, legal, and professional development.

1397.60 (d): "Board Certification" is earning a certificate from the American Board of Professional Psychology (ABPP). ABPP certification requires psychologists to demonstrate to the satisfaction of experienced peers, through a structured and well-formulated process, that they are competent in intervention, assessment, and consultation in their area of practice. Additionally, psychologists are examined on ethical and legal issues, scientific bases for their services, supervision/teaching/management,

interpersonal interactions, individual and cultural diversity, and professional identification. This level of examination and scrutiny is considered the "gold standard" in psychology and serves as the best indicator the profession currently has of assuring that licensed psychologists are maintaining their professional competence. This definition is adapted from the *ASPPB Guidelines for CPD*.

1397.60 (e): "Conference/Convention" refers to attendance at professional gatherings where multiple concurrent and sequential presentations occur and the licensee interacts with colleagues. The goal is to encourage participation and limit professional isolation and this attendance is different from credits that may be earned for attending specific CE sessions at a conference or convention. This definition is adapted from the *ASPPB Guidelines for CPD*.

1397.60 (f): "Examination Functions" is serving in the examination development function of the Board. The Board helps the Department of Consumer Affairs' Office of Professional Examination Services (OPES) determine which topics and knowledge to include in the California specific examinations required for licensure. Licensees volunteer to help create the examinations. They are designated subject matter experts and the involvement in the examination creation process limits professional isolation and enhances professional development. Participation in this process will now count towards CPD. This is a definition that is not present in the *ASPPB Guidelines*.

1397.60 (g): "Peer Consultation" is structured and organized interaction with colleagues in research groups, journal clubs, and/or case consultations. This is designed to broaden professional knowledge and may include work with other professionals (e.g., other psychologists, psychiatrists). This definition serves the goal of broadening the ways CPD credits may be earned, reduces professional isolation and occurs over extended time periods. This definition is adapted from the *ASPPB Guidelines for CPD*.

1397.60 (h): "Practice Outcome Monitoring (POM)" is the application of various research tools and models in assessing the efficacy of licensees' practices and approaches. POM can help assess whether or not a licensee's own practice is effective and whether that effectiveness can be enhanced. POM aids the licensee in his or her practice and is therefore consistent with the goals of the Board's CPD program. This definition is adapted from the *ASPPB Guidelines for CPD*.

1397.60 (i): "Professional Activities" refers to ongoing participation in professional associations and organizations by serving on committees or the governance structure of such organizations. This helps to ensure that the public service work of the profession is supported and helps to reduce professional isolation. This definition is adapted from the *ASPPB Guidelines for CPD*.

1397.60 (j): "Provider" refers to the entity delivering the course that is accepted for credit according to 16 CCR Section 1397.61(f)(1). This language is the same in the current regulations.

1397.60 (k): "Publications" refers to authoring book chapters, editing or co-editing a book, authoring peer-reviewed articles, or editing or co-editing a peer-reviewed journal. This activity would benefit both the psychologist who does the writing and the intended audience. This definition is adapted from the *ASPPB Guidelines for CPD*.

1397.60 (l): "Sponsored Continuing Education Coursework" means an activity of structured learning conducted in person, online, or self-directed. This refers to the traditional CE courses that have previously been the only kind of activity approved for credit, but now will contribute to professional knowledge. These traditional CE courses will not be the sole source of credit allowed with the new educational model. CE courses are still useful in the development and maintenance of professional competence; however, the expansion of other means of completing the educational requirements will benefit the licensee and the consumers of psychological services in California by encouraging professional interaction, reducing professional isolation, and utilizing a variety of means of professional development. This definition is adapted from the *ASPPB Guidelines for CPD*.

1397.60 (m): "Supervision" means overseeing the Supervised Professional Experience of a pre-licensed trainee. Supervision is a competence that requires the licensee be trained to supervise, and offers teaching and practice oversight to pre-licensed trainees. A supervisor is required to be abreast of developments and research in the areas of applied psychology that he or she is supervising. Those aspects of supervision benefit both the licensee and the trainee, and ultimately benefit the consumer. This is a definition that is not present in the *ASPPB Guidelines*.

Amend Section 1397.61 – Continuing Education Requirements

Title 16 of the California Code of Regulations (CCR), Section 1397.61 will be replaced as the Board transitions to the CPD model with the proposed language.

Problems: There are two issues the proposed language will address. First, the change from the traditional CE to the CPD model requires different language and a matrix that clearly outlines to licensees the ways that they may meet the requirements of the 36-hour CPD format. Second, the Board currently has a list of approved sponsors of CE, but has not provided standards or criteria for approving sponsors whereby that list of sponsors is justified, or so that other organizations might become approved sponsors of CE.

Anticipated Benefits: The matrix clearly details how the required educational hours can be accrued will help licensees and others understand how the requirements can be satisfied. The problem of not having established criteria for approving sponsors of CE is solved in the proposed regulation by listing criteria that entities must meet in order to be recognized as approved sponsors for CPD programs.

Factual Basis/Rationale:

1397.61(a): This section contains the requirement that a psychologist, when applying for the renewal of his or her license, must certify that the CE/CPD requirement has been completed. If the psychologist makes false claims on the form, or if he or she is unable to provide proof of the hours accrued, he or she may be subject to citation or administrative action under BPC section 2960. The section also contains a provision that licensees who are making their first renewal must only complete the required hours for the months their license was in effect. This is necessary because of the way initial licenses and renewal dates are calculated based on the date of issue and the date of birth of the applicant. An initial license may be issued for less than two (2) years and, therefore the requirement of 36 hours could be burdensome to complete. In these cases the amount of CE/CEPD required for renewal will be calculated at 1.5 hours per month that the license was issued.

1397.61(b): This section is the provision that requires licensed psychologists to have completed a minimum of four (4) hours of training on the subject of laws and ethics each renewal period. The current regulations simply state that the licensee certify that he or she has kept abreast of changes in ethics. This is confusing for the licensee, and the new concrete, clear requirement gives an understandable and justifiable standard. The expectation that psychologists complete training in laws and ethics not only benefits them as they can more easily practice in a legal and ethical matter, but also benefits California consumers as they can be better assured the practitioners of psychology are practicing legally and ethically. The Board determined that this be a requirement for these reasons.

The "CE Verification Log rev. 09/2014" is the new form that will be incorporated by reference in this section. This is the form that licensees will fill out to demonstrate to the Board that they have completed the necessary 36 hours for renewal. Only those licensees who have been selected for an audit will be required to submit the log along with the certificates and evidence that the CE/CPD has been completed.

1397.61(c): This section is the provision that requires licensed psychologists to have completed a minimum of four (4) hours of training on the subject of cultural diversity and social justice issues (age, race, culture, ethnicity nationality, immigration status, gender, sexual orientation, socioeconomic status, religion/spirituality, and/or physical disability).

The current regulations do not have this requirement. The Board has determined that psychologists should complete training in cultural diversity and/or social justice issues for each license renewal cycle. California is a large and diverse state with many underserved and unserved communities whose needs for psychological services are traditionally unmet and delivered in ways that may not reflect the cultural values of these consumers. These individuals' and communities' access to psychological services is a priority for the Board, and requiring that all psychologists complete four (4) hours in this area will expose more professionals to this important topic.

The "CE Verification Log rev. 09/2014" is the new form that will be incorporated by reference in this section. This is the form that licensees will fill out to demonstrate to the Board that they have completed the necessary 36 hours of CPD for renewal. Only those licensees who have been selected for an audit will be required to submit the log along with the certificates and evidence that the CE/CPD has been completed.

1397.61(d): This section requires that acceptable CE/CPD courses must be in a subject pertinent to the practice of psychology. The purpose of the CE/CPD program and model is to deepen and expand the competence and subject mastery of the licensee in the field of psychology. Courses taken or conferences attended in unrelated areas do not further this goal and will not be counted towards the 36 hours renewal requirement.

1397.61(e): This section outlines the various means through which a licensee may validly accrue the 36 hours of required CE/CPD. The model the Board proposes requires that a licensee complete CE/CPD from at least two (2) of the four (4) CPD areas: (1) Professional (Peer Consultation, Practice Outcome Monitoring (POM), Professional Activities, Conferences/Conventions, Examination Functions); (2) Academic (Academic Courses, Academic Instruction, Supervision, Publications); (3) Sponsored Continuing Education Coursework (including Independent/Online Learning); and (4) ABPP Board Certification. Board Certification is the only component that may account for 100% of the CE/CPD requirement in the biennial renewal cycle that it is attained. The reason for this is that ABPP certification requires psychologists to demonstrate to the satisfaction of experienced peers, through a structured and well-formulated process, that they are competent in intervention, assessment, and consultation in their area of practice. Additionally, psychologists are examined on ethical and legal issues, scientific bases for their services, supervision/teaching/management, interpersonal interactions, individual and cultural diversity, and professional identification. This level of examination and scrutiny is considered the "gold standard" in psychology and serves as the best indicator the profession currently has of assuring that licensed psychologists are maintaining their professional competence.

The matrix model and credit distribution are adapted from the *ASPPB Guidelines*; however, a few changes have been made because of the priorities of the California

Board, and also because ASPPB assumed a 40 hour CE/CPD requirement, whereas California has a 36 hour requirement.

1397.61(f)(1): This section clarifies what courses may be taken by licensees and will count towards the required CE/CPD hours. The Board is not seeking to approve individual courses, but rather to approve the organizations or entities that will approve or provide CE/CPD courses and activities. This replaces and expands the current regulations where the Board lists organizations that are approved. The Board believes this to be too limiting and needlessly excludes organizations that provide valid and worthy CE/CPD. Entities that are currently, or have historically been approved will automatically be approved via the new regulations, but there is now an opportunity for other entities that provide or approve CE/CPD to qualify under this regulation. Entities that are currently approved are; the American Psychological Association (APA), the California Psychological Association (CPA), and the California Medical Association/ Accreditation Council for Continuing Medical Education (CMA/ SCCME). Previously approved entities are the Association of Black Psychologists (ABPsi) and the American Board of Professional Psychology. It is the belief of the Board that this will better serve licensees and the consumers of psychological services because CE/CPD will be more varied and provided by more diverse organizations. The section includes the criteria that an organization must meet in order for it to be recognized as an approved sponsor of CE/CPD.

1397.61(f)(2): This section provides program criteria that approving agencies must ensure of their approved providers. This section lists the terms that approved providers of CE/CPD need to fulfill if they are to be approved by the agencies that the Board recognizes. These criteria include that the CE/CPD provided be relevant to the field of psychology; are up-to-date and include current theory, research, science or ethics and cultural diversity; and that they are related to well-established psychological principals that are recognized within the community where the services are being delivered. The programs must be regularly evaluated and updated. This section will allow the public, approving agencies, and the providers of CE/CPD to know what must be addressed in order to function as a Board approved agency.

1397.61(f)(3): This section allows a Board approved provider to advertise itself as such. This will aid licensees and the public in knowing who is a Board approved provider and what CE/CPD may count toward licensure renewal.

1397.61(f)(4): This section enables the Board to revoke its approval for good cause. This will provide the Board with the ability to deny and/or rescind approved status from providers that do not fulfill their obligations under sections 1397.61(f)(1) and 1397.61(f)(2).

1397.61(g): This section requires the licensee to document the CE/CPD he or she has taken on the form "CE Verification Log rev. 09/2014". This is the new form that will be incorporated by reference in this section. This is the form that licensees will fill out to demonstrate to the Board that they have completed the necessary 36 hours of CE/CPD for license renewal. Only those licensees who have been selected for an audit (either randomly or because of a complaint) will be required to submit the log along with the certificates and evidence that the CE/CPD has been completed. The information that must be included with the form is detailed and explained in this section. The Board will determine whether the information provided indicates that an applicant has successfully fulfilled the CE/CPD renewal requirement. A licensee must maintain CE/CPD records for four (4) years. This corresponds to two (2) renewal periods. This will allow for ease of audit and help ensure proof of the licensees' adequate completion of the CE component required for license renewal.

1397.61(h): The section requires that CE/CPD coursework may not be claimed more than once in a renewal period for credit. This is to ensure that licensees are completing the required activities with a variety of activities and coursework.

1397.61(i): This section provides that an applicant for renewal who fails to provide satisfactory documentation will be ineligible for a renewed license. This section makes the CE/CPD requirement mandatory and allows the Board to withhold a license renewal to licensees who have failed to meet the requirement.

1397.61(j): This section allows licensees whose renewal cycle overlaps with the new CE/CPD regulations becoming effective to complete the requirement using the existing regulations, the new regulations. The goal of the CE/CPD requirement is to help licensees maintain their professional competence, and this allowance will aid them to complete requirements without placing an undue or confusing burden on them.

Amend Section 1397.62 – Continuing Education Exemptions and Exceptions

Title 16 of the California Code of Regulations (CCR), Section 1397.62 will be replaced in its entirety and replaced with the proposed language.

Problem: The Board recognizes that under certain conditions a licensee may legitimately be unable to complete the necessary 36 hours of CE/CPD for renewal. This section outlines the ways an applicant for renewal may be granted an exemption. A provision in the new regulations addresses the requirement created by the passage of AB 1588. This bill added BPC section 114.3 and required DCA Boards to not require renewal fees or CE requirements from licensees who are engaged in active military service. Existing regulations allow for a licensee to take courses from unapproved providers as long the courses can be justified as being relevant to the licensees specialized area of practice. This will change in the new regulations since more varied

options for completing CE/CPD and the anticipated increase and variety in approved providers should allow all licensees an "approved" avenue to complete the 36 hours of required CE/CPD.

Anticipated Benefit: The Board's regulations will be in compliance with AB 1588 and BPC section 114.3.

Factual Basis/Rationale:

1397.62(a): This section brings the Board's CE/CPD regulations in compliance with the requirements of AB 1588 and BPC section 114.3. The section allows for licensees who are on active military service to be exempt from completing the 36 hour CE/CPD requirement. The first renewal after discharge (and 60 days after that) shall have a prorated CE requirement of 1.5 hours per month for the remainder of the renewal period. Priority is then given to the Law and Ethics and Cultural Diversity and Social Justice requirements. California is a large and diverse state with many underserved and unserved communities who are traditionally unmet by the psychological profession. These individuals' and communities' access to psychological services is a priority for the Board. The expectation that psychologists complete training in laws and ethics not only benefits licensees since they can be assured that they are up-to-date with regard to legal and ethical issues; but this also benefits California consumers, as they can be better assured that the psychology licensees are practicing legally and ethically.

1397.62(b): The section also provides for an exemption if a licensee is incapable of completing the CE/CPD requirements for a good reason.

1397.62(b)(1): This section's language is the same as the existing provisions for being granted an exemption, for reasons of physical or mental disability of the licensee, for at least one year.

1397.62(b)(2): This section's language is the same as the existing provisions for being granted an exemption, for reasons of physical or mental disability of a licensee's immediate family member, for at least one year. The required proof of the disability must be from a licensed physician, psychologist, or psychiatrist.

1397.62(c): The section makes clear that if an applicant's request for an exemption is denied, he or she has 120 days from when the notification is issued to complete the necessary CE/CPD requirements. This will grant ample time for the activities to be completed and the renewal processed.

Amend Section 1397.67 – Renewal After Inactive or Expired Status

Title 16 of the California Code of Regulations (CCR), Section 1397.67 will be replaced in its entirety and replaced with the proposed language.

Problem: The current language refers to inactive licenses as "delinquent." The Board has determined that "expired" is a better description of the status of these licensees' positions.

Anticipated Benefit: The new language in this section reflects more accurately the relationship of the licensees to the Board and the status of the license; and the description of the license as "expired" rather than "delinquent" is a better reflection of the language in BPC section 2984 which references "expired licenses" and "delinquency fees."

Factual Basis/Rationale:

1397.67(a): The language in this section will remain the same.

1397.67(b): The change is that "delinquent" will be replaced with "expired." The Board has determined that this is a more accurate reflection of the language in BPC section 2984.

1397.67(c): The change is that "delinquent" will be replaced with "expired." The Board has determined that this is a more accurate reflection of the language in BPC section 2984.

Underlying Data

1. *ASPPB Guidelines for Continuing Professional Development, Revised August 2014*

Business Impact

This regulation will not have a significant adverse economic impact on businesses. This initial determination is based on the following facts or evidence:

The Board has made an initial determination that the proposed regulatory action would have no significant statewide adverse economic impact directly affecting business, including the ability of California businesses to compete with businesses in other states. However, there may be a slight impact to businesses, if any, that exclusively offer CE courses to licensees of the Board.

The following studies/relevant data were relied upon in making the above determination:

The change from the CE model to the CPD model may negatively impact businesses in California, because the expansion of CPD opportunities will result in licensed psychologists having to perform 18 of the 36 hours in avenues other than traditional CE.

Businesses that exist solely to provide CE to licensed psychologists could see reduced demand for their service.

The Board has determined that representative private person or business in reasonable compliance with the proposed action would incur a minor cost impact for the following reasons:

The change from the CE model to the CPD model will have a minor/negligible financial impact on the individual licensees as the 36 hour CPD requirement will remain the same. There will now be more ways in which the hours can be accrued, so the costs for the licensee should be largely consistent with the current costs.

Licensed psychologists already engage in activities that will be included in the new regulations. Peer review, conference attendance, Board Meeting attendance, and teaching are activities that are actively encouraged by professional associations, and the employers of psychologists. These activities will now count towards the 36 hour continuing education renewal requirement.

A licensed psychologist who is not currently engaging in any of the above activities could incur an increase in conference fees, travel and accommodation costs, and enrollment fees; however, the Board is of the opinion that such actions are necessary to reduce professional isolation and increase the competence of the licensing population. Also, the reduction in traditional CE costs to the licensee would help defray any additional cost in meeting the new requirements.

This proposed regulation will impact licensees by changing from the current CE model to the CPD model. Psychologists, hospitals, clinics, professional associations, and companies that provide travel to licensees will be impacted by these regulations.

Economic Impact Assessment

This regulatory proposal will have the following effects:

- It will not create or eliminate jobs within the State of California. The Board has determined that this regulatory proposal will not have a significant impact on the creation of jobs or the elimination of jobs in the State of California. This is because the new CE/CPD requirements in the proposed regulations will only require licensees of the Board to utilize existing opportunities in the fulfillment of obtaining the necessary 36 hour CE/CPD.
- It will not create new business or eliminate existing businesses within the State of California. The Board has determined that this regulatory proposal will not have a significant impact on the creation or new businesses or the elimination of

existing businesses or the expansion of businesses in the State of California. This is because the new CE/CPD requirements in the proposed regulations will only require licensees of the Board to utilize existing opportunities in the fulfillment of obtaining the necessary 36 hour CE/CPD.

- It will potentially affect the expansion of businesses currently doing business within the State of California because any institutions, organizations, or entities that exist to solely provide traditional CE courses to licensees of the Board will no longer be able to satisfy all the CE requirements of the Board. .
- This regulatory proposal benefits the health and welfare of California residents by ensuring mental health practitioners are maintaining both subject matter competence and legal and ethical requirements.
- This regulatory proposal benefits worker safety by ensuring mental health practitioners are maintaining both subject matter competence and legal and ethical requirements.
- This regulatory proposal does not affect the state's environment because the proposed language relates to educational requirements of licensees, licensing exemptions, and provider approval. The Board foresees no environmental impact from these changes.

Specific Technologies or Equipment

This regulation does not mandate the use of specific technologies or equipment.

Consideration of Alternatives

No reasonable alternative to the regulation would be either more effective in carrying out the purpose for which the action is proposed or would be as effective and less burdensome to affected private persons than the proposed regulation. Set forth below are the alternatives which were considered:

1. Not adopt the regulations. This alternative was rejected because this regulatory proposal will provide the Board with additional tools to ensure licensees are maintaining professional competence after licensure.
2. Adopt the regulations. The Board has determined that this alternative is the most feasible because it will assist the Board in its CE/CPD mandate licensing of quality professionals.

BOARD OF PSYCHOLOGY

Proposed Language

(1) Amend Section 1397.60 of Article 10 of Division 13.1 of Title 16 of the California Code of Regulations to read as follows:

§ 1397.60. Definitions. [~~Effective January 1, 2013 until December 31, 2015.~~]

This section shall be applicable to a license that expires on or after, or is reinstated or issued on or after, January 1, 2013, and becomes inoperative on December 31, 2015.

As used in this article:

(a) "Conference" means a course consisting of multiple concurrent or sequential free-standing presentations. Acceptable presentations must meet the requirements of section 1397.61(c).

(b) "Continuing education" (CE) means the variety of forms of learning experiences, including, but not limited to, lectures, conferences, seminars, workshops, grand rounds, in-service training programs, video conferencing, and independent learning technologies.

(c) "Course" or "presentation" means an approved systematic learning experience of at least one hour in length. One hour shall consist of 60 minutes of actual instruction. Courses or presentations less than one hour in duration shall not be acceptable.

(d) "Grand rounds" or "in-service training program" means a course consisting of sequential, free-standing presentations designed to meet the internal educational needs of the staff or members of an organization and is not marketed, advertised or promoted to professionals outside of the organization. Acceptable presentations must meet the requirements of section 1397.61(c).

(e) "Independent learning" means the variety of forms of organized and directed learning experiences that occur when the instructor and the student are not in direct visual or auditory contact. These include, but are not limited to, courses delivered via the Internet, CD-ROM, satellite downlink, correspondence and home study. Self-initiated, independent study programs that do not meet the requirements of section 1397.61(c) are not acceptable for continuing education. Except for qualified individuals with a disability who apply to and are approved by the Board pursuant to section 1397.62(c), independent learning can be used to meet no more than 75% (27 hours) of the continuing education required in each

renewal cycle. Independent learning courses must meet the requirements of section 1397.61(c).

(f) "Provider" means an organization, institution, association, university, or other person or entity assuming full responsibility for the course offered, whose courses are accepted for credit pursuant to section 1397.61(c)(1).

Note: Authority cited: Sections 2915(g) and 2930, Business and Professions Code. Reference: Sections 29 and 2915, Business and Professions Code.

§ 1397.60. Definitions. [Effective January 1, 2016.]

This section shall be applicable to a license that expires on or after, or is reinstated or issued on or after, January 1, 2016.

Continuing Professional Development (CPD) means one of thirteen continuing education (CE) learning activities grouped under four different categories. The four categories and thirteen learning activities, as described in section 1397(e), include: (1) Professional (Peer Consultation, Practice Outcome Monitoring (POM), Professional Activities, Conferences/Conventions, Examination Functions); (2) Academic (Academic Courses, Academic Instruction, Supervision, Publications); (3) Sponsored Continuing Education Coursework (including Independent/Online Learning); and (4) Board Certification.

As used in this article:

(a) "Academic Course" means completing and earning credit for a graduate-level course related to psychology from an institution whose degree meets the requirements of Section 2914 of the Code. A licensee must be able to demonstrate how coursework relates to managing the professional, scientific, business or administrative aspects of providing psychological services. CE hours shall be granted pursuant to section 1397.61(e).

(b) "Academic Instruction" means teaching a semester-long, or equivalent, graduate-level course related to psychology in an institution whose degree meets the requirements of Section 2914 of the Code or presenting a sponsored CE course that relates to the practice of psychology. An instructor may be granted CE hours only once for each course taught during each renewal cycle .

(c) "Attendance at a California Board of Psychology Meeting (Full Board or Committee)" means attendance at a full day Board meeting or attendance at a separately noticed full committee meeting of the Board. The Board shall designate on its public agenda which day(s) shall be eligible for continuing education credit. A psychologist requesting CE Credit pursuant to this subdivision must sign in and out on an attendance sheet at the Board or Committee meeting

that requires the individual to provide his or her first and last name, license number, time of arrival and time of departure from the meeting.

(d) "Board Certification" means earning a certification from the American Board of Professional Psychology (ABPP).

(e) "Conference/Convention" means attending a professional gathering that consists of multiple concurrent or sequential free-standing presentations related to the practice of psychology where the licensee (or petitioner) interacts with colleagues and participates in the social, interpersonal, professional, and scientific activities that are part of the environment of those gatherings. CE credit can be accrued for Conference/Convention attendance in addition to credit earned for attending sponsored CE coursework or sessions at the same conference/convention.

(f) "Examination Functions" means serving in any examination development related function for the Board.

(g) "Peer Consultation" means structured and organized interaction with colleague(s) designed to broaden professional knowledge and expertise and reduce professional isolation. Training pursuant to this section may be obtained through case consultation or reading or research groups with other professionals.

(h) "Practice Outcome Monitoring (POM)" means the periodic application of standardized outcome assessment protocols with clients/patients, in order to monitor one's own practice process and outcomes, with the goal of assessing the effectiveness of one's approach(es) to intervention. Examples of POM include, but are not limited to, the Beck Depression Inventory (BDI), Beck Anxiety Inventory (BAI), the Outcome Rating Scale (ORS), and Session Rating Scale (SRS), participation in a hospital or health care system's formal quality assurance program that focuses on monitoring patient outcomes, as deemed appropriate throughout the course of service. All outcome measures utilized must match the client's/patient's presenting concerns at the time service is rendered and must be sensitive to the presenting cultural or diversity variables in treatment. When using non-standardized measures for POM, a rationale must be included.

(i) "Professional Activities" means ongoing participation in, but not limited to, serving on psychological association boards or committees, editorial boards of peer reviewed journals related to psychology or other related disciplines, scientific grant review teams, or boards of regulatory bodies, program development and/or evaluation activities in service of psychology and/or mental health. A licensee must explain the role(s) he or she has assumed and must demonstrate how this role supports the public service work of the profession, and reduces professional isolation.

(j) "Provider" means an organization, institution, association, university, or other person or entity assuming full responsibility for the CE program offered, and whose courses are accepted for credit pursuant to section 1397.61(f)(1).

(k) "Publications" means authoring or co-authoring peer-reviewed journal articles, book chapters, book(s), or editing or co-editing a book related to psychology or related discipline.

(l) "Sponsored Continuing Education Coursework" means any structured, sequenced learning activity, whether conducted in-person, online, or self-directed (e.g. home-study) pursuant to section 1397.61(f)(1). Credit may be granted only once during a renewal cycle for each course completed. "Course" or "presentation" means an approved systematic learning experience.

(m) "Supervision" means overseeing the professional experience of a pre-licensed trainee who is accruing hours toward licensure pursuant to Section 1387.

Note: Authority cited: Sections 2915(g) and 2930, Business and Professions Code. Reference: Sections 29 and 2915, Business and Professions Code.

(2) Amend Section 1397.61 of Article 10 of Division 13.1 of Title 16 of the California Code of Regulations to read as follows:

§ 1397.61. Continuing Education Requirements. [Effective January 1, 2013 until December 31, 2015.]

This section shall be applicable to a license that expires on or after, or is reinstated or issued on or after, January 1, 2013, and becomes inoperative on December 31, 2015.

(a) Except as provided in section 2915(e) of the Business and Professions Code and section 1397.62 of these regulations, each licensed psychologist shall certify on the application for license renewal that he or she has completed the continuing education requirements set forth in section 2915 of the Code. A licensee who renews his or her license for the first time after the initial issuance of the license is only required to accrue continuing education for the number of months that the license was in effect, including the month the license was issued, at the rate of 1.5 hours of approved continuing education per month. Continuing education earned via independent learning pursuant to section 1397.60(e) shall be accrued at no more than 75% of the continuing education required for the first time renewal. The required hours of continuing education may not be accrued prior to the effective date of the initial issuance of the license. A licensee who falsifies or makes a material misrepresentation of fact on a renewal application or who cannot verify completion of continuing education by producing verification of

attendance certificates, whenever requested to do so by the Board, is subject to disciplinary action under section 2960 of the Code.

(b) Any person renewing or reactivating his or her license shall certify under penalty of perjury to the Board of Psychology as requested on the application for license renewal, that he or she has obtained training in the subject of laws and ethics as they apply to the practice of psychology in California. The training shall include recent changes/updates on the laws and regulations related to the practice of psychology; recent changes/updates in the Ethical Principles of Psychologists and Code of Conduct published by the American Psychological Association; accepted standards of practice; and other applications of laws and ethics as they affect the licensee's ability to practice psychology with safety to the public. Training pursuant to this section may be obtained in one or more of the following ways:

- (1) Formal coursework in laws and ethics taken from an accredited educational institution;
- (2) Approved continuing education course in laws and ethics;
- (3) Workshops in laws and ethics;
- (4) Other experience which provide direction and education in laws and ethics including, but not limited to, grand rounds or professional association presentation.

If the licensee chooses to apply a specific continuing education course on the topic of laws and ethics to meet the foregoing requirement, such a course must meet the content requirements named above, must comply with section 1397.60(c), and may be applied to the 36 hours of approved continuing education required in Business and Professions Code section 2915(a).

(c) The Board recognizes and accepts for continuing education credit courses pursuant to this section. A licensee will earn one hour continuing education credit for each hour of approved instruction.

(1) Continuing education courses shall be:

(A) provided by American Psychological Association (APA), or its approved sponsors;

(B) Continuing Medical Education (CME) courses specifically applicable and pertinent to the practice of psychology and that are accredited by the California Medical Association (CMA) or the Accreditation Council for Continuing Medical Education (ACCME);
or

(C) provided by the California Psychological Association, or its approved sponsors.

(D) approved by an accrediting agency for continuing education courses taken prior to January 1, 2013, pursuant to this section as it existed prior to January 1, 2013.

(2) Topics and subject matter for all continuing education shall be pertinent to the practice of psychology. Course or learning material must have a relevance or direct application to a consumer of psychological services.

(3) No course may be taken and claimed more than once during a renewal period, nor during any twelve (12) month period, for continuing education credit.

(4) An instructor may claim the course for his/her own credit only one time that he/she teaches the acceptable course during a renewal cycle, or during any twelve (12) month period, receiving the same credit hours as the participant.

(d) Examination Functions. A licensee who serves the Board as a selected participant in any examination development related function will receive one hour of continuing education credit for each hour served. Selected Board experts will receive one hour of continuing education credit for each hour attending Board sponsored Expert Training Seminars. A licensee who receives approved continuing education credit as set forth in this paragraph shall maintain a record of hours served for submission to the Board pursuant to section 1397.61(e).

(e) A licensee shall maintain documentation of completion of continuing education requirements for four (4) years following the renewal period, and shall submit verification of completion to the Board upon request. Documentation shall contain the minimum information for review by the Board: name of provider and evidence that provider meets the requirements of section 1397.61(c)(1); topic and subject matter; number of hours or units; and a syllabus or course description. The Board shall make the final determination as to whether the continuing education submitted for credit meets the requirements of this article.

(f) Failure to provide all of the information required by this section renders any application for renewal incomplete and not eligible for renewal.

Note: Authority cited: Sections 2915(g) and 2930, Business and Professions Code. Reference: Sections 29, 32, 2915 and 2915.7, Business and Professions Code.

§ 1397.61. Continuing Education Requirements. [Effective January 1, 2016.]

This section shall be applicable to a license that expires on or after, or is reinstated or issued on or after, January 1, 2016.

(a) Except as provided in section 2915(e) of the Business and Professions Code and section 1397.62 of these regulations, a psychologist shall certify under penalty of perjury to the Board on the application for license renewal that he or she has completed the Continuing Education (CE) requirements set forth in this Article and Section 2915 of the Code. A psychologist who falsifies or makes a material misrepresentation of fact on a renewal application, or who cannot verify the hours in which he or she engaged in the CE/CPD activities by producing the documentation required by this Article whenever requested to do so by the Board, is subject to citation or to disciplinary action under section 2960 of the Code.

A psychologist who renews his or her license for the first time after the initial issuance of the license is only required to accrue CE for the number of months that the license was in effect, including the month the license was issued, at the rate of 1.5 hours of approved CE per month. The required hours of CE may not be accrued prior to the effective date of the initial issuance of the license, but must otherwise be accrued consistent with subdivision (e).

(b) A psychologist renewing or reactivating his or her license shall certify on the application for license renewal or reactivation that he or she has engaged in a minimum of four (4) hours of training in the subject of laws and ethics, for each renewal period, as they apply to the practice of psychology in California. This includes recent changes or updates on the laws and regulations related to the practice of psychology; recent changes or updates in the Ethical Principles of Psychologists and Code of Conduct published by the American Psychological Association; accepted standards of practice; and other applications of laws and ethics as they affect the licensee's ability to practice psychology safely. The four (4) hours shall be considered part of the thirty-six (36) hour CE requirement.

The licensee must verify the CE learning activity(s) that were utilized to meet this requirement on a form provided by the Board "CE Verification Log", rev. 09/2014.

(c) A psychologist renewing or reactivating his or her license shall certify on the application for license renewal or reactivation that he or she has engaged in a minimum of four (4) hours of training, for each renewal period, pertinent to Cultural Diversity and/or Social Justice Issues as they apply to the practice of psychology in California. Cultural Diversity pertains to differences in age, race, culture, ethnicity, nationality, immigration status, gender, sexual orientation, socioeconomic status, religion/spirituality, and physical ability. Social Justice pertains to the historical, social and political inequities in the treatment of people from non-dominant groups, while addressing the various injustices and different types of oppression that contribute to individual, family and community

psychological concerns. Training obtained at an ethnic- or culture-specific psychological association conference may be used to fulfill this requirement. The four (4) hours shall be considered part of the thirty-six (36) hour CE requirement.

The licensee must verify the CE learning activity(s) that were utilized to meet this requirement on a form provided by the Board "CE Verification Log", rev. 09/2014.

(d) Topics and subject matter for all allowed CE shall be pertinent to the practice of psychology. Course or learning material must have a relevance or direct application to a consumer of psychological services.

(e) The Board recognizes and accepts for CE credit hours that meet the description of the activities below. With the exception of 100% ABPP Board Certification, a licensee shall accrue hours during each renewal period (including the first time after the initial issuance of the license) from at least two (2) of the four (4) CPD activity categories: Professional; Academic; Sponsored Continuing Education; and Board Certification. A licensee shall receive no more credit than the maximum number of specified hours allowed per renewal period specified for each activity listed below.

Continuing Education/Continuing Professional Development Matrix

<u>CE/CPD Activity</u>	<u>Maximum # of Hours Allowed each Renewal Period</u>	<u>Hours Credited by Activity</u>
<u>A. Professional Activity</u>		
<u>1. Peer Consultation (including, but not limited to, case consultation, reading or research groups) Licensee shall maintain a record of hours for submission to the Board.</u>	<u>1 hour minimum, if used</u> <u>18 hours maximum</u>	<u>1 hour of activity = 1 hour credited</u>
<u>2. Practice Outcome Monitoring (assessing patient/client outcomes via protocol, including the use of repeated standardized outcome assessment protocols in order to assess patient/client outcomes) Licensee shall maintain a record of hours for submission to the Board.</u>	<u>9 hours</u>	<u>1 patient/client of practice outcome monitoring = 1 hour credited</u>
<u>3. Professional Activities (including, but not limited to, serving on psychological association boards or committees, editorial boards of peer-reviewed journals related to psychology, scientific grant review teams or</u>	<u>4.5 hours minimum, if used</u> <u>12 hours maximum</u>	<u>1 year = 9 hours credited</u> <u>6 months = 4.5 hours credited</u>

<u>board member of regulatory body, program development and/or activities in service of psychology)</u> <u>Licensee shall maintain a record of hours for submission to the Board.</u>		
<u>4. Conferences/Conventions (attendance at professional gatherings, as distinct from credit for sponsored CE course(s) while attending the conference) Licensee shall maintain a record of hours for submission to the Board.</u>	<u>6 hours</u>	<u>1 full conference day attendance = 1 hour credited</u>
<u>5. Examination Functions (examination development and related attendance at Board-sponsored Examination Training Seminars) Licensee shall maintain a record of hours for submission to the Board.</u>	<u>12 hours</u>	<u>1 seminar day participation = 6 hours credited</u>
<u>6. Attendance at a California Board of Psychology Meeting (Full Board or Committee)</u>	<u>8 hours</u>	<u>1 day of Full Board Meeting = 6 hours credited</u> <u>1 Committee Meeting = 2 hours credited</u>
<u>B. Academic</u>		
<u>7. Academic Courses (completing and earning credit for a graduate-level course related to psychology from an institution whose degree meets the requirements of § 2914 of the Code) Licensee shall submit a transcript to the Board.</u>	<u>18 hours</u> <u>(each course counts only once for each renewal period)</u>	<u>1 sem. unit course = 6 hrs credited</u> <u>2 sem. unit course = 12 hrs credited</u> <u>3 sem. unit course = 18 hrs credited</u> <u>1 qtr. unit course = 4.5 hrs credited</u> <u>2 qtr. unit course = 9 hrs credited</u> <u>3 qtr. unit course = 13.5 hrs credited</u> <u>4 qtr. unit course = 18 hrs credited</u>

<p><u>8. Academic Instruction</u> <u>(includes: (1) Teaching a semester-long or equivalent, graduate-level course related to psychology at an institution whose degree meets the requirements of § 2914 of the Code; or (2) Presenting an approved sponsored CE course that relates to the practice of psychology) Licensee shall maintain a record of hours for submission to the Board.</u></p>	<p><u>18 hours</u> <u>(each course taught counts only once for each renewal period)</u></p>	<p><u>1 course (semester or equivalent in the quarter hour system) = 18 hours credited</u> <u>1 full day workshop = 8 hours credited</u> <u>½ day workshop = 4 hours credited</u></p>
<p><u>9. Supervision</u> <u>(overseeing the professional experience of a pre-licensed trainee who is accruing hours toward licensure pursuant to § 1387) Licensee shall maintain a record of hours for submission to the Board.</u></p>	<p><u>1 hour minimum, if used</u> <u>18 hours maximum</u></p>	<p><u>1 hour = 1 hour credited</u></p>
<p><u>10. Publications</u> <u>(authoring or co-authoring peer-reviewed articles, book chapters, books, or editing or co-editing of peer-reviewed journal, etc.) Licensee shall maintain a record of hours for submission to the Board.</u></p>	<p><u>9 hours</u></p>	<p><u>1 publication = 9 hours credited</u></p>
C. Sponsored Continuing Education		
<p><u>11. Approved Sponsored Continuing Education Coursework [approved pursuant to § 1397.61(f)(1)] – teaching or taking. Licensee shall maintain a record of hours and proof of attendance for submission to the Board.</u></p>	<p><u>18 hours</u> <u>(each course counts only once per renewal period)</u></p>	<p><u>1 hour = 1 hour credited</u></p>
D. Board Certification		
<p><u>12. ABPP Board Certification (can count for 100% of required CE in the renewal cycle that certification is awarded).</u></p>	<p><u>36 hours</u></p>	<p><u>Certification awarded = 36 hours credited</u></p>
<p><u>13. "Senior Option" ABPP Board Certification (can count for 50% of required CE in the renewal cycle that certification is awarded).</u></p>	<p><u>18 hours</u></p>	<p><u>Certification awarded = 18 hours credited</u></p>

- (f) To satisfy the requirements of section 2915 of the Code, sponsored continuing education courses shall meet the following requirements. An organization previously approved by the Board to provide or approve CE is deemed approved under this section.
- (1) Sponsored CE courses must have been approved by a private, non-profit organization that has demonstrated to the Board, in writing, that it:
- (A) has a 10-year history of providing educational programming for psychologists,
 - (B) has documented procedures for maintaining a continuing education approval program, including, but not limited to:
 - (i) maintaining and managing records and data related to approved CE programs, and
 - (ii) monitoring and approving CE providers and courses
 - (C) has policies in place to avoid a conflict of interest between any provider and approval functions,
 - (D) evaluates each CE provider seeking approval, including itself, according to current evidence as to what constitutes an appropriate program in terms of content and level of presentation, as set out in section 1397.61(f)(2),
 - (E) conducts periodic reviews of courses offered by providers approved by the organization, as well as its own courses, to determine compliance with the organization's requirements and the requirements of the Board,
 - (F) establishes a procedure for determining if an approved provider meets regulatory criteria as established in Article 10. Continuing Education Requirements, section 1397.60, and
 - (G) has a process to respond to complaints from the Board, providers, or from licensees concerning activities of any of its approved providers or their courses.
- (2) Approving agencies shall ensure that approved providers:
- (A) offer content at post-licensure level in psychology that is designed to maintain, develop, broaden and/or increase professional competencies,
 - (B) demonstrate that the information and programs presented are intended to maintain, develop, and increase conceptual and applied competencies that are relevant to psychological practice, education, or science, and have a direct consumer application in at least one of the following ways:
 - (iii) programs include content related to well-established psychological principles,
 - (iv) programs are based on content that extends current theory, methods or research, or informs current practice,
 - (v) programs provide information related to ethical, legal, statutory, or regulatory guidelines and standards that impact the practice of psychology, and/or

- (vi) programs whose content focuses on non-traditional or emerging practice or theory must be able to directly bridge to subdivision (i).
- (C) Use a formal (written) evaluation tool to assess program effectiveness (what was learned) and assess how well each of the educational goals was achieved (this is separate from assessing attendee satisfaction with the CE program).
- (D) Use results of the evaluation process to improve and plan future programs.
- (E) Provide CE credit on the basis of one hour of credit will be earned for each hour of approved instruction.
- (F) Provide attendance verification to CE attendees that includes the name of the course, the number of credit hours earned, and the approving agency.
- (G) Provide services to all licensees without discrimination, and
- (H) Ensure that advertisements for CE courses that include language that accurately reflects the approval status of the provider.
- (3) Upon written confirmation from the Board that an organization has been recognized as an approving organization, that organization may advertise that it has been so recognized.
- (4) Approval may be revoked by the Board for good cause.

(g) A licensee shall document completion of CE activities on CPD Verification Logs provided by the Board (Form "CE Verification Log", rev. 09/2014). Documentation shall contain sufficient information for review and verification by the Board: activity category and a description of the activity, date of activity, number of hours engaged in activity, name of consultant (if any), type of outcome monitoring (if any), professional association served (if any), name and place of publication (if any), name and place of course taken or taught (if any), name of provider (if any) and evidence that provider meets the requirements of section 1397.61(c)(1); topic and subject matter; number of hours or units; a syllabus or course description (if any). The Board shall make the final determination as to whether the documentation submitted meets the requirements of this article. A licensee shall retain Verification Logs and supporting documentation for a minimum of four (4) years following the renewal, and shall submit documentation to the Board upon request.

(h) No approved sponsored CE coursework may be taken and claimed more than once during a renewal period, for continuing education credit.

(i) Failure to provide all of the information required by this section renders any application for renewal incomplete and not eligible for renewal.

(j) For a license that expires between January 1, 2016, and November 30, 2017, the licensee may accrue some or all CE consistent with this section as it existed prior to January 1, 2016.

Note: Authority cited: Sections 2915(g) and 2930, Business and Professions Code. Reference: Sections 29, 32, 2915 and 2915.7, Business and Professions Code.

(3) Amend Section 1397.62 of Article 10 of Division 13.1 of Title 16 of the California Code of Regulations to read as follows:

§ 1397.62. Continuing Education Exemptions and Exceptions.
[Effective ~~January 1, 2013~~ until December 31, 2015.]

This section shall be applicable to a license that expires on or after, or is reinstated or issued on or after, January 1, 2013, and becomes inoperative on December 31, 2015.

At the time of making application for renewal of a license, a psychologist may as provided in this section request an exemption or an exception from all or part of the continuing education requirements.

(a) The Board shall grant an exemption only if the psychologist verifies in writing that, during the two year period immediately prior to the expiration date of the license, he or she:

(1) Has been engaged in active military service reasonably preventing completion of the continuing education requirements, except that a licensee granted an exemption pursuant to this section shall still be required to fulfill the laws and ethics requirement set forth in section 1397.61(b); or

(2) Has been prevented from completing the continuing education requirements for reasons of health or other good cause which includes:

(A) Total physical and/or mental disability of the psychologist for at least one year; or

(B) Total physical and/or mental disability of an immediate family member for at least one year where the psychologist has total responsibility for the care of that family member.

Verification of a physical disability under subsection (a)(2) shall be by a licensed physician and surgeon or, in the case of a mental disability, by a licensed psychologist or a board certified or board eligible psychiatrist.

(b) An exception to the requirements of Business and Professions Code section 2915(d) may be granted to licensed psychologists who are not engaged in the direct delivery of mental health services for whom there is an absence of available continuing education courses relevant to their specific area of practice.

(1) An exception granted pursuant to this subsection means that the Board will accept continuing education courses that are not acceptable pursuant to section 1397.61(c) provided that they are directly related to the licensee's specific area of practice and offered by recognized professional organizations. The Board will review the licensee's area of practice, the subject matter of the course, and the provider on a case-by-case basis. This exception does not mean the licensee is exempt from completing the continuing education required by Business and Professions Code section 2915 and this article. (2) Licensees seeking this exception shall provide all necessary information to enable the Board to determine the lack of available approved continuing education and the relevance of each course to the continuing competence of the licensee. Such a request shall be submitted in writing and must include a clear statement as to the relevance of the course to the practice of psychology and the following information:

(A) Information describing, in detail, the depth and breadth of the content covered (e.g., a course syllabus and the goals and objectives of the course), particularly as it relates to the practice of psychology.

(B) Information that shows the course instructor's qualifications to teach the content being taught (e.g., his or her education, training, experience, scope of practice, licenses held and length of experience and expertise in the relevant subject matter), particularly as it relates to the practice of psychology.

(C) Information that shows the course provider's qualifications to offer the type of course being offered (e.g., the provider's background, history, experience and similar courses previously offered by the provider), particularly as it relates to the practice of psychology.

(3) This subsection does not apply to licensees engaged in the direct delivery of mental health services.

(c) Psychologists requiring reasonable accommodation according to the Americans with Disabilities Act may be granted an exemption from the on-site participation requirement and may substitute all or part of their continuing education requirement with an American Psychological Association or accreditation agency approved independent learning continuing education program. A qualified individual with a disability must apply to the Board to receive this exemption.

(d) Any licensee who submits a request for an exemption or exception that is denied by the Board shall complete any continuing education requirements within 120 days of the notification that the request was denied.

NOTE: Authority cited: Sections 2915(g) and 2930, Business and Professions Code. Reference: Section 2915, Business and Professions Code.

§ 1397.62. Continuing Education Exemptions and Exceptions. [Effective January 1, 2016.]

This section shall be applicable to a license that expires on or after, or is reinstated or reissued on or after, January 1, 2016.

At the time of, or prior to renewal of a license, a psychologist may, as provided in this section, be granted an exemption from all or part of the Continuing Education (CE) requirements if he or she verifies in writing, under penalty of perjury, that during the period preceding the expiration of the license he or she meets the requirements for the exemption.

(a) Active Military Service. If a license has met the requirement of section 114.3 of the Code, for the first renewal after discharge from active military service, he or she shall be exempt from the CE renewal requirements, except that he or she must accrue, as a condition of renewal, 1.5 hours per month (or portion of month) remaining in the renewal cycle post-discharge, calculated 60 days after discharge date. The licensee shall, at a minimum, fulfill the Laws and Ethics requirement set out in Section 1397.61(b), and the Cultural Diversity/Social Justice requirement set out in Section 1397.61(c).

(b) Has been prevented from completing the continuing education requirements for reasons of health or other good cause, which includes:

(1) Total physical and/or mental disability of the psychologist for at least one year; or

(2) Total physical and/or mental disability of an immediate family member for at least one year where the psychologist has total responsibility for the care of that family member.

Verification of a physical disability under subsection (b)(1) and/or (b)(2) shall be by a licensed physician and surgeon or, in the case of a mental disability, by a licensed psychologist or a board certified or board eligible psychiatrist.

(c) Any licensee who submits a request for an exemption or exception that is denied by the Board shall complete any CE requirements within 120 days of the notification that the request was denied.

NOTE: Authority cited: Sections 2915(g) and 2930, Business and Professions Code. Reference: Section 2915, Business and Professions Code.

(4) Amend Section 1397.67 of Article 10 of Division 13.1 of Title 16 of the California Code of Regulations to read as follows:

§ 1397.67. Renewal After Inactive or Delinquent ~~Expired~~ Status.
[Effective January 1, 2013 until December 31, 2015.]

This section shall be applicable to a license that expires on or after, or is reinstated or issued on or after, January 1, 2013, and becomes inoperative on December 31, 2015.

(a) To activate a license which has been placed on inactive status pursuant to section 2988 of the Code, the licensee must submit evidence of completion of the requisite 36 hours of qualifying continuing education courses for the two-year period prior to establishing the license as active.

(b) For the renewal of a delinquent-expired psychologist license within three years of the date of expiration, the applicant for renewal shall provide evidence of completion of 36 hours of qualifying continuing education courses for the two-year period prior to renewing the license.

After a license has been delinquent-expired for three years, the license is automatically cancelled and the applicant must submit a complete licensing application, meet all current licensing requirements, and successfully pass the licensing examination just as for the initial licensing application unless the board grants a waiver of the examination pursuant to section 2946 of the Code.

NOTE: Authority cited: Sections 2915(g) and 2930, Business and Professions Code. Reference: Section 2915, 2984, and 2988, Business and Professions Code.

§ 1397.67. Renewal After Inactive or Expired Status. [Effective January 1, 2016.]

This section shall be applicable to a license that expires on or after, or is reinstated or issued on or after, January 1, 2016.

(a) To activate a license that has been placed on inactive status pursuant to section 2988 of the Code, the licensee must submit evidence of completion of

the requisite 36 hours of qualifying Continuing Education (CE) for the two-year period prior to establishing the license as active.

(b) For the renewal of an expired psychologist license within three years of the date of expiration, the applicant for renewal shall provide evidence of completion of 36 hours of qualifying CE for the two-year period prior to renewing the license.

After a license has been expired for three years, the license is automatically cancelled and the applicant must submit a complete licensing application, meet all current licensing requirements, and successfully pass the licensing examination just as for the initial licensing application unless the Board grants a waiver of the examination pursuant to section 2946 of the Code.

NOTE: Authority cited: Sections 2915(g) and 2930, Business and Professions Code. Reference: Section 2915, 2984, and 2988, Business and Professions Code.

CONTINUING EDUCATION (CE)/aka CONTINUING PROFESSIONAL DEVELOPMENT (CPD)
SUMMARY VERIFICATION FORM

Please do not submit any CE documentation with your renewal

If you are selected for an audit, you will be notified; at that time, you will submit these logs and documentation to the Board.

CPD Category	Max Hours Allowed	Description of Activity(ies) Completed	Date Completed	# of Hours Awarded (Not to exceed max allowed)	Check if applicable to:	
					Laws & Ethics Requirement	Cultural Diversity Requirement
Peer Consultation	18					
Practice Outcome Monitoring	9					
Professional Activities	12					
Conferences / Conventions	6					
Board Meeting Attendance (Full Board or Committee)	12					
Examination Functions	12					
Academic Courses	18					
Academic Instruction	18					
Supervision	18					
Publications	9					
Sponsored Continuing Education Coursework	18					
ABPP Certification	36					
"Senior" ABPP Certification	18					

Total Hours Earned for Renewal Period:

CONTINUING EDUCATION (CE)/aka CONTINUING PROFESSIONAL DEVELOPMENT (CPD)
DETAILED VERIFICATION FORM

Name: _____
Address: _____
Telephone #: _____
e-mail: _____

Identify below the activities completed for fulfilling the CE/CPD requirements.

Retain all verifying documentation in your records. You may be asked to provide this documentation at a later date (e.g. in the event you are selected for an audit).

Peer Consultation

*Check if Applicable to: Laws & Ethics Requirements (L&E): ☐ Cultural Diversity/Social Justice Requirement (CD/SJ): ☐

Date(s) of Meeting(s): _____

Brief Description _____

of Hours: _____

Person Attesting to Meetings (retain in your records a signed attendance log attesting to your presence)

Applicability to Practice: _____

Practice Outcome Monitoring

*Check if Applicable to: L&E: ☐ CD/SJ: ☐

Date(s) of Session(s): _____

Client/Patient ID (Please be mindful of confidentiality): _____

of Hours: _____

Applicability to Practice: _____

*Retain in your records a log including dates, # of hours, details of activities/discussions

Professional Activities

*Check if Applicable to: L&E: ☐ CD/SJ: ☐

Name of Association/Regulatory Body: _____

Date of Appointment: _____

Duties: _____

Applicability to Practice: _____

*Retain in your records verification documentation from organization

CONTINUING EDUCATION (CE)/aka CONTINUING PROFESSIONAL DEVELOPMENT (CPD)
DETAILED VERIFICATION FORM

Conferences / Conventions	*Check if Applicable to: L&E: <input type="checkbox"/> CD/SJ: <input type="checkbox"/>
Date(s) of Meeting(s): _____	
Nature of Conference / Convention: _____	
# of Hours: _____	
Applicability to Practice: _____	
*Retain in your records documentation attesting to your presence / participation	

Board Meeting Attendance	*Check if Applicable to: L&E: <input type="checkbox"/> CD/SJ: <input type="checkbox"/>
Date(s) of Meeting(s): _____	
# of Hours: _____	

Examination Functions	*Check if Applicable to: L&E: <input type="checkbox"/> CD/SJ: <input type="checkbox"/>
Name of Association/Regulatory Body: _____	
Date of Appointment: _____	
Duties: _____	
Applicability to Practice: _____	
*Retain in your records verification documentation from organization	

Academic Courses	*Check if Applicable to: L&E: <input type="checkbox"/> CD/SJ: <input type="checkbox"/>
Name(s) of Course(s): _____	
Mode(s) of Delivery (in person, online, video, etc.): _____	
Academic Institution: _____	
# of Hours (per course): _____	
Applicability to Practice: _____	
*Retain in your records verification documentation from provider/academic institution (including course description / syllabus)	

Academic Instruction	*Check if Applicable to: L&E: <input type="checkbox"/> CD/SJ: <input type="checkbox"/>
Name(s) of Course(s): _____	
Mode(s) of Delivery (in person, online, video, etc.): _____	
Provider / Academic Institution: _____	
# of Hours (per course): _____	
Applicability to Practice: _____	
*Retain in your records verification documentation from provider/academic institution (including course description / syllabus)	

**CONTINUING EDUCATION (CE)/aka CONTINUING PROFESSIONAL DEVELOPMENT (CPD)
DETAILED VERIFICATION FORM**

Supervision	*Check if Applicable to: L&E: <input type="checkbox"/> CD/SJ: <input type="checkbox"/>
Name(s) of Supervisee(s): _____	
# of Hours: _____	
Applicability to Practice: _____	
*Retain in your records a log including dates, # of hours, details of activities/discussions	

Publications	*Check if Applicable to: L&E: <input type="checkbox"/> CD/SJ: <input type="checkbox"/>
Title(s) of Publication(s): _____	
Title(s) of Journal Article(s): _____	
# of Hours: _____	
Applicability to Practice: _____	

Sponsored Continuing Education Coursework	*Check if Applicable to: L&E: <input type="checkbox"/> CD/SJ: <input type="checkbox"/>
Name(s) of Course(s): _____	
Mode(s) of Delivery (in person, online, video, etc.): _____	
Provider: _____	
# of Hours (per course): _____	
Applicability to Practice: _____	
*Retain in your records copies of certificates	

Describe how you have complied with the Cultural Diversity/Social Justice Requirement (4 hour minimum):	
Name(s) of CPD Activity(ies): _____	
Mode(s) of Delivery (in person, online, video, etc.): _____	
Applicability to Practice: _____	

Describe how you have complied with the Law & Ethics Requirement (4 hour minimum):	
Name(s) of CPD Activity(ies): _____	
Mode(s) of Delivery (in person, online, video, etc.): _____	
Applicability to Practice: _____	