STATE OF CALIFORNIA
DEPARTMENT OF CONSUMER AFFAIRS

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MEMORANDUM

DATE	February 12, 2015
TO	Psychology Board Members
FROM	Karen Johnson Licensing Coordinator Karen Johnson
SUBJECT	**Agenda Item 8(e)** Discussion and Consideration of Comments to Association of State and Provincial Psychology Board (ASPPB) Draft Supervision Guidelines

Background:

ASPPB is in the process of reviewing and revising their Supervision Guidelines and is accepting comments from the jurisdictional psychology licensing boards in the United States and Canada.

The intent of ASPPB's Supervision Guidelines (Guidelines) is to assist jurisdictions in developing their own supervision guidelines and to provide guidance to supervisors and supervisees. Supervision is defined by ASPPB as a collaborative relationship between supervisor and supervisee with the goal to enhance the professional competence of the supervisee by monitoring the quality of services provided.

The Board of Psychology's (Board's) supervision requirements in section 1387 and 1387.1 of the California Code of Regulations do encompass much of what is outlined in the Guidelines with respect to the requirements and responsibilities of the supervisor and the supervisee. However, the following are notable points of differences between the Guidelines and the Board's current supervision requirements:

- The Guidelines suggest that supervisors have training, knowledge, and skill in providing competent supervision by either taking a graduate level academic course of at least one quarter/semester, supervised experience in providing supervision of at least 2 hours a month over at least a six month period of time, or at least 9 hours of sponsor approved (APA) continuing education. Whereas, the Board's regulations require the supervisor to take a six hour course in supervision ever two years. (p.9 #197-202)

- The Guidelines recommend that the supervisor personally observe a videotaped, or a live client session at least once during the period of supervision. The Board does not have this requirement. (p.11 #234-235)

- With regard to the general requirements for supervised experience for licensure, the Guidelines require that each year (1500 hours) of supervised experience be comprised of no less than 10 months, but no more than 24 months. The Board's regulations allow each year to be accrued within 30 consecutive months. (p.14 #305 - 307, p.16 #366-370, p.18 #399-402)

- The Guidelines limit a supervisor to three full-time supervisees simultaneously. With the exception of psychological assistants, the Board does not limit the number of supervisees a supervisor can have at any given time. (p.15 #325-326)

  The Guidelines allow payment for supervision at the post-doctoral level. The Board does not allow for any payment for supervision. (p. 15 #237-332)

- The Guidelines allow for a maximum of 44 hours per week of supervision and a minimum of 20 hours per week at the internship level and a minimum of 16 hours per week at the post-doctoral level, including supervision. The Board allows a maximum of 44 per week as well including supervision, but does not have a minimum number of hours per week at any level. (p.16 #371, p.18 #403)

- The Guidelines address telepsychology supervision and supervision of telepsychology. At this time, the Board's regulations are not specific in defining or requiring the use of telecommunications technologies in the provision of supervision or supervised training. (p. 16 #352-356, p.17 #392-397, p.19 #418-424, p.22 #496-546)

- The Guidelines go into more detail regarding the different types of training at practicum and doctorate levels, and requires a maximum and minimum percentage in specific areas of practice. The Board does not define and limit the types of experience at the different training levels. (p.17 #374-379, p.18 #406-409)

- The Guidelines suggest that the supervisee shall receive 10% supervision of the total time worked each week at least 50% of which must be individual, in-person supervision and that at least half of the individual, in-person supervision be with the primary supervisor. The Board also requires 10% supervision of the total time worked each week, but only requires one hour of individual supervision per week with the primary supervisor. (p. 17 #381, p.18 #414)

- The Guidelines recommend that the postdoctoral supervise experience be accrued under the supervision of a licensed doctoral psychologist. The Board's requirements allow psychological assistants to accrue up to 750 hours under the superivision of a board certified psychiatrist. (p. 18 #399-402)

- The supervision contract requirements outlined in the Guidelines are more comprehensive than the Board's current supervision agreement. (p.19 #440-495)

Attachments:

- ASPPB's Draft Supervision Guidelines for Education and Training leading to Licensure as a Health Service Provider.
- California Code of Regulations sections 1387 and 1387.1

Action Requested:

To review and formulate comments for ASPPB's consideration regarding the draft supervision guidelines.

§ 1387. Supervised Professional Experience.

This section applies to all trainees, pre- or post-doctoral, who intend for hours of supervised professional experience (SPE) to count toward meeting the licensing requirement stated in section 2914(c) of the Business and Professions Code. Those trainees accruing hours of supervised experience in areas of psychology that do not include direct mental health services should refer to section 1387.3 for information on establishing an alternate plan for SPE. SPE is defined as an organized program that consists of a planned, structured and administered sequence of professionally supervised comprehensive clinical training experiences. SPE shall have a logical training sequence that builds upon the skills and competencies of trainees to prepare them for the independent practice of psychology once they become licensed. SPE shall include socialization into the profession of psychology and shall be augmented by integrated modalities including mentoring, didactic exposure, role-modeling, enactment, observational/ vicarious learning, and consultative guidance. SPE shall include activities which address the integration of psychological concepts and current and evolving scientific knowledge, principles, and theories to the professional delivery of psychological services to the consumer public. SPE shall include only the time spent by the trainee engaged in psychological activities that directly serve to prepare the trainee for the independent practice of psychology once licensed. SPE shall not include custodial tasks such as filing, transcribing or other clerical duties. The term "trainee" as used in these regulations means a psychology trainee working under one of the conditions listed in subsections (a)(1) and (a)(2) of this section.

(a) Pursuant to section 2914(c) of the code, two years of qualifying SPE shall be completed and documented prior to licensure. One year of SPE shall be defined as 1500 hours. At least one year of SPE shall be completed postdoctorally. Each year of SPE shall be completed within a thirty (30) consecutive month period. If both years of SPE (3000 hours) are completed postdoctorally, they shall be completed within a sixty (60) month period. Upon showing of good cause as determined by the board, these specified time limitations may be reasonably modified.

(1) Predoctoral SPE: Up to 1500 hours of SPE may be accrued predoctorally but only after completion of 48 semester/trimester or 72 quarter units of graduate coursework in psychology not including thesis, internship or dissertation. Predoctoral SPE may be accrued only as follows:

(A) In a formal internship placement pursuant to section 2911 of the code, which is accredited by the American Psychological Association (APA), or which is a member of the Association of Psychology Postdoctoral and Internship Centers (APPIC) or the California Psychology Internship Council (CAPIC) and registration with the board is not required. A formal internship placement that actually began prior to January 1, 2007 that meets the membership requirements of, but is not a member of, APPIC or CAPIC will satisfy the requirements of this section; or

(B) As an employee of an exempt setting pursuant to section 2910 of the code and registration with the board is not required; or

(C) As a psychological assistant pursuant to section 2913 of the code and registration with the board prior to commencing work is required; or
(D) Pursuant to a Department of Mental Health Waiver (5751.2 Welfare and Institutions Code) for which registration with the board is not required.
(2) Postdoctoral SPE: At least 1500 hours of SPE shall be accrued postdoctorally. "Postdoctorally" means after the date certified as "meeting all the requirements for the doctoral degree" by the Registrar or Dean of the educational institution, or by the Director of Training of the doctoral program. Postdoctoral SPE may be accrued only as follows:
(A) For postdoctoral SPE accrued on or after January 1, 2006, in a formal postdoctoral training program pursuant to section 2911 of the code, which is accredited by the American Psychological Association (APA), or which is a member of the Association of Psychology Postdoctoral and Internship Centers (APPIC) or the California Psychology Internship Council (CAPIC) and registration with the board is not required; or
(B) As a registered psychologist pursuant to section 2909(d) of the code and registration with the board prior to commencing work is required; or
(C) As an employee of an exempt setting pursuant to section 2910 of the code and registration with the board is not required; or
(D) As a psychological assistant pursuant to section 2913 of the code and registration with the board prior to commencing work is required; or
(E) Pursuant to a Department of Mental Health Waiver (5751.2 Welfare and Institutions Code) for which registration with the board is not required.
(b) Supervision Requirements:
(1) Primary supervisors shall meet the requirements set forth in section 1387.1.
(2) Delegated supervisors shall meet the requirements set forth in section 1387.2.
(3) Trainees shall have no proprietary interest in the business of the primary or delegated supervisor(s) and shall not serve in any capacity which would hold influence over the primary or delegated supervisor(s)' judgment in providing supervision.
(4) Trainees shall be provided with supervision for 10% of the total time worked each week. At least one hour per week shall be face-to-face, direct, individual supervision with the primary supervisor.
(5) A maximum of forty four (44) hours per week will be credited toward meeting the SPE requirement. This shall include the required 10% supervision.
(6) The primary supervisor shall be employed by the same work setting as the trainee and be available to the trainee 100% of the time the trainee is accruing SPE.
This availability may be in-person, by telephone, by pager or by other appropriate technology.
(7) Primary supervisors shall ensure that a plan is in place to protect the patient/client in the event a patient/client crisis or emergency occurs during any time the supervisor is not physically present at the established site at which the trainee is working. The primary supervisor shall ensure that the trainee thoroughly understands the plan in the event of a crisis/emergency.

(8) SPE shall not be obtained from supervisors who have received payment, monetary or otherwise, from the trainee for the purpose of providing such supervision.
(9) SPE gained while the trainee is functioning in under another mental health license shall not be credited toward meeting the requirements for the psychologist's license.
(10) Except for the accrual of SPE by a psychological assistant in a private practice setting as provided for in section 1387(b)(11), prior to the start of the experience, the primary supervisor and the supervisee shall together prepare a document that identifies at least the following:

- Name, license number and signature of primary supervisor;
- Name and signature of supervisee;
- Statutory authority under which the supervisee will function;
- Start date of the experience and the anticipated completion date;
- Duties to be performed in a sequential structured plan as defined in this section;
- Address of the locations at which the duties will be performed; and
- Goals and objectives of the plan for SPE, including how socialization into the profession will be achieved.

Additionally, the document shall reflect that both supervisor and supervisee have discussed and understand each term of SPE as required by the California Code of Regulations. The primary supervisor shall maintain the document until the hours of supervised experience are completed. Once the supervised experience outlined in the document has been completed, the primary supervisor shall submit directly to the Board both the document and a verification of the experience signed by the primary supervisor under penalty of perjury. The verification shall certify to completion of the hours consistent with the terms of the supervision agreement document. The supervisor must indicate, in his/her best professional judgment, whether the supervisee demonstrated an overall performance at or above the level of minimal competence expected for the supervisee's level of education, training and experience. When SPE is accrued in a formal predoctoral internship or postdoctoral training program, the program's training director shall be authorized to perform the verification and rating duties of the primary supervisor provided that the internship training director is a licensed psychologist who possesses a valid, active license free of any disciplinary action.
(11) Due to lack of standardization in training, a psychological assistant in a private practice setting shall submit the plan as described in subsection (b)(10) for supervised professional experience to the Board for prior approval as provided for in section 2914(c) of the Code prior to the accrual of SPE. A private practice setting is defined as those settings allowed pursuant to section 1387(a)(1)(C) and 1387(a)(2)(C), except a Welfare and Institutions Code section 5614 clinic or a Health and Safety Code section 1204.1 clinic. SPE that is accrued prior to the approval of the plan will not count toward qualifying the applicant for licensure.
(c) Delegated Supervision Requirements:
(1) Except as provided in 1391.5, which regulates the supervision of psychological assistants, primary supervisors may delegate supervision to other qualified psychologists or to other qualified mental health professionals including licensed marriage and family

therapists, licensed educational psychologists, licensed clinical social workers and board certified psychiatrists.
(2) The primary supervisor remains responsible for providing the minimum one hour per week of direct, individual face-to-face supervision.
(3) The primary supervisor remains responsible for ensuring compliance with this section.

§ 1387.1. Qualifications and Responsibilities of Primary Supervisors.

All primary supervisors shall be licensed psychologists, except that board certified psychiatrists may be primary supervisors of their own registered psychological assistants. In this regard, a maximum of 750 hours of experience out of the required 3000, can be supervised by a board certified psychiatrist and can be counted toward meeting the SPE licensing requirements.
(a) Primary supervisors shall possess and maintain a valid, active license free of any formal disciplinary action, and shall immediately notify the supervisee of any disciplinary action, including revocation, surrender, suspension, probation terms, or changes in licensure status including inactive license, delinquent license or any other license status change that affects the primary supervisor's ability or qualifications to supervise.
(b) Primary supervisors who are licensed by the board shall complete a minimum of six (6) hours of supervision coursework every two years.
(1) Primary supervisors shall certify under penalty of perjury to completion of this coursework requirement each time the supervisor completes a verification form as referenced in section 1387(b)(10).
(c) Primary supervisors shall be in compliance at all times with the provisions of the Psychology Licensing Law and the Medical Practice Act, whichever is applicable, and the regulations adopted pursuant to these laws.(d) Primary supervisors shall be responsible for ensuring compliance at all times by the trainee with the provisions of the Psychology Licensing Law and the regulations adopted pursuant to these laws.
(e) Primary supervisors shall be responsible for ensuring that all SPE including record keeping is conducted in compliance with the Ethical Principles and Code of Conduct of the American Psychological Association.
(f) Primary supervisors shall be responsible for monitoring the welfare of the trainee's clients.
(g) Primary supervisors shall ensure that each client or patient is informed, prior to the rendering of services by the trainee (1). that the trainee is unlicensed and is functioning under the direction and supervision of the supervisor; (2). that the primary supervisor shall have full access to the treatment records in order to perform supervision responsibilities and (3). that any fees paid for the services of the trainee must be paid directly to the primary supervisor or employer.

(h) Primary supervisors shall be responsible for monitoring the performance and professional development of the trainee.
(i) Primary supervisors shall ensure that they have the education, training, and experience in the area(s) of psychological practice they will supervise.
(j) Primary supervisors shall have no familial, intimate, business or other relationship with the trainee which would compromise the supervisor's effectiveness, and/or which would violate the Ethical Principles and Code of Conduct of the American Psychological Association.
(k) Primary supervisors shall not supervise a trainee who is now or has ever been a psychotherapy client of the supervisor.
(l) Primary supervisors shall not exploit trainees or engage in sexual relationships or any other sexual contact with trainees.
(m) Primary supervisors shall require trainees to review the pamphlet "Professional Therapy Never Includes Sex."
(n) Primary supervisors shall monitor the supervision performance of all delegated supervisors.