California Board of PSYCHOLOGY

1625 North Market Blvd., Suite N-215, Sacramento, CA 95834
T (916) 574-7720 F (916) 574-8672 Toll-Free (866) 503-3221
www.psychology.ca.gov

MEMORANDUM

DATE	January 20, 2016
TO	Licensing Committee Members
FROM	Jacquelin everhart Jacquelin Everhart CE/Renewals Coordinator
SUBJECT	**Agenda Item 3 (Licensing Committee):** Review and Revision of Proposed CE/CPD Regulations Sections 1397.60, 1397.61, 1397.62, 1397.67, 1397.69, 1397.70

Review and Revision of Proposed CE/CPD Regulations Sections 1397.60, 1397.61, 1397.62, 1397.67, 1397.69, 1397.70:

Please find attached the proposed CE/CPD regulations. The most recent revisions were made at the Licensing Committee's October 5, 2015 meeting.

Action Requested:

Review and revise the proposed CE/CPD regulations.

§ 1397.60. Definitions. [Effective ~~January 1, 2013~~ until December 31, 2017~~8~~.]

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, 2017~~8~~.

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, 20198.]

This section shall be applicable to a license that expires on or after, or is reinstated or issued on or after, January 1, 20198.

Continuing Professional Development (CPD) means approved learning activities as provided in the continuing education requirements for purpose of license renewal. CPD can be met by the following four categories: Professional Activities; Academic; Sponsored Continuing Education; and Board Certification.

(a) Acceptable CPD learning activities under "Professional Activities" include:

(1) "Peer Consultation"

(A) "Peer Consultation" means structured and organized interaction, (in person or electronically mediated,2) with professional colleagues designed to broaden professional knowledge and expertise and, reduce professional isolation and directly inform the work of the psychologist. Training CPD pursuant to this section may be obtained through individual or group case consultation, reading groups, or research groups. These activities should be focused on maintaining, developing, or increasing conceptual and applied competencies that are relevant to psychological practice, education, or science with other professionals.

Comment [D1]: Add "professional" to colleague throughout document.

(2) "Practice Outcome Monitoring" (POM)

(A) "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 culturreal or and diversity variables in treatment. When using non-standardized measures for "POM", a rationale must be included.

(3) "Professional ActivitiesServices"

(A) "Professional ActivitiesServices" 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~~ in the field of psychology separate and apart from a fee for service arrangement ~~and/or mental health. A licensee must explain the role(s) he or she has assumed and must demonstrate (how are they going to demonstrate?) how this~~This role supports the public service work of the profession, and reduces professional isolation.

(4) "Conference~~s~~/Convention~~s~~ Attendance"

(A) "Conference~~s~~/Convention Attendance~~s~~" 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 professional colleagues and participates in the social, interpersonal, professional, and scientific activities that are part of the environment of those gatherings. CPD credit can be accrued for "Conference/Convention Attendance" ~~attendance~~ in addition to credit earned for ~~attending~~ completing sponsored CE coursework or sessions at the same conference/convention.

(5) "Examination Functions"

(A) "Examination Functions" means serving in any examination development-related function for the Board or the development of the EPPP.

(6) "Expert Review/Consultation"

(A) "Expert Review/Consultation" means serving in any ~~enforcement-related~~ expert ~~function~~ capacity for the Board.

(7) "Attendance at a California Board of Psychology Meeting"

(A) "Attendance at a California Board of Psychology Meeting" means attendance at a full day Board meeting or attendance at a separately noticed ~~full~~ Committee meeting of the Board. This activity is designed to promote knowledge of current issues before the Board and encourages public participation in the regulatory process. ~~The Board shall designate on its public agenda which day(s) shall be eligible for continuing education credit. A psychologist requesting CPD 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.~~

(b) Acceptable CPD learning activities under "Academic" include:

Comment [D2]: Legal and staff review for clarification

(1) "Academic ~~Courses~~Coursework"

(A) "Academic Coursework" means completing and earning academic 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.~~

(2) "Academic/Sponsored CE Instruction"

(A) "Academic/Sponsored CE Instruction" means: (1) teaching ~~(for the first time?)~~ a ~~semester-long, or equivalent,~~ graduate-level course related to psychology in an institution ~~whose degree~~that meets the requirements of section 2914 of the Code or (2) presenting a sponsored CE course that relates to the practice of psychology.

(3) "Supervision"

(A) "Supervision" means overseeing the professional experience of a ~~pre-licensed~~ trainee who is accruing hours toward licensure as a Psychologist, MFT, LCSW, LPCC, LEP, or Physician and Surgeon. ~~pursuant to section 1387.~~

Comment [D3]: Ensure list is comprehensive and spell out acronyms.

Comment [D4]: 10/5/2015 END Start next meeting on verification of Supervision.

(4) "Publications"

(A) "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. (do publications have to be published or only drafted?)

(c) Acceptable CPD learning activities under "Sponsored Continuing Education" include: any approved structured, sequenced learning activity, whether conducted in-person, online, or self-directed (e.g. home-study) pursuant to section 1397.61(f). "Course" or "presentation" means an approved systematic learning experience. "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).

(d) Acceptable CPD learning activity under "Board Certification" is defined as earning a certification from the American Board of Professional Psychology (ABPP).

(1) ABPP Board Certification

(A) ABPP Board Certification can count for 100% (36 hours) of required CPD in the renewal cycle in which the certification is awarded.

(2) "Senior Option" ABPP Board Certification

(A) "Senior Option" ABPP Board Certification can count for 50% (18 hours) of required CPD in the renewal cycle in which the certification is awarded.

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

§ 1397.61. Continuing Education Requirements. [Effective ~~January 1, 2013~~ until December 31, 2017.]

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, 2017.

(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 Professional Development Requirements. [Effective January 1, 2018.]

This section shall be applicable to a license that expires on or after, or is reinstated or issued on or after, January 1, 2018.

(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 CPD 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 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 CPD 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 CPD per month. The required hours of CPD 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 (explain how it can be accrued) 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 36 hour CPD requirement.

The licensee must verify the CPD learning activity(s) that were utilized to meet this requirement on a form provided by the Board "CPD Verification Log", rev. 09/2014 and incorporated herein by reference. (Let's consider not having the form in regulation).

(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 (explain how it can be accrued), 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, (gender identification?), 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 36 hour CPD requirement. (are the 4 hours in addition to the 6 hours allowed for Conference/Conventions?)

The licensee must verify the CPD learning activity(s) that were utilized to meet this requirement on a form provided by the Board "CPD Verification Log", rev. 09/2014. (Let's consider not having the form in regulation).

(d) Topics and subject matter for all allowed CPD 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 CPD credit hours that meet the description of the activities set forth in section 1397.60. 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 Activities; Academic; Sponsored Continuing Education; and Board Certification. A licensee shall receive no more credit than the maximum number of hours allowed per renewal period specified for each activity as set forth in section 1397.60.

(f) Acceptable CPD learning activities under "Professional Activities" include:

(1) "Peer Consultation"

(A) A minimum of one (1) hour and a maximum of 18 hours can be used in "Peer Consultation".

(B) One (1) hour of activity in "Peer Consultation" equals one (1) hour credited.

(C) The licensee shall maintain a record of ~~hours~~ this activity for submission to the Board. The record shall include: date(s), activity type, number of participants including licensee, disciplines or areas of expertise, topic(s) covered, and total number of hours.

(2) "Practice Outcome Monitoring" (POM)

(A) A maximum of nine (9) hours can be used in "POM".

(B) One (1) patient/client of "POM" equals one (1) hour credited.

(C) The licensee shall maintain a record of ~~hours~~ this activity for submission to the Board. The record shall include: date(s) of monitoring, client identifier, and how outcomes were measured.

(3) "Professional ~~Activities~~Service"

(A) A minimum of 4.5 hours and a maximum of 12 hours can be used in "Professional ~~Activities~~Service".

(B) One (1) year of "Professional ~~Activities~~Service" for a particular activity equals nine (9) hours credited and six (6) months equals 4.5 hours credited.

(C) The licensee shall maintain a record ~~of hours~~this activity for submission to the Board. The record shall include: board or program name, role of licensee, dates of service, and term of service (six months or one year).

(4) "Conference~~s~~/Convention~~s~~ Attendance"

(A) A maximum of six (6) hours can be used in "Conference~~s~~/Convention Attendance~~s~~".

(B) One (1) full conference/convention day attendance equals one (1) hour credited.

(C) The licensee shall maintain a record of ~~hours~~ this activity for submission to the Board. The record shall include: name of conference/convention attended, and date(s) of conference/convention attended.

(5) "Examination Functions"

(A) A maximum of ~~twelve~~ 12 hours can be used in "Examination Functions".

(B) One (1) full ~~seminar~~ day participation equals six (6) hours credited.

(C) The licensee shall maintain a record of ~~hours~~ this activity for submission to the Board. This record shall include: name of exam and dates of service.

(6) "Expert Review/Consultation"

(A) A maximum of ~~twelve~~ 12 hours can be used in "Expert Review/Consultation".

(B) Each one (1) hour of service in an expert capacity equals one (1) hour of credit.

(C~~B~~) The licensee shall maintain a record of hours for submission to the Board.

(7) "Attendance at a California Board of Psychology Meeting"

(A) A maximum of eight (8) hours can be used in "Attendance at a California Board of Psychology Meeting".

(B) Attendance at one (1) full day Board meeting equals six (6) hours credited and attendance at one (1) Committee meeting equals two (2) hours credited.

(C) The licensee shall maintain a record of hours for submission to the Board. A psychologist requesting CPD 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.

(g) Acceptable CPD learning activities under "Academic" include:

(1) "Academic ~~Courses~~Coursework"

(A) A maximum of 18 hours can be used in "Academic ~~Courses~~Coursework".

(B~~C~~) Each course counts only once for each renewal period.

(C~~B~~) ~~A one (1) semester unit academic course equals six (6) hours credited, a two (2) semester unit academic course equals 12 hours credited, a three (3) semester unit academic course equals 18 hours credited. A one (1) quarter unit academic course equals 4.5 hours credited, a two (2) quarter unit academic course equals nine (9) hours credited, a three (3) quarter unit academic course equals 13.5 hours credited, a four (4) quarter unit academic course equals 18 hours credited, (Can we say:~~ Each one (1) semester unit earned equals six (6) hours of credit and each one (1) quarter unit earned equals 4.5 hours of credit~~).~~

~~(C) Each course counts only once for each renewal period.~~

(D) The licensee shall ~~submit~~ retain, for submission to the Board, a transcript with evidence of a passing grade of the course~~to the Board~~.

(2) "Academic/Sponsored CE Instruction"

(A) A maximum of 18 hours can be used in "Academic/Sponsored CE Instruction".
(B~~C~~) Each course taught counts only once for each renewal period.
(C~~B~~) A ~~one (1) semester unit~~term-long (quarter or semester) academic course ~~or equivalent~~ equals 18 hours credited. ~~One (1) full day sponsored CE course equals eight (8) hours credited. One (1) half day sponsored CE course equals four (4) hours credited~~Each hour of instruction for a sponsored CE course taught equals 1.5 hours of CPD credit earned.
~~(C) Each course taught counts only once for each renewal period.~~
(D) The licensee shall maintain a record of hours for submission to the Board.

(3) "Supervision"
(A) A minimum of one (1) hour and a maximum of 18 hours can be used in "Supervision".
(B) One (1) hour of supervision equals one (1) hour credited.
(C) The licensee shall maintain a record of hours for submission to the Board.

(4) "Publications"
(A) A maximum of nine (9) hours can be used in "Publications".
(B) One (1) publication equals nine (9) hours credited.
(C) The licensee shall maintain a record of hours for submission to the Board.

(h) Acceptable CPD learning activities under "Sponsored Continuing Education" include: any approved structured, sequenced learning activity, whether conducted in-person, online, or self-directed (e.g. home-study) pursuant to section 1397.61(f).
(1) A maximum of 27 hours can be used in "Sponsored Continuing Education". (in addition to 27 hours in sponsored CE, one can also get 6 hours credit for attending a conference or convention, leaving 3 hours for CPD in a non-traditional category.)
(2) Credit may be granted only once during a renewal cycle for each course completed. (taking and teaching? A licensee can also get 18 hours for presenting an approved sponsored CE course under academic instruction in the Academic category.)
(3) One (1) hour of sponsored continuing education equals one (1) hour credited.
(4) The licensee shall maintain a record of hours and proof of attendance for submission to the Board.

(d) Acceptable CPD learning activity under "Board Certification" is defined as earning a certification from the American Board of Professional Psychology (ABPP).

(1) ABPP Board Certification

(A) The licensee shall maintain a record of certification for submission to the Board.

(2) "Senior Option" ABPP Board Certification

(A) The licensee shall maintain a record of certification for submission to the Board.

(i) 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 (who is going to be reviewing and approving "approving organizations"?), 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 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 organizations 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:

(i) programs include content related to well-established psychological principles,

(ii) programs are based on content that extends current theory, methods or research, or informs current practice,

(iii) programs provide information related to ethical, legal, statutory, or regulatory guidelines and standards that impact the practice of psychology, and/or

(iv) programs whose content focuses on non-traditional or emerging practice or theory and can demonstrate relevance to practice.

(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 licensee, the name of the course, the date 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 include language that accurately reflects the approval status of the provider.

(3) Approval may be revoked by the Board for good cause.

(j) A licensee shall document completion of CPD activities on CPD Verification Logs provided by the Board (Form "CPD Verification Log", rev. 09/2014). (Let's consider not having the form in regulation). 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. (Does this need to be broken down into categories and learning activities to make it clear?)

(k) No approved sponsored CPD coursework may be taken and claimed more than once during a renewal period, for continuing education credit. (This is explained in the definition under 1397.60. Do we need to say it again?)

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

(m) For a license that expires between January 1, 2018, and December 31, 2019, the licensee may accrue some or all CPD consistent with this section as it existed prior to January 1, 2018.

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

§ 1397.62. Continuing Education Exemptions and Exceptions. [Effective ~~January 1, 2013~~ until December 31, 2017.]

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, 2017.

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. [Effective January 1, 2018.]

This section shall be applicable to a license that expires on or after, or is reinstated or reissued on or after, January 1, 2018.

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 CPD requirements if he or she verifies in writing, under penalty of perjury (can we require this under penalty of perjury?), that during the two year period immediately preceding the expiration of the license, he or she:

(a) 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 CPD 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 CPD 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 that is denied by the Board shall complete any CPD 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.

§ 1397.67. Renewal After Inactive or ~~Delinquent~~ Expired Status. [Effective ~~January 1, 2013~~ until December 31, 2017.]

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, 2017.

(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, 2018.] (LEGAL: do we need a new 1397.67?)

This section shall be applicable to a license that expires on or after, or is reinstated or issued on or after, January 1, 2018.

(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 CPD 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 CPD 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.

§ 1397.69. License Fees. [Effective January 1, 2013.]

This section shall be applicable to a license that expires on or after, or is reinstated or issued on or after, January 1, 2013.

For the administration of this article, in addition to any other fees due the Board and as a condition of renewal or reinstatement, a $10 fee is to be paid to the Board by a licensee renewing an inactive status or after inactive or ~~delinquent~~ expired status.

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

(LEGAL: do we need to include 1397.70?) section 100 change?

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: ☐ CD/SJ: ☐

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: ☐ CD/SJ: ☐

Date(s) of Meeting(s): _____

# of Hours: _____

Examination Functions *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

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

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: ☐ CD/SJ: ☐

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: ☐ CD/SJ: ☐

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: ☐ CD/SJ: ☐

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: ☐ CD/SJ: ☐

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: _____