


MEMORANDUM

DATE	October 13, 2017
TO	Licensing Committee Meeting Board of Psychology
FROM	 Lavinia Snyder Examination Coordinator
SUBJECT	Examination Development Process for the California Psychology Laws and Ethics Examination

Attached is a brief overview of the California Psychology Laws and Ethics Examination development process.

Examination Development

The CPLEE is developed and maintained by the Office of Professional Examination Services (OPES), a division of the Department of Consumer Affairs. OPES provides psychometric consulting services to the Board for the management of our occupational licensure examination. All workshops are facilitated and conducted at a secure facility in Sacramento.

Purpose

The purpose of a licensing examination is to protect consumers by verifying that new licensees possess the minimal knowledge and experience to practice in California. In order to develop such exams, the Board of Psychology (Board) recruits qualified licensees to serve as Subject Matter Experts (SMEs) to participate in annual, two-day workshops to assist in developing the California Psychology Laws and Ethics Examination (CPLEE).

Types of Workshops

Item Writing Workshop

The purpose of this workshop is to develop items for the CPLEE. Participants will receive training in item writing principles and will work in conjunction with a testing specialist to develop law and ethics multiple choice questions for the examination.

Item Review Workshop

The purposes of this workshop are 1) to review newly-developed items for clarity, relevance, and technical accuracy; and 2) to evaluate previously used items based on item statistics, candidate comments, etc. Participants work as a group to ensure that potential items are acceptable for inclusion on future examination forms.

Exam Construction Workshop

The purpose of this workshop is to select potential items based on the examination plan of the CPLEE. Participants will evaluate items for each content area included in the examination and select those that best represent the knowledge required for entry into the profession.

Passing Score Workshop

The purpose of this workshop is to establish the passing score for the CPLEE. Under the facilitation of a testing specialist, participants will apply minimum competence standards to establish a criterion-referenced passing score. OPES follows a criterion-reference methodology called the "Modified Angoff Technique."

Subject Matter Expert Qualification

- Hold a current license as a psychologist;
- Be in good standing, having no prior or pending disciplinary actions, and no pending investigations or enforcement actions against them; and
- Agree not to participate in any examination coaching or preparation activities as stated in the agreement signed with the Board upon commencement of examination development activities.

Selection Process

1. Randomly select 500 active licensees (old and new) who are in good standing from the License Population. (Aside from that list, the Board also has an Interested Parties list that contains names of Licensees who have expressed interest in participating at future workshop dates).
2. Extract email addresses from the list and mass email the workshop invitation. The invitation will contain workshop dates, workshop descriptions and travel arrangement information. There are at least eight workshops offered each year. Workshops require participation from at least 10 to 12 licensed SMEs.
3. Workshop responses are reviewed and matched to their requested date and/or alternative dates.
4. A second enforcement review of each participant is conducted.
5. Confirmation of participation in workshops are emailed to licensees.
6. Licensees must complete and return all State contract forms prior to the date of the workshop.
7. Reminder emails are sent to each group a month before each scheduled workshop.
8. Travel arrangements are made a month before the workshop dates.

Benefits

Each SME who participates will receive the following:

- 16 hours of Continuing Education Credits
- Satisfy the laws and ethics requirement
- \$600.00 honorarium fee for participating at the two-day workshop.
- Participants will also receive reimbursement for travel expenses with set limitations as defined under the Department of Consumer Affairs' Travel Guidelines. Air and ground travel will be covered and arranged for by the Board. Hotel accommodations will be reimbursed up to the state rate of \$95 per day plus tax. Meals will be reimbursed at the rate established by DCA.

**California Psychology Laws and Ethics Examination
 Workshops for Fiscal Year 2017/2018**

Workshop	Date
CPLEE Exam Construction	July 19 & 20, 2017
CPLEE Passing Score	August 16 & 17, 2017
CPLEE Item Review	September 19 & 20, 2017
CPLEE Item Review	November 1 & 2, 2017
CPLEE Exam Construction	January 24 & 25, 2018
CPLEE Passing Score	March 7 & 8, 2018
CPLEE Item Writing	April 18 & 19, 2018
CPLEE Item Review	May 16 & 17, 2018

*Completed workshops are highlighted in green.