

1 **Licensing Committee Meeting**
2 **Minutes**

3
4 Department of Consumer Affairs
5 1747 N. Market Blvd., Hearing Room #186
6 Sacramento, CA 95834
7 (916) 574-8400
8
9

10 **Sunday February 7, 2016**

11
12 Jacqueline Horn, PhD, Committee Chairperson, called the open session meeting to order at
13 9:10 a.m. A quorum was present and due notice had been sent to all interested parties. Dr.
14 Andrew Harlem was recorded as absent.
15

16 **Members Present**

17 Jacqueline Horn, PhD, Chairperson
18 Stephen Phillips, JD, PsyD
19 Nicole J. Jones, Public Member
20

21 **Others Present**

22 Antonette Sorrick, Executive Officer
23 Jeffrey Thomas, Assistant Executive Officer
24 Jason Glasspiegel, Central Services Coordinator
25 Karen Johnson, Licensing Coordinator
26 Jacquelin Everhart, CE/Renewals Coordinator
27 Chris Siefert, Licensing Analyst
28 Norine Marks, DCA Legal Counsel
29 Jo Linder-Crow, PhD, CEO, California Psychological Association
30 Jonathan Burke, Board and Bureau Relations Manager
31 Marilyn Immoos, PhD, California Department of Corrections and Rehabilitation
32 Ben Triffo, Legislative Analyst, Department of Consumer Affairs
33

34 **Agenda Item #2: Public Comment(s) on Items Not on the Agenda**

35
36 There was no public comment.
37

38 **Agenda Item #3: Discussion, Review and Consideration of the Proposed Revisions to**
39 **the Continuing Education regulations, Title 16, California Code of Regulations (16**
40 **C.C.R.), Sections 1397.60, 1397.61, 1397.62, 1397.67, 1397.69, 1397.70;**
41 **Recommendations to Full Board**
42

43 Dr. Horn informed the Committee where the review ended at the last Licensing Committee
44 meeting on October 5, 2015.

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Dr. Horn suggested deleting "utilized must match the client's/patient's presenting concerns at the time services is rendered" in Practice Outcome Monitoring on page two beginning with "All outcome measures".

Ms. Marks asked for an explanation of the different colors in some of the draft language. Ms. Everhart explained that the color-coding was to distinguish between the different dates of review by staff and the Committee. She stated that at the next Board meeting there will be only two colors. One color that will identify the recommended changes and black will identify the original language.

In the second paragraph on page two, Dr. Horn questioned if CPD should mean "approved learning activities" or does it just mean "learning activities". She stated that the word "approved" is not necessary. She also suggested taking out "as provided in the CE requirements". Dr. Phillips suggested it read "means learning activities approved for the purposes of license renewal". Ms. Jones suggested that the words "those required" should replace "approved".

On page three, number three, Ms. Marks requested adding in "separate and apart from a fee for service arrangement" and add "ongoing participation in services related to the field of psychology, or other related disciplines including but not limited to....."

Dr. Horn requested changing the word "publications" to "published" on page four. She stated that licensees should be able to provide an official letter from the publisher. Dr. Phillips suggested that the licensees should show that it was published in a journal. Ms. Jones agreed. Ms. Everhart asked how would staff know if the licensees are not using the same publication if a letter is sufficient one time and then use the actual publication a second time. Dr. Horn suggested that an extract of the first page of the article or some proof of publication must be submitted. Dr. Phillips requested to add "self-published" in number four and it should be demonstrated by either acceptance in publication, or a proof of the publication.

Dr. Phillips requested that the acronyms LPCC, LEP, etc. in number three, Supervision, be spelled out.

Dr. Linder-Crow asked where in Publications is it going to define what will be required documentation. Dr. Horn answered that on page 11 under "definition" it will explain what is required to be documented in publications, and suggested adding in (4)(D) that the record shall include either a letter of acceptance for publication, or proof of publication with the publication date in the renewal period for which it is being submitted.

Dr. Horn requested to add in (C) that publication may be counted only once. Dr. Linder-Crow asked what staff will accept as proof. Dr. Horn stated it should include proof of publication date.

In (3) Supervision, Dr. Horn requested to add (C) "The record shall include: dates of supervision and trainee identifier."

Dr. Phillips suggested staff review entire document to ensure that numbers less than 10 are spelled out to be consistent throughout the document.

94
95 Dr. Horn suggested taking out the blue staff comments in (1)(h) and in (2) it should read
96 "each course taken" not completed, and take out the definition on page four under (d) (1)
97 and (2) and move to page 12 (1) and (2).
98
99 On Page 11 under (d), which has been changed to (l), Dr. Horn suggested removing the
100 definition of ABPP and just outline how many hours that can be used and the
101 documentation needed for submission to the Board.
102
103 The Committee agreed that in (d) under Publications, which is now changed to (i)
104 Acceptable CPD learning activities under "Board Certification", should include:
105 (1)(A) ABPP Board Certification can count for 100% (36 hours) of required CPD in the
106 renewal cycle in which the certification is awarded. B) The licensee shall maintain proof of
107 specialty certification for submission to the Board. Under (2) Senior Option add (A) "Senior
108 Option" ABPP Board certification can count for 50% (18 hours) of required CPD in renewal
109 cycle in which the certification is awarded.
110
111 Dr. Phillips suggested that staff review the entire document and make a global change for
112 the date of implementation.
113
114 Under each item Dr. Horn suggested that the last item should describe what will be
115 submitted, what items to include and what will be sent to the Board if audited.
116
117 The Committee agreed to take out "number of participants including licensee, disciplines or
118 areas of expertise, topic(s) covered" in (f)(1)(C) on page nine and add in (B) "Peer
119 Consultation" does not include" supervision.
120
121 Dr. Linder-Crow requested that the Committee add a generic statement that an item can
122 only be counted once under one category and not counted in multiple categories.
123
124 Dr. Horn suggested adding the "dates of service" and "number of hours" to (C) under (5)
125 "Examination Functions" and to have consistent wording throughout the document.
126
127 In item (6) "Expert Review/Consultations" Ms. Jones suggested deleting "submission to the
128 Board" and to have it consistent throughout the language, and in C add dates of service and
129 the number of hours.
130
131 The Committee agreed to add physical attendance at a full Board or Committee meeting
132 under number seven (7) on page three, and if a Committee meeting is three hours or less,
133 one hour of attendance will equal one hour of credit. On page 10 under (7) "Attendance at
134 a California Board of Psychology Meeting" (c) add the number of hours for submission to the
135 Board and this record shall include date of meeting, name of meeting and number of hours.
136
137 Ms. Sorrick stated that staff will delete any reference to "submission to the Board" unless it
138 is requested to be submitted to the Board for purposes of an audit.
139
140 Dr. Horn commented that taking a course is what is reflected in (g) "Academic Coursework",
141 on page 10, and suggested that (D) under (g)(1) should read "The licensee shall maintain a

142 record of the activity. This record shall include a transcript with evidence of a passing grade
143 (C or higher or "pass")."

144
145 Dr. Linder-Crow asked if it would include auditing a course. Dr. Horn responded that it would
146 not include auditing a course.

147
148 After much discussion, the Committee decided that number (g)(2) Academic/Sponsored CE
149 Instruction should be separated into two sections; (A) "Academic Instruction" and (B)
150 "Sponsored CE Instruction". The list of the requirements should be by numbers in both (A)
151 and (B). Add to the list in (g)(2)(A)(iv) and (B)(iv) "The record shall include: title of the
152 course, course syllabus, dates of instruction, name of sponsoring entity, and number of
153 hours". Dr. Horn requesting changing in (g)(1)(B) from each course taught to each course
154 "taken" only counts once.

155
156 Dr. Linder-Crow suggested having FAQ's and an instructional video posted on the Board's
157 website once these new regulations take effect.

158
159 On page four under (b)(2), Academic Instruction, Ms. Sorrick stated that staff will work with
160 legal counsel to review the definitions under Academic Instruction and look at where
161 teaching can occur and identify the types of degree granting institutions where courses are
162 taught. Dr. Horn requested to take out the reference to 2914 in the definition.

163
164 Dr. Phillips asked staff to review the entire document and to make the term "section" lower
165 case.

166
167 Dr. Horn requested deleting the second paragraph in the new language of 1397.61(a) on
168 page seven, and to take out the second to last sentence in section (c) starting with "Training
169 obtained at an ethic....." on page eight. Ms. Everhart expressed concern on how to answer
170 when a licensee asks what cultural diversity and/or social justice issues are and how to
171 certify that he or she has engaged in a minimum of four hours. Dr. Horn stated that it will be
172 sufficient for licensee to attest under penalty of perjury that the course meets that
173 requirement on their renewal or reactivation application.

174
175 Ms. Jones suggested adding "... it can be met by any of the four CPD categories..." from
176 page two, second paragraph to the end of section (b) on page eight. Licensees shall
177 indicate on the documentation which of their CPD activities is being used to fulfill this
178 requirement, and to also add this to the Social Justice section (c).

179
180 After much discussion, the Committee agreed to delete the second paragraph in section (b)
181 on page eight, and to delete the wording in the parenthesis and the code section 1397.60
182 listed in the last sentence in section (e).

183
184 Dr. Horn entered into the record that the Committee will start with (i) on page 12 at the next
185 Licensing Committee meeting.

186
187 **§ 1397.60. Definitions. [Effective January 1, 2013 until December 31, 2018.]**

188
189 This section shall be applicable to a license that expires on or after, or is reinstated or
190 issued on or after, January 1, 2013, and becomes inoperative on **December 31, 2018.**

- 191
192 As used in this article:
193
194 (a) "Conference" means a course consisting of multiple concurrent or sequential
195 freestanding presentations. Acceptable presentations must meet the requirements of
196 section 1397.61(c).
197
198 (b) "Continuing education" (CE) means the variety of forms of learning experiences,
199 including, but not limited to, lectures, conferences, seminars, workshops, grand rounds, in-
200 service training programs, video conferencing, and independent learning technologies.
201
202 (c) "Course" or "presentation" means an approved systematic learning experience of at least
203 one hour in length. One hour shall consist of 60 minutes of actual instruction. Courses or
204 presentations less than one hour in duration shall not be acceptable.
205
206 (d) "Grand rounds" or "in-service training program" means a course consisting of sequential,
207 free-standing presentations designed to meet the internal educational needs of the staff or
208 members of an organization and is not marketed, advertised or promoted to professionals
209 outside of the organization. Acceptable presentations must meet the requirements of
210 section 1397.61(c).
211
212 (e) "Independent learning" means the variety of forms of organized and directed learning
213 experiences that occur when the instructor and the student are not in direct visual or
214 auditory contact. These include, but are not limited to, courses delivered via the Internet,
215 CD-ROM, satellite downlink, correspondence and home study. Self-initiated, independent
216 study programs that do not meet the requirements of section 1397.61(c) are not acceptable
217 for continuing education. Except for qualified individuals with a disability who apply to and
218 are approved by the Board pursuant to section 1397.62(c), independent learning can be
219 used to meet no more than 75% (27 hours) of the continuing education required in each
220 renewal cycle. Independent learning courses must meet the requirements of section
221 1397.61(c).
222
223 (f) "Provider" means an organization, institution, association, university, or other person or
224 entity assuming full responsibility for the course offered, whose courses are accepted for
225 credit pursuant to section 1397.61(c)(1).
226

227 Note: Authority cited: Sections 2915(g) and 2930, Business and Professions Code.
228 Reference: Sections 29 and 2915, Business and Professions Code.
229

230 **§ 1397.60. Definitions. [Effective January 1, 2019.]**
231

232 This section shall be applicable to a license that expires on or after, or is reinstated or
233 issued on or after, January 1, 2019.
234

235 Continuing Professional Development (CPD) means required learning activities approved
236 for the purpose of license renewal. CPD can be met in the following four categories:
237 Professional Activities; Academic; Sponsored Continuing Education; and Board
238 Certification.
239

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

241 (1) "Peer Consultation"

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

250 (B) "Peer Consultation" does not include "Supervision" as defined in section
251 (b)(3).

252

253 (2) "Practice Outcome Monitoring" (POM)

254 Practice Outcome Monitoring" (POM) means the application of outcome
255 assessment protocols with clients/patients, in order to monitor one's own
256 practice process and outcomes, with the goal of assessing -effectiveness. All
257 outcome measures must be sensitive to cultural and diversity issues.

258

259 (3) "Professional Services"

260 "Professional Services" means ongoing participation in services related to the
261 field of psychology, or other related disciplines, including but not limited to,
262 serving on psychological association boards or committees, editorial boards of
263 peer reviewed journals related to psychology or other related disciplines,
264 scientific grant review teams, boards of regulatory bodies, program
265 development and/or evaluation activities separate and apart from a fee for
266 service arrangement. This role supports the public service work of the
267 profession, and reduces professional isolation.

268

269 (4) "Conference/Convention Attendance"

270 "Conference/Convention Attendance" means attending a professional
271 gathering that consists of multiple concurrent or sequential free-standing
272 freestanding presentations related to the practice of psychology where the
273 licensee interacts with professional colleagues and participates in the social,
274 interpersonal, professional, and scientific activities that are part of the
275 environment of those gatherings. CPD credit can be accrued for
276 "Conference/Convention Attendance" in addition to credit earned for
277 completing sponsored CE coursework or sessions at the same
278 conference/convention.

279

280 (5) "Examination Functions"

281 "Examination Functions" means serving in any examination development-
282 related function for the Board or for the development of the EPPP.

283

284 (6) "Expert Review/Consultation"

285 "Expert Review/Consultation" means serving in any expert capacity for the
286 Board.

287

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

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

289 "Attendance at a California Board of Psychology Meeting" means physical
290 attendance at a full day Board meeting or physical attendance at a separately
291 noticed Committee meeting of the Board. This activity is designed to promote
292 knowledge of current issues before the Board and encourages public
293 participation in the regulatory process.

294
295 (b) Acceptable CPD learning activities under "Academic" include:

296 (1) "Academic Coursework"

297 "Academic Coursework" means completing and earning academic credit for a
298 graduate-level course related to psychology from an institution whose degree
299 meets the requirements of section 2914 of the Code.

300
301 (2) "Academic/Sponsored CE Instruction"

302 (A) "Academic Instruction" means: teaching a graduate-level course related to
303 psychology in an institution that meets the requirements of section 2914 of the
304 Code or

305 (B) "Sponsored CE Instruction" means: teaching a sponsored CE course that
306 relates to the practice of psychology. (1397.61 (ii))

307
308 (3) "Supervision"

309 "Supervision" means overseeing the professional experience of a trainee who
310 is accruing hours toward licensure as a Psychologist, Marriage and Family
311 Therapist, Licensed Clinical Social Worker, Licensed Professional Clinical
312 Counselor, Licensed Educational Psychologist, or Physician and Surgeon.

313
314 (4) "Publications"

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

318
319 (c) Acceptable CPD learning activities under "Sponsored Continuing Education" include: any
320 approved structured, sequenced learning activity, whether conducted in-person, online, or
321 self-directed (e.g. ~~home study~~ home study) pursuant to section 1397.61(f). "Course" or
322 "Presentation" means an approved systematic learning experience. "Provider" means an
323 organization, institution, association, university, or other person or entity assuming full
324 responsibility for the CE program offered, and whose courses are accepted for credit
325 pursuant to section 1397.61(f)(1).

326
327 (d) Acceptable CPD learning activities under "Board Certification" are defined as earning a
328 specialty certification from the American Board of Professional Psychology (ABPP) in one of
329 the following categories:

330 (1) ABPP Board Certification

331
332 (2) "Senior Option" ABPP Board Certification

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

334 Reference: Sections 29 and 2915, Business and Professions Code.

335
336 **§ 1397.61. Continuing Education Requirements. [Effective January 1, 2013 until**
337 **December 31, 2018.]**

Comment [D2]: Remove 2914 and define.

Comment [D3]: Staff and legal to review where the course was taught to see if it would count.

Comment [D4]: Ensure list is comprehensive and spell out acronyms.

Comment [D5]: Check all references to code

Comment [D6]: Make global changes of dates of implementation

338
339 This section shall be applicable to a license that expires on or after, or is reinstated or
340 issued on or after, January 1, 2013, and becomes inoperative on December 31, 2018.
341

342 (a) Except as provided in section 2915(e) of the Business and Professions Code and
343 section 1397.62 of these regulations, each licensed psychologist shall certify on the
344 application for license renewal that he or she has completed the continuing education
345 requirements set forth in section 2915 of the Code. A licensee who renews his or her license
346 for the first time after the initial issuance of the license is only required to accrue continuing
347 education for the number of months that the license was in effect, including the month the
348 license was issued, at the rate of 1.5 hours of approved continuing education per month.
349 Continuing education earned via independent learning pursuant to section 1397.60(e) shall
350 be accrued at no more than 75% of the continuing education required for the first time
351 renewal. The required hours of continuing education may not be accrued prior to the
352 effective date of the initial issuance of the license. A licensee who falsifies or makes a
353 material misrepresentation of fact on a renewal application or who cannot verify completion
354 of continuing education by producing verification of attendance certificates, whenever
355 requested to do so by the Board, is subject to disciplinary action under section 2960 of the
356 Code.
357

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

- 368 (1) Formal coursework in laws and ethics taken from an accredited educational
369 institution;
370 (2) Approved continuing education course in laws and ethics;
371 (3) Workshops in laws and ethics;
372 (4) Other experience which provide direction and education in laws and ethics
373 including, but not limited to, grand rounds or professional association presentation.
374

375 If the licensee chooses to apply a specific continuing education course on the topic of laws
376 and ethics to meet the foregoing requirement, such a course must meet the content
377 requirements named above, must comply with section 1397.60(c), and may be applied to
378 the 36 hours of approved continuing education required in Business and Professions Code
379 section 2915(a).
380

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

- 384 (1) Continuing education courses shall be:
385 (A) provided by American Psychological Association (APA), or its approved
386 sponsors;

387 (B) Continuing Medical Education (CME) courses specifically applicable and
388 pertinent to the practice of psychology and that are accredited by the
389 California Medical Association (CMA) or the Accreditation Council for
390 Continuing Medical Education (ACCME); or
391 (C) provided by the California Psychological Association, or its approved
392 sponsors.
393 (D) approved by an accrediting agency for continuing education courses taken
394 prior to January 1, 2013, pursuant to this section as it existed prior to January
395 1, 2013.
396

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

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

402 (4) An instructor may claim the course for his/her own credit only one time that
403 he/she teaches the acceptable course during a renewal cycle, or during any twelve
404 (12) month period, receiving the same credit hours as the participant.
405

406 (d) Examination Functions. A licensee who serves the Board as a selected participant in any
407 examination development related function will receive one hour of continuing education
408 credit for each hour served. Selected Board experts will receive one hour of continuing
409 education credit for each hour attending Board sponsored Expert Training Seminars. A
410 licensee who receives approved continuing education credit as set forth in this paragraph
411 shall maintain a record of hours served for submission to the Board pursuant to section
412 1397.61(e).
413

414 (e) A licensee shall maintain documentation of completion of continuing education
415 requirements for four (4) years following the renewal period, and shall submit verification of
416 completion to the Board upon request. Documentation shall contain the minimum
417 information for review by the Board: name of provider and evidence that provider meets the
418 requirements of section 1397.61(c)(1); topic and subject matter; number of hours or units;
419 and a syllabus or course description. The Board shall make the final determination as to
420 whether the continuing education submitted for credit meets the requirements of this article.
421

422 (f) Failure to provide all of the information required by this section renders any application
423 for renewal incomplete and not eligible for renewal.
424

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

426 Reference: Sections 29, 32, 2915 and 2915.7, Business and Professions Code.
427

428 **§ 1397.61. Continuing Professional Development Requirements. [Effective January 1,**
429 **2019.]**

Comment [D7]: Global change

431 This section shall be applicable to a license that expires on or after, or is reinstated or
432 issued on or after, January 1, 2019.
433

434 (a) Except as provided in section 2915(e) of the Business and Professions Code and
435 section 1397.62 of these regulations, a psychologist shall certify under penalty of perjury to

Comment [D8]: Global check,
capitalization of "section"

436 the Board on the application for license renewal that he or she has completed the CPD
437 requirements set forth in this Article and Section 2915 of the Code. A psychologist who
438 falsifies or makes a material misrepresentation of fact on a renewal application, or who
439 cannot verify the hours in which he or she engaged in the CPD activities by producing the
440 documentation required by this Article whenever requested to do so by the Board, is subject
441 to citation or to disciplinary action under section 2960 of the Code.
442

443 (b) A psychologist renewing or reactivating his or her license shall certify under penalty of
444 perjury on the application for license renewal or reactivation that he or she has engaged in a
445 minimum of four (4) hours of training in the subject of laws and ethics, for each renewal
446 period, as they apply to the practice of psychology in California. This includes recent
447 changes or updates on the laws and regulations related to the practice of psychology;
448 recent changes or updates in the Ethical Principles of Psychologists and Code of Conduct
449 published by the American Psychological Association; accepted standards of practice; and
450 other applications of laws and ethics as they affect the licensee's ability to practice
451 psychology safely. This requirement can be met using any combination of the four (4) CPD
452 categories and the licensee shall indicate on his or her documentation which of their CPD
453 activities are being used to fulfill this requirement. The four (4) hours shall be considered
454 part of the 36 hour CPD requirement.
455

456 (c) A psychologist renewing or reactivating his or her license shall certify under penalty of
457 perjury on the application for license renewal or reactivation that he or she has engaged in a
458 minimum of four (4) hours of training, for each renewal period, pertinent to Cultural Diversity
459 and/or Social Justice Issues as they apply to the practice of psychology in California.
460 Cultural Diversity pertains to differences in age, race, culture, ethnicity, nationality,
461 immigration status, gender, gender identity, sexual orientation, socioeconomic status,
462 religion/spirituality, and physical ability. Social Justice pertains to the historical, social and
463 political inequities in the treatment of people from non-dominant groups, while addressing
464 the various injustices and different types of oppression that contribute to individual, family
465 and community psychological concerns. This requirement can be met using any
466 combination of the four (4) CPD categories and the licensee shall indicate on his or her
467 documentation which of their CPD activities are being used to fulfill this requirement. The
468 four (4) hours shall be considered part of the 36 hour CPD requirement.
469

470 (d) Topics and subject matter for all CPD activities shall be pertinent to the practice of
471 psychology.
472

473 (e) The Board recognizes and accepts CPD hours that meet the description of the activities
474 set forth in section 1397.60. With the exception of 100% ABPP Board Certification, a
475 licensee shall accrue hours during each renewal period from at least two (2) of the four (4)
476 CPD activity categories: Professional Activities; Academic; Sponsored Continuing
477 Education; and Board Certification. A licensee shall receive no more credit than the
478 maximum number of hours allowed per renewal period specified for each activity as set forth
479 in this section.
480

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

482 (1) "Peer Consultation"

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

485 (B) One (1) hour of activity in "Peer Consultation" equals one (1) hour credited.
486 (C) The licensee shall maintain a record of this activity for submission to the
487 Board. The record shall include: date(s), type of activity, and total number of
488 hours.

489
490 (2) "Practice Outcome Monitoring" (POM)

491 (A) A maximum of nine (9) hours can be used in "POM".
492 (B) One (1) patient/client of "POM" equals one (1) hour credited.
493 (C) The licensee shall maintain a record of this activity for submission to the
494 Board. The record shall include: date(s) of monitoring, client identifier, and
495 how outcomes were measured.

496
497 (3) "Professional Service"

498 (A) A minimum of 4.5 hours and a maximum of 12 hours can be used in
499 "Professional Service".
500 (B) One (1) year of "Professional Service" for a particular activity equals nine
501 (9) hours credited and six (6) months equals 4.5 hours credited.
502 (C) The licensee shall maintain a record this activity for submission to the
503 Board. The record shall include: board or program name, role of licensee,
504 dates of service, and term of service (six months or one year).

505
506 (4) "Conference/Convention Attendance"

507 (A) A maximum of six (6) hours can be used in "Conference/Convention
508 Attendance".
509 (B) One (1) full conference/convention day attendance equals one (1) hour
510 credited.
511 (C) The licensee shall maintain a record of this activity for submission to the
512 Board. The record shall include: name of conference/convention attended,
513 proof of registration, and date(s) of conference/convention attended.

514
515 (5) "Examination Functions"

516 (A) A maximum of 12 hours can be used in "Examination Functions".
517 (B) One (1) hour of service equals one (1) hour of credit.
518 (C) The licensee shall maintain a record of this activity for submission to the
519 Board. This record shall include: name of exam, dates of service, and number
520 of hours.

Comment [D9]: Globally make consistent

521
522 (6) "Expert Review/Consultation"

523 (A) A maximum of 12 hours can be used in "Expert Review/Consultation".
524 (B) One (1) hour of service in an expert capacity equals one (1) hour of credit.
525 (C) The licensee shall maintain a record of dates of service and number of
526 hours for submission to the Board.

Comment [D10]: Globally make consistent
"This record shall include:"

527
528 (7) "Attendance at a California Board of Psychology Meeting"

529 (A) A maximum of eight (8) hours can be used in "Attendance at a California
530 Board of Psychology Meeting".
531 (B) Attendance for one (1) day Board or Committee meeting equals six (6)
532 hours of credit. For Board or Committee meetings that are three (3) hours or
533 less, one (1) hour of attendance equals one (1) hour of credit.

Comment [D11]: Globally delete
"submission to the Board"

534 (C) The licensee shall maintain a record of hours for submission to the Board.
535 This record shall include: date of meeting, name of meeting, and number of
536 hours attended. A psychologist requesting CPD credit pursuant to this
537 subdivision must sign in and out on an attendance sheet at the Board or
538 Committee meeting that requires the individual to provide his or her first and
539 last name, license number, time of arrival and time of departure from the
540 meeting.

541
542 (g) Acceptable CPD learning activities under "Academic" include:

Comment [D12]: Review F G and H to ensure the language is similar

543 (1) "Academic Coursework"

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

545 (B) Each course taken counts only once for each renewal period and may only
546 be submitted for credit once the course is completed.

547 (C) Each one (1) semester unit earned equals six (6) hours of credit and each
548 one (1) quarter unit earned equals 4.5 hours of credit.

549 (D) The licensee shall maintain a record of this activity. This record shall
550 include a transcript with evidence of a passing grade (C or higher or "pass").

551
552 (2) "Academic/Sponsored CE Instruction"

553 (A) "Academic Instruction"

554 (i) A maximum of 18 hours can be used in "Academic Instruction".

555 (ii) Each course taught counts only once for each renewal period and may only
556 be submitted for credit once the course is completed

557 (iii) A term-long (quarter or semester) academic course equals 18 hours of
558 credit.

559 (iv) The licensee shall maintain a record of this activity. This record shall
560 include: course syllabus, title of course, name of institution, and dates of
561 instruction.

562
563 (B) "Sponsored CE Instruction"

564 (i) A maximum of 18 hours can be used in "Sponsored CE Instruction".

565 (ii) Each course taught counts only once for each renewal period and may only
566 be submitted for credit once the course is completed

567 (iii) One (1) hour of instruction equals 1.5 hours of credit.

568 (iv) The licensee shall maintain a record of this activity. This record shall
569 include: course syllabus, title of course, dates of instruction, name of
570 sponsoring entity, and number of hours taught.

571
572 (3) "Supervision"

573 (A) A minimum of one (1) hour and a maximum of 18 hours can be used in
574 "Supervision".

575 (B) One (1) hour of supervision equals one (1) hour credited.

576 (C) The licensee shall maintain a record of hours for submission to the Board.
577 The record shall include: dates of supervision and a trainee identifier.

578
579 (4) "Publications"

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

581 (B) One (1) publication equals nine (9) hours credited.

582 (C) A publication may only be counted once.

583 (D) The licensee shall maintain a record of this activity for submission to the
584 Board. The record shall include: either a letter of acceptance for publication, or
585 proof of publication with publication date in the renewal period for which it is
586 being submitted.

587
588 (h) Acceptable "Sponsored Continuing Education" includes:

- 589 (1) A maximum of 27 hours can be used in "Sponsored Continuing Education".
590 (2) Credit may be granted only once during a renewal cycle for each course taken.
591 (3) One (1) hour of sponsored continuing education equals one (1) hour credited.
592 (4) The licensee shall maintain proof of attendance provided by the sponsor of the
593 continuing education for submission to the Board.

594
595 (i) Acceptable CPD learning activities under "Board Certification" include:

Comment [D13]: Ensure numbering and lettering is correct.

596
597 (1) ABPP Board Certification

- 598 (A) ABPP Board Certification can count for 100% (36 hours) of required CPD
599 in the renewal cycle in which the certification is awarded.
600 (B) The licensee shall maintain proof of specialty certification for submission to
601 the Board.

602
603 (2) "Senior Option" ABPP Board Certification

- 604 (A) "Senior Option" ABPP Board Certification can count for 50% (18 hours) of
605 required CPD in the renewal cycle in which the certification is awarded.
606 (B) The licensee shall maintain proof of specialty certification for submission to
607 the Board.

608
609 (j) To satisfy the requirements of section 2915 of the Code, sponsored continuing education
610 courses shall meet the following requirements. An organization previously approved by the
611 Board to provide or approve CE is deemed approved under this section.

Comment [D14]: START NEXT MEETING HERE

612
613 **Agenda Item #4: Overview and Presentation of the Department of Justice and Federal**
614 **Bureau of Investigation Fingerprint Process**

615
616 Ms. Karen Johnson presented on the Board's fingerprint process. She reported that one of
617 the most common reasons a licensee's or applicant's fingerprints are rejected is because
618 the "Job Title or Type of License, Certification or Permit" field is left blank. The live scan
619 form is currently being revised by Board staff to include check boxes with title options for the
620 "Job Title or Type of License, Certification or Permit" field to prevent this from happening.

621
622 Ms. Johnson reported that a licensee or applicant needs to be reprinted within 45 days of
623 the first rejection. If they are rejected a second time for the same reason, Board staff needs
624 to request a name check within 75 days of the second rejection.

625
626 **Agenda Item #5: Closed Session**

627
628 The Licensing Committee met in closed session pursuant to Government Code Section
629 11126(c)(2) to consider requests for extensions of the 30-consecutive month requirement to
630 accrue SPE, and 72-month limitation to renew a psychological assistant registration.

631

632 **Agenda Item #6: Recess**

633
634 The Committee recessed at 5:00 p.m.

635
636 **Monday, February 08, 2016**

637
638 **Members Present**

639 Jacqueline Horn, PhD, Chairperson
640 Stephen Phillips, JD, PsyD
641 Nicole J. Jones, Public Member
642 Andrew Harlem, PhD

643
644 **Others Present**

645 Antonette Sorrick, Executive Officer
646 Jeffrey Thomas, Assistant Executive Officer
647 Jason Glasspiegel, Central Services Coordinator
648 Karen Johnson, Licensing Coordinator
649 Jacquelin Everhart, CE/Renewals Coordinator
650 Chris Siefert, Licensing Analyst
651 Norine Marks, DCA Legal Counsel
652 Jo Linder-Crow, PhD, California Psychological Association
653 Jonathan Burke, Manager of Board and Bureau Relations
654 Marilyn Immoos, PhD, California Department of Corrections and Rehabilitation
655 Ben Triffo, Legislative Analyst, Department of Consumer Affairs
656

657
658 **Agenda Item #7: Call to Order/Roll Call/ Establishment of a Quorum**

659
660 Jacqueline Horn, PhD, Committee Chairman, called the open session meeting to order at
661 9:14 a.m. A quorum was present and due notice had been sent to all interested parties.

662
663 **Agenda Item #8: Approval of the Licensing Committee Minutes: October 5, 2015**

664
665 It was M(Jones)/S(Harlem)/C to approve the October 5, 2015, Licensing Committee Meeting
666 minutes.

667
668 Vote: 4 aye (Horn, Phillips, Jones, Harlem) 0 no

669
670 **Agenda Item #9: Approval of the Licensing Committee Minutes: October 29, 2015**

671
672 It was M(Harlem)/S(Phillips)/C to approve the October 29, 2015, Licensing Committee
673 Meeting minutes.

674
675 Vote: 4 aye (Horn, Phillips, Harlem, Jones) 0 no

676
677 **Agenda Item #10: Review and Assessment of Current Licensing Requirements and**
678 **Recommendations for Possible Amendment**

679

680 The Licensing Committee members discussed how and in what order the Licensing
681 Committee members, stakeholders and the full Board should review the language.
682 Ms. Marks suggested that a stakeholders meeting be held in conjunction with the next
683 Licensing Committee meeting in order for stakeholders and the Committee members to
684 collaborate on its review of current licensing requirements.
685
686 Ms. Antonette Sorrick reported that DCA's SOLID Training unit was going to facilitate the
687 stakeholders meeting by presenting the language. She requested that the collaborative
688 meeting format suggested by Ms. Marks still be held using SOLID as the facilitator. The
689 Licensing Committee members agreed.
690
691 a) Proposed Amendments to Sections of the Business and Professions Code: 2909, 2909.5,
692 & 2911 (Exemptions); 2913 (Psychological Assistant), 2914 (Licensed Psychologist), 2915
693 (Continuing Education); 2940 & 2941 (Application and Examination Fees); 2942, 2943, &
694 2944 (Examination Time and Subjects); 2946 (Reciprocity and Temporary Practice); 2947
695 (Appointment of Commissioners); 2948 (Issuance of License)
696
697 Ms. Jones agreed with staff that junior colleges in section 2909 should be changed to
698 community colleges.
699
700 Dr. Phillips said that "section" needs to be lowercase throughout the language.
701
702 The Licensing Committee deleted section 2905.5(a)(4).
703
704 Dr. Horn requested that "subdivision (c) of section 2914" in section 2909.5(b) be changed to
705 "section 2914(c)".
706
707 Dr. Harlem does not think that the recommendation to change "registered psychologist" to
708 "registered community psychologist" in section 2909.5(c) clears the confusion people may
709 have about the difference between a licensed psychologist and a registered psychologist.
710 Dr. Horn suggested that the term be presented to the stakeholders and that staff add 60
711 months as the maximum amount of time a person can be a registered psychologist. Ms.
712 Sorrick suggested that "and may be referred to only as" be added.
713
714 Dr. Horn requested that staff draft new language for section 2905.5(d). Ms. Sorrick
715 confirmed that the Committee wants 60 cumulative months to be the maximum time
716 someone can be a registered psychologist.
717
718 Dr. Harlem requested the deletion of the period and "All must be" in section 2911(b). Dr.
719 Horn requested that "psychological intern" and "psychological trainee" be changed to
720 "psychology intern" and "psychology trainee". The Licensing Committee requested staff to
721 determine what the specific intention of section 2911 is and to draft new language. Dr.
722 Phillips requested staff to draft a flowchart to show where potential applicants are in the
723 process of accruing hours.
724
725 Dr. Marilyn Immoos, California Department of Corrections and Rehabilitation, said that
726 section 1277 in the Health and Safety Code provides a waiver to the California Department
727 of Corrections and Rehabilitation (CDCR) to employ unlicensed psychologists for the

728 purpose of providing psychological services. She said it is not necessary to have approval
729 or accreditation from APA, APPIC or CAPIC.

730

731 Ms. Jones suggested that "practice as a psychological assistant" be changed to "be
732 registered to" in section 2913(c). Dr. Horn suggested the addition of "school psychology"
733 and "educational psychology" to section 2913(a)(2). Ms. Jones suggested that staff
734 research schools that may offer other specialization fields within psychology. Dr. Horn
735 requested to remove "board certified psychiatrist" as an acceptable primary supervisor and
736 consult with stakeholders regarding this change. Ms. Johnson said that she will provide
737 statistics on how many psychological assistants have primary supervisors who are not
738 psychologists.

739

740 Dr. Harlem said that the existing section 2914(b)(2) should not be deleted and that if the
741 Board is going to use the term "applied" it needs to define and operationalize it. The
742 Committee agreed to keep section 2914(b)(2). Dr. Phillips suggested listing the acceptable
743 degrees and then if it an applicant submits a degree not on the list, the Board can determine
744 whether it is acceptable or not.

745

746 Dr. Harlem said other states that already do this require the Board members to review the
747 cases. Dr. Horn agreed that staff should bring any cases where the degree is not on the list
748 created by the Board directly to the Board for a decision as to whether or not the degree
749 should be accepted.

750

751 Dr. Immoos said that the Board would need to demonstrate the importance of implementing
752 the new degree requirements. She said it is going to have a huge impact on resources.

753

754 Dr. Linder-Crow said that she does not know where the real problem is.

755

756 Dr. Harlem said there is no evidence that there is a need for the specificity in this section. It
757 is broad because applied training occurs in many different types of programs.

758

759 Dr. Horn requested staff to pull statistics on how many licensees earned all 3,000 hours in a
760 post-doctoral setting.

761

762 The Committee members agreed to revisit this section in order to decide whether the term
763 "applied" should be defined and operationalized, or if the Board should list the acceptable
764 degrees.

765

766 Ms. Jones requested that staff try to pull statistics to see if there is a trend in discipline
767 cases on licensees who earn all 3,000 hours in post-doctoral settings.

768

769 Dr. Harlem said that the Committee should ask the full Board if it is necessary to require the
770 courses identified in section 2914(e) and 2914(f) and that the last sentence in section
771 2914(f)(2) should be deleted.

772

773 Dr. Harlem made changes to paragraph two of the existing language in section 2942.

774

775 **§ 2913. Services by psychological assistants**

Comment [D15]: Please make sure this is a follow up item

776 (a) A person other than a licensed psychologist may be registered as a psychological
777 assistant by the board in order to prepare for licensure as a psychologist. The psychological
778 assistant shall be supervised, in accordance with the board's regulations, by a licensed
779 Psychologist or by a licensed physician and surgeon who is board certified in psychiatry by
780 the American Board of Psychiatry and Neurology, to perform psychological functions
781 provided that all of the following apply:

Comment [D16]: Remove? Not able to regulate the profession and ensure that they have taken a 4hour supervision course. Stakeholder opinion?

782 (1) The person is termed a "psychological assistant."

783 (2) The person (A) has completed a master's degree in psychology or education with the
784 field of specialization in educational psychology, counseling psychology, or school
785 psychology, or (B) has been admitted to candidacy for a doctoral degree in an applied area
786 of psychology or education with the field of specialization in educational psychology,
787 counseling psychology, or school psychology after having satisfactorily completed three or
788 more years of postgraduate education in psychology and having passed preliminary
789 doctoral examinations, or (C) has completed a doctoral degree that qualifies for licensure
790 under Section 2914.

Comment [D17]: Review schools to see what type of degrees are offered. Applied areas?

791 (3) The psychological assistant's supervisor shall be responsible for ensuring that the
792 extent, kind, and quality of the psychological services he or she performs are consistent with
793 his or her training and experience and be responsible for his or her compliance with this
794 chapter and regulations duly adopted hereunder.

Comment [KJ18]: Move to 1391.6

795 (4) The person shall register with the Bboard and renew the registration annually in
796 accordance with regulations adopted by the Bboard.

797 (b) Psychological assistants shall not:

798 (1) independently provide psychological services

Comment [D19]: What constitutes practicing independent

799 (2) receive payments, monetary or otherwise, directly from clients or patients.

800 (c) No person shall be registered to practice as a psychological assistant who is found by
801 the Bboard to be in violation of Section 2960 and the rules and regulations duly adopted
802 thereunder.

803

804 | **§2915. Continuing education requirements; Practice outside fields of**
805 **competence**

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806 | (a) Except as provided in this section, ~~on or after January 1, 1996, the board shall not~~
807 ~~issue any renewal license unless the applicant submits proof that he or she has~~
808 ~~completed no less than 18 hours of approved continuing education in the preceding~~
809 ~~year. On or after January 1, 1997, except as provided in this section, the board shall~~
810 issue renewal licenses only to those applicants who have completed 36 hours of
811 approved continuing ~~education~~ professional development in the preceding two years.

812 (b) Each person ~~renewing~~ applying for renewal or reinstatement of his or her license
813 issued pursuant to this chapter shall ~~submit~~ certify under penalty of perjury that he or
814 she is in compliance with this section and shall retain proof of compliance with this
815 section for submission to the board upon request. False statements submitted
816 pursuant to this section shall be a violation of Section 2970.

817 (c) ~~A person applying for relicensure or for reinstatement to an active license status~~
818 ~~shall certify under penalty of perjury that he or she is in compliance with this section.~~

819 ~~(d) (1) The continuing education requirement shall include, but shall not be limited~~
820 ~~to, courses required pursuant to Sections 25 and 28. The requirement may include~~
821 ~~courses pursuant to Sections 32 and 2914.4.~~
822 (12) (A) The board shall require a licensed psychologist who began graduate study
823 prior to January 1, 2004, to take a continuing education course during his or her first
824 renewal period after the operative date of this section in spousal or partner abuse
825 assessment, detection, and intervention strategies, including community resources,
826 cultural factors, and same gender abuse dynamics. Equivalent courses in spousal or
827 partner abuse assessment, detection, and intervention strategies taken prior to the
828 operative date of this section or proof of equivalent teaching or practice experience
829 may be submitted to the board and at its discretion, may be accepted in satisfaction of
830 this requirement.
831 (B) Continuing education courses taken pursuant to this paragraph shall be applied
832 to the 36 hours of approved continuing education professional development required
833 under subdivision (a).
834 ~~(C) A licensed psychologist whose practice does not include the direct provision of~~
835 ~~mental health services may apply to the board for an exemption from the~~
836 ~~requirements of this paragraph.~~
837 (23) Continuing education instruction courses approved to meet the requirements of
838 this section shall be completed within the State of California, or shall be approved for
839 continuing education credit by the American Psychological Association or its
840 equivalent as organizations approved by the board.
841 ~~(c) The board may establish a policy for exceptions~~ grant exemptions or extensions
842 from the continuing education professional development requirement of this section.
843 ~~(f) The board may recognize continuing education courses that have been approved~~
844 ~~by one or more private nonprofit organizations that have at least 10 years' experience~~
845 ~~managing continuing education programs for psychologists on a statewide basis,~~
846 ~~including, but not limited to:~~
847 (1) Maintaining and managing related records and data.
848 (2) Monitoring and approving courses.
849 ~~(d)g) The board shall adopt regulations as necessary for implementation of this~~
850 ~~section.~~
851 ~~(h) A licensed psychologist shall choose continuing education instruction that is~~
852 ~~related to the assessment, diagnosis, and intervention for the client population being~~
853 ~~served or to the fields~~
854 ~~of psychology in which the psychologist intends to provide services, that may include~~
855 ~~new theoretical approaches, research, and applied techniques. Continuing education~~
856 ~~instruction shall include required courses specified in subdivision (d).~~
857 ~~(i) A psychologist shall not practice outside his or her particular field or fields of~~
858 ~~competence as established by his or her education, training, continuing education,~~
859 ~~and experience.~~
860 ~~(ej) The administration of this section may be funded through professional license~~
861 ~~fees and continuing education provider and course approval fees, or both. The fees~~
862 ~~related to the administration of this section shall not exceed the costs of administering~~
863 ~~the corresponding provisions of this section.~~
864 ~~(fk) Continuing education~~ professional development credit may be approved for
865 those licensees who serve as ~~commissioners on any examination pursuant to Section~~
866 ~~2947, subject to limitations established by the board~~ selected participants in any
867 examination development or enforcement-related function for the board.

868 ~~(l) This section shall become operative on January 1, 2004~~

869
870 It was M(Jones)/S(Phillips)/C to present the Licensing Committee's recommended
871 amendments to sections 2913 and 2915 discussed at this meeting to the full Board at its
872 February Board meeting.

873
874 Vote: 4 aye (Horn, Phillips, Jones, Harlem) 0 no

875
876 b) Review of Proposed New Statutory Language Regarding Coursework in Suicide Risk
877 Assessment and Intervention

878
879 Dr. Harlem presented the following language to the Committee members:

880
881 New Statutory Language Regarding Coursework in Suicide Risk Assessment and
882 Intervention

883
884 **§2915.4. Coursework in suicide risk assessment and intervention.**

Comment [D20]: Bring back veto message from governor, survey results, list of requirements from other sections.

885
886 (a) Any applicant for licensure as a psychologist who began graduate study on or after
887 January 1, 20XX, shall complete, as a condition of licensure, a minimum of 6 contact hours
888 of coursework in suicide risk assessment and intervention.

889 (b) Coursework taken in fulfillment of other educational requirements for licensure pursuant
890 to this chapter at the discretion of the board, fulfill the requirements of this section.

891 (c) In order to satisfy the coursework requirement of this section, the applicant shall submit
892 to the board a certification from the chief academic officer of the educational institution from
893 which the applicant graduated stating that the coursework required by this section is
894 included within the institution's required curriculum for graduation that was completed by the
895 applicant.

896 (d) The board shall not issue a license to the applicant until the applicant has met the
897 requirements of this section.

898
899 Dr. Harlem discussed the history of this agenda item and referenced a report that was
900 generated in the early 2000s that asked the same questions the Board had regarding
901 training in suicide risk assessment and intervention. He proposed to make suicide risk
902 assessment a training requirement in graduate programs.

903
904 Dr. Phillips said that in his experience, training in suicide risk assessment occurs more at
905 the practicum and internship level than in graduate programs. He does not want to require it
906 at the graduate level because it is too restrictive. Ms. Jones suggested that the training
907 should just be required for licensure.

908
909 Dr. Horn does not think the Board should require coursework or a specific number of hours
910 in the area of suicide risk assessment. She said it is prescribing training programs and that
911 requiring a certain number of hours sends the message that this many hours is adequate.
912 Dr. Harlem said the Board should implement an hour requirement in suicide risk
913 assessment.

914
915 Dr. Phillips requested staff to research where the mandates for the required pre-licensure
916 coursework in statute came from.

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Dr. Linder-Crow said various training programs reported that suicide risk assessment material is already included within its programs.

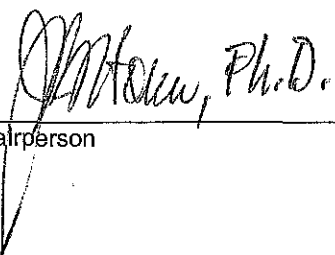
Ms. Sorrick suggested that the discussion be tabled until the next Licensing Committee meeting in April where staff would provide the Governor's veto message to AB 2198 (Levine), a diagram of the legislative mandated coursework, and survey results showing which graduate programs include suicide risk assessment training in its curriculum.

c) Proposed Amendments to Sections of Title 16, California Code of Regulations: 1381, 1381.1, & 1381.2 (Applications); 1381.4 (Failure to Appear for an Examination); 1381.5 (Failure to Pay Initial License Fee); 1387 (Supervised Professional Experience); 1387.1 & 1387.2 (Qualifications of Primary and Delegated Supervisors); 1387.3 (Non-Mental Health Services); 1387.4 (Out-of-State Experience); 1387.5 (SPE Log); 1388, 1388.6, 1389 & 1389.1 (Examinations-Waiver/Reconsideration); 1387.7, 1390, 1390.1, 1390.2, & 1390.3 (Registered Psychologists); 1387.6, 1391, 1391.1, 1391.2, 1391.3, 1391.4, 1391.5, 1391.6, 1391.7, 1391.8, 1391.10, 1391.11, & 1391.12 (Psychological Assistants)

The Licensing Committee will discuss this agenda item at its next Committee meeting.

Agenda Item #11: Adjournment

The Licensing Committee adjourned its meeting at 3:57 p.m.



Chairperson

5/19/16

Date