

Call to Order – Aliya Chapman, Ph.D, Committee Chair

- Welcome and Introductions
- Establishment of Quorum
- Mission of the Board/Emergency Egress Procedures.....Page 2

Approval of Minutes

- Regulatory Committee Meeting – December 2, 2024*.....Page 4

Ordering of Agenda

Public Comment

The Committee will receive public comment related to agenda items at this time. The Committee will not receive comment on any pending regulation process for which a public comment period has closed or any pending or closed complaint or disciplinary matter.

Unfinished Business

- Review Psychological Practitioner Draft Application Forms
 - Supervisor AgreementPage 10
 - Areas of Graduate Study.....Page 15
 - Verification of Supervision.....Page 19

New Business

- Status of the EPPP Part 2
- Discuss EPPP passing score for psychological practitioners and school psychologists
- Discuss internship equivalency requirements
- Discuss potential pathways licensure as psychological practitioner for LPCs and Residents in Counseling with psychology degreesPage 22

Next Meeting – April 7, 2025

*Requires a Committee Vote

This information is in **DRAFT** form and is subject to change. The official agenda and packet will be approved by the public body at the meeting and will be available to the public pursuant to Virginia Code Section 2.2-3708(D).



Virginia Department of
Health Professions
Board of Psychology

MISSION STATEMENT

Our mission is to ensure safe and competent patient care by licensing health professionals, enforcing standards of practice, and providing information to health care practitioners and the public.

EMERGENCY EGRESS

Please listen to the following instructions about exiting these premises in the event of an emergency.

In the event of a fire or other emergency requiring the evacuation of the building, alarms will sound. When the alarms sound, leave the room immediately. Follow any instructions given by the Security staff.

Board Room 1

Exit the room using one of the doors at the back of the room. **(Point)** Upon exiting the room, turn **RIGHT**. Follow the corridor to the emergency exit at the end of the hall.

Upon exiting the building, proceed straight ahead through the parking lot to the fence at the end of the lot. Wait there for further instructions.

Board Room 2

Exit the room using one of the doors at the back of the room. **(Point)** Upon exiting the room, turn **RIGHT**. Follow the corridor to the emergency exit at the end of the hall.

Upon exiting the building, proceed straight ahead through the parking lot to the fence at the end of the lot. Wait there for further instructions.

You may also exit the room using the side door **(Point)**, turn **Right** out the door and make an immediate **Left**. Follow the corridor to the emergency exit at the end of the hall.

Upon exiting the building, proceed straight ahead through the parking lot to the fence at the end of the lot. Wait there for further instructions.

Board Rooms 3 and 4

Exit the room using one of the doors at the back of the room. **(Point)** Upon exiting the room, turn **RIGHT**. Follow the corridor to the emergency exit at the end of the hall.

Upon exiting the building, proceed straight ahead through the parking lot to the fence at the end of the lot. Wait there for further instructions.

Training Room 1

Exit the room using one of the doors at the back of the room. **(Point)** Upon exiting the room, turn **LEFT**. Follow the corridor to the emergency exit at the end of the hall.

Upon exiting the building, proceed straight ahead through the parking lot to the fence at the end of the lot. Wait there for further instructions.

Training Room 2

Exit the room using one of the doors at the back of the room. **(Point)** Upon exiting the doors, turn **LEFT**. Follow the corridor to the emergency exit at the end of the hall.

Upon exiting the building, proceed straight ahead through the parking lot to the fence at the end of the lot. Wait there for further instructions.

**Virginia Board of Psychology
Draft Regulatory Committee Meeting
Minutes
Department of Health Professions
Board Room 1
9960 Mayland Drive, Henrico, VA 23233
Monday, December 02, 2024, at 1:00 p.m.**

PRESIDING OFFICER: Aliya Chapman, Ph.D., LCP

COMMITTEE MEMBERS PRESENT: William Hathaway, Ph.D., LCP
Gary Sibcy, Ph.D., LCP

BOARD STAFF PRESENT: Krystal Blanton, Discipline & Compliance Specialist
Jaime Hoyle, Executive Director
Jennifer Lang, Deputy Executive Director
Charlotte Lenart, Deputy Executive Director
Dalyce Logan, Licensing Specialist
Meagan Ohlsson, Licensing Supervisor

DHP STAFF PRESENT: Erin Barrett, Director of Legislative Affairs and Policy, DHP
Matt Novak, Policy & Economic Analyst, DHP

CALL TO ORDER: Dr. Chapman called the meeting to order at 1:03 p.m.

MISSION STATEMENT: Dr. Chapman read the mission statement of the Department of Health Professions and the emergency egress procedures.

ESTABLISHMENT OF A QUORUM: With three Committee members present a quorum was established.

APPROVAL OF MINUTES: The Committee reviewed the minutes from the last meeting held on May 13, 2024.

Motion: Dr. Hathaway made a motion, which was seconded by Dr. Sibcy, to adopt the minutes from the May 13, 2024, Regulatory Committee as presented. The motion passed unanimously.

ADOPTION OF AGENDA: The agenda was adopted as presented.

PUBLIC ATTENDEES: Tiffany Anderson, Psy.D.
Jennifer Morgan, Psy.D., Virginia Academy of Clinical Psychologists (VACP)

PUBLIC COMMENT: Dr. Morgan reminded the Committee of the upcoming VACP 2025 Spring Conference April 4 - 5, 2025 in Williamsburg, Virginia. Dr. Morgan requested that the Board inform her of the most convenient date and time so she can reserve a slot for the Board Conversation Hour. Dr. Chapman explained the importance of the conference and encouraged Committee members to attend.

UNFINISHED BUSINESS:

Draft Guidance Document on Equivalency Requirements

Ms. Barrett provided a detailed overview of the new psychological practitioner Guidance Document 125-3. After a lengthy discussion, the Committee made amendments to the proposed Guidance Document 125-3.

Motion: Dr. Hathaway made a motion, which was properly seconded by Dr. Sibcy, to recommend to the full Board to adopt the education requirement for psychological practitioners in Guidance Document 125-3 as discussed and amended. The motion passed unanimously. (Attachment A)

RECESS:

The Board recessed at 2:35 p.m.

RECONVENTION:

The Board reconvened at 2:49 p.m.

NEW BUSINESS:

Verification of Education Form

The Committee had a brief discussion on the coursework requirements for the psychological practitioner. Ms. Lenart stated she would provide a draft of the areas of graduate study for psychological practitioners' form for the Committee's review.

Draft Guidance Document on Supervision Requirements

The Committee discussed the possibility of creating a guidance document to outline the supervision requirements. The Committee agreed that the language outlined in 18VAC125-20-59 adequately outlined the requirements and concluded that there was no need for a guidance document on this issue.

Sample Supervisory Contract

The Committee reviewed the supervision guidelines from The Association of State and Provincial Psychology Boards (ASPPB). The Committee discussed what should be included in the supervisory agreement. Ms. Lenart will provide a draft of the supervisory agreement for the Committee's review.

Draft Guidance Document on Scope of Practice

Dr. Chapman opened the discussion regarding scope of practice for doctoral verses master's level psychologist. Dr. Hathaway provided the Committee with the Proposed Titles and Draft Scope of Practice for Master's Trained Professionals in Health Service Psychology document from the American Psychological Association (APA) which is currently under public comment. The Committee will continue to follow the progress of the APA's scope of practice document and APA equivalency. The Committee will continue discussions on each of these issues for possible recommendations to the Board.

RECESS:

The Board recessed at 4:20 p.m.

RECONVENTION:

The Board reconvened at 4:27 p.m.

The Committee briefly discussed the competency questions that need to be answered by the supervising psychologist on the verification of post-degree supervision form to verify that psychological practitioners are competent to practice autonomously. Ms. Lenart will draft the form for the Committee's review.

NEXT MEETING DATE:

The next Regulatory Committee meeting is scheduled for January 27, 2024.

ADJOURNMENT:

Dr. Chapman adjourned the meeting at 4:49 p.m.

Aliya Chapman, Ph.D., Committee Chair Chairperson

Jaime Hoyle, JD, Executive Director

Board of Psychology Education for Psychological Practitioner Applicants

Pursuant to Virginia Code § 54.1-3606.3 and 18VAC125-57, an applicant for licensure as a psychological practitioner must have received a master's degree in clinical, counseling, or school psychology from a program accredited by the American Psychological Association ("APA"), from a program equivalent to those accredited by the APA as determined by the Board, or from a program accredited by another national accrediting body approved by the Board.

As of the effective date of this Guidance Document, the Board has not approved a national accrediting body for master's degree programs in clinical, counseling, or school psychology other than the APA.

Educational programs that meet the following guidelines are deemed equivalent to those accredited by the APA for master's degree programs in clinical, counseling, or school psychology.

1. The program offers a training which prepares individuals for practice as a psychological practitioner as defined in Virginia Code § 54.1-3600.
2. The program is within an institution of higher education accredited by an accrediting agency recognized by the U.S. Department of Education or publicly recognized by the Association of Universities and Colleges of Canada as a member in good standing.
3. Graduates of programs that are not within the United States or Canada may provide documentation from a credential evaluation service that provides information that allows the board to determine if the program is comparable to those recognized by the U.S. Department of Education or the Association of Universities and Colleges of Canada.
4. The program is an integrated, organized sequence of study with an identifiable program of study and psychology faculty and a psychologist directly responsible for the program and educates an identifiable body of students who are matriculated in that program for a degree. The faculty of the program provides professional role models and engages in actions that promotes students' acquisition of knowledge, skills, and competencies consistent with the program's training goals.
5. The program encompasses at least two academic years of full-time graduate study or the equivalent thereof.
6. The program requires that all students have acquired a general knowledge in the discipline of psychology prior to graduation in the knowledge areas listed below.

- a. Affective bases of behavior (e.g., the psychology of affect, emotion and mood including topics such as the neuroscience of emotion or emotional regulation);
 - b. Biological bases of behavior (e.g., physiological psychology, comparative psychology, neuropsychology, sensation and perception, health psychology, pharmacology, neuroanatomy);
 - c. Cognitive bases of behavior (e.g., learning theory, cognition, memory, decision making);
 - d. Developmental bases of behavior (e.g., the psychology of development across the life span with a focus on two or more distinct developmental periods); and
 - e. Social bases of behavior (e.g., social psychology, group processes, organizational and systems theory, discrimination multicultural issues).
7. The program requires the following knowledge areas are mastered at the graduate level prior to graduation.
- a. Research Methodology (e.g., research design, quantitative and qualitative methods, data analysis, sampling procedures sufficient to allow consumption and application of psychological research); and
 - b. Psychometrics (e.g., techniques of psychological measurement, issues of reliability and validity of psychological measures).
8. The program's clinical training requires the following master's level practice competencies:
- a. Integrating psychological science and practice;
 - b. Ethical practice;
 - c. Individual and cultural diversity;
 - d. Professional values and behavior;
 - e. Communication and interpersonal skills;
 - f. Psychological assessment;
 - g. Psychological intervention;
 - h. Knowledge of supervision approaches and theories; and

- i. Consultation and interprofessional skills.
9. The program requires students to complete supervised experiences providing direct psychological practice services to a diverse population of clients as part of an organized sequence of training and under the supervision of a trained and credentialed professional that has direct responsibility for the clients receiving the student's services. The program ensures these supervised experiences allow for students to demonstrate practice competencies described in this guidance document.

PSYCHOLOGICAL PRACTITIONER SUPERVISORY AGREEMENT

This **supervisory agreement** is meant to outline the expectations and responsibilities of the supervisor and psychological practitioner in accordance with the regulations of the Virginia Board of Psychology Regulations Governing the Practice of Psychology between

clinical psychologist and supervisor _____
and _____, licensed psychological practitioner,
effective _____.

Psychological Practitioner's Worksite:

List business name(s) and address(es) where the psychological practitioner will be practicing under the supervision of the above-named supervisor.

Goals and the Objectives of Supervision:

The primary purpose of supervision is to ensure the welfare of the psychological practitioner's clients, protect the psychological practitioner, promote the practitioner's professional development and competency, and address areas where the supervisee is not meeting competence or ethical standards. Supervision is defined as the *ongoing process performed by a supervisor who monitors the performance of the person supervised and provides regular, documented individual consultation, guidance, and instruction with respect to the skills and competencies of the person supervised.*

Expectations of Supervisor and Psychological Practitioner

The supervisor and psychological practitioner agree to meet for supervision as needed. The form and content of the supervision will be mutually determined by the supervisor and psychological practitioner and may include the following:

- Developing supervision plan and schedule
- Reviewing client presenting complaints and treatment plans
- Reviewing videotapes of psychological practitioner treatment sessions
- Reviewing client progress
- Providing feedback on psychological practitioner's skills, diagnosis, interventions, and treatments
- Reviewing psychological practitioner's documentation
- Discussing ethical dilemmas and relevant guidelines
- Intervening when client welfare is at risk
- Maintaining supervision case notes and plans
- Reviewing supervisory relationship and making changes as necessary

PSYCHOLOGICAL PRACTITIONER SUPERVISORY AGREEMENT

Professional Goals:

- 1) _____

- 2) _____

- 3) _____

Responsibilities of the Supervisor:

1. The supervisor must meet the qualifications and provide supervision as outlined in 18VAC125-20-59 and maintain a current unrestricted license for the duration of the supervision.
2. The supervisor shall monitor the performance of the person supervised and provide regular, documented individual (possibly in conjunction with group) supervision according to the schedule specified in this document that is specific to the practice of a psychological practitioner with respect to the clinical skills and competencies of the person supervised in accordance with Regulations Governing the Practice of Psychology.
3. The supervisor must periodically review patient charts or electronic patient records.
4. The supervisor will provide appropriate and regular input on cases, patient emergencies, and referrals.
5. The supervisor will provide appropriate professional development.
6. The supervisor will manage areas of deficiency if needed or indicated during supervision.
7. The supervisor will discuss with the psychological practitioner relevant ethical, legal, and professional standards of conduct.
8. The supervisor must avoid multiple relationships that could compromise the objectivity of the supervisory relationship with the resident.
9. The supervisor shall assume full responsibility for the professional clinical activities of that psychological practitioner specified within the supervisory agreement for the duration of the supervised experience or until terminated.
10. If the psychological practitioner wishes to obtain autonomous practice, the supervisor will document the psychological practitioner's total hours of supervision, length of work experience, competence, and the needs for additional supervision or training.
11. The supervisor will ensure that the psychological practitioner is practicing within the scope of the psychological practitioner's education and training.
12. The supervisor will ensure the psychological practitioner has read and is knowledgeable about the state and federal laws related to reporting requirements and emergency procedures for high risk or abused clients, as well as confidentiality and privileged communication.

PSYCHOLOGICAL PRACTITIONER SUPERVISORY AGREEMENT

13. The supervisor will, within a reasonable period of time before termination of supervision, provide the psychological practitioner and employer with a notice of termination to avoid or minimize any harmful effect on the psychological practitioner's clients or patients.
14. The supervisor will conduct supervision as a process distinct from personal therapy or didactic instruction.
15. The supervisor will not provide supervision for activities beyond the supervisor's demonstrable areas of competence.
16. The supervisor will be available outside of scheduled supervision for consultation and/or emergency situations. The supervisor will ensure that both the psychological practitioner and supervisor have all necessary contact information for one another to be able to contact each other immediately should any client emergency arise.
17. The supervisor will immediately report to the Board any violations of the regulations or law.
18. The supervisor will remain up-to-date on the changes related to the Regulations Governing the Practice of Psychology.

Responsibilities of the Psychological Practitioner:

1. The psychological practitioner must read, understand, and comply with the Regulations Governing the Practice of Psychology.
2. The psychological practitioner will participate in supervision with a goal of increasing competency in clinical practice and attend supervision on the agreed upon basis.
3. The psychological practitioner will be prepared to discuss with the supervisor the diagnosis/case conceptualization and treatment of each client as well as problems in the psychological practitioner's clinical milieu.
4. The psychological practitioner will avoid engaging in activity for which the psychological practitioner lacks competency, training, education, supervision and that may compromise client safety and well-being.
5. The psychological practitioner will remain up-to-date on the changes related to the Regulations Governing the Practice of Psychology.
6. The psychological practitioner will reach out to the supervisor outside of scheduled supervision to consult or in emergency situations, as needed.
7. Psychological practitioner must not refer to or identify themselves as clinical psychologists and must communicate to patients and the public in writing that the psychological practitioner cannot practice autonomously and provide the name and contact information of the supervising clinical psychologist.

Compensation:

In exchange for supervisor's time, expertise, and licensure, the Supervisor will be compensated \$ _____ per one hour of in-person individual supervision and \$ _____ per hour of group supervision provided, payable according to the following terms:

_____.

PSYCHOLOGICAL PRACTITIONER SUPERVISORY AGREEMENT

Emergency Procedure:

Contingency plans for dealing with unusual, difficult, or dangerous circumstances, including: criteria for what constitutes an emergency, procedures to follow in an emergency, availability of the supervisor for emergency supervision, legal reporting requirements for both the supervisor and the psychological practitioner, and potential court involvement.

In case of an emergency, we have discussed and agreed upon the following procedure:

Duration and Termination:

The period of this agreement will be from the date the psychological practitioner is licensed by the Board of Psychology until the psychological practitioner meets and is approved to practice autonomously, or the agreement is otherwise terminated. This agreement may be terminated by either party upon 30 days' notice. The agreement can be immediately terminated if either party fails to maintain necessary qualifications or fails to follow the Regulations Governing the Practice of Psychology.

Contact Information:

Supervisor and psychological practitioner should provide contact information to one another – particularly emergency contact information.

Additional Provisions, Agreements and/or Clarifications:

PSYCHOLOGICAL PRACTITIONER SUPERVISORY AGREEMENT

We, as supervisor and psychological practitioner, agree to uphold the directives and provisions outlined in this agreement to the best of our abilities, and conduct our professional behavior according to Regulations Governing the Practice of Psychology, Code of Virginia and relevant state and federal laws.

Psychological Practitioner _____ Date _____

Supervisor _____ Date _____

SAMPLE

AREA OF GRADUATE STUDY VERIFICATION OF REQUIRED COURSEWORK PSYCHOLOGICAL PRACTITIONER

This form must be submitted to document the courses you would like considered to meet the educational coursework requirements for psychological practitioner licensure.

INSTRUCTIONS

Please review the [Regulations Governing the Practice of Psychology](#) for detailed education requirements.

Please indicate the course(s) you would like considered to meet the educational requirements. For each course, provide the course code, course title, number of semester or quarter hours, and the name of the college or university. Designate semester hours with a "S" and quarter hours with a "Q". You must attach the syllabus or course description for each course with your application.

All information provided is subject to Board review and approval. This form must be completed in its entirety.

Applicant Information

Applicant's Name (Last, First, Middle)

Applicant's Student ID Number

Last 4 digits of Social Security Number

XXX-XX- ____ _

Course Information: General Knowledge in the Discipline of Psychology. *Undergraduate degree courses accepted by the master's program may be listed to meet the requirements of this section only.*

1. **Affective Bases of Behavior** (e.g., the psychology of affect, emotion and mood including topics such as the neuroscience of emotion or emotional regulation).

Course Code	Course Title	S/Q Hours	College/University	Syllabus Attached
				<input type="checkbox"/>
				<input type="checkbox"/>

2. **Biological Bases of Behavior** (e.g., physiological psychology, comparative psychology, neuropsychology, sensation and perception, health psychology, pharmacology, neuroanatomy).

Course Code	Course Title	S/Q Hours	College/University	Syllabus Attached
				<input type="checkbox"/>
				<input type="checkbox"/>

[First Name] [Last Name]

3. Cognitive Bases of Behavior (e.g., learning theory, cognition, memory, decision making).

Course Code	Course Title	S/Q Hours	College/University	Syllabus Attached
				<input type="checkbox"/>
				<input type="checkbox"/>

4. Developmental Bases of Behavior (e.g., the psychology of development across the life span with a focus on two or more distinct developmental periods).

Course Code	Course Title	S/Q Hours	College/University	Syllabus Attached
				<input type="checkbox"/>
				<input type="checkbox"/>

5. Social Bases of Behavior (e.g., social psychology, group processes, organizational and system theory, discrimination multicultural issues).

Course Code	Course Title	S/Q Hours	College/University	Syllabus Attached
				<input type="checkbox"/>
				<input type="checkbox"/>

Course Information: Research Methodology and Psychometrics. Graduate or post-graduate level courses only.

1. Research Methodology (e.g., research design, quantitative and qualitative methods, data analysis, sampling procedures sufficient to allow consumption and application of psychological research).

Course Code	Course Title	S/Q Hours	College/University	Syllabus Attached
				<input type="checkbox"/>
				<input type="checkbox"/>

2. Psychometrics (e.g., techniques of psychological measurement, issues of reliability and validity of psychological measures).

Course Code	Course Title	S/Q Hours	College/University	Syllabus Attached
				<input type="checkbox"/>
				<input type="checkbox"/>

Course Information: Master's Level Clinical Training. Graduate level courses only.

1. Integrating Psychological Science and Practice

Course Code	Course Title	S/Q Hours	College/University	Syllabus Attached
				<input type="checkbox"/>
				<input type="checkbox"/>

[First Name] [Last Name]

2. <u>Ethical Practice</u>				
Course Code	Course Title	S/Q Hours	College/University	Syllabus Attached
				<input type="checkbox"/>
				<input type="checkbox"/>
3. <u>Individual and Cultural Diversity</u>				
Course Code	Course Title	S/Q Hours	College/University	Syllabus Attached
				<input type="checkbox"/>
				<input type="checkbox"/>
4. <u>Professional Values and Behavior</u>				
Course Code	Course Title	S/Q Hours	College/University	Syllabus Attached
				<input type="checkbox"/>
				<input type="checkbox"/>
5. <u>Communication and Interpersonal Skills</u>				
Course Code	Course Title	S/Q Hours	College/University	Syllabus Attached
				<input type="checkbox"/>
				<input type="checkbox"/>
6. <u>Psychological Assessment</u>				
Course Code	Course Title	S/Q Hours	College/University	Syllabus Attached
				<input type="checkbox"/>
				<input type="checkbox"/>
7. <u>Psychological Intervention</u>				
Course Code	Course Title	S/Q Hours	College/University	Syllabus Attached
				<input type="checkbox"/>
				<input type="checkbox"/>
8. <u>Knowledge of Supervision Approaches and Theories</u>				
Course Code	Course Title	S/Q Hours	College/University	Syllabus Attached
				<input type="checkbox"/>
				<input type="checkbox"/>

[First Name] [Last Name]

9. Consultation and Interprofessional Skills				
Course Code	Course Title	S/Q Hours	College/University	Syllabus Attached
				<input type="checkbox"/>
				<input type="checkbox"/>

Course Information: Supervised Experience. Graduate level courses only.

1. Practicum, Internship, or Field Experience Involving Psychological Interventions.				
Course Code	Course Title	S/Q Hours	College/University	Syllabus Attached
				<input type="checkbox"/>
				<input type="checkbox"/>

VERIFICATION OF SUPERVISION FORM PSYCHOLOGICAL PRACTITIONER – AUTONOMOUS PRACTICE

This form must be submitted to compile required information and verification from your supervisor about your post-degree supervised experience towards a licensed psychological practitioner authorized for autonomous practice.

INSTRUCTIONS

The applicant should complete the top portion of this form **only**, then provide this form to the supervisor who supervised the applicant's post-licensure supervised experience. The completed form should be returned to the applicant for inclusion in their application for submission to the Virginia Board of Psychology. **If supervision took place under more than one clinical psychologist, a separate form is required for each supervisor.**

TO BE COMPLETED BY PSYCHOLOGICAL PRACTITIONER:

Last Name:	First Name:	Middle/Maiden Name:	Suffix:
Email Address:	Phone Number:	Last 4 digits of Social Security Number: XXX-XX-__ __ __ __	

TO BE COMPLETED BY SUPERVISOR:

Part I: Supervisor's Information

Supervisor's Last Name:	Supervisor's First Name:	Suffix:
Supervisor's Email Address:		Supervisor's Phone Number:
Supervisor's License Number:	Supervisor's License Title:	

Part II: Worksite Information (location where applicant obtained post-degree supervised experience hours toward autonomous practice)

Name of Worksite:		
Address of Worksite:		
City:	State:	Zip Code:

Part III: Dates of Supervision

Start Date: (MM/DD/YYYY)	End Date: (MM/DD/YYYY)	Total Months:
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Part IV: Supervision of the Psychological Practitioner
(If the response is "NO" to any of the below questions, please provide an explanation on a separate sheet of paper and provide it with this form to the applicant.)

1. Under your direct supervision, how many hours of supervised practice did the psychological practitioner complete?	_____	
2. As the supervising clinical psychologist, did you periodically review patient charts or electronic patient records completed by the psychological practitioner?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
3. As the supervising clinical psychologist, did you provide appropriate and regular input on cases, patient emergencies and referrals?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
4. As the supervising clinical psychologist, did you provide appropriate professional development?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
5. As the supervising clinical psychologist, did you manage areas of deficiency if needed or indicated during supervision?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
6. As the supervising clinical psychologist, did you ensure that the psychological practitioner only practiced within their scope of education and training?	<input type="checkbox"/> YES	<input type="checkbox"/> NO

Part V: Discipline of Psychology Competencies
(If the response is "NO" to any of the below questions, please provide an explanation on a separate sheet of paper and provide it with this form to the applicant.)

A. Is the psychological practitioner competent to practice affective bases of behavior (e.g., the psychology of affect, emotion and mood including topics such as the neuroscience of emotion or emotional regulation)?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
B. Is the psychological practitioner competent to practice biological bases of behavior (e.g., physiological psychology, comparative psychology, neuropsychology, sensation and perception, health psychology, pharmacology, neuroanatomy)?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
C. Is the psychological practitioner competent to practice cognitive bases of behavior (e.g., learning theory, cognition, memory, decision making)?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
D. Is the psychological practitioner competent to practice developmental bases of behavior (e.g., the psychology of development across the life span with a focus on two or more distinct developmental periods)?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
E. Is the psychological practitioner competent to practice social bases of behavior (e.g., social psychology, group processes, organizational and systems theory, discrimination multicultural issues)?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
F. Is the psychological practitioner competent to practice research methodology (e.g., research design, quantitative and qualitative methods, data analysis, sampling procedures sufficient to allow consumption and application of psychological research)?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
G. Is the psychological practitioner competent to practice psychometrics (e.g., techniques of psychological measurement, issues of reliability and validity of psychological measures)?	<input type="checkbox"/> YES	<input type="checkbox"/> NO

Part VI: Practice Competencies <i>(If the response is "NO" to any of the below questions, please provide an explanation on a separate sheet of paper and provide it with this form to the applicant.)</i>		
H. Is the psychological practitioner competent to practice integrating psychological science and practice ?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
I. Is the psychological practitioner competent to practice professional ethics and standards of practice ?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
J. Is the psychological practitioner competent to practice individual and cultural diversity ?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
K. Is the psychological practitioner competent to practice professional values and behavior ?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
L. Is the psychological practitioner competent to practice communication and interpersonal skills ?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
M. Is the psychological practitioner competent to practice psychological assessment ?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
N. Is the psychological practitioner competent to practice psychological intervention ?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
O. Is the psychological practitioner competent to practice knowledge of supervision approaches and theories ?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
P. Is the psychological practitioner competent to practice consultation and interprofessional skills ?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Q. In your opinion as the supervising clinical psychologist, did the psychological practitioner demonstrate sufficient competency to practice autonomously?	<input type="checkbox"/> YES	<input type="checkbox"/> NO

Part VII: Attestation of Supervisor	
I, _____ (name of supervisor) declare by my signature, to the best of my knowledge the foregoing is true and correct.	
Signature of Supervisor _____	Date _____

Wet/Original or Verifiable Electronic Signature Only

AFFIDAVIT: The following statement must be executed by a Notary Public.

State of _____, County of _____

Name _____, being duly sworn, says that he/she is the person who supervised the foregoing Applicant for licensure; that the statements herein contained are true in every respect, that he/she has complied with all requirements of the law; and that he/she has read and understands this affidavit.

Subscribed to and sworn to before me this _____ day of _____, 20_____

Signature of Notary: _____.

My commission expires on _____.

My commission # (if applicable): _____.

b. Evidence of post-licensure clinical practice in counseling, as defined in § 54.1-3500 of the Code of Virginia, for 24 of the last 60 months immediately preceding his licensure application in Virginia. Clinical practice shall mean the rendering of direct clinical counseling services or clinical supervision of counseling services; or

3. In lieu of transcripts verifying education and documentation verifying supervised experience, the board may accept verification from the credentials registry of the American Association of State Counseling Boards or any other board-recognized entity.

18VAC115-20-49. Degree program requirements.

A. The applicant shall have completed a graduate degree from a program that prepares individuals to practice counseling as defined in § 54.1-3500 of the Code of Virginia, is offered by a college or university accredited by a regional accrediting agency, and meets the following criteria:

1. There must be a sequence of academic study with the expressed intent to prepare counselors as documented by the institution;
2. There must be an identifiable counselor training faculty and an identifiable body of students who complete that sequence of academic study; and
3. The academic unit must have clear authority and primary responsibility for the core and specialty areas.

B. Programs that are approved by CACREP or CORE are recognized as meeting the requirements of subsection A of this section.

C. Graduates of programs that are not within the United States or Canada shall provide documentation from an acceptable credential evaluation service that provides information that allows the board to determine if the program meets the requirements set forth in this chapter.

18VAC115-20-50. [Expired].

18VAC115-20-51. Coursework requirements.

A. The applicant shall have successfully completed 60 semester hours or 90 quarter hours of graduate study in the following core coursework with a minimum of three semester hours or 4.0 quarter hours in each of subdivisions 1 through 12 of this subsection:

1. Professional counseling identity, function, and ethics;
2. Theories of counseling and psychotherapy;
3. Counseling and psychotherapy techniques;
4. Human growth and development;
5. Group counseling and psychotherapy theories and techniques;
6. Career counseling and development theories and techniques;

7. Appraisal, evaluation, and diagnostic procedures;
8. Abnormal behavior and psychopathology;
9. Multicultural counseling theories and techniques;
10. Research;
11. Diagnosis and treatment of addictive disorders;
12. Marriage and family systems theory; and
13. Supervised internship of at least 600 hours to include 240 hours of face-to-face client contact. Only internship hours earned after completion of 30 graduate semester hours may be counted towards residency hours.

B. If 60 graduate hours in counseling were completed prior to April 12, 2000, the board may accept those hours if they meet the regulations in effect at the time the 60 hours were completed.

18VAC115-20-52. Resident license and requirements for a residency.

A. Resident license. Applicants for temporary licensure as a resident in counseling shall:

1. Apply for licensure on a form provided by the board to include the following: (i) verification of a supervisory contract, (ii) the name and licensure number of the clinical supervisor and location for the supervised practice, and (iii) an attestation that the applicant will be providing clinical counseling services;
2. Have submitted an official transcript documenting a graduate degree that meets the requirements specified in 18VAC115-20-49 to include completion of the coursework and internship requirement specified in 18VAC115-20-51;
3. Pay the registration fee;
4. Submit a current report from the U.S. Department of Health and Human Services National Practitioner Data Bank (NPDB); and
5. Have no unresolved disciplinary action against a mental health or health professional license, certificate, or registration in Virginia or in another jurisdiction. The board will consider the history of disciplinary action on a case-by-case basis.

B. Residency requirements.

1. The applicant for licensure as a professional counselor shall have completed a 3,400-hour supervised residency in the role of a professional counselor working with various populations, clinical problems, and theoretical approaches in the following areas:
 - a. Assessment and diagnosis using psychotherapy techniques;
 - b. Appraisal, evaluation, and diagnostic procedures;
 - c. Treatment planning and implementation;
 - d. Case management and recordkeeping;

- e. Professional counselor identity and function; and
- f. Professional ethics and standards of practice.

2. The residency shall include a minimum of 200 hours of in-person supervision between supervisor and resident in the consultation and review of clinical counseling services provided by the resident. Supervision shall occur at a minimum of one hour and a maximum of four hours per 40 hours of work experience during the period of the residency. For the purpose of meeting the 200-hour supervision requirement, in-person may include the use of secured technology that maintains client confidentiality and provides real-time, visual contact between the supervisor and the resident. Up to 20 hours of the supervision received during the supervised internship may be counted toward the 200 hours of in-person supervision if the supervision was provided by a licensed professional counselor.
3. No more than half of the 200 hours may be satisfied with group supervision. One hour of group supervision will be deemed equivalent to one hour of individual supervision.
4. Supervision that is not concurrent with a residency will not be accepted, nor will residency hours be accrued in the absence of approved supervision.
5. The residency shall include at least 2,000 hours of face-to-face client contact in providing clinical counseling services. The remaining hours may be spent in the performance of ancillary counseling services.
6. A graduate-level internship in excess of 600 hours, which was completed in a program that meets the requirements set forth in 18VAC115-20-49, may count for up to an additional 300 hours toward the requirements of a residency.
7. Supervised practicum and internship hours in a CACREP-accredited doctoral counseling program may be accepted for up to 900 hours of the residency requirement and up to 100 of the required hours of supervision provided the supervisor holds a current, unrestricted license as a professional counselor.
8. The residency shall be completed in not less than 21 months or more than four years. Residents who began a residency before August 24, 2016, shall complete the residency by August 24, 2020. An individual who does not complete the residency after four years shall submit evidence to the board showing why the supervised experience should be allowed to continue. A resident shall meet the renewal requirements of subsection C of 18VAC115-20-100 in order to maintain a license in current, active status.
9. The board may consider special requests in the event that the regulations create an undue burden in regard to geography or disability that limits the resident's access to qualified supervision.
10. Residents may not call themselves professional counselors, directly bill for services rendered, or in any way represent themselves as independent, autonomous practitioners or professional counselors. During the residency, residents shall use their names and the initials

of their degree, and the title "Resident in Counseling" in all written communications. Clients shall be informed in writing that the resident does not have authority for independent practice and is under supervision and shall provide the supervisor's name, professional address, and phone number.

11. Residents shall not engage in practice under supervision in any areas for which they have not had appropriate education.

12. Residency hours approved by the licensing board in another United States jurisdiction that meet the requirements of this section shall be accepted.

C. Supervisory qualifications. A person who provides supervision for a resident in professional counseling shall:

1. Document two years of post-licensure clinical experience;

2. Have received professional training in supervision, consisting of three credit hours or 4.0 quarter hours in graduate-level coursework in supervision or at least 20 hours of continuing education in supervision offered by a provider approved under 18VAC115-20-106; and

3. Hold an active, unrestricted license as a professional counselor or a marriage and family therapist in the jurisdiction where the supervision is being provided. At least 100 hours of the supervision shall be rendered by a licensed professional counselor. Supervisors who are substance abuse treatment practitioners, school psychologists, clinical psychologists, clinical social workers, or psychiatrists and have been approved to provide supervision may continue to do so until August 24, 2017.

D. Supervisory responsibilities.

1. Supervision by any individual whose relationship to the resident compromises the objectivity of the supervisor is prohibited.

2. The supervisor of a resident shall assume full responsibility for the clinical activities of that resident specified within the supervisory contract for the duration of the residency.

3. The supervisor shall complete evaluation forms to be given to the resident at the end of each three-month period.

4. The supervisor shall report the total hours of residency and shall evaluate the applicant's competency in the six areas stated in subdivision B 1 of this section.

5. The supervisor shall provide supervision as defined in 18VAC115-20-10.

E. Applicants shall document successful completion of their residency on the Verification of Supervision Form at the time of application. Applicants must receive a satisfactory competency evaluation on each item on the evaluation sheet. Supervised experience obtained prior to April 12, 2000, may be accepted toward licensure if this supervised experience met the board's requirements that were in effect at the time the supervision was rendered.

18VAC115-20-60. (Repealed.)

**Part III
Examinations**

18VAC115-20-70. General examination requirements; schedules; time limits.

A. Every applicant for initial licensure by examination by the board as a professional counselor shall pass a written examination as prescribed by the board. An applicant is required to have passed the prescribed examination within six years from the date of initial issuance of a resident license by the board.

B. Every applicant for licensure by endorsement shall have passed a licensure examination in the jurisdiction in which licensure was obtained.

C. The board shall establish a passing score on the written examination.

D. A resident shall remain in a residency practicing under supervision until the resident has passed the licensure examination and been granted a license as a professional counselor.

18VAC115-20-80. (Repealed.)

18VAC115-20-90. (Repealed.)

**Part IV
Licensure Renewal; Reinstatement**

18VAC115-20-100. Annual renewal of licensure.

A. Every licensed professional counselor who intends to continue an active practice shall submit to the board on or before June 30 of each year:

1. A completed form for renewal of the license on which the licensee attests to compliance with the continuing competency requirements prescribed in this chapter; and
2. The renewal fee prescribed in 18VAC115-20-20.

B. A licensed professional counselor who wishes to place his license in an inactive status may do so upon payment of the inactive renewal fee as established in 18VAC115-20-20. No person shall practice counseling in Virginia unless he holds a current active license. A licensee who has placed himself in inactive status may become active by fulfilling the reactivation requirements set forth in subsection C of 18VAC115-20-110.

C. For renewal of a resident license in counseling, the following shall apply:

1. A resident license shall expire annually in the month the resident license was initially issued and may be renewed up to five times by submission of the renewal form and payment of the fee prescribed in 18VAC115-20-20.