

**MINUTES
BOARD OF PSYCHOLOGY
REGULATORY COMMITTEE
July 7, 2009**

TIME & PLACE: The meeting was called to order at 10:10 a.m. on July 7, 2009 in Training Room 2 at the Department of Health Professions, 9960 Mayland Drive, Suite 300, Richmond, Virginia.

PRESIDING: Michael Stutts, Ph.D., Chair

**MEMBERS
PRESENT:** Jeffery Clark, Ph.D.
Robert Falk, Ph.D.
Desideria Hacker, Ph.D.
Herbert L. Stewart, Ph.D.
Michael Stutts, Ph.D.

**MEMBERS
ABSENT:** Sonia Price, Esq.

**STAFF
PRESENT:** Evelyn B. Brown, Executive Director
Patricia Larimer, Deputy Executive Director
Diana Pollick, Operations & Compliance Manager
Roslyn Adams, Administrative Assistant

**OTHERS
PRESENT:** Jacqueline Curtis, Ph.D., Credentials Reviewer
Jennifer Morgan, Ph.D., VPA/VACP
James Werth, Ph.D., Radford University

**ORDERING
OF AGENDA:** Evelyn Brown requested that Guidance Documents be review after approval of minutes.

**PUBLIC
COMMENT:** Jennifer Morgan of Virginia Psychological Association (VPA) announced that the VPA Conference is scheduled to be held October 22-23, 2009 in Richmond.

**APPROVAL
OF MINUTES:** Dr. Clark made a motion to accept the minutes of the April 7, 2009 Regulatory Committee meeting. Dr. Hacker seconded the motion which passed unanimously.

**REVIEW OF
GUIDANCE
DOCUMENTS:**

The Committee reviewed the Guidance Documents submitted at the April 7, 2009 Regulatory meeting. The recommendation of the Committee was to repeal Guidance Documents 125-3.1, 125-3.2, 125-3.3, 125-3.6, 125-3.7, 125-4.1, 125-4.2. Further recommendations made are as follows:

- The recommendation for 125-3.4 was to eliminate the language “Chair of the Examination Committee” and replace with “Board staff” and/or “Board designee when necessary”. The revised Guidance Documents would then read *“The Executive Director would have the authority to make decisions on special accommodation requests, with the option of having a Board designee review documentation when necessary. If the Board designee is unable to make a determination, the request will be presented to the full Board.”*
- The recommendation for 125-3.5 was to reformat the sentence structure.
- The Committee recommended that the Board keep 125-3.8, 125-3.9, 125-5.1.

Dr. Hacker made a motion to accept the recommendations as presented by the Committee. Dr. Stewart second the motion which passed unanimously. The recommendations will be presented at the next Board meeting for its consideration.

**CREDENTIAL
REVIEW
CONCERNS:**

Dr. Jacqueline Curtis: Dr. Curtis reported that the review process has shown great improvement in the past few years due to staff efforts regarding administrative reviews of documents prior to the monthly review, however there are still the following problem areas;

- Foreign Transcripts/Degrees – Frequently, internships do not meet educational requirements as required by the Regulations. Some internships have occurred at the Bachelors level and, in some cases core content areas do not meet the requirements of the Virginia Board. Also, post degree supervision often does not meet the requirements of the Regulations.

- **School Psychologist-Limited** – Dr. Curtis stated that out-of-state applicants are submitting employment verification from other jurisdictions. Howard Casway made reference to Code of Virginia §54.1-3600 which states that the “School Psychologist-Limited shall practice solely in public school settings limited to schools in the Commonwealth.” Mr. Casway suggested that since a regulatory change is not needed the “Employment Verification” form be changed providing clarity to applicants. The Committee agreed and requested Board staff to make appropriate changes to this document.
- **Sex Offender Treatment Provider Supervision Documentation -** Dr. Curtis stated that many endorsement applicants are unable to provide documentation of supervision hour accrued although they have been working in the field for many years. Mr. Casway suggested that the Committee might want to consider giving full faith and credit to other jurisdictions’ requirements as stated in 18VAC125-30-30-B. Another suggestion was to allow the licensure by endorsement option to those who have been in active practice 5 of the last 6 years immediately preceding application for certification in Virginia. Discussion followed. It was the consensus of the Committee to table this issue and revisit at a later date.
- **Verification of Supervision Documents** – Dr. Curtis explained to the Committee that many applicants register more than one supervisor but upon completion of their residencies submit only one supervisor’s verification of hours. She stated her concern was that there could have been supervision issues with registered supervisors with whom supervision was terminated before completion of the residency that applicants did not want disclosed to the Board. Discussion followed. The Committee concurred that the supervision approval letter should be revised to notify each registered supervisor that a written evaluation of the applicant’s performance must be submitted to the Board when the supervision has been completed or terminated.

**DRAFT CRITERIA
FOR PRE-INTERNSHIP PRACTICA:**

Dr. Stutts presented a revised draft based upon discussion from the April 7, 2009 Regulatory Committee meeting. Lengthy discussion followed. The Committee recommended the following for the “Standards for Pre-doctoral Training”:

- **Training as part of an organized sequence with graded complexity overseen by the applicant’s doctoral training program.**
 - * **Applicants who hold a doctorate from a professional psychology program in a regionally accredited university, which was accredited by the APA within four years after the applicant graduated from the program, shall be assumed to meet this guideline unless proved otherwise.**
 - * **If the applicant does not hold a doctorate from an APA accredited program, or a program that was accredited by APA within four years after the applicant graduated from the program, the applicant shall hold a doctorate from a professional psychology program which documents that it offers education and training which prepares individuals for the practice of clinical psychology as defined in §54.1-3600 of the Code of Virginia and which meets the criteria enumerated in 18VAC125-20-54 (Educational requirements for clinical psychologists).**

- **A minimum of 1500 hours of supervised professional experience. The Committee discussed specific language to clarify face-to-face contact requirements, and service-related and supportive activities required within in the 1500 hours of pre-doctoral practica experience. Dr. Stutts agreed to rework this item, including proposed definitions of terms, and email it to the members for further consideration and input.**

- **A minimum of one hour of individual face-to-face supervision will be provided for every eight (8) hours of supervised professional work experience spent in service-related activities and direct client contact.**
 - * **Time spent in supervision provided onsite or in the students’ department for service-related activities shall not count toward face-to-face or service related activities.**

- The program's director of clinical training must certify the pre-doctoral hours reported.

For applicants proposing to submit pre-internship practicum training to satisfy a portion of the postdoctoral requirement the following language was agreed upon:

- Applicants submitting pre-internship practicum experience meeting the above standards, but totaling less than the required 1500 hours may obtain the remainder of required hours in accordance with current residency requirement standards. Specifically, their supervisor must be duly licensed and registered by the Board as set forth in 18VAC125020-65(B). The supervised experience must meet those same standards.
- When the applicant/resident has completed the supervised professional experience hours contracted for, the supervisor will submit a written evaluation of the applicant's performance to the Board.
- This portion of the supervised experience requirement must be completed over a period not to exceed three years.

The current regulations would remain unchanged for those electing to obtain the entire second year of required supervised experience through a postdoctoral residency.

NEXT MEETING DATE: 10:00 am, Friday, September 18, 2009

ADJOURN: The meeting adjourned at 2:10 p.m.

Michael Stutts, Ph. D., Chair

Evelyn B. Brown, Executive Director