

**Call to Order – J.D. Ball, Ph.D, LCP, Chairperson**

- Welcome and Introductions
- Establishment of Quorum
- Mission of the Board/Emergency Egress Procedures.....Page 3

**Adoption of Agenda**

**Public Comment**

*The Board will receive public comment related to agenda items at this time. The Board 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.*

**Approval of Minutes**

Board Meeting – September 19, 2023\* .....Page 5

**Agency Director Report (Verbal Report)– Arne Owens**

**Presentation** – Christina Buissett, HPMP Program Manager and Amy Ressler, HPMP Administrative Director  
 “Health Practitioner’s Monitoring Program”

**Legislative and Regulatory Report – Erin L. Barrett, JD, DHP Director of Legislative and Regulatory Affairs**

- Regulatory Chart.....Page 11
- Completion of Periodic Review of Public Participation Guidelines\*.....Page 12

**Staff Reports**

**Executive Director’s Report (Verbal) – Jaime Hoyle, JD, Executive Director, Boards of Counseling, Psychology and Social Work**

- Update on Staffing/Board appointments
- Involvement and Outreach
  - PSYPACT update.....Page 23

**Discipline Report – Jennifer Lang, Deputy Director, Boards of Counseling, Psychology, and Social Work.....Page 84**

**Licensing Report – Charlotte Lenart, Deputy Director, Boards of Counseling, Psychology, and Social Work.....Page 103**

**Committee Reports**

- Regulatory Committee Report (Verbal) – Dr. Chapman.....Page 106
- Board of Health Professions Report (Verbal) – Dr. Wallace.....Page 109

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**Unfinished Business – Ms. Barrett**

- Discussion of licensure of master’s level psychologists and next steps.....Page 112

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**Recommended Decisions\***

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**Next Meeting** – February 27, 2024

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**Adjournment**

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\*Requires a Board 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

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### **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.

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### **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**  
**Board Meeting Minutes**  
**Tuesday, September 19, 2023 at 10:00 a.m.**  
**9960 Mayland Drive, Henrico, VA 23233**  
**Board Room 1**

**PRESIDING OFFICER:** J.D. Ball, Ph.D.

**BOARD MEMBERS PRESENT:** Aliya Chapman, Ph.D.  
William Hathaway, Ph.D.  
Norma Murdock-Kitt, Ph.D.  
Gary Sibcy, Ph.D.  
Cheryl Snyder, Citizen Member  
Kathryn Zeanah, Ph. D.

**BOARD MEMBERS ABSENT:** Susan Brown Wallace, Ph.D.  
Christine Payne, BSN, MBA, Citizen Member

**BOARD STAFF PRESENT:** Jaime Hoyle, JD, Executive Director  
Jennifer Lang, Deputy Executive Director  
Charlotte Lenart, Deputy Executive Director

**DHP STAFF PRESENT:** Erin Barrett, JD, Director of Legislative and Regulatory Affairs, Department of Health Professions  
James Jenkins, RN, Agency Deputy Director, Special Advisor to the Governor on Workforce  
Matt Novak, Policy & Economic Analyst, Department of Health Professions  
Arne Owens, Agency Director, Department of Health Professions

**BOARD COUNSEL PRESENT:** James Rutkowski, Assistant Attorney General

**CALL TO ORDER:** Dr. Ball called the meeting to order at 10:08 a.m.

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

**ESTABLISHMENT OF A QUORUM:** With seven (7) members present, a quorum was established.

**ADOPTION OF AGENDA:** The agenda was adopted as presented.

**PUBLIC ATTENDEES:** Natalia Gomez Givliani, graduate student  
Catherine Horne, member of the public  
Cristian Rivera Nales, graduate student  
Alisandra Macias, graduate student

<b>PUBLIC COMMENT:</b>	None
<b>APPROVAL OF MINUTES:</b>	The minutes from the May 23, 2023, Quarterly Board meeting were adopted as presented.
<b>AGENCY DIRECTOR REPORT:</b>	<p>Mr. Owens provided the following information:</p> <ul style="list-style-type: none"> <li>• DHP will be looking at the business processes to ensure that DHP is operating as efficiently as possible.</li> <li>• Healthcare workforce remains a priority for the Governor and reports from the RAND study are expected by October 2023. The Claude Moore Institute is completing a parallel study.</li> <li>• Mr. Jenkins and Ms. Hoyle are co-leaders for workstream five of the Governor’s Behavioral Health Transformation “Right Help, Right Now” initiative.</li> <li>• DHP has prepared a concept paper for discussion focusing on three key areas: master’s level psychologist license, Qualified Mental Health Professionals (QMHPs), and school psychologists.</li> </ul>
<b>PRESENTATION:</b>	<p>Barbara Hodgdon, Ph.D., Deputy Director, Healthcare Workforce Data Center and Data Analytics Division presented the Clinical Psychology Workforce 2023 Survey Findings.</p> <p>The Board asked questions and made suggestions for additional questions to be added during renewal.</p> <p>The Board will discuss and produce one to two questions to be added to the renewal questionnaire. A question related to PSYPACT will possibly be added, asking respondents to indicate what states they practice into from Virginia.</p> <p>The Healthcare Workforce will take the suggestions from the Board and analyze the current data to allow for more information on which types of payments psychologists currently receive, particularly whether they see patients who pay exclusively by self pay.</p> <p>Dr. Ball asked Dr. Hodgdon and Dr. Shobo about the possibility of presenting at the Virginia Academy of Clinical Psychologist (VACP) Board Conversation Hour.</p>
<b>BOARD CHAIR REPORT:</b>	No report.
<b>LEGISLATIVE AND REGULATORY REPORT:</b>	<p><b>Chart of Regulatory Actions</b>  Ms. Barrett reviewed with the Board the current regulatory actions for the Board of Psychology as of September 7, 2023. A copy of the chart was included in the agenda packet.</p> <p><b>Adoption of Revised Policy on Meetings Held with Electronic Participation Based on Statutory Change</b>  Ms. Barrett reviewed and discussed the proposed revised electronic participation</p>

policy with the Board.

**Motion:** Dr. Hathaway made a motion, which Dr. Sibcy II properly seconded, to revise the policy on meetings held with electronic participation as presented. The motion passed unanimously.

**Consideration of Petition for Rulemaking regarding acceptance of retired licensees in good standing for licensure by endorsement**

Ms. Barrett provided an overview of the petition and public comment received. The Board agreed to review and amend 18VAC125-20-42 to include evidence of a retired license to support licensure by endorsement, and to reduce licensure by endorsement requirements in other parts of the regulations.

**Motion:** Dr. Ball made a motion, which Dr. Chapman properly seconded, to accept the petition and initiate rulemaking. The motion passed unanimously.

**Motion:** Dr. Zeanah made a motion, which Dr. Chapman properly seconded, to initiate a Notice of Intended Regulatory Action (NOIRA) to amend the endorsement requirement in 18VAC125-20-42 to reduce requirements. The motion passed unanimously.

**Initiation of Periodic Review of Public Participation Guidelines Contained in 18VAC125-11**

Ms. Barrett reviewed the Public Participation Guidelines with the Board and indicated the agency is required to conduct a periodic review of regulatory chapters every four years. Even though there have been no changes to the chapter, the Board is still required to conduct a periodic review.

**Motion:** Dr. Chapman made a motion, which Ms. Snyder properly seconded, to initiate periodic review of the Public Participation Guidelines set forth in 18VAC125-11. The motion passed unanimously.

**STAFF REPORTS:**

**Executive Director's Report:**

Ms. Hoyle informed the Board that Deborah Harris retired September 1, 2023, and publicly acknowledged her valuable contributions to the Board and her years of service. Ms. Hoyle also thanked Ms. Lang and Ms. Lenart for their continued hard work and contributions to the Board. Ms. Lenart has been covering all the Board responsibilities in Ms. Harris's absence as we recruit for that position. Dr. Ball commended and thanked all Board staff.

Ms. Hoyle reported that the next PSYPACT meeting will be held remotely in November. She is a member of many of the PSYPACT committees and the ASPPB model act and regulations committee which meet regularly. The ASPPB conference will be held in late October and Dr. Hathaway and Dr. Chapman will be attending and representing the Board.

The Right Help, Right Now initiative is very interested in the master's level psychology license as one answer to the behavioral health workforce shortage.

**Discipline Report:**

Ms. Lang advised the board that a formal hearing will be scheduled for December 5, 2023, following the quarterly board meeting, and asked board members to notify her as soon as possible if they cannot attend the hearing.

Ms. Lang discussed the discipline report in the agenda packet, focusing on the new information included that provides a snapshot of the following regarding the discipline staff and processes:

- Two full-time discipline staff members are shared by three boards; the Boards of Psychology, Counseling, and Social Work. A part-time discipline reviewer is dedicated to the Board of Psychology.
- Staff duties include reviewing and processing disciplinary matters and credential appeal cases, attending hearings, managing compliance cases for individuals under terms of a board Order, and completing the continuing education audits for the three boards.
- From January 1 - August 31, 2023, discipline staff has received 468 completed investigations, with an additional 213 cases currently being investigated.
- From May - August of 2023, staff attended 10 discipline hearings and six board meetings.

#### **Licensing Report:**

Ms. Lenart provided information on the current licenses, registration and certifications regulated by the Board.

Ms. Lenart informed the Board that Ms. Harris retired from the Board of Psychology after more than ten years of service. She thanked Ms. Harris for her contributions. Ms. Lenart is actively recruiting to replace Ms. Harris and should have someone in place by the end of the month.

Ms. Lenart announced that all applications and forms have been updated and applicants can now apply online and upload their supporting documentation during the online application process. Licenses issued by the Board now have QR codes which link clients directly to the license lookup section of the website.

#### **COMMITTEE REPORTS:**

##### **Regulatory Committee Report:**

Dr. Ball reported on the Regulatory Committee's discussions and action.

##### **Examination for Professional Practice in Psychology (EPPP):**

The Regulatory Committee previously made a recommendation to the board to begin requiring part II of the EPPP, in addition to the current part required for licensure. The recommendation from the Regulatory Committee was passed unanimously by the Board. Board staff will need to research to see if part I could be taken during the doctorate program and part II taken post-internship when applying for licensure. The Board will need to decide when to require part II, prior to or on January 1, 2026 as required by ASPPB.



Dr. Chapman discussed the need to support applicants or students who recently failed the examination. Dr. Ball suggested that the Board ask VACP for help in supporting applicants with training and test preparation.

This issue will continue to be on the Regulatory Committee agenda.

The Board discussed if there is a need for a waiting period before applicants can re-take the examination. The Board did not feel that there was a need to delay the approval to retest. ASPPB allows for applicants to take the examinations up to four times per year.

### **Master's Level Psychology Licenses**

Dr. Ball updated the board on the Regulatory Committee's discussion on possible title, training, supervision, and scope of practice if legislation is passed to implement a master's level psychology license. The Association of State and Provincial Psychology Boards (ASPPB) is currently working on suggested titles and scope of practice and may have suggestions available later this year. The board noted their support in using the title "Psychological Practitioners" and now believe that ongoing supervision should not be required for this level of practice.

Mr. Owens indicated that the master's level licensure is very important and noted that he would be very interested in ideas about enabling legislation.

**Motion:** Dr. Sibcy moved, which was properly seconded by Dr. Hathaway, for the Board to endorse a masters level psychology licensure in principle and ask the Regulatory Committee to provide broad brush guidelines for such a license. The Board voted 6 in favor with one abstention.

Dr. Ball suggested that the Regulatory Committee meet for this purpose prior to the December meeting.

### **Prescriptive Authority**

The Regulatory Committee discussed interest in this topic but noted that the board does not have legislative authority at this time.

## **ELECTIONS:**

**Motion:** Ms. Murdock-Kitt made a motion, which Dr. Chapman properly seconded, to nominate Dr. Ball as chair. The motion passed unanimously.

**Motion:** Dr. Ball made a motion, which Dr. Murdock-Kitt properly seconded, to nominate Dr. Chapman as vice-chair. The motion passed unanimously.

## **NEW BUSINESS:**

### **Implementation of criminal background checks for applicants.**

Ms. Hoyle discussed the need to amend the regulations to require a criminal background check so that the Board is in compliance with PSYPACT.

**Motion:** Dr. Chapman made a motion, which Ms. Snyder properly seconded, to initiate a Notice of Intended Regulatory Action (NOIRA) to add the criminal background check requirements to ensure PSYPACT compliance. The motion passed unanimously.

**NEXT MEETING DATE:**

The next full Board meeting is scheduled for December 5, 2023.

**ADJOURNMENT:**

Dr. Ball adjourned the meeting at 12:48 p.m.

\_\_\_\_\_  
J.D. Ball, Ph.D., Chair Chairperson

\_\_\_\_\_  
Date

\_\_\_\_\_  
Jaime Hoyle, JD, Executive Director

\_\_\_\_\_  
Date

DRAFT

**Board of Psychology**  
**Current Regulatory Actions**  
**As of November 27, 2023**

**In the Governor's Office**

None.

**In the Secretary's Office**

VAC	Stage	Subject Matter	Date submitted	Office; time in office	Notes
18VAC125-20	Fast-Track	Regulatory reduction (2022)	5/26/2023	Secretary 185 days	Eliminates language that is duplicative of statute or no longer applicable and provides additional language clarification.
18VAC125-20	Fast-Track	Reduction in barriers to licensure (2022)	8/25/2023	Secretary 94 days	Makes minor changes to licensure and residency requirements to reduce barriers to obtaining a clinical psychology license.
18VAC125-20	NOIRA	Amendments to licensure by endorsement	9/20/2023	Secretary 61 days	Amends requirements for licensure by endorsement to reduce the burden on applicants and simplify the application process.
18VAC125-20	NOIRA	Implementation of criminal background check for Compact compliance	9/20/2023	Secretary 60 days	Required for Compact compliance.

**At DPB/OAG**

None.

**Agenda Item: Completion of periodic review of public participation guidelines contained in 18VAC125-11**

**Included in your agenda packet:**

- Town Hall periodic review publication page, showing no comments
- 18VAC125-11

**Staff Note:** Agencies are required to conduct periodic reviews of regulatory chapters every four years. Although this particular chapter is only changed when the Department of Planning and Budget provides new model language, the Board was still required to conduct a periodic review. Now that the review is complete, the Board should not initiate any changes, but retain as is until DPB amends the model regulations.

**Action Needed:**

- Motion to retain 18VAC125-11 as is.



- Agency**
 Department of Health Professions
- Board**
 Board of Psychology
- Chapter**
 Public Participation Guidelines [[18 VAC 125 - 11](#)]

[Edit Review](#)

Review 2467

## Periodic Review of this Chapter

Includes a Small Business Impact Review

**Date Filed:** 9/19/2023

**Notice of Periodic Review**

Pursuant to Executive Order 19 (2022) and §§ 2.2-4007.1 and 2.2-4017 of the Code of Virginia, this regulation is undergoing a periodic review.

The review of this regulation will be guided by the principles in Executive Order 19 <https://TownHall.Virginia.Gov/EO-19-Development-and-Review-of-State-Agency-Regulations.pdf>.

The purpose of this review is to determine whether this regulation should be repealed, amended, or retained in its current form. Public comment is sought on the review of any issue relating to this regulation, including whether the regulation (i) is necessary for the protection of public health, safety, and welfare or for the economical performance of important governmental functions; (ii) minimizes the economic impact on small businesses in a manner consistent with the stated objectives of applicable law; and (iii) is clearly written and easily understandable.

In order for you to receive a response to your comment, your contact information (preferably an email address or, alternatively, a U.S. mailing address) must accompany your comment. Following the close of the public comment period, a report of both reviews will be posted on the Town Hall and a report of the small business impact review will be published in the Virginia Register of Regulations.

<b>Contact Information</b>	
<b>Name / Title:</b>	Jaime Hoyle / <i>Executive Director</i>
<b>Address:</b>	9960 Mayland Drive Suite 300 Henrico, VA 23233
<b>Email Address:</b>	<a href="mailto:jaime.hoyle@dhp.virginia.gov">jaime.hoyle@dhp.virginia.gov</a>
<b>Telephone:</b>	(804)367-4406 FAX: (804)327-4435 TDD: (-)

**Publication of Notice in the Register and Public Comment Period**

Published in the Virginia Register on 10/9/2023 [Volume: 40 Issue: 4]

Comment Period begins on the publication date and ended on 10/30/2023

Comments Received: 0

**Review Result**

Pending

TH-07 Periodic Review Report of Findings *(not yet submitted)*

ORM Economic Review Form *(not yet submitted)*

**Attorney General Certification**

Submitted to OAG: 9/19/2023

Review Completed: 9/25/2023

Result: Certified

 [\*\*Review Memo\*\*](#)

*This periodic review was created by Erin Barrett on 09/19/2023 at 4:46pm*

*Commonwealth of Virginia*



# **PUBLIC PARTICIPATION GUIDELINES**

## **VIRGINIA BOARD OF PSYCHOLOGY**

**Title of Regulations: 18 VAC 125-11-10 et seq.**

**Statutory Authority: §§ 54.1-2400 and 2.2-4007  
of the *Code of Virginia***

**Revised Date: January 12, 2017**

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## **Part I**

### **Purpose and Definitions**

#### **18VAC125-11-10. Purpose.**

The purpose of this chapter is to promote public involvement in the development, amendment or repeal of the regulations of the Board of Psychology. This chapter does not apply to regulations, guidelines, or other documents exempted or excluded from the provisions of the Administrative Process Act (§2.2-4000 et seq. of the Code of Virginia).

#### **18VAC125-11-20. Definitions.**

The following words and terms when used in this chapter shall have the following meanings unless the context clearly indicates otherwise:

"Administrative Process Act" means Chapter 40 (§2.2-4000 et seq.) of Title 2.2 of the Code of Virginia.

"Agency" means the Board of Psychology, which is the unit of state government empowered by the agency's basic law to make regulations or decide cases. Actions specified in this chapter may be fulfilled by state employees as delegated by the agency.

"Basic law" means provisions in the Code of Virginia that delineate the basic authority and responsibilities of an agency.

"Commonwealth Calendar" means the electronic calendar for official government meetings open to the public as required by §2.2-3707 C of the Freedom of Information Act.

"Negotiated rulemaking panel" or "NRP" means an ad hoc advisory panel of interested parties established by an agency to consider issues that are controversial with the assistance of a facilitator or mediator, for the purpose of reaching a consensus in the development of a proposed regulatory action.

"Notification list" means a list used to notify persons pursuant to this chapter. Such a list may include an electronic list maintained through the Virginia Regulatory Town Hall or other list maintained by the agency.

"Open meeting" means any scheduled gathering of a unit of state government empowered by an agency's basic law to make regulations or decide cases, which is related to promulgating, amending or repealing a regulation.

"Person" means any individual, corporation, partnership, association, cooperative, limited liability company, trust, joint venture, government, political subdivision, or any other legal or commercial entity and any successor, representative, agent, agency, or instrumentality thereof.

"Public hearing" means a scheduled time at which members or staff of the agency will meet for the purpose of receiving public comment on a regulatory action.

"Regulation" means any statement of general application having the force of law, affecting the rights or conduct of any person, adopted by the agency in accordance with the authority conferred on it by applicable laws.

"Regulatory action" means the promulgation, amendment, or repeal of a regulation by the agency.

"Regulatory advisory panel" or "RAP" means a standing or ad hoc advisory panel of interested parties established by the agency for the purpose of assisting in regulatory actions.

"Town Hall" means the Virginia Regulatory Town Hall, the website operated by the Virginia Department of Planning and Budget at [www.townhall.virginia.gov](http://www.townhall.virginia.gov), which has online public comment forums and displays information about regulatory meetings and regulatory actions under consideration in Virginia and sends this information to registered public users.

"Virginia Register" means the Virginia Register of Regulations, the publication that provides official legal notice of new, amended and repealed regulations of state agencies, which is published under the provisions of Article 6 (§2.2-4031 et seq.) of the Administrative Process Act.

## **Part II**

### **Notification of Interested Persons**

#### **18VAC125-11-30. Notification list.**

A. The agency shall maintain a list of persons who have requested to be notified of regulatory actions being pursued by the agency.

B. Any person may request to be placed on a notification list by registering as a public user on the Town Hall or by making a request to the agency. Any person who requests to be placed on a notification list shall elect to be notified either by electronic means or through a postal carrier.

C. The agency may maintain additional lists for persons who have requested to be informed of specific regulatory issues, proposals, or actions.

D. When electronic mail is returned as undeliverable on multiple occasions at least 24 hours apart, that person may be deleted from the list. A single undeliverable message is insufficient cause to delete the person from the list.

E. When mail delivered by a postal carrier is returned as undeliverable on multiple occasions, that person may be deleted from the list.

F. The agency may periodically request those persons on the notification list to indicate their desire to either continue to be notified electronically, receive documents through a postal carrier, or be deleted from the list.

**18VAC125-11-40. Information to be sent to persons on the notification list.**

A. To persons electing to receive electronic notification or notification through a postal carrier as described in 18VAC125-11-30, the agency shall send the following information:

1. A notice of intended regulatory action (NOIRA).
2. A notice of the comment period on a proposed, a repropoed, or a fast-track regulation and hyperlinks to, or instructions on how to obtain, a copy of the regulation and any supporting documents.
3. A notice soliciting comment on a final regulation when the regulatory process has been extended pursuant to §2.2-4007.06 or 2.2-4013 C of the Code of Virginia.

B. The failure of any person to receive any notice or copies of any documents shall not affect the validity of any regulation or regulatory action.

### **Part III Public Participation Procedures**

**18VAC125-11-50. Public comment.**

A. In considering any nonemergency, nonexempt regulatory action, the agency shall afford interested persons an opportunity to (i) submit data, views, and arguments, either orally or in writing, to the agency; and (ii) be accompanied by and represented by counsel or other representative. Such opportunity to comment shall include an online public comment forum on the Town Hall.

1. To any requesting person, the agency shall provide copies of the statement of basis, purpose, substance, and issues; the economic impact analysis of the proposed or fast-track regulatory action; and the agency's response to public comments received.
2. The agency may begin crafting a regulatory action prior to or during any opportunities it provides to the public to submit comments.

B. The agency shall accept public comments in writing after the publication of a regulatory action in the Virginia Register as follows:

1. For a minimum of 30 calendar days following the publication of the notice of intended regulatory action (NOIRA).
2. For a minimum of 60 calendar days following the publication of a proposed regulation.
3. For a minimum of 30 calendar days following the publication of a repropoed regulation.

4. For a minimum of 30 calendar days following the publication of a final adopted regulation.
5. For a minimum of 30 calendar days following the publication of a fast-track regulation.
6. For a minimum of 21 calendar days following the publication of a notice of periodic review.
7. Not later than 21 calendar days following the publication of a petition for rulemaking.

C. The agency may determine if any of the comment periods listed in subsection B of this section shall be extended.

D. If the Governor finds that one or more changes with substantial impact have been made to a proposed regulation, he may require the agency to provide an additional 30 calendar days to solicit additional public comment on the changes in accordance with § [2.2-4013](#) C of the Code of Virginia.

E. The agency shall send a draft of the agency's summary description of public comment to all public commenters on the proposed regulation at least five days before final adoption of the regulation pursuant to § [2.2-4012](#) E of the Code of Virginia.

#### **18VAC125-11-60. Petition for rulemaking.**

A. As provided in §2.2-4007 of the Code of Virginia, any person may petition the agency to consider a regulatory action.

B. A petition shall include but is not limited to the following information:

1. The petitioner's name and contact information;
2. The substance and purpose of the rulemaking that is requested, including reference to any applicable Virginia Administrative Code sections; and
3. Reference to the legal authority of the agency to take the action requested.

C. The agency shall receive, consider and respond to a petition pursuant to §2.2-4007 and shall have the sole authority to dispose of the petition.

D. The petition shall be posted on the Town Hall and published in the Virginia Register.

E. Nothing in this chapter shall prohibit the agency from receiving information or from proceeding on its own motion for rulemaking.

#### **18VAC125-11-70. Appointment of regulatory advisory panel.**

A. The agency may appoint a regulatory advisory panel (RAP) to provide professional specialization or technical assistance when the agency determines that such expertise is necessary to address a specific regulatory issue or action or when individuals indicate an interest in working with the agency on a specific regulatory issue or action.

B. Any person may request the appointment of a RAP and request to participate in its activities. The agency shall determine when a RAP shall be appointed and the composition of the RAP.

C. A RAP may be dissolved by the agency if:

1. The proposed text of the regulation is posted on the Town Hall, published in the Virginia Register, or such other time as the agency determines is appropriate; or
2. The agency determines that the regulatory action is either exempt or excluded from the requirements of the Administrative Process Act.

**18VAC125-11-80. Appointment of negotiated rulemaking panel.**

A. The agency may appoint a negotiated rulemaking panel (NRP) if a regulatory action is expected to be controversial.

B. A NRP that has been appointed by the agency may be dissolved by the agency when:

1. There is no longer controversy associated with the development of the regulation;
2. The agency determines that the regulatory action is either exempt or excluded from the requirements of the Administrative Process Act; or
3. The agency determines that resolution of a controversy is unlikely.

**18VAC125-11-90. Meetings.**

Notice of any open meeting, including meetings of a RAP or NRP, shall be posted on the Virginia Regulatory Town Hall and Commonwealth Calendar at least seven working days prior to the date of the meeting. The exception to this requirement is any meeting held in accordance with §2.2-3707 D of the Code of Virginia allowing for contemporaneous notice to be provided to participants and the public.

**18VAC125-11-100. Public hearings on regulations.**

A. The agency shall indicate in its notice of intended regulatory action whether it plans to hold a public hearing following the publication of the proposed stage of the regulatory action.

B. The agency may conduct one or more public hearings during the comment period following the publication of a proposed regulatory action.

C. An agency is required to hold a public hearing following the publication of the proposed regulatory action when:

1. The agency's basic law requires the agency to hold a public hearing;
2. The Governor directs the agency to hold a public hearing; or
3. The agency receives requests for a public hearing from at least 25 persons during the public comment period following the publication of the notice of intended regulatory action.

D. Notice of any public hearing shall be posted on the Town Hall and Commonwealth Calendar at least seven working days prior to the date of the hearing. The agency shall also notify those persons who requested a hearing under subdivision C 3 of this section.

**18VAC125-11-110. Periodic review of regulations.**

- A. The agency shall conduct a periodic review of its regulations consistent with:
  1. An executive order issued by the Governor pursuant to §2.2-4017 of the Administrative Process Act to receive comment on all existing regulations as to their effectiveness, efficiency, necessity, clarity, and cost of compliance; and
  2. The requirements in §2.2-4007.1 of the Administrative Process Act regarding regulatory flexibility for small businesses.
- B. A periodic review may be conducted separately or in conjunction with other regulatory actions.
- C. Notice of a periodic review shall be posted on the Town Hall and published in the Virginia Register.

# PSYPACT Commission Meeting

## November 16-17, 2023

### Teleconference

**The Commission meeting times are approximate and will begin upon the conclusion of the Public Hearing**

## AGENDA

THURSDAY, November 16, 2023

11:00 AM – 11:10 AM	<b>Welcome and Call to Order</b>	<b>Don Meck</b>
11:10 AM – 11:15 AM	<b>Roll Call</b>	<b>Gina Polk</b>
11:15 AM – 11:20 AM	<b>Review and Adoption of Agenda*</b>	<b>Janet Orwig</b>
11:20 AM – 1:20 PM	<b>Public Hearing Regarding:</b>  <b>Rule Revisions*</b> Rule 4.13 & 5.13 Authorization Validity	<b>Don Meck</b>
1:20 PM – 1:30 PM	<b>Opportunity for Public Comment on Remaining Agenda Items</b>	<b>Don Meck/ Gina Polk</b>
1:30 PM – 1:40 PM	<b>Review and Vote of Meeting Minutes*</b> July 13, 2023 (Teleconference)	<b>Don Meck</b>
1:40 PM – 2:00 PM	<b>Break</b>	
2:00 PM – 2:30 PM	<b>Executive Director's Report</b> Legislative Updates Program Updates <ul style="list-style-type: none"><li>• APIT and TAP numbers</li><li>• Presentations</li></ul> Other Updates <ul style="list-style-type: none"><li>• Annual State Assessment Fees</li></ul> Overview of the Meeting Format	<b>Janet Orwig</b>
2:30 PM – 3:15 PM	<b>Executive Board Report</b>	

	Summary of Executive Board Actions Compliance Committee Report Elections Committee Report Finance Committee Report Requirements Review Committee Report Rules Committee Report Training and Public Relations Committee Update	<b>Don Meck</b> <b>Jaime Hoyle</b> <b>Dan Schroeder</b> <b>Teanne Rose</b> <b>Gary Lenkeit</b> <b>Patrick Hyde</b> <b>Lori Rall</b>
<b>3:15 PM – 3:30 PM</b>	<b>Elections</b>	<b>Dan Schroeder</b>
<b>3:30 PM – 3:45 PM</b>	<b>Bylaw Revision</b>	<b>Don Meck/Doug Wolfberg</b>
<b>3:45 PM – 4:00 PM</b>	<b>Break</b>	
<b>4:00 PM – 5:00 PM</b>	<b>Strategic Planning</b> Layout of Process Review of Data from Surveys SWOT Analysis Process	<b>Dan Schroeder</b> <b>Robin McLeod</b> <b>Lori Rall</b>
<b>5:00 PM</b>	<b>Adjournment*</b>	<b>Don Meck</b>

**FRIDAY, November 17, 2023**

<b>11:00 AM – 11:10 AM</b>	<b>Welcome and Call to Order</b>	<b>Don Meck</b>
<b>11:10 AM – 11:15 AM</b>	<b>Roll Call</b>	<b>Gina Polk</b>
<b>11:15 AM – 12:30 PM</b>	<b>Strategic Process</b> SWOT Analysis	<b>Dan Schroeder</b> <b>Robin McLeod</b> <b>Lori Rall</b>
<b>12:30 PM – 12:45 PM</b>	<b>Break</b>	
<b>12:45 PM – 1:00 PM</b>	<b>Strategic Process</b> World Café Process and Logistics	<b>Dan Schroeder</b> <b>Janet Orwig</b>
<b>1:00 PM – 3:30 PM</b>	<b>World Café Exercise: Please visit a minimum 5 different World Café rooms</b> <b>Room A:</b> Based on the data from the survey and the SWOT analysis, what’s emerging that is new for you? <b>Room B:</b> Based on the data from the survey and the SWOT analysis, what needs our immediate attention to move PSYPACT forward?	



**Room C:** Based on the data from the survey and the SWOT analysis, is there something that has not been covered or said but is needed to move PSYPACT forward?

**Room D:** Based on the data from the survey and the SWOT analysis, what has been your major learning or insight so far?

**Room E:** Based on the data from the survey and the SWOT analysis, what could make the greatest difference to the future of PSYPACT?

**Room F:** Based on the data from the survey and the SWOT analysis, what do we still need to learn about to move PSYPACT forward?

**Room G:** Based on the data from the survey and the SWOT analysis, what is missing from the picture so far and/or what are we not seeing?

**3:30 PM – 4:30 PM**

**Reports from World Café Rooms and Next Steps**

**Dan Schroeder**

**4:30 PM – 4:45 PM**

**New Business**

**Don Meck**

**5:00 PM**

**Adjourn\* Open Session**

**Don Meck**

*\* Indicates agenda item requires PSYPACT Commission vote*

# PSYPACT Commission

## Meeting Minutes

July 13, 2023

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### PSYPACT Commission Meeting Minutes

Thursday, July 13, 2023

Zoom Teleconference

#### Sitting Commissioners

Lori Rall, Alabama

Heidi Paakkonen, Arizona

Lisa Fitzgibbons, Arkansas

Nate Brown, Colorado

Glenda George, Commonwealth of the Northern Mariana Islands

Christian Andresen, Connecticut

Shauna Slaughter, Delaware

LaTrice Herndon, District of Columbia

TBD, Florida

Don Meck, Georgia (Chair)

Katie Stuart, Idaho

Cecilia Abundis, Illinois

Stephen Ross, Indiana

David Fye, Kansas

TBD, Kentucky

Jayne Boulos, Maine

Lorraine Smith, Maryland

Amy Gumbrecht, Michigan

Robin McLeod, Minnesota

Pam Goose, Missouri

Johnna Williams, Nebraska

Gary Lenkeit, Nevada

Deborah Warner, New Hampshire

Sean Evers, New Jersey

Susan Hurt, North Carolina

Sara Quam, North Dakota (Effective 8/1/2023)

Ronald Ross, Ohio

Teanne Rose, Oklahoma

Steven Erickson, Pennsylvania

Peter Oppenheimer, Rhode Island

Mark Fleming, Tennessee

Patrick Hyde, Texas

Jana Johansen, Utah

TBD, Vermont (Effective 7/1/2024)

Jaime Hoyle, Virginia

Leslie Cohn, Washington

Scott Fields, West Virginia

Daniel Schroeder, Wisconsin

JoAnn Reid, Wyoming

\* PSYPACT state with enacted but not yet effective legislation. If appointed, Commissioner present was non-voting.

# PSYPACT Commission

## Meeting Minutes

July 13, 2023

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### Ex-Officio Present

Mariann Burnett-Atwell, Association of State and Provincial Psychology Boards (ASPPB)

### Commission Staff Present

Janet Orwig, PSYPACT Executive Director

Regina Polk, PSYPACT Specialist

### Others

Dennis Bucholz, Board Member, Kentucky

## Thursday, July 13, 2023

### Welcome and Introductions

- Chair D. Meck (Georgia) welcomed attendees to the PSYPACT Commission meeting on July 13 2023.

### Call to Order

- Roll Call
  - Chair D. Meck (Georgia) called the meeting to order at 11:00 AM, Eastern. Regina Polk called the roll for PSYPACT Commissioners.
    - Alabama: Lori Rall – present
    - Arizona: Heidi Paakkonen – present
    - Arkansas: Lisa Fitzgibbons – not present
    - Colorado: Nate Brown – present
    - Connecticut: Christian Andresen – present – arrived after roll call
    - Delaware: Shauna Slaughter – present
    - District of Columbia: LaTrice Herndon - not present
    - Georgia: Don Meck – present
    - Idaho: Katie Stuart – present
    - Illinois: Cecilia Abundis – not present
    - Indiana: Stephen Ross – not present
    - Kansas: David Fye – present
    - Kentucky: TBD
    - Maine: Jayne Boulos –Present
    - Maryland: Lorraine Smith – present
    - Minnesota: Robin McLeod – present
    - Missouri: Pam Groose –present
    - Nebraska: Johnna Williams - present
    - Nevada: Gary Lenkeit - present
    - New Hampshire: Debi Warner – present
    - New Jersey: Sean Evers – not present
    - North Carolina: Susan Hurt – present
    - North Dakota: Sara Quam – not present
    - Ohio: Ronald Ross - present

# PSYPACT Commission

## Meeting Minutes

July 13, 2023

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- Oklahoma: Teanne Rose - present
- Pennsylvania: Steven Erickson – present
- Rhode Island: Peter Oppenheimer – present
- South Carolina: TBD
- Tennessee: Mark Fleming - present
- Texas: Patrick Hyde – present
- Utah: Jana Johansen – present
- Virginia: Jaime Hoyle – present
- Washington: Leslie Cohn – present
- West Virginia: Scott Fields – present
- Wisconsin: Daniel Schroeder – present
- Wyoming: JoAnn Reid - present
- ASPPB Ex-Officio: Mariann Burnetti-Atwell - present

### Overview and Adoption of Agenda

- J. Orwig reviewed the agenda.
  - Chair D. Meck (Georgia) called for a motion to adopt the agenda for the July 13, 2023 PSYPACT Commission meeting.
  - **Motion:** Nevada moved that the PSYPACT Commission adopt the agenda for the July 13, 2023 Commission meeting. Missouri seconded the motion.
    - Chair D. Meck (Georgia) asked for any further discussion. There was none.
    - A vote was called for the motion. All present voted yes. The motion carried. The agenda for the July 13, 2023 PSYPACT Commission meeting was adopted.

### Opportunity for Public Comment and Questions

- Chair D. Meck (Georgia) opened the floor for public comment. No comments were made.

### Review and Vote of Meeting Minutes

- Chair D. Meck (Georgia) called for a motion to approve the meeting minutes from the November 17, 2022 PSYPACT Commission meeting.
- **Motion:** Washington moved to approve the meeting minutes from the November 17, 2022 PSYPACT Commission meeting. Alabama seconded the motion.
  - Chair D. Meck (Georgia) asked for any further discussion. There were 3 changes proposed.
  - A vote was called for the motion. All others present voted yes. The motion carried. The meeting minutes from the November 17, 2022 PSYPACT Commission meeting as revised were approved.

### Executive Director's Report

- J. Orwig provided updates to the PSYPACT Commission.
  - Commission Housekeeping Items
  - Legislative Updates
    - 11 bills introduced in 2023 and 5 bills enacted
    - 40 enacted bills
    - 37 effective
  - Program Updates

# PSYPACT Commission

## Meeting Minutes

July 13, 2023



- 9,688 APIT issued up 2,145 since November
- 534 TAP issued up from 179 since November
- Changes to the PSYPACT Directory are under way based on the APIT and TAP renewals beginning on October 1, 2023.
- Other Updates
  - Home State Legal Advisory was discussed. The advisory is currently on the PSYPACT website. It was the consensus of the Commission to refer the legal advisory to the PSYPACT Rules Committee for further study and to ascertain if any modifications are needed for Rule 4 or 5 regarding the home state.
  - PSYPACT staff is working with the American Psychological Association to draft responses to inquiries PSYPACT receives regarding insurance reimbursements.
- Annual Meeting 2023 will be conducted virtually November 16-17, 2023
- Overview of the Agenda Book Materials
  - The Agenda Book has the Rules that needed to be reviewed and voted on listed within the Rules Committee Report and as a separate agenda item.

### Executive Board Report

- Chair D. Meck (Georgia), presented the PSYPACT Commission with the Summary of Executive Board Actions.
- J. Hoyle (Virginia) Chair of Compliance Committee, presented the PSYPACT Commission with the Compliance Committee Report.
- D. Schroeder (Wisconsin) Chair of the Elections Committee, presented the PSYPACT Commission with the Elections Committee Report.
- T. Rose (Oklahoma) Chair of the Finance Committee, presented the PSYPACT Commission with the Finance Committee Report.
- G. Lenkeit (Nevada) Chair of the Requirements Review Committee, presented the PSYPACT Commission with the Requirements Review Committee Report.
  - A discussion was held regarding the requirements for the E.Passport. G. Lenkeit updated the Commission on the work of the committee and its liaison relationship with the ASPPB Mobility Committee. Dialogues between the two committees continue.
- P. Hyde (Texas) Chair of the Rules Committee, presented the PSYPACT Commission with the Rules Committee Report.
- L. Rall (Alabama) Chair of the Training and Public Relations Committee, presented the PSYPACT Commission with the Training and Public Relations Committee Report.

Break 12:15 – 12:45

### Review of Public Comments and Voting on Proposed Rules

- **Rule on Compact Privilege to Practice Telepsychology**
- Chair D. Meck presented the PSYPACT Commission with necessary rule revisions.
  - Rule 4.13 & 5.13 Authorization Validity Addition
    - Chair D. Meck (Georgia) called for a motion to approve authorization validity, 4.13 addition to Rule 4.
  - **Motion:** Oklahoma moved to approve Rule 4.13 to be sent for public comment. North Carolina seconded the motion.
  - Chair D. Meck (Georgia) asked for any further discussion. proposed. A discussion was

held regarding the addition of 4.13 as being too limiting. It was the consensus of the Commission to vote on the proposed addition with the one suggested grammar change.

- A vote was called for the motion. One no-vote and one abstention were recorded. All others present voted yes. The motion carried. Rule 4.13 was approved for public comment.
- Rule 4.11 and 5.11 Attestation Form Addition
  - Chair D. Meck (Georgia) called for a motion to approve authorization validity, 5.13 addition to Rule 5.
- **Motion:** Nevada moved to approve Rule 5.13 to be sent for public comment. Nebraska seconded the motion.
- Chair D. Meck (Georgia) asked for any further discussion. proposed. A discussion was held regarding the addition of 5.13 as being too limiting. It was the consensus of the Commission to vote on the proposed addition with the one suggested grammar change.
- A vote was called for the motion. One no-vote and one abstention were recorded. All others present voted yes. The motion carried. Rule 5.13 was approved for public comment.

### Strategic Planning Process

- D. Schroeder (Wisconsin) Chair of the Strategic Planning Process Workgroup presented the work of the workgroup. An overview of the strategic process as well as an outline for the November Commission meeting regarding the strategic planning was presented. The workgroup reminded the Commission that a survey will be coming out soon for them to complete as part of the strategic planning process.

### Annual Review of the Memorandum of Understanding (MOU) with ASPPB

- J. Orwig reminded the Commission that every year a review is conducted by the PSYPACT Executive Director of the MOU. This review has been conducted and no changes are recommended to the agreement. The agreement is evergreen and will roll to next year unless a change is suggested. It was the consensus of the Commission to continue with the MOU as it stands with no changes.

### New Business

- Chair D. Meck asked for new business. There was none.

### Adjourn

- **Motion:** Oklahoma moved that the PSYPACT Commission adjourn the July 13, 2023 PSYPACT Commission Midyear Meeting. Alabama seconded the motion.
- A vote was called for the motion. All present voted yes. The motion carried. Chair D. Meck (Georgia) adjourned the July 13, 2023 PSYPACT Commission Midyear Meeting at 1:30 PM Eastern.



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Reducing Regulatory Barriers. Increasing Access to Mental Health Care.

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To: PSYPACT Commission  
From: PSYPACT Executive Board  
RE: Approvals by the Executive Board  
Date: October 18, 2023

The PSYPACT Executive Board met once since the July 2023 Commission meeting: October 16, 2023 via Zoom. The Executive Board consists of:

- Don Meck (GA) - Chair
- Lori Rall (AL) – Vice Chair
- Teanne Rose (OK) – Treasurer
- Patrick Hyde (TX) – Member-at-Large
- Gary Lenkeit (NV) - Member-at-Large
- Mariann Burnetti-Atwell (ASPPB) – Ex-Officio Member

The following information represents motions made by the Executive Board at those meetings:

- Approve the Elections Committee Report from its August 11, 2023 meeting including the approval of the slate of candidates for the Executive Board elections.
- Approve the Finance Committee Report from its September 7, 2023 and October 10, 2023 meetings including the following items:
  - Second Quarter 2023 Profit and Loss Statement and Financial Report
  - Third Quarter 2023 Profit and Loss Statement and Financial Report
  - 2024 PSYPACT Budget
  - Appointment of Marshall Jones to conduct the PSYPACT annual audit.
- Approve the Requirements Review Committee Report from its August 11, 2023 and September 20, 2023 meetings.
- Approve the Rules Committee Report from its October 11, 2023 meeting.
- Approve the Training and Public Relations Committee report from its August 18, 2023 meeting including the creation of a PSYPACT editorial page for use during legislative sessions.

The Executive Board will meet again in the First Quarter of 2024.

Thank you.



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Reducing Regulatory Barriers. Increasing Access to Mental Health Care.

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To: PSYPACT Commission  
From: PSYPACT Compliance Committee  
RE: Recommendations from the Compliance Committee  
Date: October 18, 2023

The PSYPACT Compliance Committee has not met since the July Commission meeting. The Compliance Committee consists of:

- Jaime Hoyle (VA) – Chair
- Scott Fields (WV)
- Lisa Fitzgibbons (AR)

The 2<sup>nd</sup> Quarter Compliance Reports were sent out on August 10, 2023, to the board staff of PSYPACT member jurisdictions. Commissioners also received these reports. There were seven (7) jurisdictions out of compliance during that quarter.

The 3<sup>rd</sup> quarter reports were sent out on October 23-24, 2024. For 3<sup>rd</sup> quarter, 61% were out of compliance for the quarter.

The Committee will meet again in the first Quarter 2024 to review all 2023 Quarterly Compliance reports and make recommendations to the PSYPACT Executive Board regarding jurisdictions with continued non-compliance.

Thank you.





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Reducing Regulatory Barriers. Increasing Access to Mental Health Care.

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To: PSYPACT Commission  
From: PSYPACT Elections Committee  
RE: Report from the Elections Committee  
Date: November 9, 2022

The PSYPACT Elections Committee met on August 11, 2023, via Zoom. The Elections Committee consists of:

- Daniel Schroeder (WI) – Chair
- Jayne Boulos (ME)
- Jaime Hoyle (VA)

At that meeting, the Committee finalized the 2023 Election materials, system and process to be used. The slate of candidate for the 2023 Elections were approved via email on October 18, 2023 and are as follows:

Chair – Patrick Hyde (Texas)

Treasurer – Heidi Paakkonen (Arizona)

Member-at-Large -Pam Groose (Missouri)

Thank you.



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Reducing Regulatory Barriers. Increasing Access to Mental Health Care.

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To: PSYPACT Commission  
From: PSYPACT Finance Committee  
RE: Report from the Finance Committee  
Date: October 18, 2023

The PSYPACT Finance Committee met on September 7, 2023 and October 10, 2023, via Zoom. The Finance Committee consists of:

- Teanne Rose (OK) – Treasurer – Chair
- Heidi Paakkonen (AZ)
- Jaime Hoyle (VA)

The following information represents an overview of those meetings as presented to the PSYPACT Executive Board.

The Finance Committee will meet again in the First Quarter 2024.

Thank you.



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Reducing Regulatory Barriers. Increasing Access to Mental Health Care.

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To: PSYPACT Executive Board  
From: PSYPACT Finance Committee  
RE: Recommendations from the Finance Committee  
Date: September 12, 2023

The PSYPACT Finance Committee met on Thursday, May 25, 2023, via Zoom. The Finance Committee consists of:

- Teanne Rose (OK) – Treasurer - Chair
- Heidi Paakkonen (AZ)
- Jaime Hoyle (VA)

The Committee reviewed several items:

1. Financial Investments Update.
2. The Committee continues to research an external accounting firm to conduct an annual audit for PSYPACT.
3. The Committee reviewed the 2<sup>nd</sup> quarter 2023 bank reconciliations, and no areas of concern were noted.
4. PSYPACT Second Quarter 2023 Profit and Loss Statement & Financial Report

The Committee is making the final recommendations to the PSYPACT Executive Board for consideration and referral to the full Commission.

1. PSYPACT Second Quarter 2023 Profit and Loss Statement & Financial Report
2. Second Quarter Investment Updates

The committee will meet again in the 3<sup>rd</sup> quarter of 2023.

Thank you.

# PSYPACT 2nd Quarter FINANCIAL REPORT

This report is provided by the PSYPACT Commission Finance Committee.

**2nd Quarter**  
April - June 2023

## SUMMARY AND KEY HIGHLIGHTS

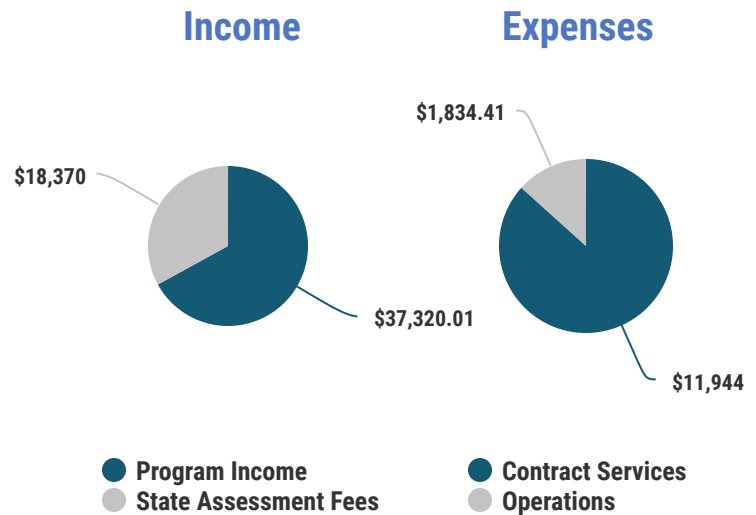
- **Organization Name:** Psychology Interjurisdictional Compact Commission
- **Time Period:** 2nd Quarter 2023
- **Total number of Authority To Practice Interjurisdictional Telepsychology (APIT) applications started in the 2nd Quarter 2023:** 843
- **Total number of Temporary Authorization to Practice (TAP) applications started in 2nd Quarter 2023:** 62
- **State Assessment Fees:** State assessment fees were sent out in January 2023.

### PSYPACT Participating States

(total # of APITs and TAPs issued in 2nd Quarter 2023 by state.)

States	APITs	TAPs	States	APITs	TAPs
Alabama	7	2	Nebraska	2	0
Arizona	22	11	Nevada	7	1
Arkansas	5	0	New Hampshire	8	1
Colorado	47	9	New Jersey	65	3
Connecticut	42	8	North Carolina	40	9
CNMI	1	0	Ohio	43	7
Delaware	10	4	Oklahoma	3	4
DC	19	2	Pennsylvania	67	4
Georgia	37	5	Rhode Island	1	0
Idaho	5	2	South Carolina	3	1
Illinois	89	5	Tennessee	28	3
Indiana	17	3	Texas	62	8
Kansas	11	2	Utah	14	3
Kentucky	10	1	Virginia	46	6
Maine	9	1	Washington	50	14
Maryland	60	2	West Virginia	1	1
Michigan	57	5	Wisconsin	9	1
Minnesota	27	3	Wyoming	5	0
Missouri	21	6	TOTAL	952	137

## INCOME VS EXPENDITURE FOR 2023



### Ordinary Income/Expense

<b>Income</b>	
Program Income*	\$37,320.01
State Assessment Fees**	\$18,370.00
<b>Total Income</b>	<b>\$55,690.01</b>

<b>Expense</b>	
Contract Services	
Outside Contract Services***	\$11,944.00
<b>Total Contract Services</b>	<b>\$11,944.00</b>
Operations	
Bank Charges****	\$1,834.41
Charge Backs*****	\$ 0.00
<b>Total Operations</b>	<b>\$1,834.41</b>
<b>Total Expense</b>	<b>\$13,778.41</b>

\* Total of APIT and TAP application fees \$40 per application  
 \*\* Annual assessment fees charged to compact member states  
 \*\*\* Memorandum of Understanding Quarterly Payment to ASPPB for 1st Quarter 2023 applications  
 \*\*\*\* Credit Card Processing for APIT and TAP application fees, etc  
 \*\*\*\*\* Refunds/Overpayments of APIT and TAP application fees

**Net Ordinary Income:**  
**\$41,911.60**







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Reducing Regulatory Barriers. Increasing Access to Mental Health Care.

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To: PSYPACT Executive Board  
From: PSYPACT Finance Committee  
RE: Recommendations from the Finance Committee  
Date: October 11, 2023

The PSYPACT Finance Committee met on Monday, October 10, 2023, via Zoom. The Finance Committee consists of:

- Teanne Rose (OK) – Treasurer - Chair
- Heidi Paakkonen (AZ)
- Jaime Hoyle (VA)

The Committee reviewed several items:

1. Financial Investments Update.
2. The Committee continues to research an external accounting firm to conduct an annual audit for PSYPACT.
3. The Committee reviewed the 3rd quarter 2023 bank reconciliations, and no areas of concern were noted.
4. PSYPACT Third Quarter 2023 Profit and Loss Statement & Financial Report.
5. 2024 Draft PSYPACT Budget

The Committee is making the final recommendations to the PSYPACT Executive Board for consideration and referral to the full Commission.

1. PSYPACT Third Quarter 2023 Profit and Loss Statement & Financial Report
2. Second Quarter Investment Updates
3. Marshall Jones selected for Audit
4. 2024 Draft PSYPACT Budget

The committee will meet again in the 1<sup>st</sup> quarter of 2024.

Thank you.

# PSYPACT 3rd Quarter Financial Report

This report is provided by the PSYPACT Commission Finance Committee.

**3rd Quarter**  
July - September 2023

## SUMMARY AND KEY HIGHLIGHTS

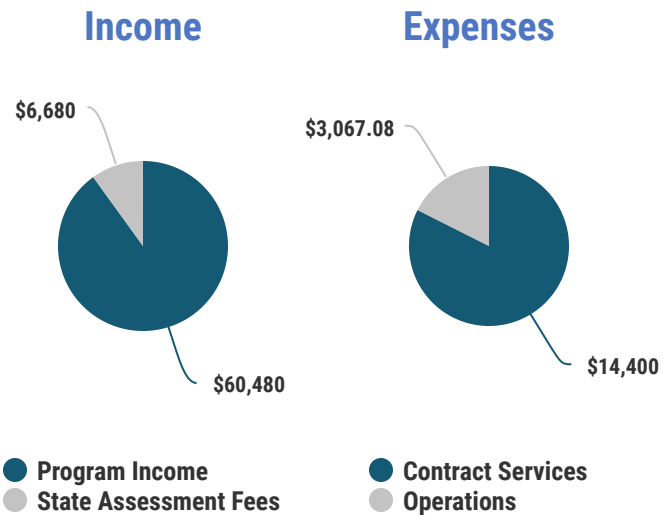
- **Organization Name:** Psychology Interjurisdictional Compact Commission
- **Time Period:** 3rd Quarter 2023
- **Total number of Authority To Practice Interjurisdictional Telepsychology (APIT) applications started in the 3rd Quarter 2023:** 843
- **Total number of Temporary Authorization to Practice (TAP) applications started in 3rd Quarter 2023:** 62
- **State Assessment Fees:** State assessment fees were sent out in January 2023.

## PSYPACT Participating States

(total # of APITs and TAPs issued in 2nd Quarter 2023 by state.)

States	APITs	TAPs	States	APITs	TAPs
Alabama	8	2	Nebraska	6	0
Arizona	18	3	Nevada	9	0
Arkansas	2	0	New Hampshire	4	0
Colorado	54	1	New Jersey	96	5
CNMI	0	0	North Carolina	40	0
Connecticut	37	4	North Dakota	9	0
Delaware	6	0	Ohio	45	6
DC	18	4	Oklahoma	3	0
Florida	408	19	Pennsylvania	67	2
Georgia	35	9	Rhode Island	41	0
Idaho	2	0	South Carolina	28	3
Illinois	103	3	Tennessee	14	0
Indiana	18	0	Texas	73	8
Kansas	11	0	Utah	8	5
Kentucky	6	0	Virginia	46	4
Maine	7	0	Washington	35	0
Maryland	69	10	West Virginia	7	1
Michigan	57	3	Wisconsin	20	4
Minnesota	34	3	Wyoming	1	0
Missouri	11	0	TOTAL	1,456	100

## INCOME VS EXPENDITURE FOR 2023



### Ordinary Income/Expense

<b>Income</b>	
Program Income*	\$60,480.00
State Assessment Fees**	\$6,680.00
<b>Total Income</b>	<b>\$67,160.00</b>
<b>Expense</b>	
Contract Services	
Outside Contract Services***	\$14,400.00
<b>Total Contract Services</b>	<b>\$14,400.00</b>
Operations	
Bank Charges****	\$2,867.08
Charge Backs*****	\$ 200.00
<b>Total Operations</b>	<b>\$3,067.08</b>
<b>Total Expense</b>	<b>\$17,467.08</b>

\* Total of APIT and TAP application fees \$40 per application  
 \*\* Annual assessment fees charged to compact member states  
 \*\*\* Memorandum of Understanding Quarterly Payment to ASPPB for 2nd Quarter 2023 applications  
 \*\*\*\* Credit Card Processing for APIT and TAP application fees, etc  
 \*\*\*\*\* Refunds/Overpayments of APIT and TAP application fees

**Net Ordinary Income:**  
**\$49,692.92**





<b>CD Purchase Information</b>						
<b>Bank</b>	<b>Acquired</b>	<b>Maturity Date</b>	<b>Purchase Amount</b>	<b>Annual Yield %</b>	<b>Maturity Amount</b>	<b>Status</b>
Key Bank Cleveland, OH	3/31/2023	8/1/2023	\$50,000.00	5.10%	\$51,066.04	Matured
First Financial Bank Cincinnati, OH	11/30/2022	9/8/2023	\$50,000.00	4.70%	\$51,757.67	Matured
UBS Bank Salt Lake City, UT	11/30/2022	12/7/2023	\$50,000.00	4.75%		
Morgan Stanley South Jordan, UT	4/6/2023	4/5/2024	\$51,000.00	5.00%		
Bank of America Charlotte, NC	6/21/2023	6/20/2024	\$51,000.00	5.25%		
Bank of America Charlotte, NC	8/2/2023	8/8/2024	\$51,000.00	5.25%		
Texas Capital Bank Dallas, Texas	8/9/2023	2/16/2024	\$66,000.00	5.20%		
Citizens Bank Providence, RI	9/11/2023	9/19/2024	\$52,000.00	5.45%		



2024 Draft Annual Budget and  
Narrative Report

## **Psychology Interjurisdictional Compact**

The Psychology Interjurisdictional Compact (PSYPACT) is an agreement between member states designed to facilitate the practice of telepsychology and the temporary in-person, face-to-face practice of psychology across state boundaries without having to become licensed in additional member states. Psychologists licensed in their Home State, which is a member of PSYPACT, are able to practice into other member states via the two Authorizations (Authority to Practice Interjurisdictional Telepsychology and/or Temporary Authorization to Practice) issued by the Commission. The purpose of PSYPACT is to increase public access to needed psychological services by increasing access to care and providing mechanisms for continuity of care all while ensuring a higher degree of consumer protection across state lines. PSYPACT also promotes cooperation between member states in the areas of licensure and regulation. To join PSYPACT, a state must enact the model statute into law.

PSYPACT is governed by the Psychology Interjurisdictional Compact Commission (Commission), a governmental entity made up of the member states. The Commission meets annually.

## **Memorandum of Understanding (MOU)**

The Commission and the Association of State and Provincial Psychology Boards (ASPPB) have approved a Memorandum of Understanding (MOU), which covers many of the services needed by the Commission including staffing, consultation services, office space, and access to ASPPB Data Systems.

## **Status of PSYPACT**

PSYPACT had its seventh (7) state enact legislation in April 2019. PSYPACT now has 40 states that have enacted the legislation with 39 of those being effective as of October 1, 2023. The Commission has been formed and Bylaws and Rules have been approved. The Commission became fully operational on July 1, 2020 when the application process was open. As of October 6, 2023, over 11,000 Authority to Practice Interjurisdictional Telepsychology (APIT) have been issued and 588 Temporary Authorization to Practice (TAP) have been issued.

## **Revenue**

An analysis of the number of psychologists with active licenses in the current 39 enacted and effective states as of October 2023 is one basis for projected revenue for 2024. Please note the licensure data may not reflect the most current licensure information. A 1% penetration rate was used to estimate authorizations being issued by the Commission. This projection reflects \$40 per Authorization issued. The Other Information section of this narrative provides the data regarding these revenue assumptions.

Renewals of the APIT and TAP were implemented on October 5, 2023. A 75% renewal rate was used to estimate the number of authorizations being renewed during 2024. Going forward, the projected renewal rate will utilize the previous year’s renewal data.

Each member state will be charged an assessment fee beginning annually after the first year of full implementation. That income is reflected in this budget narrative since assessments will be calculated in December 2023 and invoiced in January 2024.

**Expenditures**

Per the MOU, ASPPB covers the costs associated with staffing, professional fees such as the contract with the Council of State Governments (CSG), Directors & Officers (D & O) Insurance, travel costs for the Commission, office space and utilities, use of computers, telephone, internet and other office equipment and services.

The PSYPACT Commission is currently drafting its first strategic plan. At this time, it is unknown what additional expenditures may come from the final drafted plan and are not reflected in this budget.

**Other Information**

As part of the MOU between the commission and ASPPB, ASPPB will continue to assume most of the operating expenses. Also, the Commission will be utilizing already existing software systems to implement the Compact which will reduce ongoing computer and software expenses. However, software modifications may be needed to address changes needed for the program. For the purposes of this document, office occupancy expenses include physical space, utilities, postage and shipping, and equipment rental/use. At this time, insurance costs are unknown, so an amount is not included.

Revenue Assumptions

Even though the Compact is implemented at this time, revenue assumptions are being generated based on the number of licensees in each of the member states. The projections assume that 1% of the psychologists licensed in each member state will purchase an Authorization in 2024. As part of the MOU, 40% of Authorization fees will be paid to ASPPB for providing services per the agreement.

<b>Member State</b>	<b># of Licensees</b>	<b>1% of Licensees</b>	<b>Authorization of \$40</b>	<b>ASPPB Fee (40%)</b>
Alabama	1,168	11.68	\$ 467.20	\$186.88
Arizona	2,507	25.07	\$1,002.80	\$401.12
Arkansas	560	5.6	\$ 224.00	\$ 89.60
Colorado	3,500	35	\$1,400.00	\$ 560.00

# PSYPACT Commission Budget Overview

2024

CNMI	11	1	\$ 40.00	\$ 16.00
Connecticut	Data Not Provided			
Delaware	563	5.63	\$ 225.20	\$ 90.08
District of Columbia	1,606	16.06	\$ 642.40	\$ 256.96
Florida	6,631	66.31	\$2,652.40	\$1,060.96
Georgia	2,519	25.19	\$1,007.60	\$ 403.04
Idaho	537	5.37	\$ 214.80	\$ 85.92
Illinois	5,607	56.07	\$2,242.80	\$ 897.12
Indiana	1,800	18	\$ 720.00	\$ 288.00
Kansas	1,054	10.54	\$ 421.60	\$ 168.64
Kentucky	1,783	17.83	\$ 713.20	\$ 285.28
Maine	742	7.42	\$ 296.80	\$ 118.72
Maryland	3,409	34.09	\$1,363.60	\$ 545.44
Michigan	7492	74.92	\$2,996.80	\$1,198.72
Minnesota	3,694	36.94	\$1,477.60	\$ 591.04
Missouri	1907	19.07	\$ 762.80	\$ 305.12
Nebraska	573	5.73	\$ 229.20	\$ 91.68
Nevada	672	6.72	\$ 268.80	\$ 107.52
New Hampshire	684	6.84	\$ 273.60	\$ 109.44
New Jersey	4235	42.35	\$1,694.00	\$ 677.60
North Carolina	3,220	32.20	\$1,288.00	\$ 515.20
North Dakota	300	3	\$ 120.00	\$ 48.00
Ohio	3552	35.52	\$1,420.80	\$ 568.32
Oklahoma	626	6.26	\$ 250.40	\$ 100.16
Pennsylvania	6,274	62.74	\$2,509.60	\$1,003.84
Rhode Island	Data Not Provided			
South Carolina	1035	10.35	\$ 414.00	\$ 165.60
Tennessee	1,418	14.18	\$ 567.20	\$ 226.88
Texas	5,528	55.28	\$2,211.20	\$ 884.48
Utah	1240	12.40	\$ 496.00	\$ 198.40
Virginia	5,221	52.21	\$2,088.40	\$ 835.36
Washington	3536	35.36	\$1,414.40	\$ 565.76
West Virginia	365	3.65	\$ 146.00	\$ 58.40
Wisconsin	2,033	20.33	\$ 813.20	\$ 325.28

Wyoming	334	3.34	\$ 133.60	\$ 53.44
<b>Totals</b>	87,936	709.65	\$35,210.00	\$14,084.00

### Compact Commission Budget 2024

<u>Revenues</u>	Compact	Total
Authorizations	\$35,210	\$35,210
Authorization Renewals	\$165,000	\$165,000
Member State Assessment Fees	\$75,000	\$75,000
<b>Total Revenues</b>	<b>\$275,210</b>	<b>\$275,210</b>

<u>Expenses</u>	2024 Costs waived by MOU		
Personnel			
Salaries	135,000	135,000	0
Payroll Tax Expense	9,828	9,828	0
Fringe Benefits	39,150	39,150	0
Professional Services			
Legal & Accounting	40,250	40,250	0
Computer/Website Svc	66,500	66,500	0
Other Prof/Contract Svc	26,496	26,496	0
Travel	64,500	64,500	0
Office Occupancy	50,000	50,000	0
Bank and Credit Card fee	13,210		13,210
Memorandum of Understanding (MOU)			
MOU Payments	14,084		14,084
<b>Total Expenses</b>	<b>\$459,018</b>	<b>\$431,724</b>	<b>\$27,294</b>
<b>Excess Revenues (Expenses)</b>	<b>(\$183,808)</b>		<b>\$247,916</b>



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Reducing Regulatory Barriers. Increasing Access to Mental Health Care.

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To: PSYPACT Commission  
From: PSYPACT Requirements Review Committee  
RE: Recommendations from the Requirements Review Committee  
Date: October 18, 2023

The PSYPACT Requirement Review Committee met on August 11, 2023, and September 20, 2023, via Zoom. The Requirement Review Committee consists of:

- Gary Lenkeit (NV) – Chair
- Ronald Ross (OH)
- Teanne Rose (OK)
- Peter Oppenheimer (RI)

Dr. Hugh Moore, Liaison from the ASPPB Mobility Committee joined the meeting.

The following information represents an overview of that meeting as presented to the PSYPACT Executive Board.

At the time of this memo, the committee is set to meet on November 3, 2023. A verbal report for that meeting will be given during this Commission Meeting.

Thank you.





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Reducing Regulatory Barriers. Increasing Access  
to Mental Health Care.

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To: PSYPACT Executive Board  
From: PSYPACT Requirements Review Committee  
RE: Recommendations from the Requirements Review Committee  
Date: September 1, 2023

The PSYPACT Requirement Review Committee met on Friday, August 11, 2023, via zoom. The Requirement Review Committee consists of:

- Gary Lenkeit (NV) – Chair
- Ronald Ross (OH)
- Teanne Rose (OK)
- Peter Oppenheimer (RI)

Dr. Hugh Moore, Liaison from the ASPPB Mobility Committee joined the meeting.

The Committee discussed “Yes” answers to the conduct question regarding pending complaints. It was the consensus of the Committee to follow the lead of the ASPPB Mobility Committee and not hold applications for the reporting of a pending complaint.

The Committee discussed the use of the logo by authorization holders. It was the consensus of the Committee that more information was needed regarding the impact of this request and the trademark agreement. Ms. Orwig is to follow up with legal counsel.

The Committee discussed the definition of authorization and whether could certificate or certification could be used as well. It was the consensus of the Committee that Ms. Orwig inquire with legal counsel about this option.

A discussion was held regarding the E.Passport and IPC educational requirements. Dr. Lenkeit will attend the next ASPPB Mobility Committee meeting on September 6, 2023, to discuss the concerns of this Committee.

**Recommendations:**

- APIT and TAP applications are not held for applicants with a pending complaint outstanding.
- PSYPACT logo or other design option be allowed for use on authorization holders' websites if not in violation of the trademark agreement.

The committee will meet again on September 20, 2023.

Thank you.



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Reducing Regulatory Barriers. Increasing Access to Mental Health Care.

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To: PSYPACT Executive Board  
From: PSYPACT Requirements Review Committee  
RE: Recommendations from the Requirements Review Committee  
Date: September 30, 2023

The PSYPACT Requirement Review Committee met on Wednesday, September 20, 2023, via zoom. The Requirement Review Committee consists of:

- Gary Lenkeit (NV) – Chair
- Ronald Ross (OH)
- Teanne Rose (OK)
- Peter Oppenheimer (RI)
- Hugh Moore, ASPPB Board of Directors Liaison

The Committee discussed various items:

1. Website Usage. This item was held awaiting further legal review.
2. Authorization definition. Staff will bring back language for consideration at the next committee meeting.
3. Conduct Questions from Application. The Committee will review identified questions where “yes” answers were provided by applicants during their application process. Based on that review, APIT and/or TAP applications may be denied and appeals information offered to the applicant.
4. Update from meeting with ASPPB Mobility Committee

After discussion, the committee is making the following recommendations:

1. The Committee to review identified questions where “yes” answers were provided by applicants during their application process. Based on that review, APIT and/or TAP applications may be denied and appeals information offered to the applicant.
2. A formal request letter be submitted to the ASPPB Mobility Committee asking that the E.Passport and/or IPC educational requirements be reviewed to allow the possibility of a Certificate of Professional Qualification in Psychology (CPQ) holder or someone licensed 20 years to meet the educational requirements.

The committee will meet again during the fourth quarter of 2023 if needed.

Thank you.



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Reducing Regulatory Barriers. Increasing Access to Mental Health Care.

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To: PSYPACT Commission  
From: PSYPACT Rules Committee  
RE: Report from the Rules Committee  
Date: October 18, 2023

The PSYPACT Rules Committee met on October 11, 2023, via Zoom. The Rules Committee consists of:

- Patrick Hyde (TX) – Chair
- Pam Groose (MO)
- Susan Hurt (NC)
- Lorraine Smith (MD)
- Deborah Warner (NH)

The following information represents an overview of that meeting as presented to the PSYPACT Executive Board.

The Rules Committee will meet again in the First Quarter of 2024.

Thank you.



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Reducing Regulatory Barriers. Increasing Access to Mental Health Care.

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To: PSYPACT Executive Board  
From: PSYPACT Rules Committee  
RE: Recommendations from the Rules Committee  
Date: October 11, 2023

The PSYPACT Rules Committee met on Wednesday, October 11, 2023, via zoom. The Rules Committee consists of:

- Patrick Hyde (TX) – Chair
- Pam Groose (MO) – Unable to attend
- Susan Hurt (NC)
- Lorraine Smith (MD)
- Deborah Warner (NH)

Doug Wolfberg, PSYPACT Legal Counsel, was also present.

The Committee reviewed several items:

1. Home State Legal Opinion
2. Generic Inquiry Response
3. Public Comments for Rule 4.13 and 5.13
4. Legal Advisory on Supervision under PSYPACT
5. Policy Regarding Reporting Violations

The Committee is making the following recommendations:

1. Final Generic Response Language:

Thank you for reaching out. In response to your inquiry regarding providing forensic evaluations under your PSYPACT Authorization, if you are practicing psychology, it remains your burden to choose the correct method to meet your standard of practice. PSYPACT addresses the regulatory component of telepsychology and temporary in-person face-to-face practice. It is the sole responsibility of the PSYPACT Authorization holder to ensure any method employed under their PSYPACT Authorization maintains their standards of practice as well as falls within their competence and appropriate jurisdictional scope of practice.

2. Modifications to proposed 4.13 and 5.13 to be presented prior to Public Hearing:

4.13 Authorization Validity: Authorization to Practice Interjurisdictional Telepsychology (APIT) that is issued by the PSYPACT Commission only applies to that specific authorization holder. ~~Authorization does not extend to supervisors, supervisees, or any other individual.~~ Authorization cannot be delegated to any other individual.

5.13 Authorization Validity: Temporary Authorization to Practice (TAP) that is issued by the PSYPACT Commission only applies to that specific authorization holder. ~~Authorization does not extend to supervisors, supervisees, or any other individual.~~ Authorization cannot be delegated to any other individual.

The Committee tabled the discussion regarding modifications to how the Home State is documented by Authorization Holders.

PSYPACT staff will draft a policy regarding reporting of violations for the Committee to review at its next meeting.

The committee will meet again during the 4<sup>th</sup> quarter of 2023.

Thank you.

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Psychology Interjurisdictional Compact (PSYPACT)  
210 Market Road Suite D • Tyrone, Georgia • 30290 • (678) 216-1175  
• [www.psypact.org](http://www.psypact.org)

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Reducing Regulatory Barriers. Increasing Access to Mental Health Care.

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To: PSYPACT Commission  
From: PSYPACT Training and Public Relations Committee  
RE: Report from the Training and Public Relations Committee  
Date: October 18, 2023

The PSYPACT Training and Public Relations Committee met on August 18, 2023, via Zoom. The Training and Public Relations Committee consists of:

- Lori Rall, Chair (AL)
- Heidi Paakkonen (AZ)
- Mariann Burnetti-Atwell (ASPPB, Ex Officio)

The following information represents an overview of that meeting as presented to the PSYPACT Executive Board.

The Training and Public Relations Committee will meet again in the First Quarter of 2024.

Thank you.



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Reducing Regulatory Barriers. Increasing Access  
to Mental Health Care.

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To: PSYPACT Executive Board  
From: PSYPACT Training and Public Relations Committee  
RE: Update from the Training and Public Relations Committee  
Date: September 1, 2023

The PSYPACT Training and Public Relations Committee met on August 18, 2023 via Zoom. The Training and Public Relations Committee consists of:

- Heidi Paakkonen (AZ)
- Lori Rall, Chair (AL)
- Mariann Burnetti-Atwell (ASPPB, Ex Officio)

The Committee reviewed the following:

- Outreach Documents: Opinion or Editorial Documents; Letter to the Editor.
- Website and Social Media information for 2<sup>nd</sup> Quarter 2023
- How to advertise and/or list authorization
- Job Recruitment Posting Requests

The Committee reviewed the draft editorial and offered changes. The final version is provided with this report.

At its next meeting, to be responsive to inquiries from authorization holders, the Committee will review the policy regarding advertising to determine if additional guidance needs to be developed and provided to authorization holders. The Committee will also review the feasibility and appropriateness of a job posting board for the PSYPACT website.

The Committee will meet again on October 11, 2023.

Thank you.



In response to the ongoing mental health crisis in the United States and the public's acute need for access to psychological services, the Board of Directors of the Association of State and Provincial Psychology Boards (ASPPB) approved the creation of the Psychology Interjurisdictional Compact (PSYPACT) in February of 2015. In May of 2016, Arizona became the first state to enact PSYPACT; today, PSYPACT is effective in 39 states/jurisdictions.

While this is meaningful for PSYPACT Authorization Holders who can now practice into all 39 of those states/jurisdictions, this also means that individuals in those 39 states/jurisdictions who find themselves in need of psychological services now have a much larger selection of psychologists available to them.

So, what is PSYPACT and how does it work? Who benefits from PSYPACT? How does a psychologist become a PSYPACT Authorization Holder?

PSYPACT is a legally binding contract that is enacted by legislation for the purpose of providing state-to-state authorization for practice to qualifying psychologists. When PSYPACT legislation passes in a state, it joins PSYPACT's governing body, the PSYPACT Commission. Psychologists in PSYPACT-enacted states wishing to practice under PSYPACT authorization must meet strict eligibility requirements. Participating states can communicate and exchange information - including verification of licensure and disciplinary sanctions - with other PSYPACT states, as well as the PSYPACT Commission.

Any person needing psychological services benefits from PSYPACT because they gain increased access to care with assurance that psychologists authorized to practice via PSYPACT meet its rigorous qualifying criteria. PSYPACT facilitates continuity of care when individuals relocate or travel, and allows psychologists to serve populations that are currently underserved or geographically isolated.

PSYPACT benefits psychologists by allowing them, as Authorization Holders, to practice telepsychology from their home states and/or conduct temporary in-person, face-to-face practice across state lines without having to establish independent licensure in those distant states. Time allowances for temporary practice regulations are also standardized under PSYPACT.

To become a PSYPACT Authorization Holder, a psychologist must meet strict eligibility requirements which include, among other qualifying criteria, holding a full, unrestricted license in a PSYPACT-participating state. This means that they must not have had disciplinary action taken against any license they own, and they must be able to obtain the necessary pre-requirements issued by ASPPB. To maintain PSYPACT authorization, a psychologist must continue to hold a full, unrestricted license in a PSYPACT-participating state, have no disciplinary action taken against them, renew required ASPPB certifications and PSYPACT authorizations annually, and comply with all state/jurisdictional and PSYPACT rules, laws, policies, and regulations.

The PSYPACT Commission will continue to reduce regulatory barriers and increase access to mental health care.

For additional information, please visit the PSYPACT website ([www.psypact.org](http://www.psypact.org)).



Approve Slate of Candidates for the 2023 PSYPACT Executive Board:

Chair – Patrick Hyde (TX)

Treasurer – Heidi Paakkonen (AZ)

Member-at-Large – Pam Groose (MO)



## 2023 Consent to Run for Psychology Interjurisdictional Compact (PSYPACT) Commission Executive Board

**Directions:** Please fill out this electronic document and email it back to the PSYPACT Executive Director, Janet Orwig (jorwig@asppb.org). **Submit your information as a Word document.** (PDF files will not be accepted). This form provides information needed for slating. You will be notified once the slate has been finalized.

---

**Name:** Patrick Hyde

**Contact information:**

Address: 1801 Congress Ave., Ste. 7.300, Austin, Texas 78701

Phone: 512-305-7705

Email: Patrick.hyde@bhec.texas.gov

**Agreement to Run and to Serve**

I would like to be considered for and will serve if elected to the following position (Please select on one):

- Chair (2023 -2025 term)
- Treasurer (2023 -2025 term)
- Member-At-Large (2023- 2025 term)

**Position Qualifications**

1. Please confirm that you are qualified by checking the box under the position for which you would like to be considered.

Chair (2-year term):

- I am a Commissioner to the PSYPACT Commission.

Treasurer (2-year term):

- I am a Commissioner to the PSYPACT Commission.

At Large Member (2-year term):

- I am a Commissioners to the PSYPACT Commission.

- 2-7. Please confirm your agreement with the following statements by checking the boxes.

- 2a. I do not concurrently hold an elected or appointed office in a psychology state, national or international association.

OR:

- 2b. I currently hold an elected or appointed office in a psychology state, national or international association, but do not believe this will pose a conflict of interest if elected.

Other association: \_\_\_\_\_

My office: \_\_\_\_\_

---

- 3a. I am not a member or an employee of a body, entity, or group, which might result in a potential or actual conflict of interest with the PSYPACT Commission.

OR:

- 3b. I am a member or an employee of a body, entity, or group, but do not believe this will pose a conflict of interest if elected.

Other body, entity, or group: The Texas Behavioral Health Executive Council

My office: General Counsel

---

- 4a. I do not concurrently hold credentials issued by the PSYPACT Commission.

OR:

- 4b. I currently hold credentials issued by the PSYPACT Commission but do not believe this will pose a conflict of interest if elected.

PSYPACT Credentials held: \_\_\_\_\_

---

5. I agree to perform the duties outlined by the PSYPACT Commission, Bylaws, Rules, and Policies.
- 

### Experience

Please provide a CV or résumé documenting your experience.

### Candidate Statement

Please write a short (one to three paragraphs) personal statement to the Commissioners about your willingness to serve and your capabilities to fill the position. The maximum length of this statement is no more than a single page, single-spaced.

Since being appointed as Texas' Commissioner in 2019 I had the pleasure of participating in the initial Commission meeting where I learned much about the start of this interjurisdictional compact. I volunteered for the Rules Committee and I was later made the chair for this committee. In 2021 I was elected as a Member-At-Large on the Executive Board. I have enjoyed my time working on many of the issues involved with PSYPACT and I hope to become more involved by becoming the Chair of the Executive Board. While I am not a psychologist, I have worked as legal counsel to Texas' regulatory agency for psychology since 2017 so I believe I can provide some legal and regulatory prospective which I hope can be of assistance to the continued success of PSYPACT.

## **PROFESSIONAL EXPERIENCE**

### Texas Behavioral Health Executive Council, Austin TX

*General Counsel, September 2020 – Present*

- Manages the legal department for the Council which licenses and regulates the practice of marriage and family therapy, professional counseling, psychology, and social work.
- Provides legal counsel to the Council and member Boards on various issues and topics; such as participating in public meetings, the proposal and adoption of new and amended rules, public information requests, litigation concerning the agency, licensure denials and appeals, complaint investigations, and disciplinary actions taken against licensees.

### Texas State Board of Examiners of Psychologists, Austin, TX

*General Counsel, January 2017 – August 2020*

- Prosecuted all aspects of disciplinary actions; reviewed the initial complaint, worked with investigators and potential expert reviewers or witnesses to further develop cases, attended informal settlement conferences, engaged in settlement negotiations, litigated and mediated at the State Office of Administrative Hearings, and presented proposed orders to the Board for ratification.
- Provided legal counsel to the Board on various issues and topics; such as participated in public meetings, the proposal and adoption of new and amended rules, public information requests, litigation concerning the agency, and licensure denials and appeals.

### Law Office of Patrick Hyde, Austin, TX

*Solo Practitioner, April 2016 – January 2017*

- Advised, drafted, and negotiated contracts, sales agreements, leases, non-disclosure agreements, company operating agreements, general warranty deeds, and other legal documents for clients.
- Counseled and assisted clients with various legal issues such as litigation, employment, transactions, and company formations and operations.

### Burton & Hyde, P.L.L.C., Austin, TX

*Partner, February 2011 – April 2016*

- Formed and managed a law practice focused on administrative law, insurance law, and business law which advised clients on interactions with regulators, assisted in navigating the licensing process, addressed financial solvency issues, counseled clients on various other legal licensing requirements, and drafted client's legal documents as necessary.
- Handled all aspects of litigation before courts and state agencies which included negotiations, discovery, depositions, motions, responses, briefs, trial presentation, and appellate matters. Additionally, served as special counsel to a United States Trustee for a bankruptcy estate and led the negotiation and litigation of more than one thousand workers' compensation medical fee dispute cases.

### Texas Department of Insurance, Austin, TX

*Staff Attorney, November 2007 – February 2011*

- *Financial Counsel, September 2010 – February 2011*
  - Served as special counsel in receivership matters for the Texas Department of Insurance, worked on financial rule and legislative projects, participated in mediation and litigation of receivership matters in district court, and advised and assisted the financial program area on compliance, solvency, licensing, and other financial and legal issues.
- *Workers' Compensation Counsel, August 2009 – September 2010*
  - Wrote rules and orders, participated in public hearings, prepared legal opinions and briefing papers, interpreted laws and regulations for program clients at the Division of Workers' Compensation, provided legislative comments, as well as handled subpoenas, open records requests, and referrals to the Office of the Attorney General.
- *Enforcement Division, November 2007 – July 2009*
  - Prosecuted rate cases and disciplinary hearings before the State Office of Administrative Hearings, counseled client program areas in the agency, and conducted investigations, litigation, discovery, and negotiations.

## **LICENSE**

- State Bar of Texas, May 4, 2007 (Bar No. 24057916)

## **EDUCATION**

- Ave Maria School of Law, Ann Arbor, MI – *Juris Doctorate, May 2006*
- University of Dallas, Irving, TX – *Bachelor of Arts, Politics, May 2002*



## 2023 Consent to Run for Psychology Interjurisdictional Compact (PSYPACT) Commission Executive Board

**Directions:** Please fill out this electronic document and email it back to the PSYPACT Executive Director, Janet Orwig (jorwig@asppb.org). **Submit your information as a Word document.** (PDF files will not be accepted). This form provides information needed for slating. You will be notified once the slate has been finalized.

---

**Name:** Heidi Herbst Paakkonen

**Contact information:**

Address: 1740 West Adams, Suite 3403 Phoenix, AZ 85007

Phone: 602.542.3018

Email: heidi.paakkonen@psychboard.az.gov

**Agreement to Run and to Serve**

I would like to be considered for and will serve if elected to the following position (Please select on one):

- Chair (2023 -2025 term)
- Treasurer (2023 -2025 term)
- Member-At-Large (2023- 2025 term)

**Position Qualifications**

1. Please confirm that you are qualified by checking the box under the position for which you would like to be considered.

Chair (2-year term):

- I am a Commissioner to the PSYPACT Commission.

Treasurer (2-year term):

- I am a Commissioner to the PSYPACT Commission.

At Large Member (2-year term):

- I am a Commissioners to the PSYPACT Commission.

- 2-7. Please confirm your agreement with the following statements by checking the boxes.

- 2a. I do not concurrently hold an elected or appointed office in a psychology state, national or international association.

OR:

- 2b. I currently hold an elected or appointed office in a psychology state, national or international association, but do not believe this will pose a conflict of interest if elected.

Other association: \_\_\_\_\_

My office: \_\_\_\_\_

---

- 3a. I am not a member or an employee of a body, entity, or group, which might result in a potential or actual conflict of interest with the PSYPACT Commission.

OR:

- 3b. I am a member or an employee of a body, entity, or group, but do not believe this will pose a conflict of interest if elected.

Other body, entity, or group: \_\_\_\_\_

My office: \_\_\_\_\_

---

- 4a. I do not concurrently hold credentials issued by the PSYPACT Commission.

OR:

- 4b. I currently hold credentials issued by the PSYPACT Commission but do not believe this will pose a conflict of interest if elected.

PSYPACT Credentials held: \_\_\_\_\_

---

5. I agree to perform the duties outlined by the PSYPACT Commission, Bylaws, Rules, and Policies.
- 

### Experience

Please provide a CV or résumé documenting your experience.

### Candidate Statement

Please write a short (one to three paragraphs) personal statement to the Commissioners about your willingness to serve and your capabilities to fill the position. The maximum length of this statement is no more than a single page, single-spaced.

I am keenly interested in serving the PSYPACT Commission as its Treasurer. As the organization expands its services over the next several years, I am prepared to enthusiastically dedicate my time, expertise, and leadership to volunteer in this critical capacity, and to help steer PSYPACT toward long-term financial viability and success.

The Masters degree program in Public Administration I completed emphasized acquiring competency in budgeting and fund management for serving a public purpose. I am fortunate to have had the opportunity to apply my knowledge and expertise to a variety of professional roles spanning nearly 30 years (including my current assignment as the Executive Director of the Arizona Board of Psychologist Examiners). Since my appointment as Arizona's Commissioner to PSYPACT, I gratefully accepted

appointment to serve on its Finance Committee. Additionally, I will bring to this role six years of experience serving on the Finance Committee of the Federation of State Boards of Physical Therapy, providing guidance and insights into a highly complex organization with an annual operating budget exceeding \$8 million.

The skills and acumen I would bring to the PSYPACT Treasurer role include providing leadership for establishing appropriate financial goals and targets, implementing evaluative strategies to measure fiscal performance, establishing plans for financial contingencies and emergencies, leveraging foundational tools to effectively manage financial resources, working closely with the strategic planning effort to allocate support for established objectives, and ensuring the long-term financial sustainability of PSYPACT. I also strongly believe in transparency with respect to reporting PSYPACT's financial activity and health to our stakeholders.

I respectfully request the support and vote of my fellow PSYPACT Commissioners to be elected as the organization's Treasurer.

# HEIDI HERBST PAAKKONEN, M.P.A.

2400 WEST THOMPSON WAY • CHANDLER, AZ 85286

602.561.1787 • [HHPAAKKONEN@COX.NET](mailto:HHPAAKKONEN@COX.NET) • [HEIDI.PAAKKONEN@PSYCHBOARD.AZ.GOV](mailto:HEIDI.PAAKKONEN@PSYCHBOARD.AZ.GOV)

## EXECUTIVE DIRECTOR/PROGRAM ADMINISTRATOR

**MISSION-DRIVEN LEADERSHIP | PUBLIC PROTECTION EXPERTISE | PROGRAMMING EXCELLENCE**

*Expert in developing and cultivating relationships with members, donors, board members, and constituents*

Competent, decisive, and dedicated **agency executive with a Master of Public Administration and commitment to public protection**. Strong financial acumen with accountability for **budget management of up to \$1.1M**. Innovative strategist recognized for the ability to **develop and manage high achieving programs and services**. Effective communicator with strong interpersonal skills, and the ability to **motivate, lead and direct staff and volunteers**. Successful at **advising and serving at the direction of public and private governing boards**. Ensure strict **compliance with state, federal, and local laws and regulations**. Superior **decision making, critical thinking, evaluative, and analytical skills**.

### Areas of Expertise

State Agency & Non-Profit Management • Regulatory Compliance • Communications & Reporting • Strategic Planning  
Public Policy & Regulatory Affairs • Financial Forecasting and Budget Management • Data-Driven Decision Making  
Customer Service • Stakeholder Relationships • Staff Recruiting, Development, & Retention

### Technical Proficiencies

Microsoft Office Suite (Word, Excel, PowerPoint, and Outlook) • Various Customer Relationship Management Systems  
Various Data Management Systems (LMS, SaaS) • Camtasia • Google

## PROFESSIONAL EXPERIENCE

ARIZONA BOARD OF PSYCHOLOGIST EXAMINERS

2019 – Present

Executive management of Arizona state agency charged with protection of consumers of psychology and behavior analytic services.

- Serve at the direction of the Gubernatorial appointed members of the Board; advise the Board on regulatory issues.
- Implement the directives and formal actions of the Board.
- Formulate public policy recommendations (legislation and administrative rules) for Board approval.
- Prepare agency appropriation and budget requests to the Arizona State Legislature (\$650,000 annual budget).
- Serve as public information officer responding to inquiries from the Arizona State Legislature, the Arizona Ombudsman Citizens' Aide Office, the Office of the Governor, and the media.
- Prepare and submit the agency annual strategic plan.
- Manage all agency personnel functions (hiring, supervision, training and evaluation of staff).
- Provide oversight of consumer complaint investigations.
- Prepare Board and committee agendas to include scheduling hearings, case reviews and application reviews.
- Facilitate the activities of committees and task forces of the Board.
- Deliver presentations on various regulatory topics to licensees and diverse groups of stakeholders.
- Work with Assistant Attorney General to draft and review agency legal documents and correspondence.
- Supervise agency consultants and contractors; ensured agency compliance with the Arizona procurement code.
- Collaborate with related health regulatory agencies to promote public protection.
- Provide oversight of application processing and licensure renewal for 2,000 psychologists and 600 behavior analysts.
- Serve as agency-designated lobbyist; tracking relevant legislation and testifying before the Arizona State Legislature.
- Approve and monitor agency revenues, expenditures, contracts and inventory.
- Serve as liaison between the Board and its stakeholders: licensees, consumers, policy makers, and other constituents.



## FEDERATION OF STATE BOARDS OF PHYSICAL THERAPY

2011 – 2019

**Program/Product Manager**

Recruited to lead the development, expansion, and promotion of competency and public protection programs and services including model legislation and a national continuing education accreditation program. Oversee the design, development, and enhancement of proprietary systems promoting public safety and improving efficiency. Achieve a high level of public protection through adoption of state law and regulations. Liaise effectively with governance groups and state policymakers.

- Developed, launched and manage four innovative public protection focused programs adopted in 35 U.S. jurisdictions.
- Conceptualize and manage programs and systems, establish operating policies, and develop and execute training.
- Mentor, direct, motivate, and supervise three employees and 50 volunteers to exceed performance expectations.
- Direct functions including budget development, financial management, revenue generation, and pricing analysis.
- Exercise discretion, discernment, and strict attention-to-detail while producing and presenting reports for the Board of Directors. Collaborate with senior management to set targets and goals and execute long-term and short-term planning.
- Represent the Federation nationwide, preparing and delivering engaging presentations to state regulatory boards.
- Coordinate and handle marketing promotion functions, including print and digital marketing and communications.

## ARIZONA PHYSICAL THERAPY ASSOCIATION – Tempe, AZ

2009 – 2011

**Executive Director**

Executive strategist and visionary in charge of managing the execution and advancement of the organization's vision, goals, and objectives. Generated revenue through membership dues, product sales, and continuing education programs; led the development, implementation, and growth of non-dues revenue sources. Protected the members' and organization's interests by closely monitoring state and federal public policy affairs and events impacting the profession.

- Managed annual budget of \$700K+ to include development, monitoring, reporting, and revenue generation.
- Developed and implemented successful strategies driving membership increases upward by 27% over 2 years.
- Developed and launched two new income streams to boost revenue growth, including an advertising and sponsorship program that increased non-dues revenue by 220% over 2 years.
- Played a critical role in the passing of two pieces of legislation by facilitating stakeholder involvement, drafting the language, and testifying on the bills at legislative hearings. Met with legislators to address questions and concerns.

## ARIZONA BOARD OF PHYSICAL THERAPY – Phoenix, AZ

2001 – 2009

**Executive Director**

Executive management of state agency charged with protection of consumers of physical therapy services in Arizona.

- Served at the direction of the Executive Board and advised the Board on agency governance and policy issues.
- Formulated a comprehensive set of operating policies and procedures for Board approval.
- Researched and formulated public policy recommendations (legislation and administrative rules) for Board approval.
- Prepared agency appropriation and budget requests to the Arizona State Legislature (\$350,000 annual budget).
- Prepared 12 administrative rulemaking packages and testified before the Governor's Regulatory Review Council.
- Served as public information officer responding to inquiries from the Arizona State Legislature and Ombudsman Citizens' Aide offices, the Office of the Governor and the media.
- Prepared the agency annual strategic plan.
- Managed all personnel functions (hiring, supervision, training and evaluation of agency staff).
- Provided oversight of over 300 consumer complaints and investigations.
- Prepared monthly Board agendas to include scheduling hearings, case reviews and application reviews.
- Coordinated the activities of all committees and task forces of the Board.
- Worked with legal counsel to draft and review legal documents and correspondence concerning the Board.
- Supervised agency consultants and contractors; ensured agency compliance with the Arizona procurement code.
- Collaborated with related health regulatory agencies to promote public protection.
- Presented on public protection topics at Annual Meetings of the Federation of State Boards of Physical Therapy.
- Provided oversight of licensing and renewal for more than 5,500 physical therapist and physical therapist assistants.

- Served as agency-designated lobbyist; tracking relevant legislation and testifying before the Arizona State Legislature.
- Monitored and approved all expenditures, contracts and inventory.
- Managed, updated, and maintained the content of the organization's website.
- Served as liaison between the Board and its stakeholders: licensees, consumers, policy makers, and other constituents.

## EARLIER CAREER HISTORY

**Executive Director**, Children and Nutrition Services, Casper, WY  
**Executive Director**, The Arc of Natrona County, Casper, WY

## EDUCATION

UNIVERSITY OF WYOMING, Laramie, WY  
**Master of Public Administration; Concentration in Non-Profit and State Agency Management**

UNIVERSITY OF WYOMING, Laramie, WY  
**Bachelor of Arts, Geography and Recreation**

## AWARDS & RECOGNITION

Selected to the City of Chandler CIVIC Program – 2023 Cohort  
 Wine & Spirits Education Trust Level 2 Certification, With Distinction, 2018  
 Outstanding Service Award, Federation of State Boards of Physical Therapy (FSBPT), 2008  
 Children’s Defense Fund Emerging Leaders Fellowship-Advocacy in Early Care and Education, 2000  
 Friend of Young Children, Natrona County Child Care Association, 1999

## PROFESSIONAL AND VOLUNTEER AFFILIATIONS

PSYPACT Commissioner, 2021-present  
 PSYPACT Finance Committee, 2021-present  
 PSYPACT Training & Public Relations Committee, 2021-present  
 Appointed to the Annual Meeting Planning Committee, Association of State and Provincial Psychology Boards, 2021  
 Appointed to the Committee on Disciplinary Issues, Association of State and Provincial Psychology Boards, 2021-2022  
 Secretary, Hamilton High School Cross Country Boosters, 2019-2020  
 President, Bogle Junior High School Boosters, 2017-2018  
 Appointed to the American Physical Therapy Association Governance Review Task Force on Chapters, 2010  
 Appointed Chair of the Disciplinary Categories Task Force, Federation of State Boards of Physical Therapy, 2008-2009  
 Appointed to the Education Committee of the Federation of State Boards of Physical Therapy, 2007  
 Elected Chair of the Council of Board Administrators of the Federation of State Boards of Physical Therapy, 2007  
 Appointed to the University of Wyoming National Ambassadors, 2005-2007  
 Appointee to the Finance Committee of the Federation of State Boards of Physical Therapy, 2002-2008



**2023 Consent to Run for Psychology Interjurisdictional Compact (PSYPACT) Commission Executive Board**

**Directions:** Please fill out this electronic document and email it back to the PSYPACT Executive Director, Janet Orwig (jorwig@asppb.org). **Submit your information as a Word document.** (PDF files will not be accepted). This form provides information needed for slating. You will be notified once the slate has been finalized.

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**Name:** Pam Goose

**Contact information:**

Address: PO Box 1335, Jefferson City MO 65102

Phone: 573-751-5922

Email: Pam.Goose@pr.mo.gov

**Agreement to Run and to Serve**

I would like to be considered for and will serve if elected to the following position (Please select on one):

- Chair (2023 -2025 term)
- Treasurer (2023 -2025 term)
- Member-At-Large (2023- 2025 term)

**Position Qualifications**

1. Please confirm that you are qualified by checking the box under the position for which you would like to be considered.

Chair (2-year term):

- I am a Commissioner to the PSYPACT Commission.

Treasurer (2-year term):

- I am a Commissioner to the PSYPACT Commission.

At Large Member (2-year term):

- I am a Commissioners to the PSYPACT Commission.

- 2-7. Please confirm your agreement with the following statements by checking the boxes.

- 2a. I do not concurrently hold an elected or appointed office in a psychology state, national or international association.

OR:

- 2b. I currently hold an elected or appointed office in a psychology state, national or international association, but do not believe this will pose a conflict of interest if elected.

Other association: \_\_\_\_\_

My office: \_\_\_\_\_

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- 3a. I am not a member or an employee of a body, entity, or group, which might result in a potential or actual conflict of interest with the PSYPACT Commission.

OR:

- 3b. I am a member or an employee of a body, entity, or group, but do not believe this will pose a conflict of interest if elected.

Other body, entity, or group: \_\_\_\_\_

My office: \_\_\_\_\_

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- 4a. I do not concurrently hold credentials issued by the PSYPACT Commission.

OR:

- 4b. I currently hold credentials issued by the PSYPACT Commission but do not believe this will pose a conflict of interest if elected.

PSYPACT Credentials held: \_\_\_\_\_

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5. I agree to perform the duties outlined by the PSYPACT Commission, Bylaws, Rules, and Policies.
- 

### Experience

Please provide a CV or résumé documenting your experience.

### Candidate Statement

I have been the Commissioner from Missouri from the beginning of PsyPact and we were one of the first states to pass PsyPact. I attended the first Commission meeting in July 2019 and served as a Member At Large from July 2019 to November 2020 then served as the Vice President from November 2020 thru November 2022, took a break and now very interested in serving as Member At Large again and would appreciate your vote.

I have been the Executive Director for the Missouri State Committee of Psychologists since July 1997 and prior to that employed by the Board of Nursing for 17 years so I have worked in regulation for 50 years. I have been involved with the PsyPact movement from the beginning.

**Statement from Pam Groose, Executive Director from Missouri.**

**I am very interested in being back onto the Board of PsyPact. I have been involved with PsyPact from the very beginning, served as a Member At Large then as the Vice President, enjoyed every minute but had to drop off due to work responsibilities and now ready to get back into the Board.**

**Because my background covers almost 50 years of regulation and I am housed within the Division of Professional Registration in Missouri I am familiar with compacts in other professions or can just walk down the hall and discuss so I feel like my background is/can be helpful to our group.**

**I will do my very best to represent all opinions and willing to talk with other members about the issues before the group.**

**I do realize there are others who can represent the group as well or better than I but I do hope you will consider me and my background and experience and give me a vote.**

**Thank you  
Pam Groose  
Missouri**

# Pamela Groose

PO Box 1335, Jefferson City MO 65102  
573/751-5922 work 573/338-1624 Cell

## OBJECTIVE

Increase knowledge and experience related to professions within the Division of Professional Registration.

## EDUCATION

- Bachelor of Science in Business Administration Degree, Columbia College, December 14, 1986
- Associate in Arts Degree, Columbia College, July 23, 1994

## EMPLOYMENT HISTORY

- |                               |  |
|-------------------------------|--|
| -July, 1997 to present        | Executive Director for State Committee of Psychologists  |
| -May, 2010 to present         | Executive Director for the Behavior Analyst Advisory Board   |
| -July, 2008 to present        | Executive Director for the Board of PI/PFI Examiners   |
| -December 2000 to present     | Executive Director for the State Board of Geologists Registration  |
| -December, 2000 to present    | Executive Director for the State Committee of Interpreters   |
| -July, 1998 to December, 2000 | Executive Director for the Missouri State Board of Optometry   |
| -July, 1997 to July, 1998     | Executive Director for Hearing Instrument Specialists  |
| -March, 1974 to July, 1997    | Employed at the Missouri State Board of Nursing holding several different positions from Clerk Typist to Administrative Assistant. |

## MANAGEMENT AND ORGANIZATIONAL SKILLS

- Organize Board meetings, preparing Public Agendas and supporting materials;
- Supervise and train clerical positions;
- Evaluate job performance of clerical staff;
- Knowledge of all phases of the investigatory and disciplinary processes;
- Ability to collect, organize and analyze data;
- Ability to interpret Statutes and Rules and Regulations;
- Review and approve, applications for licensure by examination, endorsement and reciprocity;
- Ability to work with legal counsel regarding disciplinary processes;
- Maintain complaint and discipline logs;
- Assist with the preparation of the annual budget of 5 professions;
- Prepare and supervise the preparation of annual Newsletters for 5 professions;
- Monitor legislation;
- Supervise the preparation and administration of psychology monthly jurisprudence exams and quarterly oral examinations, Geology fundamentals and practice exams given two times per year;
- Developed office handbook consisting of policies and procedures;
- Proposed and implemented an office reorganization creating a licensure section pool and cross- trained staff to ensure completion of work products in a timely manner;
- Developed filing system to monitor approximately 300 disciplined licensees;
- Organize and monitor work schedule of employees.

**PSYCHOLOGY INTERJURISDICTIONAL COMPACT (PSYPACT)  
BYLAWS  
(Adopted July 22, 2019; Revised February 27, 2020)**

**ARTICLE I**

**NAME**

The name of this organization is the Psychology Interjurisdictional Compact (PSYPACT) Commission, hereinafter referred to as the Commission.

**ARTICLE II**

**COMMISSION PURPOSE**

Pursuant to the terms of the Psychology Interjurisdictional Compact (“the Compact”), the Commission is established to fulfill the objectives of the Compact through a means of joint cooperative action among the Member States. The purpose of the Compact is to facilitate the interstate practice of telepsychology and the temporary in-person, face-to-face practice of psychology with the goal of improving access to mental health services in a manner that preserves the regulatory authority of each Member State to protect the public health and safety.

**ARTICLE III**

**FUNCTIONS**

In pursuit of the fundamental objectives set forth in the Compact, the Commission shall, as necessary or required, exercise all of the powers and fulfill all of the duties delegated to it by the Member States. The Commission’s activities shall include, but are not limited to, the following:

- A. Promulgation of binding rules and operating policies and procedures;
- B. Equitable distribution of the costs, benefits, and obligations of the Compact among the Member States;
- C. Enforcement of Commission Bylaws, Rules, and other Operating Policies and Procedures as established;
- D. Provision of dispute resolution;
- E. Coordination of training and education as it relates to the Compact; and
- F. Collection and dissemination of information concerning the activities of the Compact, as provided by the Compact, or as determined by the Commission to be warranted by, and consistent with, the objectives and provisions of the Compact.

## **ARTICLE IV**

### **BYLAWS**

As required by the Compact, these Bylaws shall govern the management and operations of the Commission. As adopted and subsequently amended, these Bylaws shall remain at all times subject to, and limited by, the terms of the Compact.

## **ARTICLE V**

### **MEMBERSHIP**

#### **Section 1. Member State Representation**

- A. The Commission Membership shall be comprised as provided by the Compact. Each Member State shall have and be limited to one (1) voting representative, selected by the State Psychology Regulatory Authority (Member Board) in the Member State, who shall be the Commissioner of the Member State.
- B. Each Member State shall appoint its Commissioner no later than 90 days after the effective date of the legislation.
- C. Each Member State shall forward the name of its Commissioner to the Commission staff within ten (10) business days of selecting a Commissioner. Member States should consider whether any real or potential conflict of interest exists when selecting their Commissioner.
- D. The Member Board of the member state shall provide notice to the Commission staff within ten (10) business days whenever a vacancy occurs.
- E. Commission staff shall promptly advise the Member Board of the Member State of the need to appoint a new Commissioner whenever a vacancy occurs.

#### **Section 2. Non-Voting, Ex Officio Representation**

- A. In addition to the Commissioner identified in Section 1.A. of this Article, the Commission Membership shall also be comprised of one representative appointed by the organization identified in Article X of the Compact. This individual shall be appointed by his/her respective organization and serve as an ex officio non-voting member.
- B. The organization identified in Article X of the compact shall forward the name of his/her appointed representative to the Commission staff within ten (10) business days of the appointment. The organization identified in Article X should consider whether any real or potential conflict of interest exists when selecting their appointed representative.
- C. The organization identified in Article X of the Compact shall provide reasonable notice to the Commission staff whenever a vacancy occurs.
- D. Commission staff shall promptly advise the appropriate staff of this organization identified in Article X of the need to appoint a new representative whenever vacancy occurs.



### **Section 3. Withdrawal of Membership in the Compact**

A Member State may withdraw from the Commission by enacting legislation repealing the Compact language. As provided in the Compact, the withdrawal will not take effect until six (6) months after the enactment of the legislation repealing the Compact language.

## **ARTICLE VI**

### **COMPACT COMMISSION, OFFICERS, AND EXECUTIVE BOARD**

#### **Section 1. Officers**

The Officers of the Commission shall be the Chair, Vice Chair, and Treasurer. The officers shall be duly appointed Commissioners from Member States.

#### **Section 2. Executive Board**

The Executive Board will consist of the Officers of the Commission, two At Large Members, one ex officio non-voting member selected by and representing the organization listed in Article X of the Compact, as identified in Rules. The At Large Members shall be duly appointed Commissioners from Member States.

A majority of the voting members of the Executive Board will constitute a quorum. The Executive Board has the power to act on behalf of the Commission according to the terms of the Compact.

#### **Section 3. Election and Succession of the Executive Board**

- A. Members of the Executive Board will be elected for a term of two (2) years or until their successors are elected and assume office.
- B. Members of the Executive Board cannot serve more than two (2) consecutive full terms in the same office.
- C. Elections for the Chair, Treasurer, and 1 At Large Member positions shall occur at the annual meeting in odd-numbered years.
- D. Elections for the Vice Chair and 1 At Large member positions shall occur at the annual meeting in even-numbered years. The individuals elected to these positions at the first annual meeting in \_\_\_\_\_ shall serve until the annual meeting in \_\_\_\_\_.
- E. Members of the Executive Board will assume office at the close of the annual meeting at which the individuals are elected.
- F. Members of the Executive Board so elected shall serve without compensation or remuneration, except as provided by the Compact.

#### **Section 4. Duties of the Officers and At Large Members of the Executive Board**

The Commission's officers shall perform all duties of their respective offices as the compact and these Bylaws provide. Their duties shall include but are not limited to the following:

**A. Chair**

The Chair shall call and preside at Commission and Executive Director meetings; prepare agendas for the meetings; act on Commission's behalf between Commission meetings; review minutes from meetings.

**B. Vice Chair**

The Vice Chair shall perform the Chair duties in their absence or at the Chair's direction. In the event of a vacancy in the Chair's office, the Vice Chair shall serve until the Commission elects a new Chair.

**C. Treasurer**

The Treasurer, with the assistance of the Executive Director of the Compact, shall monitor the Commission's fiscal policies and procedures. If the Commission does not have an Executive Director of the Compact, the Treasurer will also serve as secretary and perform the duties of the secretary.

The Executive Board shall:

Administer the affairs of the Commission in a manner consistent with the Bylaws and purpose of the Commission;

1. Propose budgets, provide fiscal oversight and provide for an annual fiscal review;
2. Propose policies and procedures for consideration by the Commission;
3. Contract for services and monitor contract compliance;
4. Monitor and enforce member compliance with the Compact;
5. Propose standing and ad hoc committees;
6. Approve and maintain its minutes;
7. Perform such other functions as are necessary or appropriate to carry out the purpose of the Commission.

**Section 5. Removal from Office**

**A. Member of the Executive Board**

1. The Executive Board may, by a vote of two-thirds (2/3rds) of the membership of the Executive Board, decide that a member of the Executive Board: has a conflict of interest; has become incapacitated and unable to fulfill his/her duties; or has engaged in conduct constituting cause. In that event, the Executive Board member will be removed or, in the case of conflict of interest, resolve the conflict of interest to the satisfaction of the Executive Board. The affected Executive Board member will not vote on, and may be excluded from the discussion of, the issues. The decision of the Executive Board is final.
2. A member of the Executive Board may be removed from office for cause by a two-thirds (2/3rds) vote of the Commissioners voting at any meeting of the Commission. Cause is defined as conduct that is or could be detrimental to the good name of the organization, potentially or actually disturbs its wellbeing or potentially or actually hampers its work.
3. The removal of a member of the Executive Board in accordance with this section of the Bylaws does not impact that individual's status as the Commissioner from the Member State or as the ex officio non-voting member appointed by one of the organizations identified Article X of the Compact.

## **B. Member State Commissioner**

The Commissioner from a Member State may be removed or suspended from office as provided by the law in that Member State.

## **Section 6. Vacancies in Office**

### **A. Chair**

The Vice Chair will fill a vacancy occurring in the office of Chair for the remainder of the unexpired term.

### **B. Vice Chair or Treasurer**

A vacancy occurring in the position of Vice Chair or Treasurer between meetings of the Commission may be filled by appointment by the Executive Board. The appointee will serve for the remainder of the unexpired term.

### **C. At Large Members**

A vacancy occurring in the position of At Large Member between meetings of the Commission may be filled by appointment by the Executive Board. The appointee will serve for the remainder of the unexpired term.

### **D. Vacancy Due to Election**

If a vacancy occurs on the Executive Board as a result of an election, a second election shall be required. All candidates who were slated for any position on the Executive Board and were not elected in the first election will be slated in the second election unless they have indicated otherwise.

## **Section 7. Conduct of Business of the Executive Board**

### **A. Public Notice of Meetings**

1. The Executive Board shall meet at least once each calendar year at a time and place to be determined by the Executive Board.
2. Additional meetings may be scheduled at the discretion of the Chair, or may be called upon the request of a majority of the Executive Board.
3. Notice of meetings shall be made at least thirty (30) days before the scheduled meeting date. The meeting notice shall be published on the Commission's website and sent to the board administrator of the Member Board in all Member States.
4. The meeting agenda, including meeting start time and telecommunications information, shall be published on the Commission's website and sent to the board administrator of the Member Board in all Member States no later than seven (7) days before the meeting date. Additional agenda items requiring Executive Board action may not be added to the final agenda, except by an affirmative vote of a majority of the Executive Board.
5. If a special meeting is called, the notice shall be made at least twenty-four (24) hours before the scheduled meeting. The notice shall include the topic(s) that will be discussed at the special meeting. No additional agenda items may be added to the agenda. The notice of a special meeting shall be published on the Commission's website and sent to the board administrator of the Member Board in all Member States.

### **B. Closed Session and Up for Discussion**

1. Except as provided for in the Compact, all meetings of the Executive Board are open to the public. The Executive Board may meet in closed session only after a majority

- of the Executive Board votes to convene in a closed, non-public meeting. The vote to convene in a closed session must be done by a roll call vote that reveals the vote of each member of the Executive Board.
2. As authorized in Article X.B.6 of the Compact the Executive Board may convene in a closed, non-public meeting for ten (10) reasons. The Commission's legal counsel or designee will certify which of the ten (10) reasons for which the meeting, or portions of the meeting, is being closed.

### **Section 8. Compact Commission**

The Psychology Interjurisdictional Compact Commission is a joint public agency created and established by the Member States. A majority of the Commission will constitute a quorum.

### **Section 9. Duties of the Compact Commission Commissioners**

- A. Represent their Member State in all meetings of the Commission.
- B. Attend the annual meeting of the Commission and any other meetings of the Commission.
- C. Participate in the business and affairs of the Commission.
- D. Vote on the promulgation of Rules and creation of Bylaws.

### **Section 10. Conduct of Business of the Compact Commission**

#### **A. Public Notice of Meetings**

1. The Commission shall meet at least once each calendar year at a time and place to be determined by the Commission.
2. Additional meetings may be scheduled at the discretion of the Chair and must be called upon the request of a majority of the Commission.
3. Notice of meetings shall be made at least thirty (30) days before the scheduled meeting date. The meeting notice shall be published on the Commission's website and sent to the board administrator of the Member Board in all Member States.
4. The meeting agenda, including meeting start time and telecommunications information, shall be published on the Commission's website and sent to the Board administrator of the Member Board in all Member States no later than seven (7) days before the meeting date. Additional agenda items requiring Commission action may not be added to the final agenda, except by an affirmative vote of a majority of the Commission.
5. If a special meeting is called, the notice shall be made at least twenty-four (24) hours before the scheduled meeting. The notice shall include the topic(s) that will be discussed at the special meeting. No additional agenda items may be added to the agenda. The notice of a special meeting shall be published on the Commission's website and sent to the board administrator of the Member Board in all Member States.

#### **B. Notice of Proposed Rulemaking**

1. Notice of Proposed Rulemaking shall be made at least sixty (60) days before a meeting at which the Commission reviews and plans to adopt, amend, or rescind a rule.
2. The meeting notice shall be published on the Commission's website and sent to the Member Board in all Member States for publishing on the board's website.

3. The meeting notice shall include information about the meeting time and location, the text of the proposed changes, and the mechanism and timeframe in which interested parties may indicate intention to attend the public meeting and/or submit written comments on the proposed changes.
4. The Commission may proceed with the proposed changes without a public hearing if no written notice of intent to attend by interested parties is timely received.
5. The Commission must hold a public hearing if it is requested in the manner outlined in Article XI of the Compact.

**C. Closed Session**

1. Except as provided for in the Compact, all meetings of the Commission are open to the public.
2. As authorized in as authorized in Article X.B.6 of the Compact, a closed, non-public meeting may be convened. The Commission's legal counsel or designee will certify which of the ten (10) reasons for which the meeting is being closed.
3. The Commission may meet in closed session only after a majority of the Commission votes to convene in a closed, non-public meeting.

**D. Rights and Privileges of Individuals Other than Commissioners and Non-Commissioners**

1. Adding Item to the Agenda

Upon written request to the Commission at least ten (10) business days prior to the meeting date, any person who desires to add an item to the agenda and present a statement shall be afforded an opportunity to present an oral statement to the Commission at an open meeting. If the request is not made at least ten (10) business days prior to the meeting date, the Chair will determine whether to add the item to the agenda.

2. Speaking During a Public Meeting

Non-Commissioners may attend Commission meetings and speak during the public comment period.

3. At the discretion of the Chair, consultants, staff, resource individuals, or other guests may speak to address an issue on the agenda, other than the situations identified in Article X of this Article of the Bylaws.

4. The Chair may limit the time and manner of any statements from non-commissioners at any open meeting.

5. Nothing in this Section of the Bylaws shall apply to public rules hearings held in accordance with Article X of the Compact.

**E. Conduct of Business by Mail or Electronically**

1. When business is conducted by telecommunications, all members must be notified in advance. Commission staff will establish an electronic mechanism for Commissioners to participate in the meeting.

2. If a Commissioner is unable to attend an in-person meeting of the Commission, the Member States must notify Commission staff at least ten (10) business days prior to the date of the meeting to allow sufficient time for Commission staff to establish an electronic mechanism for the Commissioner to participate in the meeting.

3. For ballot votes, the Commissioner will electronically submit his or her vote to Commission staff. For voice votes, the Commissioner will vote via phone.

**F. Duties of the Commission**

1. Adopt changes to the Rules or Bylaws.
2. Adopt in rule the fees/dues to be paid by Member States.
3. Adopt the budget based on the recommendation from the Executive Board.
4. Enter into contracts for the provision of personnel and other administrative services.
5. Enforce Member State compliance with the terms of the Compact, including these Bylaws and Rules adopted by the Commission.
6. Perform any other necessary or appropriate duties authorized by the Compact.

**Section 11. Conflict of Interest**

The Commission shall adopt a conflict of interest policy that addresses how to resolve potential conflicts of interest.

**ARTICLE VII**

**COMMITTEES AND TASK FORCES**

**Section 1. Standing Committees of the Commission**

The Commission shall establish committees, as it deems necessary, to carry out its objective which include, but not be limited to:

**A. Executive Board**

An Executive Board shall be established as a standing committee which shall be comprised of the officers of the Commission as well s those members specified in Article X of the Compact.

**B. Rules Committee**

A Rules Committee shall be established as a standing committee to develop uniform Compact rules for consideration by the Commission and subsequent implementation by the states and to review existing rules and recommend necessary changes to the Commission for consideration.

**C. Compliance Committee**

The Compliance Committee shall be established as a standing committee responsible for administering the provisions of the Compact related to compliance and enforcement.

**D. Finance Committee**

The Finance Committee shall be established as a standing committee to audit needs, finances, develop state-specific materials, etc.

**E. Training and Public Relations Committee**

The Training and Public Relations Committee shall be established as a standing committee to administer training and public relations on behalf of the Commission.

**F. Elections Committee**

An Elections Committee shall be established as a standing committee to:

1. Inform the Commission on the responsibilities of the office;
2. Encourage participation by the Commissioners in the elections process;
3. Announce nominations deadline and anticipated vacancies of the Executive Director of the Commission;
4. Communicate with incumbents to determine if they wish to run for re-election;

5. Accept qualified nominees and prepare a slate of candidates for the election of the officers or members at large of the Executive Director;
6. Present a list of candidates to the Commission including the terms of office expiration dates; and
7. Tally/verify the election results and report to the Commission.

**G. Requirements Review Committee**

A Requirements Review Committee shall be established as a standing committee to review of denials for authorization, review ongoing standards for reasonableness and interface with Association and Provincial Psychology Boards regarding E.Passport and Interjurisdictional Practice Certificate Requirements as needed.

The composition, procedures, duties, budget and tenure of all committees shall be determined by the Commission. The Commission may dissolve any committee it determines is no longer needed.

## **ARTICLE VIII**

### **COMMISSION PERSONNEL**

**Section 1. Commission Staff**

The Executive Board may engage in services provided by an Executive Director, who shall serve at the pleasure of the Executive Board. The Executive Director shall hire and supervise such other staff as may be needed.

**Section 2. Duties of the Executive Director**

As the Commission's principal administrator, the Executive Director shall also perform such other duties as may be delegated by the Commission or required by the Compact and the Bylaws, including, but not limited to, the following:

- A. Serve as its discretion and act as Secretary to the Commission, but shall not be a Member of the Commission;
- B. Establish and manage the Commission's office or offices as determined by the Commission;
- C. Recommend general policies and program initiatives for the Commission's consideration;
- D. Recommend for the Commission's consideration administrative personnel policies governing the recruitment, hiring, management, compensation, and dismissal of Commission staff;
- E. Implement and monitor administration of all policies, programs, and initiatives adopted by the Commission;
- F. Prepare draft annual budgets for the Commission's consideration;
- G. Monitor the Commission's financial performance for compliance with approved budgets and policies, and maintain accurate records of the Commission's financial account(s);
- H. Execute contracts on behalf of the Commission as directed;
- I. Receive service of process on behalf of the Commission;
- J. Prepare and disseminate all required reports and notices directed by the Commission;
- K. Assist the members of the Executive Director in the performance of its duties;

- L. Speak on behalf and represent the Commission;
- M. In collaboration with legal counsel, ensure the legal integrity of the Commission and
- N. Report about policy, regulatory, political, legal or other developments of relevance to the Commission's operation.

## **ARTICLE IX**

### **QUALIFIED IMMUNITY, DEFENSE, AND INDEMNIFICATION**

#### **Section 1. Immunity**

The Commission, its Members, officers, Executive Director, and employees shall be immune from suit and liability, either personally or in their official capacity, for any claim for damage to or loss of property or personal injury or other civil liability caused or arising out of or relating to any actual or alleged act, error, or omission that occurred, or that such person had a reasonable basis for believing occurred within the scope of Commission employment, duties, or responsibilities; provided, that any such person shall not be protected from suit or liability, or both, for any damage, loss, injury, or liability caused by the intentional or willful and wanton misconduct of any such person.

#### **Section 2. Defense**

Subject to the provisions of the Compact and Rules promulgated thereunder, the Commission shall defend the Commissioner of a Member State, his or her representatives or employees, or the Commission, and its representatives or employees in any civil action seeking to impose liability against such person arising out of or relating to any actual or alleged act, error or omission that occurred within the scope of Commission employment, duties, or responsibilities or that such person had a reasonable basis for believing occurred within the scope of Commission employment, duties or responsibilities; provided, that the actual or alleged act, error, or omission did not result from gross negligence or intentional wrongdoing on the part of such person.

#### **Section 3. Indemnification**

The Commission shall indemnify and hold the Commissioner of a Member State, his or her representatives or employees, or the Commission, and its representatives or employees, harmless in the amount of any settlement or judgement obtained against such person arising out of or relating to any actual or alleged act, error, or omission that occurred within the scope of Commission employment, duties, or responsibilities that such person had a reasonable basis for believing occurred within the scope of Commission employment, duties, or responsibilities; provided, that the actual or alleged act, error, or omission did not result from gross negligence or intentional wrongdoing on the part if such person.

## **ARTICLE X**

### **FINANCE**

#### **Section 1. Fiscal Year**

The Fiscal Year of the Commission shall be January 1 through December 31.



## **Section 2. Budget**

The Commission shall operate on an annual budget cycle and shall, in any given year, adopt budgets for the following fiscal year or years only after notice and comment as provided by the Compact.

## **Section 3. Dues**

Each Member State shall pay an annual assessment in accordance with Article X of the Compact. The amount of the annual assessment will be specified in the Rules adopted by the Commission and shall be sent timely to be received no later than ninety (90) days after the start of the fiscal year. A Member State will be ineligible to vote on any matter that come before the Commission if the annual assessment is not received within the 90-day timeframe. Voting rights will be restored once the Member State pays the annual assessment. If the assessment is not paid within six (6) months after the start of the fiscal year, the Commission will take appropriate enforcement action in accordance with the Rules adopted by the Commission.

## **Section 4. Authority to Expend and Disperse Money**

No Commissioner or employee of the Commission will have the right or authority to expend any money of the Commission, to incur any liability in its behalf, or to make any commitment which binds the Commission to any expense or financial liability, unless such expenditure, liability, or commitment has been incorporated in the budget or the Executive board has made an appropriation or has approved a policy to pay same. The Commission may assume debt as a means of financing operations, including credit facilities such as a line of credit. The Commission shall monitor its own and its committees' affairs for compliance with all provisions of the Compact, its Rules, and these BYLAWS governing the incursion of debt and the pledging of credit.

## **Section 5. Accounting and Audit**

The financial records of the Commission will be audited annually by an independent certified public accountant. The audit report will be presented to the Executive Board when the report is received and to the full Commission at the Commission's annual meeting. The report shall also be made available to the public and shall be included in and become part of the annual report to the Governors, legislatures, and judiciary of the Member States.

The Commission's internal accounts, any workpapers related to any internal audit, and any workpapers related the independent audit shall be confidential; provided, that such materials shall be available: (1) in compliance with the order of any court of competent jurisdiction; (2) pursuant to such reasonable Rules as the Commission shall promulgate; and (3) to any Commissioner of a Member State, or their duty authorized representatives.

## **Section 6. Travel Reimbursements.**

Subject to the availability of budgeted funds and unless otherwise provided by the Commission, Commissioners may be reimbursed for any actual and necessary expenses incurred pursuant to their attendance at all duly convened meetings of the Commission, its committees as provided by the Compact, or the Executive Board

## **ARTICLE XI**

### **WITHDRAWAL, DEFAULT, AND TERMINATION**

Member States may withdraw from the Compact only as provided by the Compact. The Commission may suspend and/or terminate a Member State as provided by the Compact.

## **ARTICLE XII**

### **PARLIAMENTARY AUTHORITY**

Matters of parliamentary procedure not covered by these Bylaws shall be governed by the current edition of Robert's Rules of Order.

## **ARTICLE XIII**

### **ADOPTION AND AMENDMENT OF BYLAWS**

Any Bylaws may be adopted, amended, or repealed by a majority vote of the Commission, provided that written notice and the full text of the proposed action is provided to all Commissioners of member States at least thirty (30) days prior to the meeting at which the action is to be considered. Failing the required notice, a two-third (2/3rds) vote of the Commissioners of Member States shall be required for such action.

## **ARTICLE XIV**

### **DISSOLUTION OF THE COMPACT**

The Compact shall dissolve effective upon the date of the withdrawal or the termination by default of a Member State which reduces Membership in the Compact to one Member State as provided by the Compact.

Upon dissolution of the Compact, the Compact becomes null and void and shall be of no further force or effect, and the business and affairs of the Commission shall be concluded in an orderly manner and according to applicable law. Each Member State in good standing at the time of the Compact's dissolution shall receive a pro rata distribution of surplus funds based upon a ratio, the numerator of which shall be the amount of its last paid annual assessment, and the denominator of which shall be the sum of the last paid annual assessments of all Member States in good standing at the time of the Compact's dissolution. A Member State is in good standing if it has paid its assessments timely.

## **ARTICLE XV**

### **AFFILIATION WITH THE ASSOCIATION OF STATE AND PROVINCIAL PSYCHOLOGY BOARDS**

The Commission shall be affiliated with and supported by the Association of State and Provincial Psychology Boards (ASPPB). The Commission shall negotiate payment for secretariat

services by the ASPPB. Payment for the secretariat services shall be made from the funds collected by the Commission.

## Discipline Reports

**09/01/2023 - 11/17/2023**

NEW CASES RECEIVED BY BOARD 09/01/2023 - 11/17/2023
26

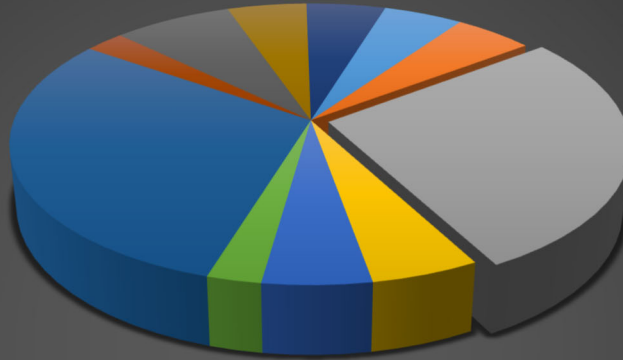
TOTAL OPEN INVESTIGATIONS (ENFORCEMENT)
44

OPEN CASE STAGES as of November 17, 2023	
Probable Cause Review	105
Scheduled for Informal Conferences	4
Scheduled for Formal Hearings	2
Other (pending CCA, PHCO, hold, etc.)	3
Cases with APD for processing (IFC, FH, Consent Order)	2
<b>TOTAL CASES AT BOARD LEVEL</b>	<b>116</b>

UPCOMING CONFERENCES AND HEARINGS	
<b>Informal Conferences</b>	Conferences Held: September 18, 2023 (Agency Subordinate)  Scheduled Conferences: TBD
<b>Formal Hearings</b>	Hearings Held: n/a  Scheduled Hearings: TBD

CASES CLOSED 09/01/2023 - 11/17/2023	
Closed – No violation	33
Closed – Undetermined	1
Closed – Violation	
Conference/Hearing held	0
Consent Order	4
Confidential Consent Agreement	2
Credentials/Reinstatement – Denied	0
Credentials/Reinstatement – Approved	0
<b>TOTAL CASES CLOSED</b>	<b>40</b>

## Closed Case Categories



■ Abuse/Abandonment/Neglect (2)

■ Confidentiality Breach (2)  
1 violation (LCP/LSP)

■ Diagnosis/Treatment (11)  
1 CCA entered

■ Fraud, patient care (2)  
1 violation (LCP)

■ Inability to Safely Practice (2)

■ Inappropriate Relationship (1)

■ No jurisdiction (12)

■ Noncompliance w/Board Order (1)  
1 violation (LCP/LSP)

■ Records Release (3)

■ Scope of Practice (2)  
1 violation (LCP/LSP)

■ Unlicensed Activity (2)  
1 CCA entered

### AVERAGE CASE PROCESSING TIMES (counted on closed cases)

Average time for case closures	<b>555 days</b>
Avg. time in Enforcement (investigations)	126 days
Avg. time in APD (IFC/FH preparation)	166 days
Avg. time in Board (includes hearings, reviews, etc).	416 days

**Behavioral Science Unit (BSU)**  
**Boards of Counseling, Psychology, and Social Work**

**CASES RECEIVED BY YEAR**

<b>2023</b> <b>CASES RECEIVED</b> January 1, 2023 – November 17, 2023	
Board of Counseling	383
Board of Psychology	110
Board of Social Work	135
<b>TOTAL CASES RECEIVED</b>	<b>628</b>

<b>2022</b> <b>CASES RECEIVED</b> January 1, 2022 – November 17, 2022	
Board of Counseling	351
Board of Psychology	116
Board of Social Work	95
<b>TOTAL CASES WITH BOARD STAFF</b>	<b>562</b>

<b>2021</b> <b>CASES RECEIVED</b> January 1, 2021 – November 17, 2021	
Board of Counseling	298
Board of Psychology	123
Board of Social Work	84
<b>TOTAL CASES WITH BOARD STAFF</b>	<b>505</b>

**OPEN CASES**

<b>CURRENT OPEN CASES PER BOARD</b> as of November 17, 2023	
Board of Counseling	140
Board of Psychology	116
Board of Social Work	154
<b>TOTAL CASES WITH BOARD STAFF</b>	<b>410</b>

**Discipline Staff for BSU**

Jennifer Lang, Deputy Executive Director  
 Christy Evans, Discipline and Compliance Case Manager  
 Cheryl Branch, Audit Specialist (part-time)  
 Discipline Reviewer, Board of Counseling (part-time)  
 Discipline Reviewer, Board of Psychology (part-time)  
 Discipline Reviewer, Board of Social Work (part-time)

**BEFORE THE VIRGINIA BOARD OF PSYCHOLOGY**

**IN RE:           RONALD STEVEN FEDERICI, L.C.P., L.S.P.**  
**L.C.P. License Number:   0810-001534**  
**L.S.P. License Number:   0803-000093**  
**Case Number:            202621, 206080, & 208921**

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**CONSENT ORDER**

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**JURISDICTION AND PROCEDURAL HISTORY**

The Virginia Board of Psychology (“Board”) and Ronald Steven Federici, L.C.P., L.S.P., as evidenced by their signatures hereto, in lieu of proceeding to a formal administrative proceeding, enter into the following Consent Order affecting Dr. Federici’s licenses to practice clinical psychology and school psychology in the Commonwealth of Virginia.

**FINDINGS OF FACT AND CONCLUSIONS OF LAW**

1. Ronald Steven Federici, L.C.P., L.S.P., was issued License Number 0810-001534 to practice clinical psychology and school psychology on January 21, 1988. Dr. Federici was also issued Licensure Type Number 0803-000093 to practice school psychology on May 16, 1995. Said licenses are scheduled to expire on June 30, 2024.
2. By an Order of the Board entered December 10, 2019 (“Board’s Order”), Dr. Federici was placed on indefinite probation for a period of not less than 12 months of active clinical practice, subject to terms and conditions, due to findings that he exceeded his scope of practice by providing a patient treatment recommendations regarding gender reassignment without appropriate training or experience in treating gender identity issues, that he failed to maintain patient confidentiality, that he failed to recognize and mitigate the possibility of bias in his evaluation of a minor patient, that he exceeded his scope of practice by advising patients to discontinue prescribed medications without advising them to speak to the prescriber of those medications, and that he misrepresented himself as a licensee of the Virginia Board of Medicine when he does not hold any license issued by the Virginia Board of Medicine.

**Ronald Steven Federici, L.C.P., L.S.P.**

**CONSENT ORDER**

3. On December 8, 2020, Ronald Steven Federici, L.C.P., L.S.P., submitted a petition for termination of the terms and conditions of probation imposed by the Board's Order.

4. At the time of submission of his petition for termination of the terms and conditions of probation, Dr. Federici was not eligible for release from probation in that he has not been engaged in the active clinical practice of psychology or school psychology for 12 months following the entry of the Board Order, as required by Term Number 1 of the Board Order. In self-reports for the periods January – March 2020 and April - June 2020, Dr. Federici indicated that he was not working. In a self-report dated September 12, 2020, Dr. Federici indicated that he was on medical leave and had “minimal to no work” between July and September 2020. In a report to the Board for the period April - June 2020, dated June 24, 2020, his practice supervisor stated that Dr. Federici was not actively working and had not seen patients since the last supervisory report was submitted (March 9, 2020). In a report for the period July - September 2020, dated September 10, 2020, the practice supervisor similarly stated that Dr. Federici had not seen patients since the last report was submitted in June 2020.

5. Dr. Federici violated Term Number 4 of the Board Order, which required him, beginning 40 days after entry of the Order, or January 19, 2020, to provide to current and new clients a written statement concerning his probationary status and to provide evidence to the Board of having done so. Specifically, on January 31, 2020, Dr. Federici conducted an initial consultation with the parents of Patient A, for whom he was going to provide a neuropsychological evaluation, and he accepted a payment from the parents for half of the agreed-on fee, but he failed to provide the parents with the Board Order required statement.

6. Dr. Federici violated Term Number 11 of the Board Order, which required him to comply with all laws and regulations governing the practice of psychology in Virginia, and 18 VAC 125-20-150(B)(9) and 18 VAC 125-20-160(4) and (8) of the Regulations Governing the Practice of Psychology in that he violated patient confidentiality. Specifically, in March 2020, Dr. Federici performed a neuropsychological evaluation of Patient B, a criminal defendant, on behalf of the prosecuting attorney in



**Ronald Steven Federici, L.C.P., L.S.P.**

**CONSENT ORDER**

the State of Idaho. Counsel for the defense questioned Dr. Federici's qualifications given the above-described Board Order, and the presiding judge required Dr. Federici to submit a response regarding the disciplinary action against him. On July 9, 2020, Dr. Federici submitted to the prosecuting attorney a detailed explanation of his care and treatment of the three patients who had been the subjects of the Board Order, revealing their names and protected health information of a highly sensitive nature. Dr. Federici did not have the written consent of the patients (or their guardians if minors) to disclose this information. This document was submitted to the Court and was available to the public until the Court sealed it several days later.

**CONSENT**

Ronald Steven Federici, L.C.P., L.S.P., by affixing his signature to this Consent Order, agrees to the following:

1. I have been advised to seek advice of counsel prior to signing this document and am represented by Anisa Kelley, Esq.;
2. I am fully aware that without my consent, no legal action can be taken against me or my licenses except pursuant to the Virginia Administrative Process Act, Virginia Code § 2.2-4000 *et seq.*;
3. I acknowledge that I have the following rights, among others: the right to a formal administrative hearing before the Board; the right to representation by counsel; and the right to cross-examine witnesses against me;
4. I waive my right to a formal hearing;
5. I neither admit nor deny the Findings of Fact and Conclusions of Law contained herein but waive my right to contest such Findings of Fact and Conclusions of Law and any sanction imposed hereunder in any future judicial or administrative proceeding in which the Board is a party;
6. I consent to the entry of the following Order affecting my licenses to practice clinical psychology and school psychology in the Commonwealth of Virginia.

**Ronald Steven Federici, L.C.P., L.S.P.**  
**CONSENT ORDER**

**ORDER**

Based on the foregoing Findings of Fact and Conclusions of Law, the Virginia Board of Psychology hereby ORDERS as follows:

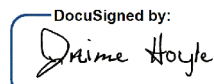
1. The licenses issued to Ronald Steven Federici, L.C.P., L.S.P., to practice clinical psychology and school psychology in the Commonwealth of Virginia are INDEFINITELY SUSPENDED for a period of not less than 90 days from the date of entry of this Order.

2. The licenses of Dr. Federici will be recorded as SUSPENDED.

3. Dr. Federici shall not petition the Board for reinstatement of either or both of his licenses for 90 days from the date of entry of this Order. Should Dr. Federici seek reinstatement of either or both of his licenses, an administrative proceeding shall be convened to consider such application. At such time, the burden shall be on Dr. Federici to demonstrate that he is safe and competent to return to the practice of clinical psychology and/or school psychology. Dr. Federici shall be responsible for any fees that may be required for the reinstatement and/or renewal of the license(s) prior to issuance of the license(s) to resume practice.

Pursuant to Virginia Code §§ 2.2-4023 and 54.1-2400.2, the signed original of this Order shall remain in the custody of the Department of Health Professions as a public record, and shall be made available for public inspection and copying upon request.

FOR THE BOARD

DocuSigned by:  


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Jaime Hoyle, J.D.

Executive Director  
Virginia Board of Psychology

ENTERED: 10/12/2023

**Ronald Steven Federici, L.C.P., L.S.P.**

**CONSENT ORDER**

SEEN AND AGREED TO:

DocuSigned by:  
*Ronald Federici*  
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\_\_\_\_\_  
Ronald Steven Federici, L.C.P., L.S.P.

Date Signed: 10/12/2023

**BEFORE THE VIRGINIA BOARD OF PSYCHOLOGY**

**IN RE: WILLIAM TRAVIS JORDAN, L.C.P.**  
**License Number: 0810-004861**  
**Case Number: 200281**

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**CONSENT ORDER**

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**JURISDICTION AND PROCEDURAL HISTORY**

The Virginia Board of Psychology (“Board”) and William Travis Jordan, L.C.P., as evidenced by their signatures hereto, in lieu of proceeding to an informal conference, enter into the following Consent Order affecting Dr. Jordan’s license to practice clinical psychology in the Commonwealth of Virginia.

**FINDINGS OF FACT AND CONCLUSIONS OF LAW**

1. William Travis Jordan, L.C.P., was issued License Number 0810-004861 to practice clinical psychology on September 4, 2013, which is scheduled to expire on June 30, 2024.
2. Dr. Jordan violated 18 VAC 125-20-150(B)(5), (12), and (13) [effective April 4, 2018 and now found at 18 VAC 125-20-150(B)(7), (B)(13), and (D)(3)] and 18 VAC 125-20-160(4) and (8) of the Regulations Governing the Practice of Psychology in that, although Patient A, a minor, was first seen by Dr. Jordan in or about March 2019 after being referred to him for a psychological evaluation, and notwithstanding the fact that Dr. Jordan informed Patient A’s mother he would provide an evaluation report to her by October 2019, Dr. Jordan failed to ever provide an evaluation report to Patient A’s mother, resulting in a significant delay in Patient A’s treatment planning. Specifically:
  - a. After first being seen by Dr. Jordan for a psychological evaluation in or about March 2019, Dr. Jordan continued to see Patient A for one testing session a month through July 2019, and then a therapy session each month in August and September. On August 12, 2019, Patient A’s mother asked Dr. Jordan why the evaluation was taking so long and when it would be done. Dr. Jordan assured Patient A’s mother that he had everything he needed to complete the evaluation.

**William Travis Jordan, L.C.P.**

**CONSENT ORDER**

**Page 2 of 4**

b. On October 8, 2019, Patient A's mother received a call from Dr. Jordan's office stating that an October 23<sup>rd</sup> appointment would be cancelled because Dr. Jordan was moving to a new practice and Patient A's mother would need to call that practice to schedule an appointment. Once the October appointment was cancelled, Patient A's mother began calling the new office for an appointment, but when Dr. Jordan finally began seeing patients at the new practice, Patient A's mother was told that the practice did not take Medicaid and consequently, her daughter could not be seen by Dr. Jordan. Patient A's mother was instructed to try to retrieve her child's files from Dr. Jordan's previous office. Although requested in writing, and despite executing a release to Medicopy, a company allegedly holding the records for Dr. Jordan's former practice location, Patient A's mother was unable to obtain her daughter's records from either practice and was told that that Dr. Jordan's records were restricted from Medicopy's access.

c. Patient A was unable to have another psychological evaluation for a year because Medicaid had already been billed for an evaluation by Dr. Jordan, even though Dr. Jordan never provided a copy of that evaluation to Patient A's mother. Patient A's care team had been waiting for this psychological evaluation to incorporate the results therefrom into appropriate treatment planning, e.g., Patient A's Individualized Education Program ("IEP") team at her school was unable to finalize her IEP without the evaluation, her psychiatrist was uncomfortable changing her medications without the evaluation, and her care team could not develop an appropriate treatment plan.

### **CONSENT**

William Travis Jordan, L.C.P., by affixing his signature to this Consent Order, agrees to the following:

1. I have been advised to seek advice of counsel prior to signing this document and am represented by Matt Briton, Esq.;

**William Travis Jordan, L.C.P.**

**CONSENT ORDER**

**Page 3 of 4**

2. I am fully aware that without my consent, no legal action can be taken against me or my license except pursuant to the Virginia Administrative Process Act, Virginia Code § 2.2-4000 *et seq.*;

3. I acknowledge that I have the following rights, among others: the right to an informal fact-finding conference before the Board; and the right to representation by counsel;

4. I waive my right to an informal conference;

5. I admit to the Findings of Fact and Conclusions of Law contained herein and waive my right to contest such Findings of Fact and Conclusions of Law and any sanction imposed hereunder in any future judicial or administrative proceeding in which the Board is a party;

6. I consent to the entry of the following Order affecting my license to practice clinical psychology in the Commonwealth of Virginia.

### **ORDER**

Based on the foregoing Findings of Fact and Conclusions of Law, the Virginia Board of Psychology hereby ORDERS as follows:

1. William Travis Jordan, L.C.P., is REPRIMANDED.

2. Dr. Jordan shall comply with all laws and regulations governing the practice of psychology in the Commonwealth of Virginia.

3. Any violation of the foregoing terms and conditions of this Order or any statute or regulation governing the practice of psychology shall constitute grounds for further disciplinary action.

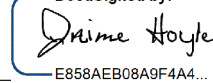
Pursuant to Virginia Code §§ 2.2-4023 and 54.1-2400.2, the signed original of this Order shall remain in the custody of the Department of Health Professions as a public record, and shall be made available for public inspection and copying upon request.

**William Travis Jordan, L.C.P.**

**CONSENT ORDER**

**Page 4 of 4**

FOR THE BOARD

DocuSigned by:  
  
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\_\_\_\_\_  
Jaime Hoyle, J.D.  
Executive Director  
Virginia Board of Psychology

ENTERED: 10/18/2023  
\_\_\_\_\_

SEEN AND AGREED TO:

DocuSigned by:  
  
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\_\_\_\_\_  
William Travis Jordan, L.C.P.

Date Signed: 10/13/2023  
\_\_\_\_\_

**BEFORE THE VIRGINIA BOARD OF PSYCHOLOGY**

**IN RE:        BRIAN HOCKING, L.C.P.**  
**License Number:    0810-000802**  
**Case Number:        206870**

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**CONSENT ORDER**

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**JURISDICTION AND PROCEDURAL HISTORY**

The Virginia Board of Psychology (“Board”) and Brian Hocking, L.C.P., as evidenced by their signatures hereto, in lieu of proceeding to a formal administrative proceeding, enter into the following Consent Order affecting Dr. Hocking’s right to renew his license to practice clinical psychology in the Commonwealth of Virginia.

**FINDINGS OF FACT AND CONCLUSIONS OF LAW**

1. Brian Hocking, L.C.P., was issued License Number 0810-000802 to practice clinical psychology on January 17, 1978. Said license expired on June 30, 2023.
2. Dr. Hocking violated 18 VAC 125-20-150(B)(5) of the Regulations Governing the Practice of Psychology (“Regulations”), effective November 10, 1999 (currently found at 18 VAC 125-20-150(B)(7) of the Regulations), and 18 VAC 125-20-160(4) and (8) of the Regulations effective June 20, 2001, and June 23, 2021, in that, between or about 2006 and 2020, while providing individual therapy on an on-again, off-again, basis to Client A, a woman with diagnoses of Generalized Anxiety Disorder, Major Depressive Disorder, and Unspecified Personality Disorder, he failed to maintain appropriate boundaries, engaged in excessive self-disclosure without therapeutic purpose, and failed to appropriately address Client A’s transference and/or recognize and address his own counter-transference, which caused confusion and emotional harm to Client A. In addition, despite recognition that Client A was experiencing intense transference and that the therapeutic relationship was not progressing in a beneficial way, he continued to meet with Client A and failed to recommend termination of the professional relationship and referral to a different provider. Specifically:



**Brian Hocking, L.C.P.**  
**CONSENT ORDER**

a. Throughout the therapeutic relationship, Dr. Hocking noted in treatment records and in his sessions with Client A that she was unwilling to open up to him and to disclose her feelings, which hindered therapy. However, during the course of multiple conflicts with Client A, Dr. Hocking repeatedly communicated paternalistic criticality towards Client A through critical sarcasm, angry tones, ridicule, and emotionally provocative terse responses. In addition, he continued to engage in this behavior in times of conflict, despite Client A expressing that part of the reason she felt uncomfortable opening up to Dr. Hocking was her fear that her words would make him angry and prompt conflict.

i. During a treatment session on April 17, 2008, Client A expressed discomfort opening up to Dr. Hocking and told him that she held back on disclosing to him because she was worried that what she said might make him angry. Despite the fact that Dr. Hocking had been providing therapeutic services to Client A for nearly a year and a half and that the frequency of their sessions had reached a nearly daily basis, Client A's lack of progress did not lead him to recommend termination of services and referral to another treatment provider.

ii. In or about April 2008, following an argument between Client A and Dr. Hocking and his staff about their management of an insurance matter, Client A left a tearful voicemail for Dr. Hocking in which she criticized his lack of progress regarding the insurance issue and in which she expressed that she was in a state of distress and feeling suicidal. In response, Dr. Hocking left a voicemail for Client A addressing the insurance issue but not addressing her mental distress. During a therapy session on or about April 21, 2008, Client A expressed frustration and hurt over Dr. Hocking's failure to follow-up with her insurance company and even greater distress that he did not contact her about her emotional crisis and expression of suicidal ideation. However, when Client A brought up the conflict again during a therapy session on June 19, 2008, Dr. Hocking expressed frustration and/or anger towards Client A for implying that he was not doing his job correctly or that he was behaving in a dishonest and unethical manner. He stated that Client A was engaging in devaluation of him and his role

**Brian Hocking, L.C.P.**  
**CONSENT ORDER**

as a therapist. In addition, Dr. Hocking acknowledged that his frustration was higher the more he cared about her and that he might “like [her] too much.” Despite this acknowledgement, Dr. Hocking failed to take steps to address the clear transference and/or counter-transference in the relationship and/or terminate the relationship.

iii. In or about 2008, after Client A saw a bumper sticker on Dr. Hocking’s car supporting a specific political candidate in the then-pending presidential election, she left two messages for Dr. Hocking expressing anger and distress over his support of said candidate. Instead of attempting to de-escalate the conflict, Dr. Hocking left Client A a voicemail saying that “the bumper sticker says, ‘[Political Candidate] for president,’ not ‘F\*\*\* you, [Client A]’ or [that he did not] care anything about [Client A].” In the voicemail, he stated that he was concerned about her devaluation and that her rigidity and strong moral stance were responsible for her failure to make progress in therapy.

iv. In an interview with an investigator for the Virginia Department of Health Professions (“DHP Investigator”) on September 17, 2020, Client A stated that in or about 2011, she and Dr. Hocking got into a fight, and when she got up to leave, Dr. Hocking slammed the door behind her, hitting her on the arm and back. Client A further reported that when she returned to therapy with Dr. Hocking, she reminded him of the incident, which he claimed was an accident. In his written statement to the DHP Investigator dated October 8, 2020, Dr. Hocking stated that during the incident, Client A left his office in a rage and he was closing the door behind her, when she turned and accused him of assaulting her. Despite the history of intense conflict, Client A’s failure to make progress in therapy, and her allegation that he deliberately assaulted her, all indications of a damaging level of transference and subsequent resentment, Dr. Hocking did not recommend termination of the professional relationship and referral to another treatment provider. Instead, in his written statement, he stated that Client A requested his services again a few days later and therapy continued.

**Brian Hocking, L.C.P.**  
**CONSENT ORDER**

v. On or about May 10, 2017, Client A reached out to Dr. Hocking for support as she was helping a friend who was experiencing a mental health crisis and expressing suicidal ideation. In response to a text from Client A in which she made a comment implying that she thought she and her friend might be better off at Starbucks than at the emergency room, Dr. Hocking responded by telling Client A to take her friend to the emergency room, and that “[l]ast [he] heard Starbucks couldn’t pump someone’s stomach, sew up slashed wrists or treat acute paranoia.” In an email dated May 11, 2017, Client A thanked Dr. Hocking for his help but informed him that she was personally hurt and offended that he described graphic means of suicide in a text message at a time when she was handling a crisis with a potentially suicidal friend. In response, Dr. Hocking responded that he “should have known that a tongue in cheek (sic) comment about Starbucks and ER visits would be ok” coming from her, but that “[he had] no such latitude.” He further stated, “Your hostility knows no bounds.”

vi. Following the incident on May 10 and 11, 2017, Dr. Hocking and Client A met in a therapy session on or about May 22, 2017, to process their conflict. During the session, Client A was tearful and stated that she had expressed gratitude for his help but was hurt by his text message. In response, Dr. Hocking stated that Client A was hostile in her email after he was generous and helpful to her by providing support outside of clinical hours. He further stated that she was ungrateful, and he noted that she was unable and/or unwilling to thank him without adding in criticism of his actions. When he asked her why she followed her expression of gratitude for his help with criticism, Client A responded that she disclosed her feelings because she was hurt and thought she was supposed to share her feelings with her therapist. In response, Dr. Hocking minimized the therapeutic relationship by stating that he had not seen her in “weeks” and was not certain he would ever see her in therapy again.

b. On multiple occasions during the therapeutic relationship, Dr. Hocking forwarded to Client A personal email messages between himself and third parties that included information, pictures

**Brian Hocking, L.C.P.**  
**CONSENT ORDER**

and details about his extended family and situations going on in Dr. Hocking's personal life without a clear therapeutic purpose.

c. In his treatment record, Dr. Hocking noted that Client A was experiencing intense transference and that there was little therapeutic alliance or collaboration between Client A and Dr. Hocking. Despite the lack of progress in addressing these concerns, Dr. Hocking met with Client A in therapy sessions on a frequent basis from September 26, 2006, to April 27, 2012; from July 17, 2012, to January 16, 2015; and from September 16, 2016, to February 19, 2018. Dr. Hocking continued to encourage Client A to continue in therapy and to open up to him, despite the lack of progress and the intense conflicts that arose.

d. Despite Dr. Hocking's recognition that Client A was experiencing transference, he failed to recognize and/or appropriately address his own counter-transference. He expressed personal fondness for Client A, even when she demonstrated that she was overly invested in his opinion of her, and he overshared personal information and his own personal feelings. Dr. Hocking failed to recognize that at times of conflict, his personal fondness for Client A escalated the emotional intensity of the conflicts for Client A and for himself.

e. In or about July 2020, Client A reached out to Dr. Hocking by email to request that she return to him for therapy for the first time since 2018 due to anxiety related to a situation at work. Dr. Hocking responded by informing Client A that she could return, but that the first session would need to be in person. When Client A advised him that her insurance coverage would be greater if they had a telehealth appointment and asking him if they could meet virtually instead, he responded in a terse email stating, "I'll pass." In her complaint to the Virginia Department of Health Professions dated September 4, 2020, Client A stated that she had contemplated self-harm as a result.

**CONSENT**

Brian Hocking, L.C.P., by affixing his signature to this Consent Order, agrees to the following:

**Brian Hocking, L.C.P.**  
**CONSENT ORDER**

1. I have been advised to seek advice of counsel prior to signing this document and am represented by Nora T. Ciancio, Esq.;
2. I am fully aware that without my consent, no legal action can be taken against me or my license except pursuant to the Virginia Administrative Process Act, Virginia Code § 2.2-4000 *et seq.*;
3. I acknowledge that I have the following rights, among others: the right to a formal administrative hearing before the Board; the right to representation by counsel; and the right to cross-examine witnesses against me;
4. I waive my right to a formal hearing;
5. I neither admit nor deny the Findings of Fact and Conclusions of Law contained herein but waive my right to contest such Findings of Fact and Conclusions of Law and any sanction imposed hereunder in any future judicial or administrative proceeding in which the Board is a party;
6. I consent to the entry of the following Order affecting my license to practice clinical psychology in the Commonwealth of Virginia.

**ORDER**

Based on the foregoing Findings of Fact and Conclusions of Law, the Virginia Board of Psychology hereby ORDERS as follows:

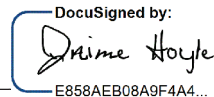
1. The Board accepts the VOLUNTARY SURRENDER of Brian Hocking's right to renew the license to practice clinical psychology in the Commonwealth of Virginia IN LIEU OF DISCIPLINARY ACTION.
2. The license of Dr. Hocking will be recorded as SURRENDERED IN LIEU OF DISCIPLINARY ACTION.
3. Should Dr. Hocking seek reinstatement of his license, an administrative proceeding shall be convened to consider such application. At such time, the burden shall be on Dr. Hocking to demonstrate that he is safe and competent to return to the practice of clinical psychology. Dr. Hocking

**Brian Hocking, L.C.P.**  
**CONSENT ORDER**

shall be responsible for any fees that may be required for the reinstatement and/or renewal of the license prior to issuance of the license to resume practice.

Pursuant to Virginia Code §§ 2.2-4023 and 54.1-2400.2, the signed original of this Order shall remain in the custody of the Department of Health Professions as a public record, and shall be made available for public inspection and copying upon request.


FOR THE BOARD

DocuSigned by:  
  
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\_\_\_\_\_  
Jaime Hoyle, J.D.  
Executive Director  
Virginia Board of Psychology

ENTERED: 11/22/2023  
\_\_\_\_\_

SEEN AND AGREED TO:

DocuSigned by:  
  
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\_\_\_\_\_  
Brian Hocking, L.C.P.

11/21/2023  
\_\_\_\_\_

Date Signed

## PSYCHOLOGY LICENSING REPORT

<b>Satisfaction Survey Results</b>	
<b>2024 1st Quarter (July 1, 2023 - September 30, 2023)</b>	<b>94.8%</b>

### Totals as of November 27, 2023\*

Current Licenses	
Clinical Psychologists	4,430
Resident in Training	395
Applied Psychologist	21
School Psychologists	98
Resident in School Psychology	33
School Psychologist-Limited	587
Sex Offender Treatment Provider	447
Sex Offender Treatment Provider Trainee	76
<b>Total</b>	<b>6,087</b>

\*Unofficial numbers (for informational purposes only)

### APPLICATIONS RECEIVED

Applications Received	May 2023*	June 2023*	July 2023*	August 2023*	September 2023*	October 2023*
Clinical Psychologists	34	28	35	52	51	45
Resident in Training	3	4	5	11	21	4
Applied Psychologist	1	0	0	2	2	2
School Psychologists	1	3	2	2	0	1
Resident in School Psychology	2	2	1	1	1	3
School Psychologist-Limited	8	3	12	8	12	7
Sex Offender Treatment Provider	1	3	5	7	2	4
Sex Offender Treatment Provider Trainee	4	5	7	5	6	5
<b>Total</b>	<b>54</b>	<b>48</b>	<b>67</b>	<b>88</b>	<b>95</b>	<b>71</b>

### LICENSES ISSUED

Licensed Issued	May 2023	June 2023	July 2023	August 2023	September 2023	October 2023
Clinical Psychologists	27	31	32	45	30	38
Resident in Training	4	3	1	10	18	7
Applied Psychologist	0	0	0	0	0	0
School Psychologists	0	2	2	0	0	0
Resident in School Psychology	1	2	2	1	0	3
School Psychologist-Limited	7	3	7	9	8	7
Sex Offender Treatment Provider	2	0	6	7	2	4
Sex Offender Treatment Provider Trainee	2	5	7	5	4	5
<b>Total</b>	<b>43</b>	<b>46</b>	<b>57</b>	<b>77</b>	<b>62</b>	<b>64</b>

\*Unofficial numbers (for informational purposes only)



## **Additional Information:**

- **Board of Psychology Staffing Information:**

- The Board currently has one full-time position to answer phone calls, emails and to process applications across all license types.
  - Licensing Staff:
    - Meagan Ohlsson – Licensing Manager (Full-Time)

- **Technology**

- All applications are now online.
- New fillable supplemental forms.
- Ability for applicants to upload documents during the application process.
- Updated Board Website (New look-same content)
- BOT technology sending standardized emails.

**Virginia Board of Psychology  
Regulatory Committee Meeting Minutes  
Monday, October 23, 2023 at 10:00 a.m.  
9960 Mayland Drive, Henrico, VA 23233  
Training Room 2**

<b>PRESIDING OFFICER:</b>	Aliya Chapman, Ph.D., LCP
<b>COMMITTEE MEMBERS PRESENT:</b>	J.D. Ball, Ph.D., LCP William Hathaway, Ph.D., LCP Christine Payne, BSN, MBA Gary Sibcy, Ph.D., LCP
<b>OTHER BOARD MEMBERS PRESENT:</b>	Susan Brown Wallace, Ph.D., LCP, LSP
<b>ABSENT BOARD MEMBERS:</b>	Kathryn Zeanah, Ph.D., LCP, LSP
<b>BOARD STAFF PRESENT:</b>	Jaime Hoyle, Executive Director Jennifer Lang, Deputy Executive Director Charlotte Lenart, Deputy Executive Director
<b>DHP STAFF PRESENT:</b>	Erin Barrett, Director of Legislative Affairs and Policy, DHP James Jenkins, Deputy Director, DHP Matt Novak, Policy and Economic Analyst, DHP
<b>CALL TO ORDER:</b>	Dr. Chapman called the meeting to order at 10:00 a.m.
<b>MISSION STATEMENT:</b>	Ms. Hoyle read the mission statement of the Department of Health Professions and the emergency egress procedures.
<b>ESTABLISHMENT OF A QUORUM:</b>	With five members in attendance, in-person, a quorum was established.
<b>APPROVAL OF MINUTES:</b>	The minutes from the May 22, 2023, Regulatory Committee meeting were adopted as presented.
<b>ADOPTION OF AGENDA:</b>	The agenda was adopted as presented.
<b>PUBLIC ATTENDEES:</b>	Denise Daly Konrad, Director of Strategic Initiatives and Policy, Virginia Health Care Foundation Leslie Stelljes Nanson, Clinical Psychologist Trevor Moncure, Government and Political Relations Coordinator, Commonwealth Strategy Group
<b>PUBLIC COMMENT:</b>	No public comment

**CHAIR REPORT:**

Nothing to report.

**UNFINISHED BUSINESS:****Continued discussion regarding master's level psychologist:**

Ms. Barnett indicated the Agency will not be initiating a bill this term for a master's level psychologist license, but the Committee is meeting to discuss the title, scope of practice, education requirements, pathway to independent practice and any other information that will need to be included in potential legislation. Ms. Barnett suggested that the legislation be drafted as emergency regulations so that the Board and the Administration have deadlines.

Ms. Chapman indicated that American Psychological Association (APA) is coming out this spring with model of practice and education requirements for master level licensure. In addition to what was provided in the agenda, the Board will need to consider the requirements for supervisors, number of supervised hours, examination cutoff score and representation on the Board.

**Title:**

National psychology organizations and Virginia Academy of Clinical Psychologist (VACP) have received feedback from their members that the master's level license should not include the word psychologist in the title as it might be misleading to the public. The title psychological practitioner has been suggested.

**Motion:** Dr. Ball made a motion, which Ms. Payne properly seconded, to recommend to the full Board to use the term Psychological Practitioner for the master's level license. The motion passed unanimously.

**Scope of Practice:**

Dr. Ball indicated at the VACP meeting there was concern that the master's level practitioners would not have the training and ability to complete assessments and interventions. The Board discussed that all practitioners must practice within their education and training as outlined in the regulations.

*The Committee took a break at 11:51am and resumed at 12:07pm.*

**Supervision Requirements:** The Committee discussed the need for a minimum of one year of post degree supervision with 2,000 hours of supervised practice. Additionally, the supervisor will need to be a Licensed Clinical Psychologists and the Board may want to allow for master's level licensees to supervise their own license type in the future.

**Examination Requirements:**

The Committee stated that they would like for the Association of State and Provincial Psychology Boards (ASPPB) to allow graduate students to take the first portion of the EPPP during the graduate program. Additionally, the second part of the EPPP should be taken during or after they have completed their supervised experience. The Committee suggested that the Board defer to ASPPB for the recommended examination cutoffs.

Ms. Barrett will draft proposed legislation language for the midlevel license to be discussed at the next meeting. Once the Board has agreed on the proposed language, the Agency will provide the information to the Governor's Office.

**NEXT MEETING DATE:** The next Regulatory Committee meeting is scheduled for December 5, 2023.

**ADJOURNMENT:** Dr. Chapman adjourned the meeting at 1:27 p.m.

\_\_\_\_\_  
Aliya Chapman, Ph.D., Chair Chairperson

\_\_\_\_\_  
Date

\_\_\_\_\_  
Jaime Hoyle, JD, Executive Director

\_\_\_\_\_  
Date

DRAFT

### Call to Order

The October 27, 2023, Virginia Board of Health Professions meeting was called to order at 10:00 a.m. at the Department of Health Professions (DHP), Perimeter Center, 9960 Mayland Drive, 2<sup>nd</sup> Floor, Board Room 2, Henrico, Virginia 23233.

### Presiding Officer

James Wells, RPh

### Members Present

Margaret Lemaster, RDH, Board of Dentistry  
Mitchell Davis, NHA, Board of Long-Term Care Administrators  
Krishna P. Madiraju, MD, FAAP, Board of Medicine  
A. Tucker Gleason, PhD, Board of Nursing  
Steve Karras, DVM, Board of Veterinary Medicine  
Sheila E. Battle, MHS, Citizen Member  
Carmina Bautista, MSN, FNP-BC, BC-ADM, Citizen Member  
Claire Wulf Winiarek, PhD, Citizen Member  
Karen E. Kimsey, Citizen Member  
Susan Wallace, PhD, Board of Psychology (joined at 10:15 a.m.)

### Staff Present

Arne W. Owens, Agency Director  
Leslie L. Knachel, Executive Director  
Kelli Moss, Deputy Executive Director  
Erin Barrett, Director of Legislative and Regulatory Affairs  
Laura Booberg, Assistant Attorney General, Board Counsel  
Laura Paasch, Senior Licensing Specialist

### Public Present

Mary Ottinot, RN  
Stephanie Shawalter  
Clark Barrineau, Medical Society of Virginia

### Establishment of Quorum

With ten board members out of eighteen present, a quorum was established.

### Ordering of Agenda

Mr. Wells opened the floor to any changes to the agenda. Ms. Knachel indicated that the agenda order may change due to multiple meetings that presenters were attending. No

other changes were noted. The agenda was accepted as presented noting the possible order change.

### **Public Comment**

Ms. Ottinot provided comments about mental health services.

### **Approval of Minutes**

Mr. Wells opened the floor to any additions or corrections regarding the draft minutes from the Full Board Meeting on March 29, 2022. Hearing none, the minutes were approved as presented.

### **Agency Director's Report**

Mr. Owens provided an update on the agency's activities.

### **Legislative/Regulatory Report**

Ms. Barrett provided information regarding the policy review for the electronic participation amendment.

Dr. Karras made a motion to revise the electronic participation policy as presented. The motion was seconded by Ms. Wulf Winiarek. The motion carried unanimously.

### **Reports**

#### Staff

Ms. Knachel provided the staff report.

#### Healthcare Workforce Data

Dr. Yetty Shobo provided her report on the activities of the Healthcare Workforce Data Center.

#### Enforcement

Ms. Pam Twombly, Acting Director of the Enforcement Division, Josh Goggan, Enforcement Case Intake Manager, and Melody Morton, Enforcement Inspections Manager, provided a report on the activities in the Enforcement Division.

#### Communications

Ms. Diane Powers, DHP Communications Director, provided a report on the activities in the Communications Division.

#### Finance

Mr. Chris Moore, Finance Director, provided his report on the activities in the Finance Division.

#### Administrative Proceedings Division

Ms. Julia Bennett, Deputy Director for the Administrative Proceedings Division, reported for James Banning, Director for the unit. She provided her report on the activities in the Administrative Proceedings Division.

## **Board Counsel Report**

Ms. Booberg had no information to report to the Board.

## **Board Chair Report**

Mr. Wells had no information to report to the Board.

## **New Business**

### Elections

Mr. Wells provided information from the bylaws regarding officer elections.

### **Chair**

Dr. Madiraju made a motion to self-nominate to serve as Chair. Mr. Wells seconded the motion. No further nominations were received. Voting by roll-call ballot was unanimous and the motion carried for Dr. Madiraju to serve a one-year term as office of the Chair beginning January 1, 2024.

### **First Vice-Chair**

Ms. Lemaster made a motion to self-nominate to serve as the First Vice-Chair. The motion was seconded by Dr. Gleason. No other nominations were received. Voting by roll-call ballot was unanimous and the motion carried for Ms. Lemaster to serve a one-year term as First Vice-Chair beginning January 1, 2024.

### **Second Vice-Chair**

Dr. Wallace made a motion to nominate Ms. Wulf Winiarek to serve as the Second Vice-Chair. The motion was seconded by Ms. Battle. No other nominations were received. Voting by roll-call ballot was unanimous and the motion carried for Dr. Wulf Winiarek to serve a one-year term as Second Vice-Chair beginning January 1, 2024.

## **Reports continued**

### Right Help Right Now

Ms. Jamie Hoyle, Executive Director for the Boards of Psychology, Social Work and Counseling provided a report on the Governor's Initiative, Right Help Right Now.

## **Next Meeting**

The next full board meeting will be announced at a future time.

## **Adjournment**

Hearing no objections, Mr. Wells adjourned the meeting at 1:15 p.m.

**Agenda Item: Consideration of midlevel licensure**

**Included in your agenda packet:**

- Draft legislative framework for midlevel licensure.

**Staff Note:** This is not a legislative proposal or an agency legislative document. This draft represents a theoretical framework for a midlevel license. The intent of Board consideration of this document is to provide information in the event midlevel licensure is the subject of legislation during the 2024 General Assembly Session.

**Action Needed:**

- No action needed. Discussion only.



### **Creation of midlevel behavioral health providers under the Board of Psychology**

A BILL to amend and reenact § 54.1-3600 of the *Code of Virginia* and to amend the Code of Virginia by adding in Chapter 36 of Title 54.1 section numbered 54.1-3606.2 relating to the Board of Psychology; licensure of psychological practitioners.

#### **Be it enacted by the General Assembly of Virginia:**

**1. That § 54.1-3600 of the Code of Virginia is amended and reenacted and that the Code of Virginia is amended by adding in Chapter 36 of Title 54.1 a section numbered 54.1-3606.2, as follows:**

#### **§ 54.1-3600. Definitions.**

As used in this chapter, unless the context requires a different meaning:

"Applied psychologist" means an individual licensed to practice applied psychology.

"Board" means the Board of Psychology.

"Certified sex offender treatment provider" means a person who is certified to provide treatment to sex offenders and who provides such services in accordance with the provisions of §§ [54.1-3005](#), [54.1-3505](#), [54.1-3611](#), and [54.1-3705](#) and the regulations promulgated pursuant to these provisions.

"Clinical psychologist" means an individual licensed to practice clinical psychology.

"Practice of applied psychology" means application of the principles and methods of psychology to improvement of organizational function, personnel selection and evaluation, program planning and implementation, individual motivation, development and behavioral adjustment, as well as consultation on teaching and research.

"Practice of clinical psychology" includes, but is not limited to:

1. "Testing and measuring" which consists of the psychological evaluation or assessment of personal characteristics such as intelligence, abilities, interests, aptitudes, achievements, motives, personality dynamics, psychoeducational processes, neuropsychological functioning, or other psychological attributes of individuals or groups.
2. "Diagnosis and treatment of mental and emotional disorders" which consists of the appropriate diagnosis of mental disorders according to standards of the profession and the ordering or providing of treatments according to need. Treatment includes providing counseling, psychotherapy, marital/family therapy, group therapy, behavior therapy, psychoanalysis, hypnosis, biofeedback, and other psychological interventions with the objective of modification of perception, adjustment, attitudes, feelings, values, self-concept, personality or personal goals, the treatment of alcoholism and substance abuse, disorders of habit or conduct, as well as of the psychological aspects of physical illness, pain, injury or disability.
3. "Psychological consulting" which consists of interpreting or reporting on scientific theory or research in psychology, rendering expert psychological or clinical psychological opinion,

evaluation, or engaging in applied psychological research, program or organizational development, administration, supervision or evaluation of psychological services.

*"Psychological practitioner" means a person licensed pursuant to § 54.1-3606.2 to, within the domain of competency and specific training of the licensee, diagnose and treat mental and emotional disorders by providing counseling, psychotherapy, marital therapy, family therapy, group therapy, or behavioral therapy, and to provide assessment and evaluation of an individual's intellectual or cognitive ability, emotional adjustment, or personality as related to the treatment of mental or emotional disorders.*

"Practice of psychology" means the practice of applied psychology, clinical psychology or school psychology.

The "practice of school psychology" means:

1. "Testing and measuring" which consists of psychological assessment, evaluation and diagnosis relative to the assessment of intellectual ability, aptitudes, achievement, adjustment, motivation, personality or any other psychological attribute of persons as individuals or in groups that directly relates to learning or behavioral problems that impact education.

2. "Counseling" which consists of professional advisement and interpretive services with children or adults for amelioration or prevention of problems that impact education.

Counseling services relative to the practice of school psychology include but are not limited to the procedures of verbal interaction, interviewing, behavior modification, environmental manipulation and group processes.

3. "Consultation" which consists of educational or vocational consultation or direct educational services to schools, agencies, organizations or individuals. Psychological consulting as herein defined is directly related to learning problems and related adjustments.

4. Development of programs such as designing more efficient and psychologically sound classroom situations and acting as a catalyst for teacher involvement in adaptations and innovations.

"Psychologist" means a person licensed to practice school, applied or clinical psychology.

"School psychologist" means a person licensed by the Board of Psychology to practice school psychology.

**§ 54.1-3606.2. Licensure of psychological practitioners; independent practice.**

*A. It shall be unlawful for any person to practice as a psychological practitioner in the Commonwealth or use the title of licensed psychological practitioner unless he holds a license issued by the Board.*

*B. The Board shall establish criteria for licensure as a psychological practitioner, which shall include, but not be limited to, the following:*

**Commented [BE(1):** This subsection is sufficient for title protection.

1. Documentation that the applicant received a masters degree in psychology or counseling psychology from a program accredited by the American Psychological Association, ~~or~~ from a program equivalent to those accredited by the American Psychological Association as determined by the Board, or accredited by another national accrediting body approved by the Board; and

2. Documentation that the applicant successfully completed the [academic portion of a national exam recognized by the Board].

Commented [BE(2)]: "successfully completed" gives the Board room to determine passage score for masters students

C. Every psychological practitioner who meets the requirements of subsection B shall practice under the supervision of a clinical psychologist ~~for school psychologist~~ unless the requirements of subsection D are met.

D. A psychological practitioner may practice without supervision upon:

1. Successful completion of the [clinical portion of a national exam recognized by the Board]; and

2. Completion of one year of full-time experience, as determined by the Board, of practice under supervision of a clinical psychologist ~~for school psychologist~~.

Upon receipt of documentation of such examination and experience requirements and fee as established by the Board, the Board shall issue to the psychological practitioner a new license that includes a designation indicating that the psychological practitioner is authorized to practice independently.

D. The Board shall promulgate such regulations as may be necessary to implement the provisions of this chapter related to (i) application for and issuance of licenses to psychological practitioners, (ii) requirements for licensure as a psychological practitioner, (iii) standards of practice for psychological practitioners, and (iv) requirements and procedures for supervision of psychological practitioners.

**2. That the Board of Psychology shall promulgate regulations to implement the provisions of this act to be effective within 280 days of its enactment.**