

**GEORGIA STATE BOARD OF
EXAMINERS OF PSYCHOLOGISTS
February 20, 2009**

The Georgia State Board of Examiners of Psychologists held a meeting on Friday, February 20, 2009 at the Professional Licensing Division, 237 Coliseum Drive, Macon, Georgia 31217.

Members Present:

Marsha B. Sauls, Ph.D., Vice-President
Donald S. Meck, Ph.D.
Carol Webb, Ph.D.
William F. Doverspike, Ph.D.
F. Karl Douglass, Consumer Member

Board Members Absent:

Linda F. Campbell, Ph.D., President

Staff Present:

Brig Zimmerman, Executive Director
Serena Gadson, Licensure Supervisor
Shondra Chester, Licensure Analyst
Dianne W. Patterson, Administrative Assistant
Amanda Allen, Board Support Specialist

Attorney General's Office:

Graham Barron, Assistant Attorney General

Dr. Marsha Sauls, Vice President, established that a quorum was present and declared the meeting open at 8:52 a.m.

Announcements:

Dr. Sauls announced that Dr. Campbell would not be able to attend today's scheduled Board meeting.

Approval of Minutes:

K. Douglas motioned, Dr. Webb seconded, and the Board voted to approve the minutes from the January 16, 2009 meeting as presented. None opposed, motion carried.

Public Rule Hearing:

No guest attendees for public rule hearing.

SYNOPSIS OF PROPOSED AMENDMENTS TO THE GEORGIA BOARD OF EXAMINERS OF PSYCHOLOGISTS RULES CHAPTER 510-2, LICENSURE BY EXAMINATION, SUBCHAPTERS 510-2-.01 APPLICATION FOR WRITTEN EXAMINATION, 510-2-.02 APPLICATION FOR ORAL EXAMS AND 510-2-.03 APPLICATION FOR PROVISIONAL LICENSE

Purpose: The purpose of the proposed rule amendment is to combine the three sub-sections into one clear, concise rule regarding licensure by examination, oral exams and provisional licensure.

Main Feature: The main feature of the proposed rule amendment is to update and clarify the application requirements for licensure with respect to the varied exams and other requirements of licensure as a psychologist in Georgia.

THE PROPOSED AMENDMENT TO THE GEORGIA BOARD OF EXAMINERS OF PSYCHOLOGISTS RULES CHAPTER 510-2, LICENSURE BY EXAMINATION, SUBCHAPTERS 510-2-.01 APPLICATION FOR WRITTEN EXAMINATION, 510-2-.02 APPLICATION FOR ORAL EXAMS AND 510-2-.03 APPLICATION FOR PROVISIONAL LICENSE

Note: underlined text is proposed to be added; lined-through text is proposed to be deleted.

CHAPTER 510-2 LICENSURE BY EXAMINATION

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510-2-.01	<u>Application for Written Examinations</u> <u>Application for Licensure. Amended.</u>
510-2-.02	Application for Oral Examination Repealed
510-2-.03	Application for Provisional License Repealed
510-2-.04	Education
510-2-.05	Internship/Postdoctoral Supervised Work Experience
510-2-.06	Time Limit for Application to be Valid
510-2-.07	Repealed
510-2-.08	Repealed
510-2-.09	Repealed

510-2-.01 Application for Examinations. Application for Licensure. Amended.

~~(1) **Application.**— A person enrolled in an American Psychological Association (APA) accredited doctoral program in applied psychology (as defined below under "Education") or enrolled in a retraining program (as defined below under "Retraining") may apply to take the national licensing exam as coordinated by the Association of State & Provincial Psychology Boards (ASPPB) at any time after completion of all graduate academic coursework requirements in the doctoral or retraining program. Applications for examinations are submitted on Board forms. Verification of course work will be by official transcript sent directly by the university or school to the Board. Verification of enrollment in a doctoral program or retraining program in applied psychology will be by the Director of Training on official letterhead. Completed application forms must include official transcript(s) of course work. The national licensing exam application fee is paid directly to the national examination agency. Applicants will be informed in writing of the Board's decision regarding eligibility to sit for the examination.~~

~~(2) **Examinations.**~~

~~(a) The first examination required is a national licensing exam designed to measure knowledge of psychology relevant to practice. The Board will accept the standard passing score set by Association of State & Provincial Psychology Boards (ASPPB) for each administration of the Examination for the Professional Practice of Psychology (EPPP).— This examination is administered by computer and procedural information is available from the office of the State Board of Examiners of Psychologists.~~

~~—(b) After three unsuccessful attempts to pass the national examination, the applicant will be required to earn a minimum of three semester hours of Board approved graduate level course work in psychology at a regionally accredited institution, or 15 hours of Board approved APA or GPA approved continuing education prior to taking each or any additional written examinations. Documentation of attendance must be by letter from the instructor or by official APA certificate. After six unsuccessful attempts to pass the national examination, the applicant will be required to earn a minimum of 9 semester hours of Board approved graduate level course work in psychology at a regionally accredited institution or 45 hours of Board approved APA or GPA approved continuing education prior to taking each or any additional examinations. Documentation of attendance must be by letter from the instructor or by APA official certificate.~~

~~—(c) The second examination, prepared by the Georgia Board of Examiners of Psychologists, consists of a timed, multiple choice, closed book jurisprudence examination covering current law, rules and regulations, and general provisions. An applicant can be scheduled to take this exam after national licensing exam has been passed. This information is available at the web site at www.sos.state.ga.us. The Board shall set a passing score for this examination.~~

~~—(d) The Board will provide reasonable accommodation to the qualified applicant with a disability in accordance with the Americans with Disabilities Act. The request for an accommodation by an individual with a disability must be made in writing on a form provided by the Board and received in the Board office by the application deadline along with the appropriate documentation, as indicated in the Request for Disability Guidelines.~~

510-2-.02 Oral Examination.

~~—(1) After the applicant has passed both the national and state closed book jurisprudence examinations, has received a doctoral degree in applied psychology as defined in Education (510-2-.05) is within two months of completing the Supervised Work Experience (SWE) as defined in Postdoctoral Supervised Work Experience (510-2-.06), the oral examination will be scheduled, provided all documentation required by the Board has been submitted and the applicant has paid all applicable fees. The applicant may be granted a license to practice psychology only after having successfully completed and obtained Board approval of the SWE and after having passed the oral examination.~~

~~—(2) The applicant must personally appear before a subcommittee of the Board for an oral examination which will be based on a work sample of material from their intended area of practice provided by the applicant. The work sample must have been generated within six months preceding the oral examination or within six months of the most recent professional practice. The applicant who has filed a postdoctoral SWE contract with the Board must bring the SWE log to the oral exam.~~

~~—(a) The applicant who fails the subcommittee administered examination will be scheduled for a Full Board Exam. A Full Board Exam is defined as an oral exam in which the majority of Board members are present.~~

~~—(b) The applicant who fails the Full Board Exam may take a second Full Board Exam after the expiration of a six month period following the date on which the applicant failed the Full Board Exam.~~

~~—(c) The applicant who fails the second Full Board Exam will be denied licensure. Any consideration for subsequent licensure will require submission of a new application, fees and documentation. The applicant must meet all requirements that are in effect on the date on which the Board receives the new application.~~

~~—(d) Applicant who passes the oral examination will be granted a two year renewable license to practice psychology in the State of Georgia.~~

~~—(3) **Time and Place of Examinations.**~~

~~—(a) The Office of the Division Director, Professional Licensing Boards Division, designates the specific time and location where examinations are administered. The applicant will be notified in writing of the exact time and place of the examination. The applicant must appear in person for the examinations and bring government issued picture identification.~~

~~—(4) **Americans with Disabilities Act.**~~

~~—(a) The Board will provide reasonable accommodation to the qualified applicant with a disability in accordance with the Americans with Disabilities Act. The request for an accommodation by an individual with a disability must be made in writing on a form provided by the Board and received in the Board office by the application deadline along with the appropriate documentation, as indicated in the Request for Disability Guidelines.~~

510-2-.03 Application for Provisional Licensure.

~~—(1) **Application for Non-renewable Provisional License.** An applicant who has passed the examinations and who has completed all other requirements for licensure except the postdoctoral supervised work experience requirement and the oral examination may apply for a provisional license. The applicant for provisional license must submit:~~

~~—(a) a completed licensure application form;~~

~~—(b) official transcript(s) designating completion of doctoral degree requirements sent directly from the university or school to the Board. If the doctoral degree has not been documented on the transcript, then in addition to the official transcript a letter from the graduate program training director attesting to successful completion of all requirements for the doctoral degree is required.~~

~~—(c) internship director's and supervisor(s) verification of satisfactory completion of internship on Board forms;~~

~~—(d) proposed supervised work experience contract signed by work experience supervisor(s) and applicant on a Board form; and~~

~~—(e) a licensure application fee.~~

(2) Denial of Application.

~~—(a) If the applicant for provisional license is denied, the applicant may petition the Board, within 60 days of the date of the letter of denial, to reconsider the application. After 60 days the~~

~~file will be closed; to reapply the applicant must submit a new application, a non-refundable application fee, and all required documentation.~~

~~—(b) If the Board requests additional information from the applicant, the applicant has 30 days to respond. Failure to respond will result in denial of the application and closing of the applicant's file. The applicant who re-applies for licensure at a later date must submit a new application, a non-refundable application fee, and all required documentation.~~

~~—(c) A provisional license is subject to revocation if the Board determines that the requirements of the supervised work experience are not being satisfactorily met. Revocation of a provisional license shall not be considered a contested case within the meaning of Chapter 13 of Title 50, the "Georgia Administrative Procedure Act", but a holder of a provisional license shall have the right to appear before the Board for appeal.~~

~~—(4) **Scope of Provisional License.** A Provisional license carries all the weight and privileges of licensure except for the requirement of continued supervision for all professional activities throughout the experience (See supervised work experience). A provisional license is non-renewable and will expire in 24 months unless the Board grants an exception.~~

(1) Application

The following requirements must be met in order to be licensed as a psychologist in this jurisdiction.

- (a) A doctoral degree from an American Psychological Association (APA) accredited doctoral program in applied psychology (as defined below under Education) or from an I/O or international program (as defined below under Education)
- (b) Successful completion of an APA accredited or Association of Psychology and Internship Centers (APPIC) member internship, or its equivalent (as defined below under Education)
- (c) Successful completion of a 1500 hour postdoctoral supervised work (SWE) experience (as defined below under Education).
- (d) Completed application which includes (see Forms)

- 1. General application
- 2. Verification of internship (Form A and if necessary Form B)
- 3. Verification of postdoctoral SWE (Form F and Form G). Satisfactory completion of supervised work experience is verified by an affidavit (Form G) signed by the supervisor(s). The applicants are responsible for securing the signed affidavit from supervisors upon completion of the terms of the supervised work experience contract.
- 4. Two references (Form E)
- 5. Official transcript verifying receipt of the doctoral degree sent directly from the educational institution to the Board. If the doctoral degree has not been documented yet on the transcript, then in addition to the official transcript a letter from the graduate program training director attesting to successful completion of all requirements for the doctoral degree is required.
- 6. Appropriate fees (see Fee Schedule)

(e) Taking and passing the following examinations:

1. The first examination is a national licensing exam developed and owned by the Association of State and Provincial Psychology Boards (ASPPB) designed to measure knowledge of psychology relevant to practice. The Board will accept the standard passing score set by ASPPB for each administration of the Examination for the Professional Practice of Psychology (EPPP). This examination is administered online and procedural information is available from the office of the State Board of Examiners of Psychologists. A person must apply for licensure and be approved by the Board as a licensure candidate in order to take the national licensing exam. This exam may be taken after all requirements for the doctoral degree including the internship have been completed.

(i) After three unsuccessful attempts to pass the written national examination, the applicant will be required to earn a minimum of three semester hours of Board approved graduate level course work in psychology at a regionally accredited institution, or 15 hours of Board approved APA or GPA approved continuing education prior to taking each or any additional written examinations. Documentation of attendance must be by letter from the instructor or by official APA certificate.

(ii) After six unsuccessful attempts to pass the written national examination, the applicant will be required to earn a minimum of 9 semester hours of Board approved graduate level course work in psychology at a regionally accredited institution or 45 hours of Board approved APA or GPA approved continuing education prior to taking each or any additional written examinations. Documentation of attendance must be by letter from the instructor or by APA official certificate.

2. The second examination, prepared by the Georgia Board of Examiners of Psychologists, consists of a timed, multiple choice, closed book Jurisprudence Examination covering current law, rules and regulations, and general provisions. A licensure candidate can be scheduled to take this exam after the national licensing exam has been passed and while the SWE is being completed. This information is available at the web site at www.sos.state.ga.us. The Board shall set a passing score for this examination.

3. The third examination is the oral exam given by the Georgia Board of Examiners or their representatives. The licensure candidate may be scheduled to take the oral exam after the licensure candidate has passed both written examinations, and is within 2 months of satisfactorily completing the SWE. The licensure candidate may be granted a license to practice psychology only after having successfully completed and obtained Board approval of the SWE and after having passed the oral examination. The Board reserves the right to readminister the oral exam to individuals who do not satisfactorily complete the SWE.

(i) The licensure candidate must personally appear before a subcommittee of the Board for an oral examination which will be based on a work sample of material from their intended area of practice provided by the licensure candidate. The work sample must have been generated within six months preceding the oral examination or within six months of the most recent professional practice. Licensure candidates must bring the SWE log to the oral exam (see below under Education for exceptions).

(ii) The licensure candidate who fails the subcommittee-administered oral examination will be scheduled for a Full Board Exam. A Full Board oral examination is defined as an oral exam in which the majority of Board members are present.

(iii) The licensure candidate who fails the Full Board oral examination may take a second Full Board Exam after the expiration of a six month period following the date on which the licensure candidate failed the Full Board oral examination.

(iv) The licensure candidate who fails the second Full Board oral examination will be denied licensure. Any consideration for subsequent licensure will require submission of a new application, fees and documentation. The applicant must meet all requirements that are in effect on the date on which the Board receives the new application.

(v) The licensure candidate who passes the subcommittee-administered oral examination and has successfully completed the SWE will be granted a license to practice psychology in the State of Georgia.

(2) Time and Place of Examinations

(a) The Office of the Division Director, Professional Licensing Boards Division, designates the specific time and location where examinations are administered. The applicant will be notified in writing of the exact time and place of the examination. The applicant must appear in person for the examinations and bring government issued picture identification.

(3) Americans with Disabilities Act

(a) The Board will provide reasonable accommodation to the qualified applicant with a disability in accordance with the Americans with Disabilities Act. The request for an accommodation by an individual with a disability must be made in writing on a form provided by the Board and received in the Board office by the application deadline along with the appropriate documentation, as indicated in the Request for Disability Guidelines.

(4) Application for Non-Renewable Provisional License

(a) A licensure candidate who has passed the written examinations and who has completed all other requirements for licensure except the postdoctoral supervised work experience requirement and the oral examination may apply for a provisional license. The applicant for provisional license must submit:

1. General application; and,

2. Verification of internship (Form A and if necessary Form B); and,

3. Proposed contract of postdoctoral SWE (Form F); and,

4. Two references (Form E); and,

5. Official transcript verifying receipt of the doctoral degree sent directly from the educational institution to the Board. If the doctoral degree has not been documented yet on the transcript, then in addition to the official transcript a letter from the graduate program training director attesting to successful completion of all requirements for the doctoral degree is required; and,

6. Appropriate fees (see Fee Schedule).

(b) Denial of Provisional License Application.

1. If the applicant for provisional license is denied, the applicant may petition the Board, within 60 days of the date of the letter of denial, to reconsider the application. After 60 days the file will be closed; to reapply the applicant must submit a new application, a non-refundable application fee, and all required documentation.

2. If the Board requests additional information from the applicant, the applicant has 30 days to respond. Failure to respond will result in denial of the application and closing of the applicant's file. The applicant who re-applies for licensure at a later date must submit a new application, a non-refundable application fee, and all required documentation.

3. A provisional license is subject to revocation if the Board determines that the requirements of the supervised work experience are not being satisfactorily met. Revocation of a provisional license shall not be considered a contested case within the meaning of Chapter 13 of Title 50, the "Georgia Administrative Procedure Act", but a holder of a provisional license shall have the right to appear before the Board for appeal.

(c) Scope of Provisional License. A Provisional license carries all the weight and privileges of licensure except for the requirement of continued supervision for all professional activities throughout the experience (See supervised work experience). A provisional license is non-renewable and will expire in 24 months unless the Board grants an exception.

(5) Denial of Application

(a) The applicant will be informed in writing of the Board's decision regarding approval or denial of an application for licensure. If the applicant is denied, the applicant may petition the Board, within 60 days of the date of the letter of denial, to reconsider the application. After 60 days, the file will be closed; to reapply, the applicant must submit a new application, a non-refundable application fee and all required documentation.

(b) If the Board requests additional information from the applicant, the applicant has 30 days to respond. Failure to respond will result in denial of the application and closing of the applicant's file. The applicant who re-applies for licensure at a later date must submit a new application, a non-refundable application fee and all required documentation.

(6) Fees

(a) Examination fees are refundable. Licensure application fees are non-refundable. Fees are designated on a separate Fee Schedule. Fees may be reviewed and changed at the discretion of the Board. Any request for a refund of an examination fee must be submitted in writing and must be made within one year of the date the fee was received by the Board. Indebtedness to the Board caused by a returned check will be handled in accordance with Code Section [16-9-20](#) of the Criminal Code of Georgia.

AUTHORITY: §§ 43-1-7, 43-1-19, 43-1-25, 43-39-5, 43-39-8, 43-39-9, 43-39-10, 43-39-13 and 43-39-14.

Dr. Webb motioned, Mr. Douglas seconded, and the Board voted to adopt the proposed amendments to Rule 510-2 Licensure by Examination as posted. None opposed, motion carried.

Executive Director’s Report:

1. Mr. Zimmerman updated the Board on the number of licensees’ who have not completed the renewal process. Mr. Zimmerman stated that he would request a “reminder e-mail” to be sent to each licensee that has not renewed his/her license reminding them that actively practicing without a valid active license is in direct violation of the Boards Rules and Law.
2. Mr. Zimmerman addressed the Board’s concerns regarding the recent state wide budget cuts.

Georgia Psychological Association Liaison Report:

The Liaison’s Report was presented by Dr. Barbara Calhoon, GPA

Executive Session:

Dr. Meck motioned, Dr. Webb seconded, and motion carried for the Board to enter into Executive Session in accordance with O.C.G.A. §43-1-2(k) (1) (2), §43-1-2-(k) (3) (4), §50-14-2(1) and §43-1-2 (k) (4) to deliberate on applications, oral examinations, complaints, and to receive the Assistant Attorney General’s and Cognizant reports. Voting in favor of the motion were Sauls, Doverspike, Webb, and Meck.

Applications:

Dr. Meck motioned, Dr. Doverspike seconded, and the Board voted to take the following action on applicants applying for licensure by Examination. None opposed, motion carried.

Psychology by Examination

- | | |
|----------------------|-------------------|
| 1. Baliles, Kimberly | Approved for Exam |
| 2. Day, Audrey | Approved for Exam |
| 3. Fennel, Jennifer | Approved For Exam |
| 4. Giddens, James | Approved for Exam |
| 5. Harris, Rachel | Approved for Exam |
| 6. Lorusso, Barbara | Approved for Exam |
| 7. Powers, Stephanie | Approved for Exam |
| 8. Raiji, Paulomi | Approved for Exam |
| 9. Ramirez, Cynthia | Approved for Exam |

Psychology Approved to sit for Early Exam

- | | |
|----------------------|-------------------|
| 1. Bjornsson, Andri | Approved for Exam |
| 2. Bolling, Michelle | Approved for Exam |
| 3. Chang, Kyle | Approved for Exam |
| 4. Farrell, Melissa | Approved for Exam |
| 5. Graybill, Emily | Approved for Exam |
| 6. Leavitt, Caroline | Approved for Exam |
| 7. Lynch, Rachel | Approved for Exam |
| 8. Sheaffer, Roxanna | Approved for Exam |

Dr. Meck motioned, Dr. Doverspike seconded, and the Board voted to take the following action on applicants applying for licensure by Endorsement. None opposed, motion carried.

Request for Licensure by Endorsement

- | | |
|---------------|-------------------|
| 1. King, Glen | Approved for Exam |
|---------------|-------------------|

Dr. Meck motioned, Dr. Doverspike seconded, and the Board voted to take the following action on applicants applying for licensure by Reactivation. None opposed, motion carried.

Request for Re-Activate

- | | |
|-------------------|-----------------------|
| 1. Kaplan, Eileen | Approved pending CEUs |
|-------------------|-----------------------|

Dr. Meck motioned, Dr. Doverspike seconded, and the Board voted to take the following action on applicants applying for licensure by Reinstatement. None opposed, motion carried.

Request for Reinstatement

- | | |
|--------------------|-----------------------|
| 1. Cole, Spurgeon | Approved for exams |
| 2. Hinnant, Donald | Approved for exams |
| 3. Sieg, David | Approved pending CEUs |

Dr. Meck motioned, Dr. Doverspike seconded, and the Board voted to take the following action on applicants applying for licensure by Examination. None opposed, motion carried.

Approved & Issued for Licensure by Exam

- | | |
|-----------------------|-------------------------------|
| 1. Ilardi, Dawn | Issued/Approved for Licensure |
| 2. Gifford, Asia | Issued/Approved for Licensure |
| 3. Dickinson, Wendy | Issued/Approved for Licensure |
| 4. Hodges, Tiffany | Issued/Approved for Licensure |
| 5. Kocsner, Franciska | Issued/Approved for Licensure |
| 6. Marterer, Patricia | Issued/Approved for Licensure |
| 7. Thorpe, Jennifer | Issued/Approved for Licensure |

Waiver/Variance Request

Dr. Meck motioned, Dr. Doverspike seconded, and motion carried to accept the recommendation for licensee requesting a waiver/variance for Rule 510-9 Continuing Education as follows:

- William Gore- Denied

Dr. Meck motioned, Dr. Doverspike seconded, and motion carried to accept the recommendation for licensee requesting a waiver/variance for Rule 510-7 Reinstatement as follows:

- Anne Carlisi – Approved

Dr. Meck motioned, Dr. Doverspike seconded, and motion carried to accept the recommendation for licensee requesting a waiver/variance for Rule 510-8 Continuing Education Requirements as follows:

David Sieg - Denied

Assistant Attorney General's Report:

Assistant Attorney General, Mr. Graham Barron provided the Board with a status report.

PSYC090013 - Mr. Douglas motioned, Dr. Doverspike seconded, and the Board voted to accept the signed Voluntary Cease and Desist Order. None opposed, motion carried.

Mr. Douglas motioned, Dr. Doverspike seconded, and the Board voted to accept the recommendations on the Attorney General's report. None opposed, motion carried.

Cognizant Report:

Closed Cases: PSYC080041, PSYC090013, and PSYC090034

Additional information required: PSYC090021, PSYC090031 and PSYC090033

Dr. Doverspike motioned, Mr. Douglas seconded, and the Board voted to accept the Cognizant report as presented. None opposed, motion carried.

Enforcement Report:

No Enforcement Report Presented

Additional Business:

Dr. Meck informed the Board that Governor Sonny Perdue had announced the panel that will nominate candidates for the creation of the Mental Health Ombudsman Board. Dr. Meck has agreed to sit on the panel. The Board will be responsible for investigating complaints involving Georgia's mental health systems.

Dr. Meck also addressed the Board's concerns regarding the lack of efficiency by the Secretary of State, Investigations Division regarding complaint requests forwarded to their department for processing. Dr. Meck acknowledges the outstanding job performed by Ms. Dianne Patterson, Administrative Assistant and her efficient manner handling the Board's request regarding complaints acknowledged by the Board and forwarded to Investigations for processing.

The Board would like it noted regarding the continued problems with the Investigative Unit of the Secretary of State's Office. The Unit has continually not been responsive to the licensing Board's needs, and as a result, has significantly hampered the ability of the Board to investigate potential violations of its rules and regulations.

The Board would also like it noted, that when violations have been established, the Attorney General's Office and subsequent Board Representative have successfully and professionally handled the cases in a thorough and competent manner. The Board appreciates the established

working relationship with the Attorney General's Office and looks forward to a continued effort to require that standards of care for the citizens of Georgia are maintained.

There being no further business, Dr. Meck motioned, Dr. Webb seconded, and the Board voted to adjourn today's meeting at 2:00 p.m. None opposed, motion carried.

Minutes recorded by:

Amanda Allen, Board Support Specialist

Minutes reviewed and edited by:

Brig Zimmerman, Executive Director

Marsha Sauls, Ph.D.
Vice-President

Brig Zimmerman, Executive Director
Healthcare 1