

**GEORGIA STATE BOARD OF
EXAMINERS OF PSYCHOLOGISTS
Meeting Minutes – January 23, 2015**

The Georgia State Board of Examiners of Psychologists met Friday, January 23, 2015, at the Professional Licensing Division, 237 Coliseum Drive, Macon, Georgia 31217.

Members Present:

Marsha B. Sauls, Ph.D., Chair
Donald S. Meck, Ph.D.
A. Melton Strozier Jr., Ph.D.
William F. Doverspike, Ph.D.
Judy Grammer, Consumer Member

Absent:

Linda F. Campbell, Ph.D – Vice-Chair

Administrative Staff Present:

Brig Zimmerman, Executive Director
Chrissy Lewis, LA/CCSI
Stacey Mitchell, Board Support Specialist

Assistant Attorney General:

Reagan Dean, AAG

Dr. Sauls, Chair, established that a quorum was present and declared the meeting open at 8:40 a.m.

Agenda: Approved as presented.

Executive Session:

Dr. Sauls motioned, Dr. Meck seconded, and the 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, administer the Board Oral Exams, review complaints, and receive the Assistant Attorney General’s and Cognizant reports. Voting in favor of the motion were Sauls, Meck, Doverspike, Strozier and Grammer.

Correspondence (For Closed Session Discussion):

- L.M. – Pending response – additional information
- C.S.M. – Approval of CE courses - approved
- A.G. – With the AG’s office; no response needed

Investigative Interview’s Conducted:

- PSYC140009
- PSYC150005
- PSYC150022
- PSYC150026

Recommendations:

Cancelled
Close
Close
Refer to AG’s office

Cognizant/Complaint/Enforcement Report – Pending:

- PSYC150002, PSYC150008 and PSYC150009

Recommend referral to AG’s Office:

- PSYC150026
- PSYC130033
- PSYC150030
- PSYC150032
- PSYC150033
- PSYC140030, 150019 and 150020

Recommend Closure:

- PSYC150005
- PSYC150007
- PSYC150012
- PSYC150016
- PSYC150018, J. Grammer - Recused
- PSYC150022
- PSYC150023
- PSYC150025
- PSYC150029

Attorney General's Report:

A written status and activity report was provided for Board review and discussion of the current cases open in the AG's office.

Executive Session Minutes: December 19, 2014

- Recommend Approval

Applicant Interview:

- Y.R.S. Recommendation: Require that school clarify the degree awarded

Renewal Issue:

- A.B.M. Scheduled for an interview during the February board meeting

At the conclusion of mornings Executive Session on Friday, January 23, 2015, Dr. Sauls declared the meeting to be "open" pursuant to the Open and Public Meeting Act O.C.G.A. § 50-14-1 et seq. No Board votes were obtained during Executive Session.

Minutes: December 19, 2014

Ms. Strozier motioned, Dr. Grammar seconded, and the Board voted to approve the December 19, 2014 open session meeting minutes as presented. None opposed, motion carried.

Dr. Strozier motioned, Dr. Doverspike seconded, and the Board voted for the administrative staff to respond to the correspondence reviewed in closed session recommendations as presented. None opposed, motion carried.

GPA – Liaison Report:

- Provided an update that the psychology testing law/bill will be dropped soon.

Public Rules Hearing – Proposed Rule Amendments:

510-5-.04 Maintenance and Retention of Records.

No visitors were present for today's public rules hearing for the purpose of adopting amendments to one (1) Board rule having been posted for public view for the minimum required thirty (30) days. There were no written or recorded public responses to the proposed rule changes for the Board to consider.

Dr. Sauls, Chair, called the hearing to order at 1:30 p.m.

510-5-.04 Maintenance and Retention of Records.

(1) Records include information that may be used to document the nature, delivery, progress, and results of psychological services. The psychologist who renders professional services shall maintain records that include the following:

(a) Records of psychological services include:

1. identifying data (e.g., name, client ID number);
2. contact information (e.g., phone number, address, emergency contact);
3. fees and billing information;
4. where appropriate, guardianship or conservatorship status;
5. documentation of informed consent or assent for treatment (Ethics Code 3.10);
6. documentation of waivers of confidentiality and authorization or consent for release of information (Ethics Code 4.05);
7. documentation of any mandated disclosure of confidential information (e.g., report of child abuse, release secondary to a court order);
8. complaint, diagnosis, or basis for request for services;
9. plan for services, updated as appropriate (e.g., treatment plan, supervision plan, intervention schedule, community interventions, consultation contracts);
10. relevant health and developmental history;
11. date of service and duration of session;
12. types of services (e.g., consultation, assessment, treatment, training);
13. nature of professional intervention or contact (e.g., type of treatment, referral, letters, e-mail, phone contacts);
14. formal or informal assessment of client status.

(2) Psychologists are aware of relevant federal state and local laws and regulations governing records. Laws and regulations supersede requirement of these rules. In the absence of such laws and regulations, psychologists maintain complete records for seven years after the last date of service delivery for adults. If the client is a minor, the record period is extended until three years after the age of majority-, or at least for seven years after the last date of service delivery, whichever is later.

(3) The psychologist shall store and dispose of written, electronic, and other records of patients and clients in such a manner as to ensure their confidentiality.

Authority: O.C.G.A. §§ 43-1-25, 43-39-5 and 43-39-6

Dr. Doverspike motioned, Ms. Grammar seconded, and the Board voted to adopt the proposed amendments to 510-5-.04 as posted for the minimum 30 day requirement. None Opposed, motion carried.

Additionally, at its meeting on January 23, 2015, the Board voted that the formulation and adoption of these rules does not impose excessive regulatory cost on any licensee and any cost to comply with the proposed rules cannot be reduced by a less expensive alternative that fully accomplishes the objectives of O.C.G.A. §§ 43-1-25, 43-39-5 and 43-39-6

Additionally, at its meeting January 23, 2015, the Board voted that it is not legal or feasible to meet the objectives of O.C.G.A. §§ 43-1-25, 43-39-5 and 43-39-6 to adopt or implement differing actions for businesses as listed in O.C.G.A. § 50-13-4(3)(A), (B), (C), and (D). The formulation and adoption of these rules will impact every licensee in the same manner and each licensee is independently licensed in the field of Psychology.

Ms. Grammar motioned, Dr. Strozier seconded, and the Board voted to approve the economic impact statement. None Opposed, motion carried.

Proposed Board Rule Amendment:

- **510-7-.01 Renewal.**

Every psychology license will expire on December 31 of even numbered years, and will be renewable for two years if all requirements for renewal, including continuing education requirements are satisfied, and the renewal fee is paid. Psychologists practicing with an expired license are subject to disciplinary action by the Board. Licenses renewed within ~~six~~ three (3) months after their expiration are subject to a late fee. See ~~Separate~~ Fee Schedule and Continuing Education Rule. Failure to renew a license within ~~six~~ three (3) months of its expirations shall have the effect of revocation of the license by operation of law and the license shall be considered lapsed. The Board in its sole discretion may reinstate a revoked license.

Ms. Grammer motioned, Dr. Meck seconded, and the Board voted to submit the proposed amendment to rule 510-5-.04 to the Attorney General's office for review and statutory authority, and to post for the minimum 30 day requirement upon receipt of statutory authority prior to a public hearing. None Opposed, motion carried.

Petitions for Waiver or Variances of a Board Rule:

- Seabrook, E. – 510-7-.02 Reinstatement

Dr. Strozier motioned, Dr. Doverspike seconded and the Board voted to deny the petition request. A “substantial hardship” was not demonstrated or proven. None opposed, motion carried.

- Suh, H. – Rule 510-8-.01 CE Requirements

Dr. Strozier motioned, Dr. Doverspike seconded and the Board voted to deny the petition request. A “substantial hardship” was not demonstrated or proven. None opposed, motion carried.

- Landa, M. – 510-8-.01 CE Requirements

Dr. Doverspike motioned, Ms. Grammar seconded and the Board voted to deny the petition request. A “substantial hardship” was not demonstrated or proven. None opposed, motion carried.

Dr. Strozier motioned, Dr. Grammar seconded, and the motion carried for the Board to enter back 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 continue deliberations on applications and review oral examinations candidates.

Dr. Meck motioned, Dr. Doverspike seconded, and the Board voted to accept the recommendations on oral examinations. None opposed, motion carried.

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

Ms. Grammar motioned, Dr. Strozier seconded, and the Board voted to accept the Attorney General's report and recommendations as presented. None opposed, motion carried.

Dr. Doverspike motioned, Dr. Strozier seconded and the Board voted to approve the December 19, 2014 Executive session meeting minutes as presented. None opposed, motion carried.

Miscellaneous Discussion Items:

- The April meeting date will be moved from April 24th to April 17th
- The October meeting date will be moved from October 30th to October 23rd
- Dr. Sauls received a thank you letter from Secretary of State Brian Kemp addressed to the Psychology Board.

There being no further business, Dr. Meck motioned, Dr. Sauls seconded and the Board voted to adjourn today's meeting at 4:01 p.m.

Minutes recorded, reviewed and edited by:

Stacey Mitchell, Board Support Specialist
Brig Zimmerman, Executive Director HC-1

DR. MARSHA B. SAULS, Ph.D.
Chair

BRIG ZIMMERMAN
Executive Director Healthcare 1

These minutes were approved on: **February 27, 2015**