

# **CANDIDATE INFORMATION BULLETIN**

## **PROFESSIONAL LICENSING BOARDS DIVISION**

### **Georgia State Board of Examiners of Psychologists**

#### **Licensure Examination**



#### **Examination Development and Testing Unit**

*The Examination Development and Testing Unit (EDTU) of the Professional Licensing Boards Division has prepared this bulletin. Please review this bulletin carefully. It provides you with information about your licensing examination. (Revised 01 22 2009)*

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## Introduction

The Georgia State Board of Examiners of Psychologists was created by the Georgia legislature to protect the public from incompetent professional practice. In order to achieve this goal, the Board established minimum standards and requirements for entry into the profession and a licensure examination program was developed.

**\*\*\*Please Note:** The Psychology Jurisprudence Examination is administered as a **computerized** exam.

After a candidate has met **all** of the prerequisites for the Jurisprudence Examination and desires to take the exam, he or she is asked to contact the Board office at (478) 207-1674. Upon receipt of the request, the Board will process it for the next available Jurisprudence Exam. The Exam Unit will mail the candidate a “Notice to Register for the Exam.” The candidate may then schedule an exam time, at which he or she would like to test, by following the directions on the “Notice to Register for the Exam” and submitting the requested information from any computer. The candidate will receive a “Candidate Confirmation E-mail” to confirm the date and time of their exam.

A candidate may test **only** for the date and time listed in the “Candidate Confirmation E-mail.”

**Please review this bulletin carefully.** It provides you with information you need about the Psychology Jurisprudence Licensure Examination.

### BEFORE THE EXAMINATION

#### **A. LOCATION, DATE, & TIME**

Please refer to your examination notice (Candidate Confirmation E-mail) for the location, directions to the examination site, date, and time of the examination. We recommend that you locate the examination site and parking locations before the time of the examination. Candidates will **NOT** be admitted after the examination has begun.

#### **B. EXAMINATION PREPARATION**

It is not possible to produce a single list of references, which will provide all the knowledge required to pass the exam. Candidates may wish to review the exam content areas listed in the Candidate Information Bulletins provided by the Association of State and Provincial Psychology Boards (ASPPB) and the Examination Development and Testing Unit of the Professional Licensing Board Division. The Psychology Jurisprudence Licensure Examination is developed from current State Board Laws and Rules, and Statutes Applicable to Mental Health Practitioners. Candidates may obtain a current copy of the Georgia State Laws and

Rules for Psychology and Statues Applicable to Mental Health Practitioners at [www.sos.stat.ga/us/plb/psych](http://www.sos.stat.ga/us/plb/psych). To access the Statues Applicable to Mental Health Practitioners, candidates should click on “Down Load Forms” in the left hand side of the screen. Candidates are encouraged to visit the Association of State and Provincial Psychology Boards (ASPPB) website at [www.asppb.org](http://www.asppb.org) for information on the Examination for Professional Practice in Psychology (EPPP).

### **C. VETERANS PREFERENCE POINTS**

Georgia law (General Provisions Volume 30, Title 43-1-9 (1) (2) (3)) provides that veterans meeting certain conditions are eligible for the addition of five or ten percentage points to their examination scores.

To qualify, veterans must have served for a minimum of one year in active duty status and must have served during a period of conflict or war for a minimum of 90 days. The law further provides that you may also qualify for preference points if you were "discharged for injury or illness incurred in [the] line of duty...if [your] disability is rated at 10 percent or above at the time of taking the examination."

To apply for veteran’s preference points, candidates must submit a copy of their DD-214 form and documentation of disability (if applicable), to the Board office at the time of application.

### **D. SPECIAL ACCOMODATIONS FOR CANDIDATES WITH DISABILITIES**

The Georgia State Board of Examiners of Psychologists wants to ensure that all qualified individuals with a disability have the opportunity to take any of the licensing examinations.

Wheelchair access is available at all established test centers. Candidates are requested to notify the Board, in writing, at the time of application that wheelchair access is necessary.

Qualified applicants with sensory, mental, or physical disabilities that would prevent them from taking the examination under standard conditions may request special accommodations. Candidates should contact the Board office at 237 Coliseum Drive – Macon, Georgia 31217; telephone number (478) 2078-1672 to obtain the *Request for Disability Accommodation Guidelines*. Application materials, including information requested in the “Guidelines” must be received by the application deadline.

Georgia State Board of Examiners of Psychology  
237 Coliseum Dr.  
Macon, GA 31217  
(478) 207-1672

## **AT THE EXAMINATION**

### **A. WHAT TO BRING TO THE EXAMINATION**

Candidates should bring the following items with them to the exam:

1. “Notice to Register for Exam” and a copy of the “Candidate Confirmation E Mail” - which contains the confirmed date, time, directions, and location, of the examination.
2. Identification –Candidates are required to bring a current driver’s license with their **picture and signature** on it. If a candidate is unable to bring a driver’s license, he/she must bring a passport **plus** their resident alien card, a state identification card, or an Immigration and Naturalization (INS) work permit. Candidates who appear without proper identification will **NOT** be admitted to the examination.

### **B. CONDUCT DURING THE EXAMINATION**

Smoking is **NOT** allowed at the examination site.

**No food or drink** may be brought into the examination room.

Dress comfortably. Individuals have different temperature preferences and it is not possible for us to please everyone. We recommend that candidates bring a sweater or jacket so that they can be comfortable in different conditions.

Candidates are expected to conduct themselves in a professional manner during the examination. Any candidate found to have engaged in conduct which subverts or attempts to subvert the examination process may be dismissed from the examination, may have scores withheld and/or declared invalid, may be disqualified from the practice of the profession and may be subject to other Board sanctions.

1. Candidates may not bring books, reference materials, or use any performance aids into the examination.
2. Candidates may not bring cameras, tape recorders, telephones, beepers, timers, electronic recording or transmitting devices, or study material into the examination

room. **If a candidate brings one of these, he/she must leave it outside the exam room, unattended. The state will not assume responsibility for it. IF A CANDIDATE IS FOUND IN THE EXAM ROOM WITH ONE OF THESE, THEN HE/SHE WILL BE DISMISSED FROM THE EXAMINATION.**

3. Candidates may not take notes or memoranda from the examination room.
4. Candidates may not remove any examination materials from the examination room.
5. Candidates are not to reproduce or reconstruct any portion of the licensing examination or assist others in reproducing or reconstructing portions of the examination.
6. The examination supervisors cannot answer any questions about the content of any examination questions. Candidates will have an opportunity to submit their comments in the “Comment Section” during the exam.
7. Candidates may leave the examination room only with the examination supervisor’s permission. If a candidate is permitted to leave, he/she may not use the time to refer to reference material or communicate with others. If a candidate is permitted to leave and return, he/she will not be granted any extra time to complete their examination.
8. Candidates will be dismissed from the examination room and/or may be denied a license for irregularities including, but not limited to:
  - a) disrupting other candidates;
  - b) attempting to copy answers from another candidate;
  - c) allowing your answers to be copied;
  - d) impersonating another examination candidate;
  - e) failing to follow the examination proctor's instructions;

### **C. VISITORS AT THE EXAMINATION SITE**

**ABSOLUTELY NO VISITORS WILL BE ALLOWED AT THE TESTING SITE. A WAITING AREA IS NOT AVAILABLE FOR VISITORS.** Candidates will NOT be allowed to visit with, or exchange messages with others during the examination.

### **D. DESCRIPTION OF THE EXAMINATION**

1. EPPP Examination -- The first examination candidates take, for licensure as a psychologist, is the Examination Professional Practice in Psychology (EPPP). The examination contains 200 objective multiple-choice questions. Candidates will have four hours to complete this examination. A description of the EPPP examination development and content can be found in the Information for Candidates Booklet developed by ASPPB @ [www.asppb.org](http://www.asppb.org).

- 2 State Law and Rules Examination -- Psychologists licensed to practice in the State of Georgia are required to comply with applicable Georgia Laws, Rules, and Ethics promulgated by the Georgia State Board of Examiners of Psychologists. This examination is designed to assure that the knowledge of Georgia licensees is at a level, which will allow the psychologist to practice in a manner, which is consistent with the laws and rules (Laws 43-39-1 to 43-39-20, 16-6-5.1, 16-13-110 to 114, 19-7-5, 24-9-21, 30-5-4, 31-7-160 to 165, 37-3-41, 43-1-19 to 43-1-27; and Rules 510-1 to 510-10).

The examination consists of 50 multiple-choice questions and is administered as a **COMPUTERIZED** examination.

The test administration begins with a brief Tutorial/Practice to familiarize candidates with the computerized testing process. The Tutorial/Practice will include instructions on how to select and record an answer, change an answer, make a comment on a question, shift between test questions, mark a question for later review, and completing the exam. The time allotted for the tutorial is not included in the time allotted for the exam. **Candidates are directed to complete the tutorial prior to beginning the timed exam.** Once a candidate begins the timed exam, he or she will NOT be able to return to the Tutorial/Practice. Candidates are allowed 1 Hour to complete the examination.

3. Oral Examination – Once candidates have attained a passing score on the EPPP Examination and the State Law and Rules Examination, and are otherwise qualified for licensure, they must contact the Board for the date and time of their oral examination. Candidates will be mailed confirmation of their appointment and instructions for the oral examination. This examination was developed by the Georgia State Board of Examiners of Psychologists, and generally lasts 30 to 45 minutes. Candidates with further questions regarding the oral examination should contact the Board office at (478) 207-1674.

## AFTER THE EXAMINATION

### A. PASS/FAIL STATUS

EPPP --The required passing score for the EPPP is established by the Georgia State Board of Examiners of Psychologists and is intended to be appropriate for entry-level practitioners. Currently, candidates must obtain a score of at least 70% of the maximum possible score in order to pass the examination.

State Law and Rules Examination -- A scaled score of 70 is required in order to pass the Georgia Law and Rules portion of the examination

Oral Examination -- The Georgia State Board of Examiners of Psychologists determines the passing or failing status of oral candidates.

## **B. SCORE REPORTING**

EPPP – Scores will be reported to candidates as a scaled score. Candidate should refer to the ASPPB Information for Candidates Booklet for information regarding more detailed examination performance feedback.

Oral Examination – Only pass/fail status is reported for the oral examination.

Candidates will be notified by mail of their examination results approximately four to six weeks following the examination. Examination scores are confidential and will not be released over the telephone. Therefore candidates are asked to please **not** call for this purpose. Score notifications are mailed to the address on file at the Board Office.

## **C. STATISTICAL REVIEW OF THE EXAMINATION**

EPPP -- Information about post-examination procedures for the EPPP is presented in the Information for Candidates booklet developed by Association of State and Provincial Psychology Boards (ASPPB).

State Law and Rules Examination - After each administration of the examination, a statistical analysis of the examination is performed and candidates' comments are reviewed. This analysis assures the validity and reliability of the examination.

## **D. RE-EXAMINATION**

The Official Code of Georgia - Annotated, 43-39-9 states in part:

"...Any unsuccessful candidate may, within 14 days of notice of failure and upon written request to the board, appeal to the board for review of the examination paper."

Candidates may request feedback regarding their performance on the EPPP by contacting Professional Examination Service (PES), by telephone at (212)367-4200, or by mail at 475 Riverside Drive, New York, N.Y. 10115-0089.

If a candidate fails the State Laws and Rules Examination he/she may request a hand score of their examination. To obtain a hand score candidates must submit the request in writing, within thirty (30) days of the postmark of the Examination Results Notice, along with a cashier's check or money order for \$20.00 made payable to the Secretary of

State. The candidate's name, address, the type of examination taken, the date of the examination and \$20.00 fee should be mailed to the address listed below:

Professional Licensing Boards Division  
Exam Development and Testing Unit  
237 Coliseum Drive  
Macon, GA 31217-3858

ATTN: psy.review/handscore

#### Licenses

The Board Office will mail passing candidates their licenses. Any questions regarding licenses should be directed to the Board Office at 237 Coliseum Drive, Macon, GA 31217-3858; telephone: (478) 207-1672.

#### Reexamination procedure

Candidates failing either of the examinations must retake and pass the examination in order to become licensed. Reapplication is handled by the Board Office. Please contact them for information regarding reapplication forms, fees and deadlines, or visit the Board site: <http://www.sos.state.ga.us/plb/psych/default.asp>.

***THE STATE EXAMINING BOARDS DO NOT DISCRIMINATE AMONG  
CANDIDATES ON THE BASIS OF AGE, SEX, RACE, RELIGION, NATIONAL  
ORIGIN, OR DISABILITY***

*The Examination Development and Testing Unit gratefully acknowledges the assistance of other state licensing programs in the development of this candidate information bulletin. Portions of this bulletin were based on candidate information bulletins of other states. (Rev 01 22 2009)*