



ASPPB
Association of State and
Provincial Psychology Boards

MOBILITY PROGRAM

Policies and Procedures

v. 4.2024

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SECTION 1:

INTRODUCTION

A. ASPPB Mission

The Association of State and Provincial Psychology Boards (ASPPB) is the alliance of state, territorial and provincial agencies responsible for the licensure and certification of psychologists throughout the United States and Canada. The psychology boards of all fifty states of the United States and the District of Columbia, the U.S. Virgin Islands, Puerto Rico, Guam, the Commonwealth of the Northern Mariana Islands and all ten provinces of Canada are members of ASPPB. The Mission of ASPPB is to support its member jurisdictions in fulfilling their goal of advancing public protection by:

1. Offering exemplary examination and credentialing programs;
2. Providing state-of-the-art programs and services to all our stakeholders;
3. Serving as the source for the most current and accurate information about the regulation of psychologists; and
4. Contributing to the critical consumer protection perspective in the ongoing development of the profession.

B. ASPPB Mobility Program History

The ASPPB Mobility Program was established to facilitate the professional mobility of licensed psychologists across jurisdictions. Professional mobility enhances consumer access to a broad range of psychological services.

1992 – Agreement of Reciprocity was a cooperative agreement that allowed licensed psychologists to practice across participating jurisdictions – Sunsetting January 1, 2020

1998 – ASPPB Mobility Program established

- Certificate of Professional Qualifications (CPQ) issued to licensed psychologists meeting eligibility criteria and used to apply for licensure in jurisdictions that recognize the CPQ
- Credentials Bank (CB) serves as a repository for individual psychologists to store licensure-related information

2007 – Interjurisdictional Practice Certificate (IPC) issued to license psychologists meeting eligibility criteria and used for temporary practice in another jurisdiction that recognizes the IPC_Free-Standing IPC sunsetted June 30, 2020. July 1, 2020 part of the requirements for the Psychology Interjurisdictional Compact (PSYPACT). The IPC is a requirement for the Temporary Authority to Practice (TAP) issued by the PSYPACT Commission.

2015 – E.Passport was developed to promote regulation of telepsychology across jurisdictions that adopt the PSYPACT. The E.Passport is a requirement for the Authority to Practice Interjurisdictional Telepsychology (APIT) issued by the PSYPACT Commission.

C. Purposes of the ASPPB Mobility Program

1. To promote responsible professional mobility for psychologists in all ASPPB jurisdictions;
2. To continue implementation and review of the E.Passport, IPC, CPQ, and Credentials Bank;
3. To review applications for the E.Passport, IPC and CPQ programs; and
4. To keep jurisdictions apprised of developments and issues affecting mobility and continue to offer proactive resolutions to member jurisdictions on emerging professional and legal issues relevant to mobility.

D. Disclaimer

All applicants of the ASPPB Mobility Program acknowledge that ASPPB does not guarantee that the Certificates may be accepted in all or any U.S. or Canadian jurisdictions. Further, although ASPPB is committed to pursuing their acceptance, it cannot and does not guarantee the applicant that a particular jurisdiction will adopt the CPQ and/or IPC as a qualification towards jurisdictional requirements.

E. Publication regarding the ASPPB Mobility Program

Permission may be granted to analyze mobility program data upon written application and approval by the Mobility Committee and the ASPPB Board of Directors.

SECTION 2: DEFINITIONS AND ACRONYMS

Definitions and Acronyms

ABPP- American Board of Professional Psychology

Appeal- A written request by an applicant to contest a decision made by the Committee regarding his/her application.

APA- The American Psychological Association

APIT – The Authority to Practice Interjurisdictional Telepsychology certificate issued by the Psychology Interjurisdictional Compact (PSYPACT) Commission. The APIT is required to practice under the authority of PSYPACT.

APPIC- The Association of Psychology Postdoctoral and Internship Centers

Approved Continuing Education Provider- The American Psychological Association or any of its sponsors approved through the American Psychological Association Sponsor Approval System (APA, 2005), the Canadian Psychological Association Approval of Sponsors of Continuing Education for Canadian Psychologists (CPA, 2005), the Academies of the Specialty Boards of the American Board of Professional Psychology, the Association for Psychological Science, the National Association of School Psychologists, Association of State and Provincial Psychology Boards, regionally accredited educational institutions that offer graduate training in psychology or related fields, accredited medical schools, Category I Continuing Medical Education (CME) of the American Medical Association, the Canadian Medical Association, the American Bar Association, and the Canadian Bar Association. Courses offered by non-psychology organizations must be relevant to the practice of psychology.

ASPPB- The Association of State and Provincial Psychology Boards

ASPPB Member Board- A “board” (as defined below) that is a member of the Association of State and Provincial Psychology Boards (ASPPB); Members of ASPPB include 55 jurisdictions in the United States (All 50 states, the District of Columbia, Virgin Islands, Puerto Rico, Guam and the Northern Mariana Islands) and the 10 jurisdictions in Canada.

Bank (CB)-The ASPPB Credentials Bank: A Verification and Storage Program

Board-The statutorily constituted body which is legally responsible for the registration or licensing of psychologists in its respective jurisdiction (state, province, territory, or District of Columbia); Boards in Canada are commonly called Colleges.

Board of Directors-The Board of Directors of the Association of State and Provincial Psychology Boards (ASPPB)

CRHSP- The Canadian Register of Health Service Psychologists

CPA- The Canadian Psychological Association

CPQ- The ASPPB Certificate of Professional Qualification in Psychology

Certification- In this document, a status granted by ASPPB signifying that an individual has met specific qualifications established through criteria for the CPQ and/or IPC.

Certification Appeals Committee- The ASPPB committee appointed to review appeals of applicants who are denied certification.

Colleges: In addition to referring to an institution of higher learning. In Canada, college also refers to the statutorily constructed body which is legally responsible for the registration and/or licensing of psychologists.

CRVS- Closed Records Verification Service

Committee- The ASPPB Mobility Committee

Credentials- Includes all documents and/or materials used to support an application for licensure or registration, CPQ, E.Passport, IPC, etc.

Credentials Verification- A process of reviewing and verifying specific credentials of an applicant.

Designation- Applies to psychology doctoral programs that have been reviewed by the ASPPB/National Register Joint Designation Committee and have been found to meet the designation criteria.

Disciplinary Action- Any action taken by a licensing/registration/ certification entity that finds a violation of a statute or regulation that is a matter of public record unless the licensing entity clearly states that it is not a disciplinary action.

Disciplinary Action Other than by Licensing Entity - Any action taken by a non-licensing/registration/ certification entity during education, training or employment resulting in censure, reprimand, dismissal, suspension, termination, resignation or any other disciplinary action.

E.Passport- A certificate of the Mobility Program and is one of the requirements for the Authority to Practice Interjurisdictional Telepsychology (APIT) issued by the PSYPACT Commission. The E.Passport promotes standardization in the criteria of interjurisdictional telepsychology practice and facilitates the process for licensed psychologists to provide telepsychological services across jurisdictional lines. The E. Passport also provides more consistent regulation of interjurisdictional telepsychology practice and allows consumers of psychological services to benefit from regulated interjurisdictional telepsychology practice.

EPPP- The Examination for Professional Practice in Psychology (Part 1 and/or Part 2)

EPPP Score Verification Service- A service of the ASPPB Mobility Program where at a candidate's request, the service will report the candidate's EPPP score to the licensing board of another state or province in which the candidate seeks licensure or certification.

IPC-The ASPPB Interjurisdictional Practice Certificate is a certificate of the Mobility Program and is one of the requirements for the Temporary Authorization to Practice (TAP) certificates issued by the PSYPACT Commission.

Jurisdiction- In this document, means State, Province and/or Territory.

Licensed- In this document, the word “licensed” is used to refer to licensed, registered, chartered, or other terms describing the regulation of psychology practice.

NACES- National Association of Credential Evaluation Services – an association whose members provide an evaluation of credentials for individuals trained outside the US and Canada.

NR- The National Register of Health Service Psychologists

Pending Disciplinary Action- Any action where formal disciplinary action has been initiated and is awaiting a hearing or stipulation or is in the process of appeal.

PLUS- Psychology Licensure Universal System. A service that ASPPB provides, outside of the Mobility Program, to assist participating member boards with streamlining their licensure process.

Postdoctoral Supervised Experience- Work as a psychology trainee that follows the completion of all requirements for the doctoral degree by an appropriate institution of higher education and completed under the direct supervision of a licensed psychologist qualified to offer the services provided.

Practicum- An organized, sequential series of supervised experiences of increasing complexity, serving to prepare the graduate student for internship under the supervision of licensed psychologists and other clinicians.

Pre-doctoral (doctoral) Supervised Experience - Work as a psychology trainee completed after the preponderance of the academic coursework and other requirements have been fulfilled. This could be a psychology internship as distinguished from practicum experience.

Primary Source- The source from which the document originates.

Primary Source Verification- Verification of a practitioner’s credentials based upon evidence obtained from the issuing source of the credential.

Professional Work Experience- Work as a psychologist that follows the issuance of a license, certificate or registration, issued at the independent level and based on a doctoral degree, which included, but was not limited to, applied (to include graduate-level supervision) or direct-client services.

Psychology Trainee- Includes graduate students in a psychology program, and individuals completing supervised work experience toward licensure.

PSYPACT- Psychology Interjurisdictional Compact

PSYPACT Commission – The governing body of PSYPACT

Public Member- A member of a licensure board who is not a licensed psychology practitioner.

Regional Accreditation- Regional accreditation applies to entire academic institutions and not to specific academic programs. There are six regional accrediting bodies in the United States, and each is authorized to accredit institutions in specific states, divided by geographic region: Middle States Commission on Higher Education; New England Association of Schools and Colleges; North Central Association Commission on Accreditation and School Improvement; Northwest Commission on Colleges and Universities; Southern Association of Colleges and Schools, and Western Association of Schools and Colleges.

Residency- Residency means physical presence, or necessitated substitution (i.e., national disasters, pandemic), at an educational institution or training facility in a manner that facilitates acculturation in the profession, the full participation and integration of the individual in the educational, and training experience and includes faculty-student interaction. Training models that rely exclusively on physical presence for periods of less than one continuous year, not necessitated by the aforementioned exception (e.g., multiple long weekends and/or summer intensive sessions), or that use video teleconferencing or other electronic means as a substitute for any part of the minimum requirement for physical presence at the institution are not acceptable as applied to the Mobility Program requirements.

Reviewer- The individual (or individuals) selected by ASPPB to consider and evaluate CPQ, E.Passport and/or IPC application files.

Staff- ASPPB's employees, including full-time employees, part-time employees, and consultants.

TAP – The Temporary Authorization to Practice certificate issued by the Psychology Interjurisdictional Compact (PSYPACT) Commission. The TAP is required to practice under the authority of PSYPACT.

Transcript- A record of a student's academic performance, including but not limited to a list of coursework and earned grades, issued by the institution of learning where the coursework was completed. The transcript must contain sufficient information to determine when the courses were taken, including the term and year.

Written Notification- Correspondence transmitted by mail, facsimile, or electronic medium.

SECTION 3: AGREEMENT OF RECIPROCITY (AOR)

AOR Program Sunsetting as of January 1, 2020: Criteria listed in this section are no longer active.

A. Program Description –

The ASPPB Agreement of Reciprocity (AOR) encouraged states and provinces to enter into a cooperative agreement whereby any individual holding a license in one AOR member jurisdiction could obtain a license to practice in another AOR member jurisdiction. Under this reciprocity approach to mobility, all licensed psychologists in member jurisdictions were eligible for licensure in all other member jurisdictions based on evidence of comparable standards in current licensure requirements.

B. Jurisdictional Eligibility

Entrance into the Agreement of Reciprocity is dependent on a state or province demonstrating that its requirements for licensure meet the standards required by other participating jurisdictions. These standards include:

1. Education:

A doctoral degree in psychology must be obtained from either a or b below:

- a) A program accredited by the American Psychological Association, or the Canadian Psychological Association, or designated as a psychology program by the Designation Committee of the National Register of Health Service Psychologists and the Association of State and Provincial Psychology Boards; or
- b) An institution of higher education that is: (A) regionally accredited by an accrediting body recognized by the U.S. Department of Education, OR (B) authorized by Provincial statute or Royal Charter to grant doctoral degrees; and is based upon a program of three [3] years of full-time [or equivalent] graduate study not including pre-doctoral internship and include instruction in scientific and professional ethics and standards, research design and methodology, statistics and psychometrics. In addition, the core program shall require each student to demonstrate competence in each of the following substantive content areas:
 1. biological bases of behavior (e.g. physiological psychology, comparative psychology, neuropsychology, sensation, psychopharmacology);
 2. cognitive-affective bases of behavior (e.g. learning, memory, perception, cognition, thinking, motivation, emotion);
 3. social bases of behavior (e.g. social psychology, cultural, ethnic, and group processes, sex roles, organization and systems theory); and
 4. individual behavior (e.g. personality theory, human development, individual differences, abnormal psychology)

2. Supervised Experience:

- a) Two years of supervised experience, one of which shall have been completed post-doctorally, for 3,000 hours total minimum.
- b) Each year [or equivalent] shall be comprised of at least 1,500 hours of actual work, to include direct service, training, and supervisory time.

- c) A pre-doctoral internship/residency may be counted as one of the two years of experience.

The minimum standard requirement shall be one hour per week of individual one-to-one supervision from a licensed psychologist; however, in the case of geographical or confirmed physical hardship, a jurisdiction may consider variance in the frequency of supervision sessions providing that a minimum of four hours per month of individual one-to-one supervision shall be maintained.

3. Required Examinations

- a) The Examination for Professional Practice in Psychology [EPPP] with a minimum qualifying score of 70%; and
- b) An oral examination or interview to determine competence to practice.

C. Withdrawal from the AOR

If a jurisdiction changes its licensure requirements in such a way as to change the basic requirements for being in the AOR, the jurisdiction must withdraw from the Agreement.

D. Psychologist's Eligibility and Application Process

In order for a psychologist to be eligible to utilize the AOR, they must:

1. Have been licensed at the doctoral level for five (5) years in an Agreement of Reciprocity member jurisdiction;
2. Be applying for licensure in another member of the Agreement of Reciprocity;
3. Have been practicing continuously for five (5) years in an Agreement of Reciprocity member jurisdiction;
4. Not have any current charges or outstanding complaints pending;
5. Not have been the subject of any disciplinary action or felony conviction in any state, territory, province or other jurisdiction;
6. Not have been previously denied licensure/certification by the state or province to which they are applying.

In order to apply for licensure utilizing the Agreement of Reciprocity, the psychologist must:

- a) Contact the board where they wish to become licensed and request an application for licensure for applicants applying under the ASPPB Agreement of Reciprocity;
- b) Complete the application and pay applicable fees;
- c) Sign the waiver of confidentiality provided by the board;
- d) Have three (3) professional colleagues send letters of reference to the board.

SECTION 4: ASPPB CREDENTIALS BANK

A. Program Description

The ASPPB Credentials Bank is a service whereby students, trainees, and licensed psychology practitioners may deposit information about their educational preparation, supervised experience, examination performance and work history. Information is electronically stored, primary source verified, maintained by ASPPB and then forwarded to member boards or other credentials bodies upon request by the individual opening the credentials record.

B. Eligibility for the Credentials Bank

In order to be eligible to utilize the Credentials Bank, the individual must be a psychology trainee or possess a graduate degree in psychology. E. Passport, IPC, CPQ and PLUS applicants automatically have a Credentials Bank account opened without any further application process.

C. Accessing and Maintaining Stored Credentials

Credentials can be sent to the bank at any time. It is the responsibility of the Credentials Bank account holder to maintain the correctness of the information contained in the record. The information contained in the Credentials Bank account will be electronically stored, maintained by ASPPB and then forwarded where requested upon written notification and payment of the appropriate fee of the account holder. The results of a review of the ASPPB Disciplinary Data System will be sent along with any credentials verified.

D. Primary Source Verification

All documents and credentials received by ASPPB from a third party that could potentially be used to support an application for the E. Passport, IPC, CPQ or PLUS will be primary source verified by ASPPB. See Appendix 6 for details and examples.

E. Responsibilities and Roles of State and Provincial Psychology Boards Regarding the Credentials Bank

ASPPB member jurisdictions that agree to accept information from the Credentials Bank will recognize documents and licensure-related credentials supplied by ASPPB as primary source verified and require no further verification.

SECTION 5: E.PASSPORT

A. Program Description

The E. Passport is one of the requirements for the Authority to Practice Interjurisdictional Telepsychology (APIT) certificate issued by the PSYPACT Commission. The E.Passport promotes standardization in the criteria of interjurisdictional telepsychology practice and facilitates the process for licensed psychologists to provide telepsychological services across jurisdictional lines. The E. Passport also provides more consistent regulation of interjurisdictional telepsychology practice and allows consumers of psychological services to benefit from regulated interjurisdictional telepsychology practice.

B. Eligibility Requirements for the E.Passport

1. Licensure

Possess a current, active license or registration to practice psychology at the independent level in a PSYPACT participating state where such license or registration is based on receipt of a doctoral degree in psychology as defined below in *Section 5.B.3* below. ASPPB requires primary source verification of all listed licenses. If a licensing board does not provide information regarding license status, date issued, date expired (if applicable) and disciplinary actions on the licensing board's website, an applicant will need to request an official license verification be sent directly to ASPPB and will be responsible for any applicable fees.

2. Disciplinary Actions

Have no history of disciplinary actions by licensing/registration/ certification entity. If there is a complaint pending, the application will proceed through the review process. However, it is the responsibility of the applicant to let ASPPB know when the pending action has been resolved.

3. Education

Possession of a doctoral degree in psychology from an institution of higher education that was, at the time the degree was awarded or within 18 months of the time the degree was conferred accredited by the American Psychological Association, the Canadian Psychological Association, or designated as a psychology program by the Joint Designation Committee of the Association of State and Provincial Psychology Boards and the National Register of Health Service Psychologists.

An applicant who provides a verification of a cohesive program of respecialization from a training program that at the time the respecialization was completed had a degree program that was accredited by the American Psychological Association (APA) or the Canadian Psychological Association (CPA) and took courses within that program and that included a minimum of 1,500 hours in a supervised internship is deemed to have met the educational requirements for the E.Passport and/or Interjurisdictional Practice Certificate (IPC).

Psychologists who have been continuously licensed (active or inactive) for 15 years to practice psychology at the independent level in one or more ASPPB member jurisdictions based on a doctoral degree in psychology conferred prior to 1/1/2000 from a regionally accredited institution may use the Certificate of Professional Qualification (CPQ) to meet the educational requirements of the E.Passport and Interjurisdictional Practice Certificate (IPC).

An applicant who has been continuously licensed (active or inactive) to practice psychology at the independent level in one or more ASPPB member jurisdictions since January 1, 1985, based on a

doctoral degree in psychology from a regionally accredited institution, is deemed to have met the educational requirements for the E. Passport and/or Interjurisdictional Practice Certificate (IPC).

In addition to the above, the applicant's graduate degree transcripts must be sent directly by the degree granting institution to ASPPB in a sealed envelope with appropriate institutional seals or electronically from the appropriate institution with proper security protocols.

4. Examination

Successful completion of the Examination for Professional Practice in Psychology (EPPP) with a score that meets or exceeds the established ASPPB recommended passing score at the time of application. For applicants who took the EPPP prior to 2001, the passing score is the jurisdictional passing score on which the doctoral-level license is based. For an applicant who has been continuously licensed (active or inactive) to practice psychology at the independent level in one or more ASPPB member jurisdictions since January 1, 1985, documentation of completion of the EPPP is not required.

5. Telepsychology Training

Successful completion of three (3) hours of training relevant to the use of technology in psychology. Please see section M below for guidance.

6. Acknowledgments/Attestations

Completion of acknowledgments and attestations as required by the Mobility Committee.

D. Primary Source Verification

All documents and credentials received by ASPPB from a third party that could potentially be used to support an application for the E.Passport, IPC, CPQ or PLUS will be primary source verified by ASPPB.

E. Modification of E.Passport Eligibility Criteria

The eligibility criteria for obtaining the E.Passport may change as a result of action by the ASPPB Board of Directors.

F. E.Passport Application Review Process

An individual interested in obtaining the E.Passport certificate must complete an application through the ASPPB Central Office.

1. An application file shall be opened once any portion of an application and the fee are received. All application fees are non-refundable.
2. Initial review of an application file shall be made by an ASPPB staff member. This initial review shall consist of the completion of an Application Checklist in order to verify that the required documentation has been submitted by the candidate and primary source verification completed.
3. If the application is deemed incomplete, the applicant will be notified in writing of the deficiencies precluding action on the application.

4. Once an application is determined to be complete, an evaluation of the application file shall be conducted by two (2) reviewers (ASPPB staff and/or Mobility Committee members. The first review shall consist of reviewing the credentials submitted, performing appropriate analysis, and, if necessary, returning the application to staff for verification. After that reviewer recommends approval or denial of the application, the application shall be forwarded to the next reviewer. If all reviewers concur, the application will be deemed approved or denied by the Committee. If the reviewers do not concur, the application will be submitted to the entire Committee for a final determination.

5. Reviews by the Committee or Committee members may be completed by electronic means.

6. The applicant will be notified in writing of a decision to certify or deny certification. An individual whose application is denied will be advised of the procedures to remediate deficiencies or appeal the Committee's decision.

G. Grounds for Denial

Applications for certification will be denied when the Committee determines that any of the following have occurred:

1. The applicant failed to complete any required portion of the application process following appropriate notification to the applicant of one or more deficiencies as described in *Section 5.B* above;
2. There is evidence of fraud or misrepresentation in the application or of qualifications;
3. The applicant failed to satisfy one or more qualifications necessary for obtaining the Certificate(s) as described in *Section 5.B* above; OR
4. The applicant failed to comply with all applicable statutory and regulatory requirements related to the practice of psychology.

Disciplinary action by a non-licensure/registration/certification entity may be cause for denial when the actions are in violation of the APA and/or CPA ethics code or ASPPB Code of Conduct.

H. Application Deficits

The Mobility Committee retains the right to request any additional information to determine if the applicant meets all the requirements. Applicants will be afforded the opportunity to clarify perceived deficits.

I. Appeals Process

Applicants who are denied certification or have their certification revoked may file an appeal by submitting the appropriate form and the Appeals Processing Fee to the ASPPB Central Office. See Appendix 4 for appeals process information.

J. Responsibilities of E.Passport holders

Certificate Holders:

1. Are expected to comply with all applicable statutory, regulatory, and ethical requirements.
2. Are compelled to report to ASPPB any findings of criminal or unethical conduct or disciplinary actions against him/her that arise after application for the certificate.
3. Are expected to appropriately represent their E.Passport status as reflecting the practitioner's basic qualifications and should not be represented as an additional qualification or as a superior level of psychological qualifications or service;
4. Are to be held to the APA/ASPPB/APAIT Telepsychology Guidelines and the ASPPB Telepsychology Principles/Standards;
5. Agree to inform the clients/patients of the psychologist's licensure status and location, and that they possess an E.Passport;
6. Inform the clients/patients where the psychologist is licensed and can practice;
7. , Inform the clients/patients how and where the patient can file a complaint;
8. Notify the patient when there is a conflict of law regarding confidentiality (e.g., duty to warn, duty to report), at the outset of the provision of services [as well as when the incidents arises];
9. Comply with any cease and desist order or injunctive relief from a receiving jurisdiction;
10. Disclose E.Passport status on all promotional/professional materials in the connection with any telepsychological practice;
11. Notify ASPPB of any address or licensure or registration status changes;
12. Agree to obtain three hours education relevant to the use of technology in psychology practice each renewal period to maintain the E.Passport; and
13. Agree to release information for posting in a directory.
14. In order to practice under PSYPACT, hold an Authorization to Practice Interjurisdictional Telepsychology (APIT) issued by the Psychology Interjurisdictional Compact (PSYPACT) Commission.

K. ASPPB'S Responsibilities

1. The Mobility Program shall not discriminate among applicants as to age, gender, race, religion, national origin, disability, or sexual orientation.
2. The Mobility Program shall comply with all requirements of applicable federal, provincial and state laws.
3. The Mobility Program shall disclose to psychology licensing entities any information discovered during the application or renewal process deemed necessary to ensure public protection.

L. Inactive Status of the E. Passport

An E. Passport holder in good standing may place their E. Passport certificate on inactive status for no longer than three (3) years. ASPPB will notify the PSYPACT Commission of the inactive status which may result in their APIT issued by the PSYPACT Commission being placed on inactive status as well. During the period of inactive status, no services may be provided under the authority of PSYPACT during the inactive status period.

To reactivate the E. Passport, the holder must pay any applicable fees and provide documentation of three (3) hours of appropriate continuing education within 6 months prior to reactivation as documented in Section M below.

M. Renewal of the E.Passport

1. The E.Passport is valid for one year from the date upon which the initial certification notification is sent to the applicant.
2. The E.Passport must be renewed annually by submission of the established fee and documentation of a current active license in an ASPPB member jurisdiction. This request for renewal will activate an update of the certificate holder's file, including a query of the ASPPB Disciplinary Data System. Renewal may be denied for any of the reasons stated in *Section 5.G* above or for failure to document possession of a current active license in a PSYPACT member jurisdiction.
3. E.Passport holder must demonstrate 3 hours of continuing professional development and/or continuing education relevant to the use of technology in psychology. Approved Continuing Professional Development for the E. Passport may include but not be limited to:
 - i. Academic Courses
 - ii. Approved Sponsor Continuing Education
 - iii. Self-directed learning (reading, videos-involves an unsponsored activity). A completed verification form provided by ASPPB must be completed.
 - iv. Specialized technology training. A completed verification form provided by ASPPB must be completed or a completed certification form must be provided.

All continuing professional development must be directly relevant to the practice of telepsychology and would include, but not be restricted to any one or more of the following areas as defined in the APA/ASPPB/APAIT Telepsychology Guidelines:

- i. Competence of the Psychologist
- ii. Standards of Care in the Delivery of Telepsychology Services
- iii. Informed Consent
- iv. Confidentiality of Data and Information
- v. Security and Transmission of Data and Information
- vi. Disposal of Data and Information and Technologies
- vii. Testing and Assessment when Providing Telepsychology Services
- viii. Interjurisdictional Practice

Relevance to the practice of telepsychology will be determined by the Mobility Committee.

4. Certificate renewal is the responsibility of the certificate holder. ASPPB will provide advanced notification of the renewal deadline to the certificate holder. Failure to receive a reminder from ASPPB does not excuse the certificate holder from renewing their certificate by the renewal date. Failure to renew by the renewal deadline will cause the certificate to expire.
5. The certificate holder may not practice under the certificate while it is expired.
6. The certificate holder may renew the certificate within 30 days of expiration by paying the renewal fees with no additional late fees.
7. The holder may renew the certificate within two (2) years of expiration by paying the renewal fees, and expiration penalty fee, and providing documentation of three (3) hours continuing education within 6 months prior to reactivation.
8. A certificate holder who does not renew within two (2) years must apply anew and meet the requirements for certification in place at the time of reapplication. ASPPB staff will notify the PSYPACT Commission of any expired E.Passport certificates so that the PSYPACT Commission can take appropriate action regarding the Authorization to Practice Interjurisdictional Telepsychology (APIT) certification.
9. If a certificate holder's certificate is not renewed by its renewal date, ASPPB will report, upon inquiry by a licensing entity, the expired status of the certificate. When a certificate holder has made a timely and sufficient application for renewal of their E.Passport, the E.Passport does not expire until the application has been finally acted upon by ASPPB. If the certificate holder fails to make an application for renewal until after the expiration date, the E.Passport is deemed expired and no services may be provided under the authority of PSYPACT until the E.Passport has been renewed and the PSYPACT Commission has reactivated the Authority to Practice Interjurisdictional Telepsychology (APIT).

N. Revocation of the E.Passport

A certificate *shall* be revoked upon reasonable proof of the following:

1. Any disciplinary sanction imposed upon a certificate holder's license by an ASPPB member board;
2. Proof of fraud in the application;
3. Conviction of a serious crime, despite the pendency of any appeal or other legal proceedings. A "serious crime" shall include any felony; any lesser crime, an element of which under applicable law is fraud, bribery, extortion, theft, or attempt or conspiracy to commit another serious crime; and any other criminal act; OR
4. Failure to comply with all applicable statutory, regulatory and ethical standards in representing certification status.

A certificate *may* be revoked upon reasonable proof of the following:

1. Expulsion from APA or CPA;
2. A sanction issued by an ethics committee or any other entity within APA or CPA; OR
3. Voluntary resignation from an organization listed above when such resignation is made to avoid sanctions.

O. Procedures for Infractions

Complaints against psychologists who provide telepsychological services under the authority of PSYPACT shall be conducted as specified by the PSYPACT Commission.

Any public disciplinary actions imposed resulting from the complaint will be forwarded to ASPPB for inclusion in the ASPPB Disciplinary Data System, and will automatically result in revocation of the E.Passport.

SECTION 6:

INTERJURISDICTIONAL PRACTICE CERTIFICATE (IPC)

A. Program Description

Interjurisdictional Practice Certificate (IPC) began in 2007 and promotes standardization in criteria for short-term practice and interjurisdictional mobility by facilitating the process for licensed psychologists to provide short-term psychological services across jurisdictional lines without obtaining an additional license. The IPC also provides more consistent regulation of interjurisdictional practice and allows consumers of psychological services to benefit from regulated interjurisdictional practice. The IPC as a free-standing certificate was sunsetted in June 2020.

As of July 1, 2020, the ASPPB Interjurisdictional Practice Certificate is a certificate of the Mobility Program and is one of the requirements for the Temporary Authorization to Practice (TAP) certificate issued by the PSYPACT Commission.

B. Eligibility Requirements for the IPC

1. Licensure

Possess a current, active license or registration to practice psychology at the independent level in an ASPPB member jurisdiction where such license or registration is based on receipt of a doctoral degree in psychology as defined below in *Section 6.B.3* below. ASPPB requires primary source verification of all listed licenses. If a licensing board does not provide information regarding license status, date issued, date expired (if applicable) and disciplinary actions on the licensing board's website, an applicant will need to request an official license verification be sent directly to ASPPB and will be responsible for any applicable fees

2. Disciplinary Actions

Have no history of disciplinary actions. If there is a disciplinary action pending, the application will proceed through the review process. However, it is the responsibility of the applicant to let ASPPB know when the pending action has been resolved.

3. Education

Possession of a doctoral degree in psychology from an institution of higher education that was, at the time the degree was awarded or within 18 months of the time the degree was conferred accredited by the American Psychological Association, the Canadian Psychological Association, or designated as a psychology program by the Joint Designation Committee of the Association of State and Provincial Psychology Boards and the National Register of Health Service Psychologists

An applicant who provides a verification of a cohesive program of respecialization from a training program that at the time the respecialization was completed had a degree program that was accredited by the American Psychological Association (APA) or the Canadian Psychological Association (CPA) and took courses within that program and that included a minimum of 1,500 hours in supervised internship is deemed to have met the educational requirements for the E.Passport and/or Interjurisdictional Practice Certificate (IPC).

Psychologists who have been continuously licensed (active or inactive) for 15 years to practice psychology at the independent level in one or more ASPPB member jurisdictions based on a doctoral

degree in psychology conferred prior to 1/1/2000 from a regionally accredited institution may use the CPQ to meet the educational requirements of the E.Passport and Interjurisdictional Practice Certificate (IPC).

An applicant who has been continuously licensed (active or inactive) to practice psychology at the independent level in one or more ASPPB member jurisdictions since January 1, 1985, based on a doctoral degree in psychology from a regionally accredited institution, is deemed to have met the educational requirements for the E. Passport and/or Interjurisdictional Practice Certificate (IPC).

4. Examination

Successful completion of the Examination for Professional Practice in Psychology (EPPP) with a score that meets or exceeds the established ASPPB recommended passing score at the time of application. For applicants who took the EPPP prior to 2001, the passing score is the jurisdictional passing score on which the doctoral-level license is based. For an applicant who has been continuously licensed (active or inactive) to practice psychology at the independent level in one or more ASPPB member jurisdictions since January 1, 1985, documentation of completion of the EPPP is not required.

5. Acknowledgments/Attestations

Completion of acknowledgments and attestations as required by the Mobility Committee.

D. Primary Source Verification

All documents and credentials received by ASPPB from a third party that could potentially be used to support an application for the E.Passport, IPC, CPQ or PLUS will be primary source verified by ASPPB. See Appendix 6 for details and examples.

E. Modification of IPC Eligibility Criteria

The eligibility criteria for obtaining the IPC may change as a result of action by the ASPPB Board of Directors.

F. IPC Application Review Process

An individual interested in obtaining the IPC certificate must complete an application through the ASPPB Central Office.

1. An application file shall be opened once any portion of an application and the fee are received. All application fees are nonrefundable.
2. Initial review of an application file shall be made by an ASPPB staff member. This initial review shall consist of the completion of an Application Checklist in order to verify that the required documentation has been submitted by the candidate and primary source verification completed.
3. If the application is deemed incomplete, the applicant will be notified in writing of the deficiencies precluding action on the application.
4. Once an application is determined to be complete, an evaluation of the application file shall be conducted by two (2) reviewers (ASPPB staff and/or Mobility Committee members. The first review shall consist of reviewing the credentials submitted, performing appropriate analysis, and, if necessary, returning the application to staff for verification. After that reviewer recommends approval or denial of the application, the application shall be forwarded to the next reviewer. If all reviewers concur, the

application will be deemed approved or denied by the Committee. If the reviewers do not concur, the application will be submitted to the entire Committee for a final determination.

5. Reviews by the Committee or Committee members may be completed by electronic means.
6. The applicant will be notified in writing of a decision to certify or deny certification. An individual whose application is denied will be advised of the procedures to remediate deficiencies or appeal the Committee's decision.

G. Grounds for Denial

Applications for certification will be denied when the Committee determines that any of the following have occurred:

1. The applicant failed to complete any required portion of the application process following appropriate notification to the applicant of one or more deficiencies as described in *Section 6.B* above;
2. There is evidence of fraud or misrepresentation in the application or of qualifications;
3. The applicant failed to satisfy one or more qualifications necessary for obtaining the Certificate(s) as described in *Section 6.B* above; OR
4. The applicant failed to comply with all applicable statutory and regulatory requirements related to the practice of psychology.

Disciplinary action by a non-licensure/registration/certification entity may be cause for denial when the actions are in violation of the APA and/or CPA ethics code or ASPPB Code of Conduct.

H. Application Deficits and Remediation

The Mobility Committee retains the right to request any additional information to determine if the applicant meets all the requirements. Applicants will be afforded the opportunity to clarify perceived deficits.

I. Appeals Process

Applicants who are denied certification or have their certification revoked may file an appeal by submitting the appropriate form to the ASPPB Central Office. See Appendix 4 for appeals process information.

J. Responsibilities of IPC holders

1. Certificate status shall be presented as reflecting the practitioner's basic qualifications and should not be represented as an additional qualification or as a superior level of psychological qualifications or service.
2. Certificate holders are expected to comply with all applicable statutory, regulatory, and ethical requirements.
3. The certificate holder is compelled to report to ASPPB any findings of criminal or unethical conduct or disciplinary actions against him/her that arise after application for the certificate.
4. In order to practice under PSYPACT, hold a Temporary Authorization Practice (TAP) issued by the Psychology Interjurisdictional Compact (PSYPACT) Commission.

K. ASPPB'S Responsibilities

1. The Mobility Program shall not discriminate among applicants as to age, gender, race, religion, national origin, disability, or sexual orientation.
2. The Mobility Program shall comply with all requirements of applicable federal, provincial and state laws.
3. The Mobility Program shall disclose to psychology licensing entities any information discovered during the application or renewal process deemed necessary to ensure public protection.

L. Inactive Status of the IPC

1. An IPC holder in good standing may place their IPC certificate on inactive status for no longer than three (3) years. ASPPB will notify the PSYPACT Commission of the inactive status which may result in their TAP issued by the PSYPACT Commission being placed on inactive status as well. During the period of inactive status, no services may be provided under the authority of PSYPACT during the inactive status period.
2. To reactivate the IPC, the holder must pay any applicable fees.

M. Renewal of the IPC

1. The certificate is valid for one year from the date upon which the initial certification notification is sent to the applicant.
2. The certificate must be renewed annually by submission of the established fee and documentation of a current active license in an ASPPB member jurisdiction. This request for renewal will activate an update of the certificate holder's file, including a query of the ASPPB Disciplinary Data System. Renewal may be denied for any of the reasons stated in *Section 6.G* above or for failure to document possession of a current active license in an ASPPB member jurisdiction. If the current license is inactive, the certificate will be renewed in "inactive" status and cannot be used until such time ASPPB is provided verification that the license has been reactivated. However, the certificate will be considered renewed and no penalty fees will be charged.
3. Certificate renewal is the responsibility of the certificate holder. ASPPB will provide advanced notification of the renewal deadline to the certificate holder. Failure to receive a reminder from ASPPB does not excuse the certificate holder from renewing their certificate by the renewal date. Failure to renew by the renewal deadline will cause the certificate to expire.
4. The certificate holder may not practice under the certificate while it is expired.
5. The certificate holder may renew the certificate within 30 days of expiration with no additional fees. The holder may renew the certificate within two (2) years of expiration by paying the renewal fees and expiration penalty fee. A certificate holder who does not renew within two (2) years must apply anew and meet the requirements for certification in place at the time of reapplication. ASPPB staff will notify the PSYPACT Commission of any expired IPC certificates so that the PSYPACT Commission can take appropriate action regarding the Temporary Authorization to Practice (TAP) certification.

6. In the event that a certificate holder's certificate is not renewed by their renewal date, ASPPB will report, upon inquiry by a licensing entity, the expired status of the certificate. When a certificate holder has made a timely and sufficient application for renewal of their IPC, the IPC does not expire until the application has been finally acted upon by ASPPB. If the certificate holder fails to make an application for renewal until after the expiration date, the IPC is deemed expired, and no services may be provided under the authority of PSYPACT until the IPC has been renewed and the PSYPACT Commission has reactivated the Temporary Authorization to Practice (TAP).

N. Revocation of the IPC

A certificate *shall* be revoked upon reasonable proof of the following:

1. Any disciplinary sanction imposed upon a certificate holder's license by an ASPPB member board;
2. Proof of fraud in application;
3. Conviction of a serious crime, despite the pendency of any appeal or other legal proceedings. A "serious crime" shall include any felony; any lesser crime, an element of which under applicable law is fraud, bribery, extortion, theft, or attempt or conspiracy to commit another serious crime; and any other criminal act; OR
4. Failure to comply with all applicable statutory, regulatory and ethical standards in representing certification status.

A certificate *may* be revoked upon reasonable proof of the following:

1. Expulsion from APA or CPA;
2. A sanction issued by an ethics committee or any other entity within APA or CPA; OR
3. Voluntary resignation from an organization listed above when such resignation is made to avoid sanctions.

O. Procedures for Infractions

Complaints against psychologists who are providing temporary face-to-face, in-person psychological services under the authority of PSYPACT shall be conducted as specified by the PSYPACT Commission.

Any public disciplinary actions imposed resulting from the complaint will be forwarded to ASPPB for inclusion in the ASPPB Disciplinary Data System and will automatically result in revocation of the IPC.

SECTION 7:
CERTIFICATE OF PROFESSIONAL QUALIFICATION
IN PSYCHOLOGY (CPQ)

A. Program Description

The *Certificate of Professional Qualification in Psychology (CPQ)* is based upon standards established by the ASPPB Mobility Committee and endorsed by the ASPPB Board of Directors. The CPQ is a means by which a doctoral level licensed psychologist can easily demonstrate to a psychology board that they have met ASPPB recommended standards for licensure which include specific requirements relative to his or her educational background, supervised experience, and performance on the EPPP.

B. Eligibility for the CPQ

There are two options available to apply for the CPQ: Option 1, the standard method with all requirements for licensure being documented and verified and Option 2 for persons holding an ABPP credential in a specialty area who meet the other requirements. In order to be eligible for a CPQ applicants must meet all of the criteria set out below under either Option 1 (Standard Application) or Option 2 (ABPP Application):

Option 1: Standard Application

1. Licensure

Possess a current, active license or registration to practice psychology at the independent level in an ASPPB member jurisdiction where such license or registration is based on receipt of a doctoral degree in psychology as defined below in *Section 7.B.Option1.3* below. ASPPB requires primary source verification of all listed licenses. If a licensing board does not provide information regarding license status, date issued, date expired (if applicable) and disciplinary actions on the licensing board's website, an applicant will need to request an official license verification be sent directly to ASPPB and will be responsible for any applicable fees.

2. Disciplinary Actions

Have no history of disciplinary actions. If a disciplinary action is pending, the application will proceed through the review process. However, it is the responsibility of the applicant to let ASPPB know when the pending action has been resolved.

3. Education

Possession of a doctoral degree in psychology from an institution of higher education that was, at the time the degree was conferred or within 18 months of the time the degree was conferred: (1) accredited by the American Psychological Association, the Canadian Psychological Association, or designated as a psychology program by the Joint Designation Committee of the Association of State and Provincial Psychology Boards and the National Register of Health Service Psychologists or (2) has been continuously licensed (active or inactive) for 15 years to practice psychology at the independent level in one or more ASPPB member jurisdictions based on a doctoral degree in psychology conferred prior to 1/1/2000 from a regionally accredited institution must meet the educational requirements as listed in b.in the chart below.

In addition to the above, the applicant's doctoral program must meet the criteria as set out in either *Section 7. B. Option 1.3.a* or *Section 7.B.Option1.3.b* below and graduate degree transcripts must be sent directly by the degree granting institution to ASPPB in a sealed envelope with appropriate institutional seals.

<p>a. APA/CPA Accredited Programs or Designated Programs</p>	<p>b. Continuously licensed (active or inactive) for 15 years to practice psychology at the independent level in one or more ASPPB member jurisdictions based on a doctoral degree in psychology conferred prior to 1/1/2000 from a regionally accredited institution</p>
<p>A program accredited by the American Psychological Association, the Canadian Psychological Association, or designated as a psychology program by the Joint Designation Committee of the Association of State and Provincial Psychology Boards and the National Register of Health Service Psychologists;</p>	<p>A program that is not accredited by the American Psychological Association, the Canadian Psychological Association or designated as a psychology program by the Joint Designation Committee of the Association of State and Provincial and Psychology Boards and the National Register of Health Service Psychologists must meet the following requirements at a minimum:</p> <ul style="list-style-type: none"> i. The program, wherever it may be administratively housed, must be clearly identified and labeled as a psychology program. Such a program must specify in pertinent institutional catalogues and brochures its intent to educate and train professional psychologists; ii. The psychology program must stand as a recognizable, coherent organizational entity within the institution; iii. There must be a clear authority and primary responsibility for the core and specialty areas whether or not the program cuts across administrative lines; iv. The program must consist of an integrated, organized sequence of study; v. There must be an identifiable psychology faculty sufficient in size and breadth to carry out its responsibilities; vi. The designated director of the program must be a psychologist and a member of the core faculty; vii. The program must have an identifiable body of students who are matriculated in that program for a degree; and viii. The program must include supervised practicum, internship, or field training appropriate to the practice of psychology;
<p>The curriculum shall encompass a minimum of three academic years of full time graduate study and a minimum of one continuous academic year of full time residency at the educational institution granting the doctoral degree. Residency means physical</p>	<p>The curriculum shall encompass a minimum of three academic years of full time graduate study and a minimum of one continuous academic year of full time residency at the educational institution granting the doctoral degree. Residency means</p>

<p>presence, in person, at an educational institution or training facility in a manner that facilitates acculturation in the profession, the full participation and integration of the individual in the educational, and training experience and includes faculty student interaction. Training models that rely exclusively on physical presence for periods of less than one continuous year (e.g., multiple long weekends and/or summer intensive sessions), or that use video teleconferencing or other electronic means as a substitute for any part of the minimum requirement for physical presence at the institution are not acceptable as applied to the Mobility Program requirements</p>	<p>physical presence, in person, at an educational institution or training facility in a manner that facilitates acculturation in the profession, the full participation and integration of the individual in the educational, and training experience and includes faculty student interaction. Training models that rely exclusively on physical presence for periods of less than one continuous year (e.g., multiple long weekends and/or summer intensive sessions), or that use video teleconferencing or other electronic means as a substitute for any part of the minimum requirement for physical presence at the institution are not acceptable as applied to the Mobility Program requirements</p>
	<p>The core program shall require every student to demonstrate competence in each of the following substantive areas. This typically will be met through substantial instruction in each of these following areas, as demonstrated by a minimum of three graduate semester hours or the equivalent (five or more graduate quarter hours; when an academic term is other than a semester, credit hours will be evaluated on the basis of fifteen hours of classroom instruction per semester hour):</p> <ol style="list-style-type: none"> a. scientific and professional ethics and standards; b. research design and methodology; c. statistics; d. psychometric theory; e. biological bases of behavior(e.g. physiological psychology, comparative psychology, neuropsychology, sensation and perception, and psychopharmacology); f. cognitive-affective bases of behavior(e.g. learning, thinking, motivation, and emotion); g. social bases of behavior (e.g. social psychology, group processes, organizational and systems theory); h. individual differences (e.g. personality theory, human development, and abnormal psychology); i. assessment/evaluation (e.g. psychological testing, program evaluation, organizational analysis); and j. treatment/intervention (e.g. therapy, consultation, evaluation).

4. Professional Work Experience

Have a record of practicing psychology at the independent level for at least five (5) years under the authority of a license issued in an ASPPB member jurisdiction(s) which is based on receipt of a doctoral degree in psychology as attested to by another licensed doctoral level psychologist who was licensed during a minimum of five (5) years for which they are attesting (ASPPB requires primary source verification of all listed licenses. If a licensing board does not provide information regarding license status, date issued, date expired (if applicable) and disciplinary actions on the licensing board's website, an applicant will need to request an official license verification be sent directly to ASPPB and will be responsible for any applicable fees). The attestor may not be under direct or indirect authority or supervision of the applicant. The attestor may not be a relative or a significant other of the applicant.

5. Supervised Experience

- a) Two years of supervised experience, at least one of which shall have been completed after receipt of the doctoral degree, for a minimum of 3,000 total clock hours, as attested to by the primary supervisor or individual currently responsible for the agency where the supervision took place;
- b) Each year [or equivalent] shall be comprised of no less than 10 months, but no more than 24 months, and at least 1,500 hours of professional service including direct contact, supervision and didactic training.
- c) Pre-doctoral internship/residency may be counted as one of the two years of experience.
- d) The minimum standard requirement shall be one hour per week of individual face-to-face supervision from a licensed doctoral psychologist (ASPPB requires primary source verification of all listed licenses. If a licensing board does not provide information regarding license status, date issued, date expired (if applicable) and disciplinary actions on the licensing board's website, an applicant will need to request an official license verification be sent directly to ASPPB and will be responsible for any applicable fees); however in the case of geographical or confirmed physical hardship, the Committee may consider variance in the frequency of supervision sessions providing that a minimum of four hours per month of individual one-to-one face-to-face supervision shall be maintained.

6. Examination

Successful completion of the Examination for Professional Practice in Psychology (EPPP) with a score that meets or exceeds the established ASPPB recommended passing score at the time of application.

Option 2: ABPP Application

1. Licensure

Possess a current, active license or registration to practice psychology at the independent level in an ASPPB member jurisdiction where such license or registration is based on receipt of a doctoral degree in psychology as defined below in *Section 7.B.Option2.3* below. ASPPB requires primary source verification of all listed licenses. If a licensing board does not provide information regarding license status, date issued, date expired (if applicable) and disciplinary actions on the licensing board's website, an applicant will need to request an official license verification be sent directly to ASPPB and will be responsible for any applicable fees.

2. Disciplinary Actions

Have no history of disciplinary actions. If there is any disciplinary action pending, the application shall be held in abeyance until said disciplinary action is resolved.

3. Education

Possession of a doctoral degree in psychology from an institution of higher education that was, at the time the degree was conferred or within 18 months of the time the degree was conferred: (1) accredited by the American Psychological Association, the Canadian Psychological Association, or designated as a psychology program by the Joint Designation Committee of the Association of State and Provincial Psychology Boards and the National Register of Health Service Psychologists or (2) has been continuously licensed (active or inactive) for 15 years to practice psychology at the independent level in one or more ASPPB member jurisdictions based on a doctoral degree in psychology conferred prior to 1/1/2000 from a regionally accredited institution must meet the educational requirements as listed in b.in the chart below

In addition to the above, the applicant’s doctoral program must meet the criteria as set out in either *Section 7. B. Option 2.3.a* or *Section 7.B.Option2.3.b* below and graduate degree transcripts must be sent directly by the degree granting institution to ASPPB in a sealed envelope with appropriate institutional seals.

<p>a. APA/CPA Accredited Programs or Designated Programs</p>	<p>B Continuously licensed (active or inactive) for 15 years to practice psychology at the independent level in one or more ASPPB member jurisdictions based on a doctoral degree in psychology conferred prior to 1/1/2000 from a regionally accredited institution</p>
<p>A program accredited by the American Psychological Association, the Canadian Psychological Association, or designated as a psychology program by the Joint Designation Committee of the Association of State and Provincial Psychology Boards and the National Register of Health Service Providers in Psychology;</p>	<p>A program that is not accredited by the American Psychological Association, the Canadian Psychological Association or designated as a psychology program by the Joint Designation Committee of the Association of State and Provincial and Psychology Boards and the National Register of Health Service Providers in Psychology must meet the following requirements at a minimum:</p> <ul style="list-style-type: none"> i. The program, wherever it may be administratively housed, must be clearly identified and labeled as a psychology program. Such a program must specify in pertinent institutional catalogues and brochures its intent to educate and train professional psychologists; ii. The psychology program must stand as a recognizable, coherent organizational entity within the institution; iii. There must be a clear authority and primary responsibility for the core and specialty areas

	<p>whether or not the program cuts across administrative lines;</p> <ul style="list-style-type: none"> iv. The program must consist of an integrated, organized sequence of study; v. There must be an identifiable psychology faculty sufficient in size and breadth to carry out its responsibilities; vi. The designated director of the program must be a psychologist and a member of the core faculty; vii. The program must have an identifiable body of students who are matriculated in that program for a degree; and viii. The program must include supervised practicum, internship, or field training appropriate to the practice of psychology.
<p>The curriculum shall encompass a minimum of three academic years of full time graduate study and a minimum of one continuous academic year of full time residency at the educational institution granting the doctoral degree. Residency means physical presence, in person, at an educational institution or training facility in a manner that facilitates acculturation in the profession, the full participation and integration of the individual in the educational, and training experience and includes faculty student interaction. Training models that rely exclusively on physical presence for periods of less than one continuous year (e.g., multiple long weekends and/or summer intensive sessions), or that use video teleconferencing or other electronic means as a substitute for any part of the minimum requirement for physical presence at the institution are not acceptable as applied to the Mobility Program requirements</p>	<p>The curriculum shall encompass a minimum of three academic years of full time graduate study and a minimum of one continuous academic year of full time residency at the educational institution granting the doctoral degree. Residency means physical presence, in person, at an educational institution or training facility in a manner that facilitates acculturation in the profession, the full participation and integration of the individual in the educational, and training experience and includes faculty student interaction. Training models that rely exclusively on physical presence for periods of less than one continuous year (e.g., multiple long weekends and/or summer intensive sessions), or that use video teleconferencing or other electronic means as a substitute for any part of the minimum requirement for physical presence at the institution are not acceptable as applied to the Mobility Program requirements.</p>
	<p>The core program shall require every student to demonstrate competence in each of the following substantive areas. This typically will be met through substantial instruction in each of these following areas, as demonstrated by a minimum of three graduate semester</p>

	<p>hours or the equivalent (five or more graduate quarter hours; when an academic term is other than a semester, credit hours will be evaluated on the basis of fifteen hours of classroom instruction per semester hour):</p> <ol style="list-style-type: none"> a. scientific and professional ethics and standards; b. research design and methodology; c. statistics; d. psychometric theory; e. biological bases of behavior(e.g. physiological psychology, comparative psychology, neuropsychology, sensation and perception, and psychopharmacology); f. cognitive-affective bases of behavior(e.g. learning, thinking, motivation, and emotion); g. social bases of behavior (e.g. social psychology, group processes, organizational and systems theory); h. individual differences (e.g. personality theory, human development, and abnormal psychology); i. assessment/evaluation (e.g. psychological testing, program evaluation, organizational analysis); and j. j. treatment/intervention (e.g. therapy, consultation, evaluation).
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4. Professional Work Experience

Have a record of practicing psychology at the independent level for at least five (5) years under the authority of a license issued in an ASPPB member jurisdiction(s) which is based on receipt of a doctoral degree in psychology as attested to by another licensed doctoral level psychologist who was licensed during a minimum of five (5) years for which they are attesting (ASPPB requires primary source verification of all listed licenses. If a licensing board does not provide information regarding license status, date issued, date expired (if applicable) and disciplinary actions on the licensing board’s website, an applicant will need to request an official license verification be sent directly to ASPPB and will be responsible for any applicable fees). The attestor may not be under direct or indirect authority or supervision of the applicant. The attestor may not be a relative or a significant other of the applicant.

5. ABPP Diploma

Possess an active registration/certificate from the American Board of Professional Psychology (ABPP).

C. Primary Source Verification

All documents and credentials received by ASPPB from a third party which could potentially be used to support an application for the E.Passport, IPC, CPQ or PLUS will be primary source verified by ASPPB. See Appendix 6 for details and examples.

E. Modification of CPQ Eligibility Criteria

Eligibility criteria for obtaining the CPQ may change as a result of action by the ASPPB Board of Directors. New criteria shall become effective on the date designated by the Board of Directors and apply to newly filed applications.

F. CPQ Application Review Process

An individual interested in obtaining the CPQ certificate must complete an application through the ASPPB Central Office.

1. An application file shall be opened once any portion of the application and the fee is received.
2. Initial review of an application file shall be made by an ASPPB staff member. This initial review shall consist of the completion of an Application Checklist in order to verify that the required documentation has been submitted by the candidate and primary source verification completed.
3. If the application is deemed incomplete, the applicant will be notified in writing of the deficiencies precluding action on the application.
4. Once an application is determined to be complete, an evaluation of the application file shall be conducted,
 - a. For applicants applying under the American Board of Professional Psychology (ABPP) application option or those applicants with a doctoral degree that was accredited by the American Psychological Association or Canadian Psychological Association at the time the degree was conferred:
 - 1) The application will be reviewed by two reviewers. The first review shall consist of reviewing the credentials submitted, perform appropriate analysis, and, if necessary, return the application to staff for verification. After that reviewer recommends approval or denial of the application, the application shall be forwarded to the second reviewer. If the second reviewer concurs, the application will be deemed approved or denied by the Committee.
 - 2) If the reviewers do not concur, the application will be submitted to the entire Committee for a final determination.
 - b. For applicants not applying under 4 a above:
 - 1). The application will be reviewed by three (3) reviewers (ASPPB staff and/or Mobility Committee members), two (2) of whom are psychologists. The first review shall consist of reviewing the credentials submitted, perform appropriate analysis, and, if necessary, return the application to staff for verification. After that reviewer recommends approval or denial of the application, the application shall be forwarded to the next reviewer. If the next reviewer concurs, the application is forwarded to the third reviewer. If all reviewers concur, the application will be deemed approved or denied by the Committee.
 - 2). If the reviewers do not concur, the application will be submitted to the entire

Committee for a final determination.

5. Reviews by the Committee or Committee members may be completed by electronic means.
6. The applicant will be notified in writing of a decision to certify or deny certification. An individual whose application is denied will be advised of the procedures to remediate deficiencies or appeal the Committee's decision.

G. Grounds for Denial

Applications for certification will be denied when the Committee determines that any of the following have occurred:

1. The applicant failed to complete any required portion of the application process following appropriate notification to the applicant of one or more deficiencies as described in *Section 7.B* above;
2. There is evidence of fraud or misrepresentation in the application or of qualifications;
3. The applicant failed to satisfy one or more qualifications necessary for obtaining the Certificate(s) as described in *Section 7.B* above; OR
4. The applicant failed to comply with all applicable statutory and regulatory requirements related to the practice of psychology.

Disciplinary action by a non-licensure/registration/certification entity may be cause for denial when the actions are in violation of the APA and/or CPA ethics code or ASPPB Code of Conduct. H. Application Deficits and Remediation

The Mobility Committee retains the right to request any additional information to determine if the applicant meets all the requirements. Applicants will be afforded the opportunity to remediate deficits relative to postdoctoral supervision, and limited coursework deficiencies at the sole discretion of the Mobility Committee. No more than two (2) core course areas can be remediated. In such cases, applicants will be required to remediate deficits within one year of notification by the Mobility Committee. If remediation cannot be completed to the satisfaction of the Mobility Committee within one year of notification, the applicant will be required to submit a new CPQ application, pay the application fee in effect at the time of re-application, and meet all eligibility requirements in effect on the date of re-application.

I. Appeals Process

Applicants who are denied certification or had their certification revoked may file an appeal by submitting the appropriate form along with the Appeals Processing Fee to the ASPPB Central Office. See Appendix 4 for appeals process information.

J. Revocation of the CPQ

1. A certificate shall be revoked upon reasonable proof of the following:
 - a. Any reported disciplinary sanction imposed upon a certificate holder's license by an ASPPB member board;
 - b. Proof of fraud in application;

- c. Failure to comply with all applicable statutory, regulatory and ethical standards in representing certification status; OR
 - d. Conviction of a serious crime, despite the pendency of any appeal or other legal proceedings. A “serious crime” shall include any felony; any lesser crime, an element of which under applicable law is fraud, bribery, extortion, theft, or attempt or conspiracy to commit another serious crime; and any other criminal act;
2. A certificate may be revoked upon reasonable proof of the following:
 - a. Expulsion from APA or CPA;
 - b. A sanction issued by an ethics committee or any other entity within APA or CPA; OR
 - c. Voluntary resignation from an organization listed above when such resignation is made to avoid sanctions.

K. Responsibilities of CPQ holders

1. Certificate status shall be presented as reflecting the practitioner’s basic qualifications and should not be represented as an additional qualification or as a superior level of psychological qualifications or service.
2. Certificate holders are expected to comply with all applicable statutory, regulatory, and ethical requirements.
3. The certificate holder is compelled to report to ASPPB any findings of criminal or unethical conduct or disciplinary actions against him/her that arise after application for the certificate.

L. ASPPB’S Responsibilities

1. The Mobility Program shall not discriminate among applicants as to age, gender, race, religion, national origin, disability, or sexual orientation.
2. The Mobility Program shall comply with all requirements of applicable federal, provincial and state laws.
3. The Mobility Program shall disclose to psychology licensing entities any information discovered during the application or renewal process deemed necessary to ensure public protection.

M. Responsibilities and roles of state and provincial psychology boards regarding CPQ

1. ASPPB member regulatory boards that agree to accept the CPQ as evidence that licensure requirements related to education, supervised experience and examinations are satisfied, will not impose additional requirements on CPQ holders except for locally required assessments. These additional requirements do not include such things as additional application materials or procedures to support the application. However, a jurisdiction may ask an applicant to provide information regarding intended areas of practice or to participate in an oral interview.
2. ASPPB member jurisdictions accepting the CPQ will verify that an individual seeking licensure under the CPQ program holds a valid and current CPQ.

SECTION 8: ASPPB SCORE VERIFICATION SERVICE

A. Program Description

The ASPPB Score Verification Service was started in 1997 and maintains a permanent record of EPPP scores. At the psychologist's request, the service will report the psychologist's EPPP score to the licensing board of another state or province in which the psychologist seeks licensure or certification. The EPPP score report will also include a review of ASPPB's Disciplinary Data System to determine if a disciplinary sanction imposed on the psychologist's license has been reported by a psychology licensing board. EPPP scores are automatically registered with ASPPB EPPP Score Transfer Service.

ASPPB has the EPPP score records on file since the first administration of the EPPP. It is important to note records prior to 1/1/1985 are in paper format and may require additional information in order to locate.

B. Requesting a Score Verification

To request an EPPP Score Verification a psychologist should log into www.psypro.org. Under "Select an Activity", select "Verifying/Transferring my EPPP Score" on the right-hand side of screen. Then, complete the request to its entirety. A psychologist's examination fee includes a report of their score to the licensing board in which they seek initial licensure.

SECTION 9:
ASPPB CLOSED RECORD VERIFICATION SERVICE
(CRVS)

A. Program Description

In July 2008, ASPPB agreed to become the Agent of Record for closed psychology training programs. ASPPB has signed agreements with each program that forwards psychology training records to ASPPB indicating that ASPPB will maintain the records indefinitely and that the records forwarded to ASPPB by the programs are complete, accurate and unchanged from the original records.

For more information regarding the Closed Record Verification Service see Appendix 7

B. Accessing Training Records

To request information maintained by ASPPB regarding stored information in the closed records program, a psychologist must complete a Closed Records Verification Service request within PSY|PRO (www.psypro.org).

Appendix 1:

ASPPB Mobility Program and Committee

A. ASPPB Mobility Program

1. The ASPPB Mobility Program operates as a program of ASPPB and under the authority of ASPPB.
2. Even though it operates under ASPPB, the Mobility Program is an independent decision-making entity in matters dealing with certification.
3. All administrative support contributed to the Mobility Program (including staff) is provided by ASPPB.
4. Funding for the ASPPB Mobility Program comes primarily from the fees collected from the mobility programs and services.
5. Activities for the Mobility Program are carried out by the ASPPB Mobility Committee.

B. ASPPB Mobility Committee

1. The ASPPB Mobility Committee (Committee) shall be comprised of at least five (5) members and shall include:
 - a) A Chair of the committee
 - b) Four (4) additional members who are current or former members or administrators of an ASPPB member board; one of which must be a current or former public member of an ASPPB member board; and
 - c) At least one member of the ASPPB Board of Directors shall serve on the Committee, and no more than two (2) current members of the ASPPB Board of Directors shall serve on the Committee simultaneously.
2. Committee members shall be appointed by the Board of Directors and may be disqualified pursuant to (E) or (F) or for cause, and thereafter removed by the Board of Directors. The term “cause” shall be interpreted as defined in the ASPPB Policies and Procedures Manual.
3. Each member shall be appointed for a two (2) year term. Members of the Committee may be reappointed by the ASPPB Board of Directors.
4. The Committee shall meet at least two (2) times per year, one which shall be in person with additional meetings as deemed necessary. Committee meetings shall be conducted in accordance with the parliamentary rules and usages prescribed in the Association Bylaws, and with the policies and procedures established for operation of the ASPPB Mobility Program.
5. A Committee member shall resign from the Committee if they are unable to attend more than one scheduled Committee meeting in any one year of service; or if a situation arises that would create a conflict of interest in engaging in the Committee’s decision-making role; or, if their license to practice psychology is sanctioned in any ASPPB member jurisdiction.
6. A Committee member shall disqualify and remove themselves from decision-making regarding an applicant(s) where there may be bias or the appearance of bias because of financial, personal, professional or other reasons. It is the responsibility of the Committee members to disclose potential conflicts of interest and where appropriate recuse themselves from deliberation and voting in such situations.

7. There shall be at least one (1) ASPPB staff member assigned by the ASPPB Chief Executive Officer to the Mobility Committee.
8. The Committee shall periodically disseminate information regarding the Mobility Program to the Board of Directors, member boards and other appropriate organizations. The information shall include, but not be limited to certificate purposes and goals; certificate requirements; fees; recognizing jurisdictions; Mobility Program policies and procedures; and benefits of certification.
9. The Mobility Committee has the following responsibilities:
 - a) The Committee or its designee shall instruct recipients of the certificate(s) on appropriate representation of the certificate(s) and shall require of the candidates that they appropriately represent the certificate(s);
 - b) The Committee shall periodically review the eligibility criteria and application procedures to ensure that they are fair and equitable and reflect appropriate documentation of eligibility for licensure in an ASPPB member jurisdiction; and
 - c) The Committee shall notify all ASPPB member boards of any revocations of any certificate once such revocation is final.

Appendix 2: Fees

Fees associated with programs discussed in this manual will be determined by the ASPPB Board of Directors. All fees are nonrefundable. Fees associated with programs discussed in this manual will be reviewed and revised by ASPPB as necessary. A listing of the current fee structure can be found on the ASPPB website at

<https://www.asppb.net/general/custom.asp?page=mobilityfeechart>

Appendix 3:

History of CPQ Application Options A. Previous CPQ Application Requirements

When the CPQ Program was initiated in 1998, there were three (3) application options to qualify for the CPQ. All three (3) application options required the applicant to demonstrate:

1. a current license to practice psychology at the independent level in an ASPPB member jurisdiction where such license was based on receipt of an acceptable doctoral degree;
2. a record of practicing psychology (including but not limited to applied or direct-client services) for at least five (5) years at the independent doctoral level in any ASPPB member jurisdiction as attested to by another licensed doctoral psychologist who was licensed during the time period for which they are attesting, and;
3. no record of any reported disciplinary action. If there is any disciplinary action pending, the application shall be held in abeyance until said disciplinary action is resolved.

B. Previous CPQ Application Options

1. Option 1 (Standard Application), or the standard application method, required applicants to meet additional criteria as described in earlier sections of this document;
2. Option 2 (ABPP and/or Canadian or National Register Option) was a waiver of some of the requirements imposed under Option 1 in recognition of the applicant's holding other accepted credentials in psychology such as a diplomate from the American Board of Professional Psychology (ABPP) in a specialty area of practice or listing in either the National or Canadian Registers of Health Service Providers in Psychology. The requirements waived included documentation of two years of supervised experience (including one year postdoctoral), passage of the EPPP at the ASPPB recommended pass point, and passage of an oral exam, all of which were difficult for many psychologists to meet given the variations in licensing laws and the changes in training and credentialing that occurred over many years. Option 2 was later modified such that after December 31, 2001, only individuals holding a credential from ABPP could apply under the waiver of requirements offered by Option 2.
3. Option 3 (Grandparenting Option) - Between August 1998, and December 31, 2000, an individual could apply for the CPQ under a time-limited grandparenting provision known as Option 3. Option 3 had a waiver of some requirements similar to Option 2, but in order to qualify under Option 3 an individual had to have been licensed in an ASPPB member jurisdiction by 1981 in the United States and 1986 in Canada on the basis of an acceptable doctoral degree and have practiced without discipline above a reprimand throughout his/her career. These dates were selected to coincide with changes in training and credentialing standards in the two countries. Effective, December 31, 2000, Option 3 was no longer available to CPQ applicants. (ABPP and/or Canadian or National Register Option) was a waiver of some of the requirements imposed under Option 1 in recognition of the applicant's holding other accepted credentials in psychology such as a diplomate from the American Board of Professional Psychology (ABPP) in a specialty area of practice or listing in either the National or Canadian Registers

of Health Service Providers in Psychology. The requirements waived included documentation of two years of supervised experience (including one year postdoctoral), passage of the EPPP at the ASPPB recommended pass point, and passage of an oral exam, all of which were difficult for many psychologists to meet given the variations in licensing laws and the changes in training and credentialing that occurred over many years. Option 2 was later modified such that after December 31, 2001, only individuals holding a credential from ABPP could apply under the waiver of requirements offered by Option 2.

Only two options remain available to apply for the CPQ: Option 1, the standard method with all requirements for licensure being documented and verified, and Option 2 for persons holding an ABPP credential in a specialty area who meet the other requirements.

Appendix 4:

Appealing a Committee Decision

1. Appeals shall be considered by the Certification Appeals Committee.
2. Applicants who are denied certification or holders who have their certification revoked may file an appeal by submitting the appropriate form along with the Appeals Processing Fee to the ASPPB Central Office. The appeal must be received by the Certification Appeals Committee within 90 days of the date of the Mobility Committee's letter of notice regarding the denial of certification.
3. An appeal must be based on the contention that the Mobility Committee erred in its decision based on the information submitted in the application and supporting documentation as of the applicant's last review. Additions or changes to the applicant's record may not be made on appeal but may be submitted to the Mobility Committee for reconsideration. An appeal may include written arguments regarding the misapplication of standards or misinterpretation of information or documentation.
4. Nothing contained in the Mobility Program Policies shall entitle any applicant to a hearing on his or her application. An applicant and/or his/her attorney may submit arguments in writing so long as they are reasonable in length.
5. The decision of the Certification Appeals Committee will be based on a majority vote and will be final.
6. The ASPPB Certification Appeals Committee may conduct its reviews by electronic means or correspondence. The Certification Appeals Committee will be provided only the information that was available to the ASPPB Mobility Committee when it made its original decision. The Certification Appeals Committee may make the following decisions:
 - a. Affirm the Mobility Committee's decision;
 - b. Reverse the Mobility Committee's decision and issue or reactivate a certificate; or
 - c. Send it back to the Mobility Committee with a request for additional information for the Mobility Committee to consider.

Appendix 5:

ASPPB Certification Appeals Committee

The ASPPB Certification Appeals Committee is made up of three (3) members appointed by the Board of Directors, two of whom shall be psychologists and one of whom shall be a non-psychologist or public member. Certification Appeals Committee members shall not be current or immediate former members (having served within the last year) of the Mobility Committee or the Board of Directors. The Certification Appeals Committee will meet on an as-needed basis and may conduct reviews via electronic means.

Appendix 6:

Primary Source Verification

Primary Source Verification refers to the verification by the ASPPB Mobility staff of credentials based upon evidence obtained from the issuing source of the credential. Credentials verified include but are not limited to education, training, examination, licensure and registration, certification, and work experience.

The following is a list of commonly verified credentials and the verification procedures:

- Regional Accreditation of the doctoral degree granting institution is verified through the appropriate accrediting body;
- APA/CPA Accreditation of doctoral programs status is verified through official documentation provided by APA or CPA;
- ASPPB/National Register Designation of doctoral program status is verified through official documentation directly with ASPPB/National Register;
- Examination for Professional Practice in Psychology (EPPP) scores are verified with ASPPB;
- All licensure history and status will be verified directly with the issuing licensing board;
- Work History Verification form is received directly from the attestor. ASPPB will contact the attestor directly to verify the information is accurate and was completed by the attestor;
- Internship Verification Form is received directly from the internship director. ASPPB will contact the director directly to verify the information is accurate and was completed by the director;
- Postdoctoral Supervised Experience Form is received directly from the supervisor. ASPPB will contact the supervisor directly to verify the information is accurate and was completed by the supervisor; Disciplinary history is verified directly with the ASPPB Disciplinary Data System;
- American Board of Professional Psychology (ABPP) status is verified with ABPP directly; and
- Graduate degree transcripts are sent directly by the degree granting institution to ASPPB in a sealed envelope with appropriate institutional seals.
- Any additional documents as determined by ASPPB

Appendix 7:

Closed Record Verification Service

As psychology training programs and universities close, ASPPB offers to permanently store the records of psychologists having attended the program/school as an agent for the primary source. This ensures the availability of the records for future purposes of psychology licensure.

The Information that is available for a psychologist is that information which is pertinent to the credentialing verification needs of organizations such as: name, program/school name, dates of attendance, transcripts, school affiliation, training level, training year, department, program director name and/or whether the training was successfully completed. ASPPB will maintain the records indefinitely and the records forwarded to ASPPB by the programs are unchanged from the original records.

A listing of the current closed programs housed with ASPPB can be found on the ASPPB website at <https://www.asppb.net/page/ClosedRecord>