



ASPPB

Association of State and
Provincial Psychology Boards

Supporting member jurisdictions in fulfilling their responsibility of public protection

Part Three

Model Regulatory Language

I. Application for Psychology Associate

Upon completion of education, training and granting of the degree, applicants shall apply to the Board/College for a Psychology Associate certificate which will enable the applicant to acquire post-master's supervised experience. Applicants have four (4) years to complete their supervised experience and take the Examination for Professional Practice in Psychology (EPPP).

An application for Psychology Associate must include documentation that the following requirements have been met:

A. Education

1. A master's degree in psychology shall be obtained from an institution of higher education that was, at the time the degree was awarded, regionally accredited by bodies approved by the United States Department of Education; or recognized by Universities Canada, formerly known as the Association of Universities and Colleges of Canada; or, alternatively, one of the following:
 - a. A university recognized by the designated provincial or territorial authority.
 - b. An international college or university deemed to be equivalent by an international credential evaluation service that is a member of the National Association of Credential Evaluation Services.
2. The psychology master's program was, at the time the degree was awarded, accredited by the APA Commission on Accreditation (CoA).
3. The master's program includes a minimum of two academic years of graduate-level study (includes credits or competencies needed).
4. The graduate program may have included distance education, but a minimum of one (1) continuous year of the program shall have consisted of residency. This residency requirement is not met by:
 - a. programs that use physical presence, including face-to-face contact for durations of less than one (1) continuous academic year (e.g., multiple long weekends and/or summer intensive sessions).

b. programs that use video teleconferencing or other electronic means as a substitute for physical presence.

5. At least 50% of the credit toward the master's degree was earned in the graduate program awarding the master's degree. No more than two courses may be transferred from the undergraduate level, and under no circumstances may undergraduate courses in assessment, intervention, or ethics be counted.

6. If not accredited, the psychology master's program must have met equivalent standards by demonstrating that, in addition to the above, it contained the following elements:

a. All training included the Integration of psychological science and practice.

b. Training was sequential, cumulative, increasing in complexity, and designed to prepare students for practice at the master's level.

c. The program engages in actions that indicate respect for and understanding of cultural and individual differences and diversity.

7. If the program was not accredited, applicants are required to obtain a base of general knowledge in the field of psychology, broadly construed, to serve as a foundation for further training in the practice of health service psychology from the following core competency areas, but that knowledge does not have to be a course-by-course requirement, and may be satisfied by courses that integrate several knowledge areas:

a. Affective Aspects of Behavior, including topics such as affect, mood, and emotion. Although courses in psychopathology or specific disorders may be included in this category, they and mood disorders do not by themselves fulfill this category.

b. Biological Aspects of Behavior, including multiple biological underpinnings of behavior, such as neural, physiological, anatomical, and genetic aspects of behavior. Although neuropsychological assessment and psychopharmacology may be included in this category, they do not, by themselves, fulfill this category.

c. Cognitive Aspects of Behavior, including topics such as learning, memory, thought processes, and decision-making. Although cognitive testing and cognitive therapy may be included in this category, they do not, by themselves, fulfill this category.

d. Developmental Aspects of Behavior, including transitions, growth, and development across an individual's life. Coverage limited to one developmental period (e.g., infancy, childhood, adolescence, adulthood, or late life) is not sufficient.

e. Social Aspects of Behavior, including topics such as group processes, attributions, discrimination, and attitudes. Individual and cultural diversity and group or family therapy do not, by themselves, fulfill this category.

f. Consumption of Research, including the reading and interpretation of primary source literature, attending to trustworthiness in qualitative and validity in quantitative research with an under-

standing of sampling issues, parametric assumptions, design confounds, basic inferential statistics, and meta-analyses.

g. Psychometrics, including topics such as theory and techniques of psychological measurement, scale and inventory construction, reliability, validity, evaluation of measurement quality, classical and contemporary measurement theory, and standardization.

h. Psychotherapy and Psychological Interventions, including a variety of evidence-based treatments used to help identify and change individuals' negative emotions, thoughts, and behaviors.

i. Ethics and Professional Responsibility

B. Pre-degree Supervised Experience:

The pre-degree supervised experience shall:

1. be planned by the educational program faculty and by staff of the supervised training experience, rather than by the student.

2. be a planned and directed program of training for the practice of psychology, in contrast to on-the-job training, and shall provide the trainee with a planned and directed sequence of training that is integrated with the educational program in which the student is enrolled.

3. have had a written description of the program of training, or a written agreement, developed prior to the time of the training, between the student's educational program and the supervised training experience site, detailing the responsibilities of the student and the supervised training experience site. The agreement shall be approved by the student's educational program prior to the beginning of the supervised training experience.

4. have designated a licensed psychologist as a primary supervisor, who remains responsible for the supervised training experience and who arranges incidental or temporary delegation of supervisory responsibility to another licensed mental health professional as necessary.

5. apply any of the following terms to the trainee: an "intern," "extern," or "practicum student," or a title that denotes a training status for the practice of psychology

6. provide a minimum of 12 weeks, consisting of at least 600 hours of supervised training. At least 400 hours of the training shall be in the direct practice of psychology.

7. be completed within a period of 12 consecutive months at not more than two supervised training experience sites.

C. Professional References provided to the Board/College

1. One reference must be from the primary supervisor of the applicant's pre-degree supervised experience.

2. One reference must be from a faculty member from the applicant's degree program who is familiar with the applicant's education, training, and experience.

D. Criminal and disciplinary background checks and any other background checks as required by the Board/College.

E. A signed supervision contract for post-degree experience that is acceptable to the Board/College and includes the following elements:

1. Supervisor:

a. is a licensed psychologist.

b. has a relationship with the site that provides for the supervisor's significant presence and ability to be responsive to the trainee when needed.

c. has access to all client records.

d. has had training in clinical supervision, as evidenced by graduate coursework, continuing education, or continuing professional development experiences, within five years of the date of the supervisor's first supervision contract and at intervals of every five years thereafter.

e. has competence to supervise trainees for their post-degree supervised experience, as evidenced by the primary supervisor's education, training, and experience.

f. establishes the parameters of supervision and articulates the supervisor's and trainee's responsibilities, including the primary supervisor's legal, professional, and ethical responsibility for the work performed by the trainee under supervision.

g. provides a minimum of one (1) hour per week of individual supervision per 20 hours of psychology experience, at least one hour of which is provided by the primary supervisor, with assurance that when an additional hour(s) is delegated for clinical purposes, or when an hour(s) must be delegated incidentally and temporarily, the primary supervisor shall retain oversight responsibility for the trainee's supervision.

h. arranges for the didactic portion of the post-degree supervised experience to enhance the competence of the supervisee. The didactic portion of the post-degree supervised experience shall consist of educational activities, such as continuing education and continuing professional development activities, which provide relevant additional information and training related to the practice of psychology.

i. does not supervise more than four (4) supervisees at any one time.

j. is responsible for ensuring that the terms of the supervision contract are maintained and address any circumstances that may arise which impede that, and for protecting the trainee from exploitation or harm by anyone involved in the setting.

k. has no active disciplinary status with any jurisdiction. If the supervisor has had a previous disciplinary status or action but is no longer under such status, the supervisor must report that to the Board/College.

2. Elements of the Contract:

- a. identify the site where the supervised experience will take place and include a brief description of the client populations, and the services typically provided.
- b. designate the primary supervisor, including the supervisor's licensure status, and relationship with the site.
- c. provide for didactic experiences at an average rate of three (3) hours per week for a 40-hour week, prorated for the actual hours the trainee accrues psychology experience.
- d. provide that the primary supervisor will direct, oversee, and integrate the didactic experience with the trainee's clinical experience.
- e. indicate that the supervised experience will provide the supervisor the opportunity to review the trainee's performance through means such as direct observation of the trainee's clinical work, written materials, and video and audio recordings.
- f. indicate that direct supervision and other interactions will include a discussion of clients' cases, oversight, and guidance regarding service to clients, and evaluation of clients' progress with periodic evaluation of whether treatment goals are being met and if changes in direction are needed.
- g. indicate that direct supervision and other interactions will include legal, ethical, social, and cultural dimensions related to clinical practice and the supervision relationship.
- h. indicate that the trainee's supervised experience will occur at a rate of no more than 40 hours per week and no less than 16 hours per week.
- i. indicate that the primary supervisor and the trainee do not have a multiple relationship, such as a family relationship, significant social relationship, or other relationship outside of their roles in the post-degree supervision setting.
- j. ensure that the trainee is provided an appropriate experience and is protected from mistreatment or exploitation including the following:
 - i. Trainees shall not be charged a fee for supervision.

- ii. Preference is for trainees to be provided a formal internship that includes supervision and didactic instruction.
- iii. Trainees shall be compensated according to a pre-agreed upon contract that shall not be based on productivity and that may be in the form of a stipend or employment. Trainees shall carry no more than 60% of the clinical caseload expected of licensed staff, and their clinical schedule should accommodate their didactic schedule.
- k. goals, expectations, and methods of evaluation for the experience are identified and shared with the supervisee and attested to by signing the Supervision Contract.

*The Board/College has the authority to accept or reject a supervisor or any elements of the Contract.

II. Application for Licensed Practitioner of Psychology:

A. An application for Licensed Practitioner of Psychology shall demonstrate to the Board/College's satisfaction that the applicant has:

1. previously been certified as a Psychology Associate
2. completed any additional jurisdictional examinations or other requirements.
3. demonstrated through submission of a Supervision Verification Form provided by the Board/College and completed by the primary supervisor of the post-degree supervised experience that:
 - a. the applicant has completed a minimum of 4000 hours of post-degree supervised experience.
 - b. the post-degree supervised experience was completed in a minimum of 24 months and a maximum of 48 months.
 - c. more than 50% of the post-degree supervised experience was spent in direct service activities that prepare the trainee for licensure as a Licensed Practitioner of Psychology.
 - d. individual supervision occurred face-to-face, at least 60% of the time in person, with any tele-supervision for the remaining 40% of the time being conducted through interactive, synchronous means.
 - e. individual supervision occurred at a rate of one hour per 20 hours of psychology experience, with at least one hour per week being provided by the primary supervisor and the remaining hour(s), if delegated to another licensed healthcare professional(s), occurred under the oversight of the primary supervisor.
 - f. within the total hours of post-degree supervised experience, the applicant received didactic education and training at an average of three hours per week for a 40-hour week, prorated to the hours per week the applicant engaged in supervised experience.
 - g. the applicant has received satisfactory ratings from the primary supervisor on the Supervisor Report Form provided by the Board/College.

4. submitted two professional references, based on observations of the applicant during their recent post-degree experience.
5. received Board/College approval of an updated criminal and disciplinary background check and any other background requirements by the Board/College.
6. provided any other information requested by the Board/College.
7. received the recommended passing score on the EPPP*.

B. The Examination for Professional Practice in Psychology (EPPP):

1. To apply to take the EPPP, the applicant must submit to the Board/College documentation that they have completed at least 3000 of the 4000 required hours of post-degree supervision and is in good standing with the Board/College with their supervision contract.

2. Upon receipt, acceptance, and approval of all materials described in Section A (i- xii) above, the Board/College shall authorize the applicant to take the EPPP.

a. The EPPP shall be administered by ASPPB or by its designee in accordance with its established policies.

b. Upon authorization, the candidate for the EPPP shall schedule a test date with the test vendor according to Board/College and test vendor policies within the recommended time frame.

3. Candidates seeking accommodation(s) for the EPPP based on identified conditions under the Americans with Disabilities Act (ADA) in the United States or the Human Rights Legislation or Accessible Canada Act (ACA) in Canada, shall submit a form provided by the Board/College and have the accommodations approved before the testing appointment is made.

4. ASPPB reserves the right to reject any accommodation request that, in the sole opinion of ASPPB, would jeopardize the integrity, validity, and/or security of the examination. In such situations, ASPPB reserves the right to deny access to the examination.

5. If ASPPB denies access to the examination, the Board/College may offer a suitable alternate method of examination appropriate for the applicant.

6. The passing score on the EPPP shall be the ASPPB recommended passing score for master's-level practice. *

7. Candidates who pass the EPPP prior to completing the required 4000 hours of supervised experience shall continue to practice under supervision as a Psychology Associate and are not otherwise authorized to practice psychology.

8. If the candidate does not receive a score at the recommended pass point on the EPPP, the candidate shall seek authorization from the Board/College to retake the exam within 90 days of notification of the candidate's score on the exam.

a. At the discretion of the Board/College, the candidate shall submit a supervisor's report of the status and progress of the post-degree supervised experience, including a general description of the applicant's performance, any specific concerns noted by the supervisor, and the supervisor's recommendations for remediating the concerns.

b. While the Board/College review of the supervisor's report is pending, and while the candidate awaits re-admittance to the EPPP, the candidate may continue accruing post-degree supervised experience.

c. Upon receipt of the supervisor's report, the Board/College, in its discretion, may require the candidate to pause the accrual of post-degree supervised experience until the candidate has passed the EPPP or until other concerns raised by the supervisor's report have been remediated. All hours accrued before the pause may be counted toward the total hours required.

9. Candidates who can document that they have met the required 4000 hours of supervised experience but have not passed the EPPP may continue to practice under a supervision and a new Supervision Contract until they either pass the EPPP and are issued an independent license or fail to meet that requirement, and their supervised license is terminated according to the requirements of this statute.

10. A candidate who does not receive the recommended passing score* on the EPPP after three attempts, or after two (2) years since the date of initial authorization to take the EPPP, whichever happens first, must cease their post-degree supervised experience. The cessation of practice for this reason does not constitute disciplinary action.

a. If a candidate has failed to achieve the recommended passing score* on the EPPP in three (3) attempts, the Board/College shall notify the candidate's primary supervisor of that fact.

b. The candidate must cease the practice of psychology within 30 days of official notification of the score for the third attempt at the EPPP or on the date that marks two (2) years since the candidate was first admitted to the EPPP.

c. A candidate required to cease practice under this subsection shall:

i. provide immediate notice to their primary supervisor at the post-degree supervised experience that they are required to cease practice within 30 days of having received notification of their EPPP score.

ii. assist the supervisor and the training site in the transfer of client care.

III Scope of Practice

The scope of practice for psychological services authorized for applicants, Psychology Associates, and Licensed Practitioners of Psychology shall apply regardless of whether payment is received or whether the services are rendered in person or via electronic means.

Licensees shall only initiate services when they determine by information available to them that the services required to maintain standards of practice are within their scope of competence. If, during the course of providing professional services, the licensee determines that the services required to maintain standards of practice, or the needs of the individual(s) receiving services, are beyond the licensee's boundaries of competence, the licensee shall be responsible for seeking supervision, training, or referring the individual(s) to an appropriate service provider. If a Board/College determines that a licensee knows or should have known that they were not competent to provide the services needed by the client(s), a board/college may take disciplinary action.

A. Intervention:

1. includes the observation, description, diagnosis, interpretation, prediction, and modification of human behavior by the application of psychological principles, methods, and procedures, for the purposes of:

a. preventing, eliminating, or predicting symptomatic, maladaptive, or undesired behaviors.

b. facilitating the enhancement of individuals or groups of individuals including personal effectiveness, adaptive behavior, interpersonal relationships.

2. An initial assessment intake shall be conducted on individuals, couples, families, or individual members of a group for treatment planning. It includes assessments for clients of the psychology practitioner or for a group practice or organization to which the psychology practitioner belongs. Referrals for assessments for other purposes, or under other referral circumstances, are included in the scope of practice for Testing and Assessment.

B. Testing and Assessment:

1. Treatment Planning:

a. The scope of practice includes testing and assessment to inform mental health treatment planning by other professionals, such as psychologists and psychology practitioners, medical or other healthcare professionals, psychiatrists, and counselors in professions other than psychology.

b. Testing and assessment for mental health treatment planning by other health professionals is limited to mental health treatment planning by those professionals.

c. The scope of practice does not include treatment planning in domains other than mental health treatment planning, such as risk assessment or appropriateness of organ transplant or other surgical interventions.

2. Educational Planning and Placement:

a. The scope of practice includes testing and assessment that is requested by educational institutions where the individual being assessed receives services or is enrolled. The purposes of the assessment may include eligibility for services, clarification of educational needs, remediation planning, and disability manifestation determinations related to school-based discipline.

b. The scope of practice includes testing and assessment requested by individuals and organizations other than educational institutions where the referral and the assessment serve the purposes of educational planning and placement for the individual being assessed.

c. The scope of practice is limited to measures of cognitive ability and potential, adaptive functioning, academic achievement, and data from parent and teacher reports of behavioral and school functioning. Parent and teacher reports may be obtained by standardized measurement or structured or unstructured interview.

d. The scope of practice does not include testing and assessment for determinations other than educational planning and placement, such as institutional liability for failure to meet a student's needs.

3. Occupational Planning and Placement:

a. The scope of practice includes referrals from individuals or educational institutions to assess an individual's interest in or goodness of fit for occupational fields or career paths.

b. The scope of practice does not include referrals from employers, licensing boards, or other sources of privileges to determine an individual's fitness for duty, fitness for practice, fitness for tenure, or fitness for continued service.

c. Scope of practice does not generally include evaluation of an individual's eligibility for disability, based on the individual's scope of abilities and limitations in the workplace, including the individual's needs for accommodations in the workplace. Notwithstanding this general limitation, individuals authorized to practice psychology as a Licensed Practitioner of Psychology may apply for credentialing by public agencies where those agencies provide their own requirements for credentialing, which include practice with a master's degree, and where the Licensed Practitioner of Psychology practices within the scope provided by the public agency. Examples may include contributions to determination of an individual's eligibility for Social Security disability benefits or an individual's eligibility for veteran's benefits. Individuals authorized to practice psychology as a Licensed Practitioner of Psychology or Psychology Associate may not provide second opinions or other consultations outside the purview of credentialing provided by the public agency.

d. The scope of practice does not include referrals for assessments related to wrongful termination, compensation and damages, failure to provide accommodations, discrimination, or other personal injury, regardless of the referral source.

*The passing scores for the EPPP were developed using a sample consisting of individuals practicing independently and those practicing under supervision. The recommended passing scores for provisionally licensed and licensed psychology practitioners are the passing scores for supervised practice.