

**PUBLIC NOTICE OF A MEETING FOR
STATE OF NEVADA BOARD OF PSYCHOLOGICAL EXAMINERS**

DATE OF MEETING: Friday, May 6, 2022 Time: 8:30 a.m.

The meeting of the State of Nevada Board of Psychological Examiners (Board) will be conducted and may be attended through a remote technology system (video- or teleconference). To participate remotely, individuals are invited to enter the meeting from the Zoom website at: <https://us06web.zoom.us/j/85309483715>. To access the meeting via audio only, dial 1-669-900-6833 and enter the meeting ID: 853 0948 3715. The meeting may also be attended at the physical location of the Board Office at 4600 Kietzke Lane, Suite B-116, Reno, Nevada, 89502. (The Board office recommends that individuals unfamiliar with ZOOM should visit the website in advance to familiarize themselves with the format by viewing the online tutorials and reading the FAQs. To learn more about Zoom, go to <https://zoom.us/>.)

The Board will accept public comment via email. Those wishing to make public comment should email their public comments to the Board office at nbop@govmail.state.nv.us. Written public comments must be received prior to the start of the meeting and will be forwarded to the Board for their consideration. Public comments will be included in the public record (meeting minutes) but will not necessarily be read aloud during the meeting. In compliance with Nevada Revised Statutes (NRS) Chapter 241 (Open Meeting Law), the Board is precluded from taking action on items raised by public comment which are not already on the agenda.

The Board may take items out of order, combine items for consideration, and items may be pulled or removed from the agenda at any time. Public comment will be taken at the beginning and end of the meeting. The public may provide comment on any matter whether or not that matter is a specific topic on the agenda. However, prior to the commencement and conclusion of a contested case or quasi-judicial proceeding that may affect the due process rights of an individual, the Board may refuse to consider public comment on that item. (NRS 233B.126) Public comment that is willfully disruptive is prohibited, and individuals who willfully disrupt the meeting may be removed from the meeting. (NRS 241.030(5)(b)) The Board may convene in closed session to consider the character, alleged misconduct, professional competence or physical or mental health of a person (NRS 241.030). Once all items on the agenda are completed, the meeting will adjourn.

AGENDA

1. Call To Order/Roll Call to Determine the Presence of a Quorum.
2. Public Comment. Note: Public comment is welcomed by the Board and may be limited to three minutes per person at the discretion of the Board President. Public comment will be allowed at the beginning and end of the meeting, as noted on the agenda. The Board President may allow additional time to be given a speaker as

time allows and in their sole discretion. Comments will not be restricted based on viewpoint. No action may be taken upon a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action may be taken (NRS 241.020)

3. (For Possible Action) Public Hearing to Solicit Comments on Regulations (Legislative Counsel Bureau File Numbers R121-21, R127-21, R128-21, R175-20) Proposed for Adoption; and Possible Action to Make Revisions to and/or Forward any/all of the Proposed Regulations to the Legislative Counsel Bureau In Accordance with NRS Chapter 233B. (See Attached Public Notice for Information on the Draft Regulations)
4. (For Possible Action) Discussion and Possible Approval of the Minutes of the Regular Meeting of the State of Nevada Board of Psychological Examiners on April 1, 2022.
5. Financial Report
 - A. (For Possible Action) Discussion and Possible Action to Approve the Treasurer's Report for Fiscal Year 2022 (July 1, 2021, Through June 30, 2022).
 - B. (For Possible Action) Discussion and Possible Action to Review and Make Adjustments to the Proposed Budget for Fiscal Year 2023 (July 1, 2022 – June 30, 2023)
 - C. (For Possible Action) Discussion and Possible Action to Approve the Renewal of the Independent Contractor Agreement of Michelle Fox to perform Bookkeeper Services for Fiscal Year 2022 in an Amount not to Exceed \$2,000
 - D. (For Possible Action) Discussion and Possible Action to Approve Lisa Scurry to work on a part-time basis until June 30, 2022, under the current hourly rate of pay of \$29.42 per hour and for not more than a total of 177 hours. Such employment shall be contingent upon the approval of the Public Employees Retirement System (PERS), pursuant to NRS 286.520(6).
6. Board Needs and Operations
 - A. Report from the Nevada Psychological Association
 - B. Report From the Executive Director on Board Office Operations, including information regarding vacancies on the Board
 - C. Report from the Board Lobbyist on Legislative Activities
7. (For Possible Action) Discussion and Possible Action to Provide Guidance on Matters Related to the Covid-19 Pandemic and Governor Sisolak's Directive 011. Discussion May Include Options for Temporary Licensure to Ensure Continuity of Care for Patients Being Seen by Out-Of-State Providers when the Provisions of Directive 011 Expire, Licensure Renewal, Continuing Education Credits, Supervision Concerns,

Obtaining Clinical Hours for Licensure, and the Use of Telepsychology and Interjurisdictional Practice.

8. (For Possible Action) Discussion, and Possible Action on Pending Consumer Complaints:
 - A. Complaint #19-0626
 - B. Complaint #19-0709
 - C. Complaint #19-1106
 - D. Complaint #19-1223
 - E. Complaint #20-0501
 - F. Complaint #20-0818
 - G. Complaint #20-0819
 - H. Complaint #20-0524
 - I. Complaint #21-0726
 - J. Complaint #22-0118
 - K. Complaint #22-0321

9. (For Possible Action) Review and Possible Action on Applications for Licensure as a Psychologist or Registration as a Psychological Assistant, Intern or Trainee. The Board May Convene in Closed Session to Receive Information Regarding Applicants, Which May Involve Considering the Character, Alleged Misconduct, Professional Competence or Physical or Mental Health of the Applicant (NRS 241.030). All Deliberation and Action Will Occur in an Open Session. *Note: Applicant names are listed on the agenda to allow the Board to discuss applicants when necessary to move the applicant through the licensure process. The listing of an applicant's name on the agenda indicates only that an application for licensure/registration has been received. It does not mean that the application has been approved or that the applicant must appear at the meeting in order for the applicant's application to move forward through the licensure process. If an applicant needs to attend the meeting for the Board to take action, the applicant will be notified in writing prior to the meeting. Please, direct questions or comments regarding licensure applications to the Board office.*

PSYCHOLOGISTS

Michael Abrams	Stephanie Bellusa (PA)	Si Arthur Chen	Anthony Francisco
Danielle Agnello (PA)	Luke Bigler	Dana Chidekel	Howard Friedman
Amy Ahlfeld	Mantsha Boikanyo	Filippo Cieri	Erika Frieze
Catherine Aisner	Beth Borosh-Gissane	Richard Coder	Miriam Funtowicz
Dana Anderson	Latoya Brogdon	Edward DeAnda	Jonathan Gould
Gera Anderson	Corby Bubp	Nicola De Paul	Nancy Grau
Tony Angelo	Jodi Cabrera	Rachyll Dempsey	Kalana Greer
Cherly Ballou	Tyler Camaione	Roman Dietrich	Tracy Hardister
Brad Barcklay	Jonathan Campos (PA)	Mary Dinerman	Jill Hayes Barbee
Jaynann Barcklay	Cheryl Chakranarayan	Jene Edwards	Bernadette Hinojos (PA)
John Barona	Sylvia Chang	Marie Ehrler	Alberto Ibarra

Billie Ivra	Jodi Lovejoy	Katherine Pruzan	Christine Treece
Saira Jhorn	Jennifer Luboski	Jennifer Ramirez	Donna Truong
Natalie Jones	Debra Maddox	Leland Reback	John Tsanadis
Carolynne Karr	Melissa Marrapese	Elke Rechberger	Alisa Turner-Augustyn
Patricia Keeler	Robert McGahey	Jasmine Reed	Deepti Vaswani
Kathryn Kimball	Patricia McGuire	Rory Reid	David Ventrelle
Ashley Kirby-Ward	Michelle Mercurio	Kristina Reynoso	Angela Waldrop
Steven Klee	Shanna Mohler	Danielle Richards	John Walker
Sandra Kubicki	Carolina Morales-Alicea	David Robinson	Nicolle Walters
Paul Kwon	Luzviminda Morrow (PA)	Anthony Rodriguez	Dale Watson
Lisa Lainer	Michellane Mouton	Vincent Rodriguez	Justine Weber
Cynthia Lancaster	Patrick Murphy	Keri Ross	Kiara Wesley
Laura LaPiana	Jonine Nazar-Biesman	Shelly Sheinbein	Michael West
Timothy Law	Raymond Nourmand	David Shoup	Carrie Wilkens
Karen Lehman	Nnenna Nwanko	Brooke Smith	Erin Williams
Rose Leung	Ana Ochoa	Michael Stein	Stephen Winston
Bertrand Levesque	Ariel Ogilvie-McSweeney	Nicole Steiner-Pappalardo	Christine Winter
George Lough	Brian Olsen	Vahe Sukiasyan	Wendy Worrell
	Rhea Pobuda	LaTanya Takla	

PSYCHOLOGICAL ASSISTANTS

Ines Acevedo	Kara Christensen	Cynthia Lancaster	Sarah Ramos
Jeffrey Aguiar	Althea Clark	Vanessa Ma	Jacquelyn Rinaldi
Sonakshi Arora	Tasman Cleaver	James Maltzahn	Shannon Rojas
Abigail Baily	Jessica Conner	Desiree Misanko	Daniela Sandelin
Tracy Basile	Althea Cook	Candis R. Mitchell	Shweta Sharma
Michelle Berumen	Jessica Crellin	Crystal Moon	Gerald Shorty
Andrew Buchanan	Melanie Duckworth	Carolina Morales Alcea	Sharon Simington
Shannon Burns-Darden	Evan Fertel	Blanca Naudin	Alexis Sliva
Rachel Butler Pagnotti	Alyssa Garcia	Jonathan Parker	Krystal Smith
Tyler Camaione	Milagro Gonzalez	Dylena Pierce	Cyndy Soto-Lopez
Nicholas Carfagno	Stacy Graves	Chelsea Powell	Lydia Stevenson
Jena Casas	Jennifer Grimes Vawters	Amanda Powers	Raven Townsel
Leandrea Caver	Kelly Hughes	Eric Prince	Jaime Wong
Nino Chkhaidze	Kelly Humphreys	Elizabeth Pritchard	

PSYCHOLOGICAL INTERNS

Lorraine Apodaca	Chad Davis	Jeanine Jackson	Jasmine Smith
Lynne Ballard	Shameka Davis	Dorota Krotkiewicz	Barbara Sommer
Amanda Barone	Michelle Gaston	Elisabeth Lischer	Sean Traynor
Leslie Bautista	Kimberly Gray	Kelly Nelson	Charlotte Watley
Katie Biggers	Michelle Harden	Jeffery Newell	Melina Yaraghchi
Shantay Coleman	Shanel Harris	Ximena Radienovic	Qingqing Zhu
Linda Curtis	Michael Hobbs	Coreen Schwartz	

PSYCHOLOGICAL TRAINEES

Yen-Ling Chen	Kaelyn Griffin	Mollie McDonald	Heather Thompson
Dominique Cheung	Amanda Howard	Amanda Mraz	Sherri Tschida
Kinsey Ellis	Bianca Islas	Kelly Parker	Bailey Way
Michael Fensekn	Stacey Juthapan	Nicky Petersen	Kayli Wrenn
Kayla Fobian	Kayla Kaiser	Jacquelyn Rinaldi	
Leila Gail	Demi Kourtesi	Jason Sadora	
Grace Goodwin	Raymond Lopez	Mary Smirnova	
Jaqueline Green	Erica Marino	Holly Summers	

- A. (For Possible Action) Discussion and Possible Action to Consider the Request for an Extension of the Registration as a Psychological Assistant of Candis Mitchell through June 30, 2023
- B. (For Possible Action) Discussion and Possible Action to Approve the Application of Dr. John Barona for an additional testing accommodation for the Nevada State Exam, the EPPP Part-1, and, if necessary, the EPPP Part-2
10. (For Possible Action) Discussion and Possible Action to Consider the Request of Patricia Barrera, Ph.D. for an Extension to Complete the Continuing Education Requirements for the 2022 Renewal Period
11. (For Possible Action) Discussion and Possible Action to Consider the Request of Dr. Chad Doerr to Waive NAC 641.1519(2), Which Requires the Supervisor of a Psychological Assistant to have been licensed for 3 years or more
12. (For Possible Action) Discussion and Possible Action to Create a Master's Degree Level License
13. (For Possible Action) Discussion and Possible Action to Revise the Provisions of Nevada Administrative Code (NAC) 641.1519, Qualifications of supervisor, to Require Registration of Supervisors of Psychological Trainees, Psychological Interns, and Psychological Assistants
14. (For Possible Action) Discussion and Possible Action to Consider a Process for Providing Temporary Licensure to Applicants for Licensure by Endorsement
15. (For Possible Action) Discussion and Possible Action to Review and Revise the Board Policy Entitled, "Executive Director Employment, Compensation, and Evaluation"
16. (For Possible Action) Discussion and Possible Action to Review and Revise the Board Procedure related to the Review of Non-Resident Consultant Applications
17. Legislative Update
 - A. (For Possible Action) Discussion and Possible Action on the Proposed Revision of Nevada Revised Statutes (NRS) 641.390, Representation or Practice

Without License or Registration Prohibited, During the 2023 Session of the Nevada State Legislature

18. (For Possible Action) Discussion and Possible Action on Regulations Proposing Changes to Nevada Administrative Code (NAC) Chapter 641 in Accordance with Nevada Revised Statutes (NRS) Chapter 233B
 - A. R175-20: Removal of "Moral"
 - B. R127-21: Regulations related to Assembly Bill 327
 - C. R128-21: Regulations related to Assembly Bill 366
 - D. R121-21: Regulations related to Senate Bill 44
19. (For Possible Action) Schedule of Future Board Meetings, Hearings, and Workshops. The Board May Discuss and Decide Future Meeting Dates, Hearing Dates, and Workshop Dates
 - A. The next regularly scheduled meeting of the Nevada Board of Psychological Examiners is Friday, June 3, 2022, at 8:30 a.m.
20. Requests for Future Board Meeting Agenda Items (No Discussion Among the Members will Take Place on this Item)
21. Public Comment - Public comment is welcomed by the Board and may be limited to three minutes per person at the discretion of the Board President. Public comment will be allowed at the beginning and end of the meeting, as noted on the agenda. The Board President may allow additional time to be given a speaker as time allows and in his sole discretion. Comments will not be restricted based on viewpoint. No action may be taken upon a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action may be taken (NRS 241.020)
22. (For Possible Action) Adjournment

The Board may recess for lunch for approximately one hour, at a time to be determined.

The Board is pleased to make reasonable accommodations for members of the public who are disabled and wish to participate in the meeting. If such arrangements are necessary, please contact the board office at (775) 688-1268 no later than 4 p.m. on Thursday, May 5, 2022.

For supporting materials, visit the Board's website at <http://psyexam.nv.gov/Board/2021/2021/> or contact Lisa Scurry, Executive Director at the Board office by telephone (775-688-1268), e-mail (nbop@govmail.state.nv.us) or in

writing at Board of Psychological Examiners, 4600 Kietzke Lane, Suite B-116, Reno, Nevada 89502.

In accordance with NRS 241.020, this public meeting notice was properly posted at or before 9 a.m. on Tuesday, May 3, 2022, at the following locations:

- Board office located at 4600 Kietzke Lane, Bldg. B-116, Reno;
- Nevada Public Notice website: <https://notice.nv.gov/>; and
- Board's website at <http://psyexam.nv.gov/Board/2021/2021/>.

In addition, this public meeting notice has been sent to all persons on the Board's meeting notice list, pursuant to NRS 241.020(3)(c).

NOTICE OF INTENT TO ACT UPON A REGULATION

Notice of Hearing for the adoption of Regulations of the State of Nevada Board of Psychological Examiners

The State of Nevada Board of Psychological Examiners (Board) will hold a public hearing at 8:35 a.m., on May 6, 2022. The meeting will be conducted and may be attended through a remote technology system (video- or teleconference). To participate remotely, individuals are invited to enter the meeting from the Zoom website at: <https://us06web.zoom.us/j/85309483715>. To access the meeting via audio only, dial 1-669-900-6833 and enter the meeting ID: 853 0948 3715. The meeting may also be attended at the physical location of the Board Office at 4600 Kietzke Lane, Suite B-116, Reno, Nevada, 89502. (The Board office recommends that individuals unfamiliar with ZOOM should visit the website in advance to familiarize themselves with the format by viewing the online tutorials and reading the FAQs. To learn more about Zoom, go to <https://zoom.us/>.)

The purpose of the hearing is to receive comments from all interested persons regarding the adoption of regulations that pertain to Chapter 641 of the Nevada Administrative Code. The following information is provided pursuant to the requirements of NRS 233B.0603:

1. The need for and the purpose of the proposed regulation or amendment.

LCB File No. R121-21: A regulation relating to psychology; authorizing the remote supervision of psychological assistants, psychological interns and psychological trainees; prescribing standards for such remote supervision; prescribing fees for the issuance of a license by endorsement as a psychologist; and providing other matters properly relating thereto.

LCB File No. R128-21: A regulation relating to psychology; establishing requirements governing the use of a recording of the provision of services by a psychologist to a patient for a training activity; and providing other matters properly relating thereto.

LCB File No. R175-20: A regulation relating to psychology; revising provisions relating to certain requirements for licensure as a psychologist; revising the standards of conduct for psychologists; and providing other matters properly relating thereto.

LCB File No. 127-21: A regulation relating to psychology; revising provisions relating to certain requirements for continuing education in cultural competency and diversity; and providing other matters properly relating thereto.

2. A statement explaining how to obtain the approved or revised test of the proposed regulation prepared by the Legislative Counsel pursuant to NRS 233B.063.

A copy of the proposed regulations can be obtained at the Board's website by going to <http://psyexam.nv.gov/About/Amendments/>, or by contacting the Board of Psychological Examiners at 775-688-1268 or 4600 Kietzke Lane, Bldg B-116, Reno, NV 89502. A reasonable fee for copying may be charged.

3. The estimated economic effect of the regulation on the business which it is to regulate and on the public. These must be stated separately and in each case must include:

(a) Both adverse and beneficial effects; and

There should be no increased cost to Psychologists in Nevada as a result of the adoption of any of the proposed regulations and, therefore, no adverse or beneficial effects.

(b) Both immediate and long-term effects.

There should be no increased cost to Psychologists in Nevada as a result of the adoption of any of the proposed regulations and, therefore, no immediate or long-term effects.

4. A statement identifying the methods used by the agency in determining the impact on a small business prepared pursuant to subsection 3 of NRS 233B.0608.

The request for input regarding impact was sent to all licensees of the Board of Psychological Examiners. A workshop to hear public input for LCB File No. R127-21, R121-21, and R128-21 was held on September 10, 2021. A workshop to hear public input on LCB File No. 175-20 was held on November 13, 2020. Further notice and request for comment on potential impact was provided to all licensees via email on February 15, 2022.

5. The estimated cost to the agency for enforcement of the proposed regulation.

The Board believes that the cost of enforcement of the proposed regulations will be minimal.

6. A description of the citation to any regulations of other state or local governmental agencies which the proposed regulation overlaps or duplicates and a statement explaining why the duplication or overlapping necessary. If the proposed regulation overlaps or duplicates a federal regulation, the notice must include the name of the regulating federal agency.

The Board is not aware of any overlapping or duplicating of federal or state regulations.

7. If the regulation is required pursuant to federal law, a citation and description of the federal law.

The Board is not aware of any requirement to federal law.

8. If the regulation includes provisions which are more stringent than a federal regulation that regulates the same activity, a summary of such provisions.

There should be no duplication of a federal regulation.

9. Whether the proposed regulation establishes a new fee or increases an existing fee.

There are no new fees or increases to an existing fee in any of the proposed regulations.

Persons wishing to comment upon the proposed action of the State of Nevada Board of Psychological Examiners may appear at the scheduled public hearing or may address their comments, data, views, or arguments, in written form, to State of Nevada Board of Psychological Examiners, 4600 Kietzke Lane, Bldg B-116, Reno, NV 89502. Written submissions must be received by the State of Nevada Board of Psychological Examiners on or before May 5, 2022, at 5:00 p.m. If no person who is directly affected by the proposed action appears to request time to make an oral presentation, the State of Nevada Board of Psychological Examiners may proceed immediately to act upon any written submissions.

A copy of this notice and the regulations to be adopted will be on file at the State Library, 100 Stewart Street, Carson City, Nevada, for inspection by members of the public during business hours. Additional copies of the notice and the regulation to be adopted will be available at State of Nevada Board of Psychological Examiners for inspection and copying by members of the public during business hours. This notice and the text of the proposed regulations are also available in the State of Nevada Register of Administrative Regulations, which is prepared and published monthly by the Legislative Counsel Bureau pursuant to NRS 233B.0653, and on the Internet at <http://www.leg.state.nv.us>. Copies of this notice and the proposed regulation will also be mailed to members of the public upon request. A reasonable fee may be charged for copies if it is deemed necessary.

Upon adoption of any regulation, the agency, if requested to do so by an interested person either before adoption or within 30 days thereafter, will issue a concise statement of the principal reasons for and against its adoption and incorporate therein its reason for overruling the consideration urged against its adoption.

This notice of hearing has been sent to persons on the agenda's mailing list, all licensed psychologists in Nevada, posted at the Board's website at <http://psyexam.nv.gov> and the State of Nevada website at <https://notice.nv.gov/> and the following physical location: Board of Psychological Examiners, 4600 Kietzke Lane, Bldg B-116, Reno, NV

(Posted April 1, 2022)

**SECOND REVISED PROPOSED REGULATION OF THE
BOARD OF PSYCHOLOGICAL EXAMINERS**

LCB File No. R121-21

March 29, 2022

EXPLANATION – Matter in *italics* is new; matter in brackets [~~omitted material~~] is material to be omitted.

AUTHORITY: § 1, NRS 641.100, as amended by section 2.5 of Senate Bill No. 44, chapter 522, Statutes of Nevada 2021, at page 3484, NRS 641.110 and 641.228, as amended by section 4.5 of Senate Bill No. 44, chapter 522, Statutes of Nevada 2021, at page 3487; § 2, NRS 641.100, as amended by section 2.5 of Senate Bill No. 44, chapter 522, Statutes of Nevada 2021, at page 3484.

A REGULATION relating to psychology; prescribing a fee for the initial issuance of a license by endorsement as a psychologist for certain applicants; authorizing the remote supervision of psychological assistants, psychological interns and psychological trainees; prescribing standards for such remote supervision; and providing other matters properly relating thereto.

Legislative Counsel's Digest:

Existing law: (1) authorizes the issuance of a license by endorsement as a psychologist to a person who is licensed in another jurisdiction of the United States and who meets certain other requirements; and (2) prohibits the Board of Psychological Examiners from collecting more than one-half of the maximum fee that the Board charges for the initial issuance of such a license from an active member of, or the spouse of an active member of, the Armed Forces of the United States, a veteran or the surviving spouse of a veteran. (NRS 641.196, as amended by section 3.6 of Senate Bill No. 44, chapter 522, Statutes of Nevada 2021, at page 3486, NRS 641.228, as amended by section 4.5 of Senate Bill No. 44, chapter 522, Statutes of Nevada 2021, at page 3487) Existing regulations establish the fees for various services provided by the Board. (NAC 641.019) **Section 1** of this regulation prescribes the fee for the initial issuance of a license by endorsement as a psychologist for an applicant who is an active member of, or the spouse of an active member of, the Armed Forces of the United States, a veteran or the surviving spouse of a veteran in accordance with statutory requirements.

Senate Bill No. 44 of the 81st Session of the Nevada Legislature requires the Board to adopt regulations: (1) authorizing the remote supervision of persons obtaining supervised experience for licensure as a psychologist, including psychological assistants, psychological interns and psychological trainees; and (2) prescribing standards for such remote supervision. (NRS 641.100, as amended by section 2.5 of Senate Bill No. 44, chapter 522, Statutes of Nevada 2021, at page 3484) Existing regulations set forth requirements, conditions and limitations relating to the supervision of psychological assistants, psychological interns and psychological

trainees. (NAC 641.151-641.161; Section 8 of LCB File No. R074-18) **Section 2** of this regulation revises these requirements by authorizing remote supervision as a mode or method of supervision of a psychological assistant, psychological intern or psychological trainee. **Section 2** also prescribes standards for such remote supervision by applying existing requirements relating to the proper and diligent oversight of a psychological assistant, psychological intern or psychological trainee to the remote supervision of such persons.

Section 1. NAC 641.019 is hereby amended to read as follows:

641.019 1. Except as otherwise provided in NRS 641.228 ~~§~~ *and subsection 3*, the Board will charge and collect the following fees:

For an application for licensure	\$150
For an application for registration as a psychological assistant, psychological intern or psychological trainee	150
For the state examination for licensure administered by the Board pursuant to NAC 641.112	Actual costs to the Board plus \$100
For the issuance of an initial license	25
For the biennial renewal or reinstatement of a license as a psychologist	600
For the registration of a firm, partnership or corporation	300
For the placement of a license on inactive status.....	100
For the biennial renewal of a license on inactive status.....	100
For the initial registration of a psychological assistant.....	150
For the initial registration of a psychological intern.....	75
For the initial registration of a psychological trainee	30

For the renewal of a registration of a psychological assistant	150
For the renewal of a registration of a psychological intern	75
For the renewal of a registration of a psychological trainee	30
For the restoration to active status of a license as a psychologist on inactive status	250
For the registration of a nonresident consultant.....	100
For reproduction and mailing of material for an application	30
For a change of name on a license	30
For a duplicate license	30
For copies of the provisions of NRS relating to the practice of psychology and the rules and regulations adopted by the Board	30
For a letter of good standing	20
For the review and approval of a course or program of continuing education	30

2. The Board will annually determine the actual costs to the Board for the state examination administered by the Board pursuant to NAC 641.112 for purposes of determining the fee charged and collected pursuant to subsection 1.

3. *If an active member of, or the spouse of an active member of, the Armed Forces of the United States, a veteran or the surviving spouse of a veteran submits an application for a license by endorsement pursuant to NRS 641.196, as amended by section 3.6 of Senate Bill No. 44, chapter 522, Statutes of Nevada 2021, at page 3486, the Board will charge and collect a fee of \$62.50 for the issuance of an initial license.*

4. In accordance with NRS 353C.115 and NAC 353C.400, the Board will charge and collect from any person whose check or other method of payment is returned to the Board or otherwise

dishonored because the person had insufficient money or credit with the drawee or financial institution to pay the check or other method of payment or because the person stopped payment on the check or other method of payment a fee of \$25 or such other amount as may subsequently be required by NRS 353C.115 and NAC 353C.400.

5. As used in this section, “veteran” has the meaning ascribed to it in NRS 417.005.

Sec. 2. Section 8 of LCB File No. R074-18 is hereby amended to read as follows:

1. A supervisor shall employ methods of proper and diligent oversight of a psychological assistant, psychological intern or psychological trainee who is under his or her supervision to meet his or her ethical and legal responsibilities set forth in subsection 2 of NAC 641.161. Such methods must include the implementation of policies and procedures that ensure the accessibility of the supervisor to the psychological assistant, psychological intern or psychological trainee commensurate with the professional developmental level of the psychological assistant, psychological intern or psychological trainee as required by the agreement submitted to the Board pursuant to NAC 641.1517 or 641.153, as applicable. Such methods may include:

- (a) The physical presence of the supervisor;
- (b) Availability of *or observation by* the supervisor ~~{by telephone;}~~ *electronically or by fiber optics;* and
- (c) Availability of another licensed medical or behavioral health provider at the site at which the psychological assistant, psychological intern or psychological trainee is providing services.

2. To ensure compliance with subsection 1, a supervisor may employ various modes and methods of supervision of a psychological assistant, psychological intern or psychological trainee under his or her supervision, including, without limitation:

- (a) Individual supervision;

- (b) Group supervision;
- (c) Tracking the progress of clients and patients treated or assessed by the psychological assistant, psychological intern or psychological trainee;
- (d) Conducting therapy or an assessment with the psychological assistant, psychological intern or psychological trainee;
- (e) Discussing the cases of clients and patients with the psychological assistant, psychological intern or psychological trainee; ~~or~~
- (f) Directly observing *the delivery of services by the psychological assistant, psychological intern or psychological trainee, either in-person or through the use of a remote technology system which uses electronic, digital or other similar technology*; or ~~reviewing~~
- (g) *Reviewing* audio or video recordings of the delivery of services by the psychological assistant, psychological intern or psychological trainee.

3. A supervisor shall:

- (a) Maintain primary responsibility for the care plan of each client and patient treated or assessed by a psychological assistant, psychological intern or psychological trainee under his or her supervision; and
- (b) Review and sign all clinical documentation, including, without limitation, reports, treatment plans and progress notes, for all services provided by a psychological assistant, psychological intern or psychological trainee under his or her supervision, including, without limitation, those services for which he or she is seeking reimbursement under the State Plan for Medicaid that were rendered under the authorized scope of practice of the psychological assistant, psychological intern or psychological trainee pursuant to NRS 422.27239, as applicable.

4. Except as otherwise provided in this subsection, a supervisor shall be available to a psychological assistant, psychological intern or psychological trainee whom he or she supervises while the psychological assistant, psychological intern or psychological trainee is providing services to a client or patient. A supervisor shall arrange for the availability of another appropriate licensed medical or behavioral health provider to be on site in the case of the absence of the supervisor.

5. A supervisor shall provide to the Board:

(a) Evidence of the manner in which he or she meets his or her supervisory duties as outlined in subsections 1 and 2.

(b) Upon the registration of a psychological assistant, psychological intern or psychological trainee, a training plan that includes, without limitation, the policies the supervisor will put in place to ensure the availability of the supervisor and the modes, methods, procedures or policies the supervisor intends to employ to ensure compliance with this section and NAC 641.161.

**PROPOSED REGULATION OF THE
BOARD OF PSYCHOLOGICAL EXAMINERS**

LCB File No. R128-21

January 26, 2022

EXPLANATION – Matter in *italics* is new; matter in brackets [~~omitted material~~] is material to be omitted.

AUTHORITY: §§ 1 and 2, NRS 641.100 and section 2 of Assembly Bill No. 366, chapter 367, Statutes of Nevada 2021, at page 2191 (NRS 641.2291).

A REGULATION relating to psychology; establishing requirements governing the use of a recording of the provision of services by a psychologist to a patient for a training activity; and providing other matters properly relating thereto.

Legislative Counsel’s Digest:

Existing law imposes various requirements concerning the retention, maintenance and disclosure of health care records, including the patient or client records of a psychologist. (NRS 629.051-629.069) Existing law provides that a mental health professional involved in a program of education for certain mental health professionals approved by the Board of Psychological Examiners is not required to retain a recording of the provision of services by a psychologist to a patient if: (1) the recording is used for a training activity; (2) the patient has provided informed written consent to the use of the recording in the training activity; (3) destroying the recording does not result in the maintenance of incomplete patient records; and (4) the recording is destroyed after a period of time prescribed by the Board. (Section 2 of Assembly Bill No. 366, chapter 367, Statutes of Nevada 2021, at page 2191 (NRS 641.2291)) **Section 1** of this regulation defines the term “training activity” and interprets the term “recording” for those purposes. **Section 1** prescribes: (1) the information that must be included on a form on which a patient may provide informed consent to the use of a recording for a training activity; (2) requirements concerning the maintenance of such a form and the maintenance of a recording used for a training activity; and (3) the period of time after which a recording used for a training activity must be destroyed. **Section 2** of this regulation makes a conforming change to indicate the placement of **section 1** in the Nevada Administrative Code.

Section 1. Chapter 641 of NAC is hereby amended by adding thereto a new section to read as follows:

1. The form on which a patient provides informed written consent for the use of a recording in a training activity pursuant to section 2 of Assembly Bill No. 366, chapter 367, Statutes of Nevada 2021, at page 2191 (NRS 641.2291), must inform the patient of:

- (a) The manner in which the psychological service will be recorded;*
- (b) The people who will have access to the recording, including, without limitation, the name of the supervisor of the training activity for which the recording will be used;*
- (c) The manner in which the recording will be confidentially stored; and*
- (d) The date on which the recording will be destroyed and the manner in which the recording will be destroyed.*

2. A person having custody or control of the form on which a patient has provided informed consent to the use of a recording in a training activity pursuant to subsection 1 shall maintain the form in accordance with subsection 2 of NAC 641.219.

3. A person having custody or control of a recording that is used or maintained for the purpose of a training activity pursuant to section 2 of Assembly Bill No. 366, chapter 367, Statutes of Nevada 2021, at page 2191 (NRS 641.2291), shall:

- (a) Maintain the recording in accordance with NAC 641.224; and*
- (b) Ensure that the recording is destroyed not later than the earlier of:*
 - (1) The completion of the review of the recording by the supervisor of the training activity; or*
 - (2) Thirty days after the date on which the recording was made.*

4. As used in this section and section 2 of Assembly Bill No. 366, chapter 367, Statutes of Nevada 2021, at page 2191 (NRS 641.2291):

(a) The Board interprets the term “recording” to mean an audio or video tape documenting the practice of psychology.

(b) “Training activity” means a supervised activity, including, without limitation, the provision of psychotherapy to, consultation with, psychological assessment of or psychological evaluation of a person, family, couple or group, conducted by a psychologist participating in a formal professional training program for the purpose of developing professional competency.

The purposes of a training activity may include, without limitation:

- (1) The training of a psychologist in a new specialty;*
- (2) Ongoing professional consultation between psychologists; and*
- (3) The supervised practice of a psychologist mandated by the Board as a result of a disciplinary proceeding.*

Sec. 2. NAC 641.200 is hereby amended to read as follows:

641.200 1. The provisions of NAC 641.200 to 641.255, inclusive ~~[]~~, *and section 1 of this regulation:*

(a) Apply to the conduct of any licensee or any applicant for licensure pursuant to this chapter and chapter 641 of NRS, including conduct during any period of education, training or employment required for licensure.

(b) Constitute the standards of conduct which a psychologist, licensed behavior analyst or licensed assistant behavior analyst shall follow in the provision of services.

2. A violation of the provisions of NAC 641.200 to 641.255, inclusive, *and section 1 of this regulation* constitutes unprofessional conduct and is a ground for disciplinary action or the denial of an application for an initial license or the renewal of a license.

**PROPOSED REGULATION OF THE
BOARD OF PSYCHOLOGICAL EXAMINERS**

LCB File No. R175-20

February 11, 2022

EXPLANATION – Matter in *italics* is new; matter in brackets [~~omitted material~~] is material to be omitted.

AUTHORITY: §§ 1 and 2, NRS 641.100 and 641.110; § 3, NRS 641.100.

A REGULATION relating to psychology; revising provisions relating to certain requirements for licensure as a psychologist; revising the standards of conduct for psychologists; and providing other matters properly relating thereto.

Legislative Counsel’s Digest:

Existing law authorizes the Board of Psychological Examiners to adopt regulations governing the licensure of psychologists and the practice of psychology. (NRS 641.100)

Existing regulations authorize the Board to issue a license to practice psychology to a person who meets certain criteria and who: (1) has been licensed to practice psychology not less than 20 years in other states of the United States or in Canada; or (2) has been licensed to practice psychology continuously for 5 years in a jurisdiction whose requirements have been determined by the Board to be at least equivalent to the requirements of the law of this State governing the licensure of psychologists. Existing regulations authorize the Board to require applicants for these types of licensure to appear before the Board to demonstrate the applicant’s moral character, current fitness to practice psychology or intent to practice psychology in a manner consistent with his or her education, training and experience. (NAC 641.025, 641.028) **Sections 1 and 2** of this regulation remove the authority of the Board to require the applicant to appear before the Board to demonstrate the applicant’s moral character and, thus, authorize the Board to require the applicant to appear before the Board to demonstrate his or her current fitness to practice psychology or intent to practice psychology in a manner consistent with his or her education, training and experience.

Existing regulations establish a code of conduct for psychologists. (NAC 641.200-641.255) Existing regulations prohibit a psychologist from engaging in conduct in the practice of psychology which evidences moral unfitness to practice the profession. (NAC 641.208) **Section 3** of this regulation removes the word “moral” and, thus, prohibits a psychologist from engaging in conduct which evidences unfitness to practice the profession.

Section 1. NAC 641.025 is hereby amended to read as follows:

641.025 1. The Board may issue a license to practice as a psychologist to an applicant who:

(a) Has been licensed to practice psychology not less than 20 years in other states of the United States or in Canada, if that license was based on a doctoral degree which was earned from a regionally accredited program, accredited by a national regulatory body approved by the Board, and which relates primarily to psychology;

(b) Has not previously been convicted of a felony;

(c) Has not had the scope of the license to practice psychology limited by another jurisdiction;

(d) Has not previously been denied licensure by the Board;

(e) Has passed the state examination administered by the Board pursuant to NAC 641.112;

(f) Submits to the Board the appropriate application and fees and three letters of professional reference that attest without reservation to the professional competence ~~[, moral character]~~ and current fitness to practice of the applicant; and

(g) Complies with subsection 1 of NRS 641.160 by submitting:

(1) A complete set of the applicant's fingerprints to the Board with written permission authorizing the Board to forward the fingerprints to the Central Repository for Nevada Records of Criminal History for submission to the Federal Bureau of Investigation; or

(2) Verification to the Board that the applicant's fingerprints were so forwarded by the law enforcement agency or other authorized entity taking the fingerprints.

2. The Board may require the applicant to appear before the Board to demonstrate the applicant's:

(a) ~~[Moral character;~~

~~—(b)]~~ Current fitness to practice psychology; or

~~[(e)]~~ (b) Intent to practice psychology in a manner consistent with his or her education, training and experience.

Sec. 2. NAC 641.028 is hereby amended to read as follows:

641.028 1. The Board will issue a license to practice as a psychologist to an applicant if the applicant:

(a) Has been licensed to practice psychology based on a doctoral degree that relates primarily to psychology and has been practicing psychology continuously for 5 years in a jurisdiction whose requirements have been determined by the Board to be at least equivalent to the requirements of chapter 641 of NRS;

(b) Has been issued a Certificate of Professional Qualification in Psychology by the Association of State and Provincial Psychology Boards or holds a National Register of Health Service Psychologist credential from the National Register of Health Service Psychologists;

(c) Successfully completes an examination prescribed by the Board to test the applicant's knowledge of the statutes and regulations of the State of Nevada governing the practice of psychology;

(d) Has not previously been convicted of a felony;

(e) Has not been subject to disciplinary action in another jurisdiction;

(f) Does not have any outstanding complaints or charges pending against him or her in another jurisdiction;

(g) Has not previously been denied licensure by the Board;

(h) Submits to the Board the appropriate application and fees and three letters of professional reference that attest without reservation to the professional competence ~~[, moral character]~~ and current fitness to practice of the applicant; and

(i) Complies with subsection 1 of NRS 641.160 by submitting:

(1) A complete set of the applicant's fingerprints to the Board with written permission authorizing the Board to forward the fingerprints to the Central Repository for Nevada Records of Criminal History for submission to the Federal Bureau of Investigation; or

(2) Verification to the Board that the applicant's fingerprints were so forwarded by the law enforcement agency or other authorized entity taking the fingerprints.

2. The Board may require the applicant to appear before the Board to demonstrate the applicant's:

(a) ~~Moral character;~~

~~(b)~~ Current fitness to practice psychology; and

~~(e)~~ (b) Intent to practice psychology in a manner consistent with his or her education, training and experience.

Sec. 3. NAC 641.208 is hereby amended to read as follows:

641.208 A psychologist:

1. Shall limit his or her practice and supervision to the areas in which he or she has acquired competence through education, training and experience.

2. Shall not, except in an emergency in which the life or health of a person is in danger, practice or offer to practice beyond the scope of his or her license, or accept or perform any professional service which he or she knows, or has reason to know, he or she is not competent to perform.

3. Shall not engage in conduct in the practice of psychology which evidences ~~moral~~ unfitness to practice the profession.
4. Shall maintain competence in the areas in which he or she practices through continuing education, consultation or other methods, in conformance with current standards of scientific and professional knowledge.
5. Shall, if employed by an agency, organization or institution, use every reasonable effort to assure that all services provided for patients are adequate in degree and scope, and conform to the highest professional standards.
6. Shall, if acquiring experience in a service or technique that is either new to the psychologist or new to the profession:
 - (a) Engage in continuing consultation with other psychologists or relevant professionals;
 - (b) Seek appropriate education and training in the new area; and
 - (c) Inform his or her patients of the innovative nature and known risks of the new service or technique to provide his or her patients with the freedom of choice concerning psychological services.
7. Shall not claim or use any secret or special method of treatment or evaluation not previously divulged to the Board.
8. Shall not, except for the purpose of research, use any method or technique of treatment or evaluation for which there is no adequate basis in research.
9. Shall not order any test or treatment, or the use of any facility for treatment, not warranted by the condition of the patient.
10. Shall refer or recommend referral of a patient to:
 - (a) Another professional; or

(b) Technical or administrative resources,

↳ if a referral is clearly in the best interests of the patient.

11. Shall, upon the request of a patient, refer the patient to another professional.

12. Shall not render a formal professional opinion about a person, including an opinion concerning the fitness of a parent in a child custody hearing, without having had direct and substantial professional contact with the person or without having made a formal assessment of the person.

13. May, within the scope of his or her license and competence, provide a patient with:

(a) Consultation and intervention regarding behavioral health and associated factors, including, without limitation, engagement in appropriate health behaviors and compliance with recommended treatment plans; and

(b) Referrals to appropriate health care providers for patient concerns of a medical or physical nature.

14. May, within the scope of his or her license and competence, discuss medications with a patient or consult with a physician regarding medication to be prescribed for the patient.

**Nevada Board of Psychological Examiners
Board Meeting Staff Report**

DATE: May 6, 2022

ITEM: 5(A) - Discussion and Possible Action to Approve the Treasurer's Report for Fiscal Year 2022 (July 1, 2021, Through June 30, 2022).

SUMMARY:

As of April 30, 2022, the checking account balance is \$136,143.67. (Note: Of the checking account funds, approximately \$84,000 is held for the 2023 Fiscal Year. These are deferred revenues.) This leaves a remaining operating balance of \$52,143.67 for the final two months of the 2022 fiscal year. There is an additional \$104,999.82 in the savings account.

To date, approximately 80% of the budgeted expenses have been paid. Items that are running above that average are supplies and legal fees.

As predicted, a savings in payroll expenses was seen for the month of April as the executive director (ED) salary and PERS payments were not made. Once approved by PERS, the ED will go on part-time status for May-June. The expected expense (based on 177 total hours (in accordance with PERS regulations) at a rate of \$29.42/hour would be approximately \$6,800.

It is estimated that Fiscal Year 2022 should end with a zero balance.

NV State Board of Psychological Examiners Budget-To-Actual - Fiscal Year 2022

5/4/2022

		FY22 Budgeted Amount	Total	% actual to budget
Opening Balance		150,000.00		
INCOME				
40100	Psychologist Application	4,500.00	11,709.00	260.20%
40101	PA Application	2,500.00	2,918.33	116.73%
40102	Intern Application	1,250.00	1,385.20	110.82%
40103	Trainee Application	500.00	760.80	152.16%
4020	Psych Biennial (licenses, registrations from deferred revenue)	29,250.00	187,482.85	640.97%
40203	Reinstatement of Psych	500.00	200.00	40.00%
4050	Late Fees	0.00	0.00	0.00%
4025, 40251	New License	2,000.00	1,225.00	61.25%
4030	Non-Resident Consultant	1,000.00	1,008.17	100.82%
4015	Psychologist State Exam	6,000.00	9,974.47	166.24%
4040	CE App Fee	1,500.00	955.63	63.71%
4045	Verification of Licensure	350.00	180.00	51.43%
4078	Cost Recovered (Disciplinary)	1,000.00	0.00	0.00%
xxxx	Mediation Review	500.00	0.00	0.00%
4999	Interest, Misc	100.00	37.40	37.40%
Total Income		\$ 200,950.00	\$ 217,836.85	108.40%

Payroll Expenses		FY22 Budgeted Amount	Total	% actual to budget
5100	Board Salary/Per Diem	13,000.00	5,250.00	40.38%
5175, 51751	Wages, Staff Salary	67,000.00	47,513.44	70.92%
xxxx	Staff Benefits Reserve	5,000.00	5,413.28	108.27%
51753	Investigator Salary	23,000.00	6,226.88	27.07%
5250	Workers Compensation	3,000.00	893.19	29.77%
5300	PERS	35,000.00	13,799.5	39.43%
xxxx	Payroll Taxes (SS, Medicare)	3,500.00	229.37	6.55%
xxxx	Other	2,500.00		0.00%
Total Payroll		152,000.00	79,325.62	52.19%

Operating Expenses		FY22 Budgeted Amount	Total	% actual to budget
6200	Out of State, In-State Travel	3,500.00	887.96	25.37%
7015	Supplies	500.00	421.28	84.26%
7020, 70202, 85100	Office Expense (Office Furniture, Shredding, Office Equipment)	3,000.00	1,347.21	44.91%

		FY22 Budgeted Amount	Total	% actual to budget
7040	Print-Copy	750.00	20.94	2.79%
7500	Copy Lease	1,500.00	1,222.24	81.48%
7050	Rent	15,000.00	11,746.00	78.31%
7100	Postage	1,000.00	46.09	4.61%
7210	DoIt Web SV	4,200.00	629.07	14.98%
7290, 72901, 72902	Telephone & Internet	2,500.00	1,698.85	67.95%
7770	Software & Database	5,750.00	4,289.40	74.60%
8100	Exam Administration	500.00	0	0.00%
8000, 8010	Legal & Professional Fees	40,000.00	43,400.6	108.50%
8015	Tort Claim	3,000.00	768.60	25.62%
8050	Professional Services (Auditor, Bookkeeper, Lobbyist)	25,000.00	22,011.25	88.05%
8250	Dues & Reg	5,000.00	4,440.00	88.80%
7111, 8500, 8520	Admin Services (LCB)	7,500.00	-76.25	-1.02%
9001, 9002	Banking Fees	200.00	191.15	95.58%
90100	Miscellaneous Expense	1,500.00	700.44	46.70%
xxxx	PayPal Fees	0.00	1,195.81	
xxxx	Uncategorized Expense	0.00	276.25	
Total Expenses		\$120,400.00	\$95,216.84	79.08%
Total Expenses + Payroll		\$272,400.00	\$174,542.46	64.08%
Total Income		\$ 200,950.00	\$ 217,836.85	108.40%
Final Balance			\$43,294.39	

NV State Board of Psychological Examiners

ITEM 5A

Balance Sheet for Monthly Board Meeting

As of April 30, 2022

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1100 Cash in Bank	136,143.67
3309 Savings	104,999.82
Total Bank Accounts	\$241,143.49
Accounts Receivable	
1200 Accounts Receivable	0.00
Total Accounts Receivable	\$0.00
Other Current Assets	
12000 Undeposited Funds	0.00
12100 Inventory Asset	0.00
Uncategorized Asset	0.00
Total Other Current Assets	\$0.00
Total Current Assets	\$241,143.49
Other Assets	
1300 Deferred outflows of resources	0.00
Total Other Assets	\$0.00
TOTAL ASSETS	\$241,143.49

NV State Board of Psychological Examiners

ITEM 5A

Balance Sheet for Monthly Board Meeting

As of April 30, 2022

	TOTAL
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
1106 Accounts Payable	2,413.62
Total Accounts Payable	\$2,413.62
Other Current Liabilities	
2100 Federal Income Withholding	-656.11
2100 Payroll Liabilities	1,020.98
Federal Taxes (941/944)	-142.53
NV Unemployment Tax	0.00
PERS	5,811.66
Total 2100 Payroll Liabilities	6,690.11
2101 Federal FICA Withholding	0.00
2102 Federal Medicare Withhold	0.00
2105 Employment Security	0.00
2110 Direct Deposit Liabilities	0.00
2200 Unearned Revenue	0.00
2300 Liability	971.08
2301 Payroll Liabilities-Pers	9,198.28
2302 Accrued PTO	5,079.35
2450 Deferred inflow-pension	0.00
2455 Net pension liability	0.00
2600 Deferred Revenue	173,605.27
2700 Direct Deposit Payable	0.00
Total Other Current Liabilities	\$194,887.98
Total Current Liabilities	\$197,301.60
Total Liabilities	\$197,301.60
Equity	
3000 Opening Bal Equity	0.00
3900 2550 Fund Balance	23,112.17
Net Income	20,729.72
Total Equity	\$43,841.89
TOTAL LIABILITIES AND EQUITY	\$241,143.49

NV State Board of Psychological Examiners

ITEM 5A

Account QuickReport
January 2 - April 30, 2022

DATE	TRANSACTION TYPE	NUM	MEMO/DESCRIPTION	ACCOUNT	AMOUNT	BALANCE
2600 Deferred Revenue						
	Beginning Balance					171,732.16
01/21/2022	Deposit		PAYPAL DES:TRANSFER ID:XXXXX51932925 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	2600 Deferred Revenue	154.43	171,886.59
02/01/2022	Deposit		PAYPAL DES:TRANSFER ID:XXXXX42426129 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	2600 Deferred Revenue	77.21	171,963.80
02/16/2022	Deposit		PAYPAL DES:TRANSFER ID:XXXXX08724424 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	2600 Deferred Revenue	136.89	172,100.69
02/16/2022	Deposit		PAYPAL DES:TRANSFER ID:XXXXX08724424 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	2600 Deferred Revenue	273.04	172,373.73
03/15/2022	Deposit		BKOFAMERICA ATM 03/15 #XXXXX5106 DEPOSIT MEADOWOOD RENO NV CKCD XXXXX9XXXXX69419	2600 Deferred Revenue	259.90	172,633.63
03/21/2022	Deposit		PAYPAL DES:TRANSFER ID:XXXXX63728022 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	2600 Deferred Revenue	154.43	172,788.06
03/29/2022	Deposit		PAYPAL DES:TRANSFER ID:XXXXX42046222 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	2600 Deferred Revenue	144.13	172,932.19
04/12/2022	Deposit		PAYPAL DES:TRANSFER ID:XXXXX05524574 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	2600 Deferred Revenue	224.50	173,156.69
04/18/2022	Deposit		BKOFAMERICA ATM 04/18 #XXXXX7549 DEPOSIT MEADOWOOD RENO NV CKCD XXXXX9XXXXX69419	2600 Deferred Revenue	230.00	173,386.69
04/21/2022	Deposit		PAYPAL DES:TRANSFER ID:XXXXX60475274 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	2600 Deferred Revenue	218.58	173,605.27
Total for 2600 Deferred Revenue					\$1,873.11	
TOTAL					\$1,873.11	

NV State Board of Psychological Examiners

ITEM 5A

Profit and Loss Monthly Board Meeting

April 2022

	TOTAL
Income	
4010 Psychologist Application	
40100 Psychologist Application	1,065.30
40101 PA Application	155.10
40102 Intern Application	310.20
Total 4010 Psychologist Application	1,530.60
4015 Psychologist State Exam	1,639.88
4025 Psychologist Licensing Fee	
40251 New License	75.00
Total 4025 Psychologist Licensing Fee	75.00
4030 Non-Resident Consultant	102.95
4040 CE App Fee	60.00
4045 Verification of Licensure	20.00
4999 Interest	3.45
Total Income	\$3,431.88
GROSS PROFIT	\$3,431.88
Expenses	
5300 PERS	1,373.26
7020 Office Expense	146.12
7050 Rent	1,108.00
Total 7020 Office Expense	1,254.12
7200 Utilities	
7210 Dolt Web SV	85.72
7290 Telephone	85.70
72901 Long Distance	1.21
72902 Internet	52.84
Total 7290 Telephone	139.75
Total 7200 Utilities	225.47
7500 Copy Lease	137.65
7770 Software	170.99
7777 Database	1,061.60
8000 Legal & Professional Fees	
8010 Legal	1,858.20
Total 8000 Legal & Professional Fees	1,858.20
8050 Prof Servs	170.00
8055 Lobbyist	1,041.75
Total 8050 Prof Servs	1,211.75
8500 Admin Serv	243.93

NV State Board of Psychological Examiners

ITEM 5A

Profit and Loss Monthly Board Meeting

April 2022

	TOTAL
9001 Banking Fees	31.86
9002 Bank Crgs	1.00
Total 9001 Banking Fees	32.86
PayPal Fees	105.41
Payroll Expenses	
9110 Company Contributions	
Retirement	910.26
Total 9110 Company Contributions	910.26
Taxes	
NV Unemployment Tax	0.00
Total Taxes	0.00
Wages	3,059.68
Total Payroll Expenses	3,969.94
Total Expenses	\$11,645.18
NET OPERATING INCOME	\$ -8,213.30
NET INCOME	\$ -8,213.30

NV State Board of Psychological Examiners

ITEM 5A

General Ledger
April 1 - May 4, 2022

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
3309 Savings							
	Beginning Balance						104,996.37
04/29/2022	Deposit		Interest		4999 Interest	3.45	104,999.82
Total for 3309 Savings						\$3.45	
1100 Cash in Bank							
	Beginning Balance						150,385.48
04/01/2022	Bill Payment (Check)		Canon Financial Services, Inc.		1106 Accounts Payable	-137.35	150,248.13
04/01/2022	Payroll Check	DD	Lisa Scurry	Pay Period: 03/18/2022-03/31/2022	2700 Direct Deposit Payable	-2,088.96	148,159.17
04/01/2022	Bill Payment (Check)		Kietzke Plaza		1106 Accounts Payable	-1,082.00	147,077.17
04/05/2022	Bill Payment (Check)		Shred-it Reno		1106 Accounts Payable	-37.00	147,040.17
04/06/2022	Bill Payment (Check)		ASPPB		1106 Accounts Payable	-2,210.00	144,830.17
04/06/2022	Bill Payment (Check)		Lisa A Scurry		1106 Accounts Payable	-5,413.28	139,416.89
04/08/2022	Deposit				-Split-	1,156.78	140,573.67
04/11/2022	Bill Payment (Check)		Michelle Fox		1106 Accounts Payable	-170.00	140,403.67
04/11/2022	Expense		PERS		5300 PERS	-1,373.26	139,030.41
04/12/2022	Expense				9001 Banking Fees:9002 Bank Crgs	-1.00	139,029.41
04/12/2022	Deposit				-Split-	588.46	139,617.87
04/13/2022	Tax Payment		IRS	Tax Payment for Period: 03/01/2022-03/31/2022	2100 Federal Income Withholding	-940.26	138,677.61
04/15/2022	Bill Payment (Check)		Burgarello Alarm		1106 Accounts Payable	-146.12	138,531.49
04/18/2022	Deposit				-Split-	1,305.00	139,836.49
04/18/2022	Expense		QuickBooks Payroll Service		7770 Software	-57.00	139,779.49
04/18/2022	Payroll Check	DD	Lisa Scurry	Pay Period: 04/01/2022-04/14/2022	2700 Direct Deposit Payable	-660.28	139,119.21
04/20/2022	Bill Payment (Check)		Information Technology		1106 Accounts Payable	-86.93	139,032.28
04/20/2022	Bill Payment (Check)		Kietzke Plaza		1106 Accounts Payable	-26.00	139,006.28
04/21/2022	Deposit				-Split-	930.87	139,937.15
04/22/2022	Bill Payment (Check)		Canon Financial Services, Inc.		1106 Accounts Payable	-137.65	139,799.50
04/22/2022	Expense		Kathleen Laxalt		8050 Prof Servs:8055 Lobbyist	-1,041.75	138,757.75
04/25/2022	Expense		Bank of America Credit Card		90100 Miscellaneous Expense	-1,532.08	137,225.67
04/29/2022	Expense		Kietzke Plaza		7020 Office Expense:7050 Rent	-1,082.00	136,143.67
05/02/2022	Deposit				-Split-	984.56	137,128.23
05/02/2022	Expense		Office of the Attorney General		8000 Legal & Professional Fees:8010 Legal	-1,858.20	135,270.03
Total for 1100 Cash in Bank						\$ -	15,115.45
1106 Accounts Payable							
	Beginning Balance						9,392.20
04/01/2022	Bill Payment (Check)		Canon Financial Services, Inc.		1100 Cash in Bank	-137.35	9,254.85
04/01/2022	Bill Payment (Check)		Kietzke Plaza		1100 Cash in Bank	-1,082.00	8,172.85
04/05/2022	Bill Payment (Check)		Shred-it Reno		1100 Cash in Bank	-37.00	8,135.85
04/06/2022	Bill Payment		ASPPB		1100 Cash in Bank	-2,210.00	5,925.85

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ITEM 5A

General Ledger
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DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
04/06/2022	(Check) Bill Payment		Lisa A Scurry		1100 Cash in Bank	-5,413.28	512.57
04/08/2022	(Check) Bill		Burgarello Alarm		7020 Office Expense	146.12	658.69
04/11/2022	Bill		Michelle Fox		8050 Prof Servs	170.00	828.69
04/11/2022	Bill Payment (Check)		Michelle Fox		1100 Cash in Bank	-170.00	658.69
04/13/2022	Bill		Information Technology		-Split-	86.93	745.62
04/13/2022	Bill		Kietzke Plaza		7020 Office Expense:7050 Rent	26.00	771.62
04/15/2022	Bill		Canon Financial Services, Inc.		7500 Copy Lease	137.65	909.27
04/15/2022	Bill Payment (Check)		Burgarello Alarm		1100 Cash in Bank	-146.12	763.15
04/18/2022	Bill		AT&T		7200 Utilities:7290 Telephone	42.85	806.00
04/20/2022	Bill Payment (Check)		Kietzke Plaza		1100 Cash in Bank	-26.00	780.00
04/20/2022	Bill Payment (Check)		Information Technology		1100 Cash in Bank	-86.93	693.07
04/22/2022	Bill Payment (Check)		Canon Financial Services, Inc.		1100 Cash in Bank	-137.65	555.42
04/25/2022	Bill		Office of the Attorney General		8000 Legal & Professional Fees:8010 Legal	1,858.20	2,413.62
Total for 1106 Accounts Payable						\$ - 6,978.58	
2100 Payroll Liabilities							
Beginning Balance							1,020.98
Total for 2100 Payroll Liabilities							
Federal Taxes (941/944)							
Beginning Balance							-142.53
Total for Federal Taxes (941/944)							
NV Unemployment Tax							
04/01/2022	Payroll Check	DD	Lisa Scurry	NV Unemployment Tax	2700 Direct Deposit Payable	0.00	0.00
04/15/2022	Payroll Check	DD	Lisa Scurry	NV Unemployment Tax	2700 Direct Deposit Payable	0.00	0.00
Total for NV Unemployment Tax						\$0.00	
PERS							
Beginning Balance							4,901.40
04/01/2022	Payroll Check	DD	Lisa Scurry	PERS - Company Contribution	2700 Direct Deposit Payable	700.20	5,601.60
04/15/2022	Payroll Check	DD	Lisa Scurry	PERS - Company Contribution	2700 Direct Deposit Payable	210.06	5,811.66
Total for PERS						\$910.26	
Total for 2100 Payroll Liabilities with subs						\$910.26	
2301 Payroll Liabilities-Pers							
Beginning Balance							9,198.28
Total for 2301 Payroll Liabilities-Pers							
2302 Accrued PTO							
Beginning Balance							5,079.35
Total for 2302 Accrued PTO							
2600 Deferred Revenue							
Beginning Balance							172,932.19

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DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
04/12/2022	Deposit			PAYPAL DES:TRANSFER ID:XXXXX05524574 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	224.50	173,156.69
04/18/2022	Deposit			BKOFAMERICA ATM 04/18 #XXXXX7549 DEPOSIT MEADOWOOD RENO NV CKCD XXXXX9XXXXX69419	1100 Cash in Bank	230.00	173,386.69
04/21/2022	Deposit			PAYPAL DES:TRANSFER ID:XXXXX60475274 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	218.58	173,605.27
05/02/2022	Deposit			PAYPAL DES:TRANSFER ID:XXXXX25211922 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	211.48	173,816.75
05/02/2022	Deposit			PAYPAL DES:TRANSFER ID:XXXXX25211922 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	212.66	174,029.41
05/02/2022	Deposit			PAYPAL DES:TRANSFER ID:XXXXX25211922 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	211.38	174,240.79
05/02/2022	Deposit			PAYPAL DES:TRANSFER ID:XXXXX25211922 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	75.00	174,315.79
Total for 2600 Deferred Revenue						\$1,383.60	
2700 Direct Deposit Payable							
04/01/2022	Payroll Check	DD	Lisa Scurry	Direct Deposit	1100 Cash in Bank	-2,088.96	-2,088.96
04/01/2022	Payroll Check	DD	Lisa Scurry	Pay Period: 03/18/2022-03/31/2022	-Split-	2,088.96	0.00
04/15/2022	Payroll Check	DD	Lisa Scurry	Pay Period: 04/01/2022-04/14/2022	-Split-	660.28	660.28
04/18/2022	Payroll Check	DD	Lisa Scurry	Direct Deposit	1100 Cash in Bank	-660.28	0.00
Total for 2700 Direct Deposit Payable						\$0.00	
2100 Federal Income Withholding							
Beginning Balance							-26.29
04/01/2022	Payroll Check	DD	Lisa Scurry	Federal Taxes (941/944)	2700 Direct Deposit Payable	264.64	238.35
04/13/2022	Tax Payment		IRS	Federal Taxes (941/944)	1100 Cash in Bank	-940.26	-701.91
04/15/2022	Payroll Check	DD	Lisa Scurry	Federal Taxes (941/944)	2700 Direct Deposit Payable	45.80	-656.11
Total for 2100 Federal Income Withholding						\$ -629.82	
2300 Liability							
Beginning Balance							971.08
Total for 2300 Liability							
3900 2550 Fund Balance							
Beginning Balance							23,112.17
Total for 3900 2550 Fund Balance							
4010 Psychologist Application							
40100 Psychologist Application							
Beginning Balance							10,968.60
04/12/2022	Deposit			PAYPAL DES:TRANSFER ID:XXXXX05524574 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	155.10	11,123.70
04/18/2022	Deposit			BKOFAMERICA ATM 04/18 #XXXXX7549 DEPOSIT MEADOWOOD RENO NV CKCD XXXXX9XXXXX69419	1100 Cash in Bank	150.00	11,273.70
04/18/2022	Deposit			BKOFAMERICA ATM 04/18 #XXXXX7549 DEPOSIT MEADOWOOD RENO NV CKCD XXXXX9XXXXX69419	1100 Cash in Bank	150.00	11,423.70
04/18/2022	Deposit			BKOFAMERICA ATM 04/18 #XXXXX7549 DEPOSIT MEADOWOOD RENO NV CKCD XXXXX9XXXXX69419	1100 Cash in Bank	150.00	11,573.70
04/18/2022	Deposit			BKOFAMERICA ATM 04/18 #XXXXX7549 DEPOSIT MEADOWOOD RENO NV CKCD XXXXX9XXXXX69419	1100 Cash in Bank	150.00	11,723.70
04/21/2022	Deposit			PAYPAL DES:TRANSFER ID:XXXXX60475274 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	155.10	11,878.80
04/21/2022	Deposit			PAYPAL DES:TRANSFER ID:XXXXX60475274 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	155.10	12,033.90
05/02/2022	Deposit			PAYPAL DES:TRANSFER ID:XXXXX25211922 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	155.10	12,189.00
Total for 40100 Psychologist Application						\$1,220.40	

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DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
40101 PA Application							
	Beginning Balance						2,608.13
04/08/2022	Deposit			PAYPAL DES:TRANSFER ID:XXXXX33115038 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	155.10	2,763.23
05/02/2022	Deposit			PAYPAL DES:TRANSFER ID:XXXXX25211922 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	155.10	2,918.33
Total for 40101 PA Application						\$310.20	
40102 Intern Application							
	Beginning Balance						1,075.00
04/08/2022	Deposit			PAYPAL DES:TRANSFER ID:XXXXX33115038 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	155.10	1,230.10
04/08/2022	Deposit			PAYPAL DES:TRANSFER ID:XXXXX33115038 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	155.10	1,385.20
Total for 40102 Intern Application						\$310.20	
40103 Trainee Application							
	Beginning Balance						760.80
Total for 40103 Trainee Application							
Total for 4010 Psychologist Application						\$1,840.80	
4015 Psychologist State Exam							
	Beginning Balance						8,334.59
04/08/2022	Deposit			PAYPAL DES:TRANSFER ID:XXXXX33115038 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	206.64	8,541.23
04/08/2022	Deposit			PAYPAL DES:TRANSFER ID:XXXXX33115038 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	206.66	8,747.89
04/08/2022	Deposit			PAYPAL DES:TRANSFER ID:XXXXX33115038 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	206.64	8,954.53
04/12/2022	Deposit			PAYPAL DES:TRANSFER ID:XXXXX05524574 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	206.66	9,161.19
04/18/2022	Deposit			BKOFAMERICA ATM 04/18 #XXXXX7549 DEPOSIT MEADOWOOD RENO NV CKCD XXXXX9XXXXX69419	1100 Cash in Bank	200.00	9,361.19
04/18/2022	Deposit			BKOFAMERICA ATM 04/18 #XXXXX7549 DEPOSIT MEADOWOOD RENO NV CKCD XXXXX9XXXXX69419	1100 Cash in Bank	200.00	9,561.19
04/21/2022	Deposit			PAYPAL DES:TRANSFER ID:XXXXX60475274 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	206.64	9,767.83
04/21/2022	Deposit			PAYPAL DES:TRANSFER ID:XXXXX60475274 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	206.64	9,974.47
Total for 4015 Psychologist State Exam						\$1,639.88	
4020 Psych Biennial							
	Beginning Balance						187,482.85
Total for 4020 Psych Biennial							
40203 Reinstament of Psych							
	Beginning Balance						200.00
Total for 40203 Reinstament of Psych							
Total for 4020 Psych Biennial with subs							
4025 Psychologist Licensing Fee							
40251 New License							
	Beginning Balance						1,075.00
04/12/2022	Deposit			PAYPAL DES:TRANSFER ID:XXXXX05524574 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	25.00	1,100.00
04/18/2022	Deposit			BKOFAMERICA ATM 04/18 #XXXXX7549 DEPOSIT MEADOWOOD RENO NV CKCD XXXXX9XXXXX69419	1100 Cash in Bank	25.00	1,125.00
04/21/2022	Deposit			PAYPAL DES:TRANSFER ID:XXXXX60475274 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	25.00	1,150.00

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DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
05/02/2022	Deposit			PAYPAL DES:TRANSFER ID:XXXXX25211922 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	25.00	1,175.00
05/02/2022	Deposit			PAYPAL DES:TRANSFER ID:XXXXX25211922 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	25.00	1,200.00
05/02/2022	Deposit			PAYPAL DES:TRANSFER ID:XXXXX25211922 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	25.00	1,225.00
Total for 40251 New License						\$150.00	
Total for 4025 Psychologist Licensing Fee						\$150.00	
4030 Non-Resident Consultant							
Beginning Balance							
							905.22
04/08/2022	Deposit			PAYPAL DES:TRANSFER ID:XXXXX33115038 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	102.95	1,008.17
Total for 4030 Non-Resident Consultant						\$102.95	
4040 CE App Fee							
Beginning Balance							
							895.63
04/08/2022	Deposit			PAYPAL DES:TRANSFER ID:XXXXX33115038 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	30.00	925.63
04/18/2022	Deposit			BKOFAMERICA ATM 04/18 #XXXXX7549 DEPOSIT MEADOWOOD RENO NV CKCD XXXXX9XXXXX69419	1100 Cash in Bank	30.00	955.63
Total for 4040 CE App Fee						\$60.00	
4045 Verification of Licensure							
Beginning Balance							
							160.00
04/18/2022	Deposit			BKOFAMERICA ATM 04/18 #XXXXX7549 DEPOSIT MEADOWOOD RENO NV CKCD XXXXX9XXXXX69419	1100 Cash in Bank	20.00	180.00
Total for 4045 Verification of Licensure						\$20.00	
4999 Interest							
Beginning Balance							
							33.95
04/29/2022	Deposit		Interest	Interest Earned	3309 Savings	3.45	37.40
Total for 4999 Interest						\$3.45	
307910 7210 Dolt Web SVb							
Beginning Balance							
							-152.23
Total for 307910 7210 Dolt Web SVb							
5100 Board Sal							
Beginning Balance							
							5,250.00
Total for 5100 Board Sal							
5175 Board Staf							
Beginning Balance							
							5,413.28
Total for 5175 Board Staf							
51753 Investigator Salary							
Beginning Balance							
							6,226.88
Total for 51753 Investigator Salary							
Total for 5175 Board Staf with subs							
5250 Workers Compensation							
Beginning Balance							
							893.19
Total for 5250 Workers Compensation							
5300 PERS							
Beginning Balance							
							12,426.20
04/11/2022	Expense		PERS	TRANSFER NV BOARD OF PSYCHOLO:Public Employee's Re Confirmation# XXXXX48912	1100 Cash in Bank	1,373.26	13,799.46
Total for 5300 PERS						\$1,373.26	

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DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
6200 In State Travel							
6250 Air Tvl							
Beginning Balance							
							887.96
Total for 6250 Air Tvl							
Total for 6200 In State Travel							
7015 Supplies							
Beginning Balance							
							421.28
Total for 7015 Supplies							
70202 Office Furniture							
Beginning Balance							
							454.69
Total for 70202 Office Furniture							
Total for 7015 Supplies with subs							
7020 Office Expense							
Beginning Balance							
							524.40
04/08/2022	Bill		Burgarello Alarm	Inv 2745446	1106 Accounts Payable	146.12	670.52
Total for 7020 Office Expense							\$146.12
7040 Print-Copy							
Beginning Balance							
							20.94
Total for 7040 Print-Copy							
7050 Rent							
Beginning Balance							
							10,638.00
04/13/2022	Bill		Kietzke Plaza	Underpaid - rent increased for 2022	1106 Accounts Payable	26.00	10,664.00
04/29/2022	Expense		Kietzke Plaza	Kietzke Plaza Bill Payment	1100 Cash in Bank	1,082.00	11,746.00
Total for 7050 Rent							\$1,108.00
85100 Shredding							
Beginning Balance							
							222.00
Total for 85100 Shredding							
Total for 7020 Office Expense with subs							\$1,254.12
7100 Postage							
Beginning Balance							
							46.09
Total for 7100 Postage							
7200 Utilities							
7210 Dolt Web SV							
Beginning Balance							
							695.58
04/13/2022	Bill		Information Technology	Inv 387774	1106 Accounts Payable	54.41	749.99
04/13/2022	Bill		Information Technology	Inv 387467	1106 Accounts Payable	31.31	781.30
Total for 7210 Dolt Web SV							\$85.72
7290 Telephone							
Beginning Balance							
							1,216.09
04/18/2022	Bill		AT&T	Apr 2022	1106 Accounts Payable	42.85	1,258.94
Total for 7290 Telephone							\$42.85
72901 Long Distance							
Beginning Balance							
							129.63
04/13/2022	Bill		Information Technology	Inv 386915	1106 Accounts Payable	1.21	130.84
Total for 72901 Long Distance							\$1.21
72902 Internet							

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DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
Beginning Balance							213.38
Total for 72902 Internet							
Total for 7290 Telephone with subs							\$44.06
Total for 7200 Utilities							\$129.78
7500 Copy Lease							
Beginning Balance							1,308.45
04/15/2022	Bill		Canon Financial Services, Inc.	Inv 28406216	1106 Accounts Payable	137.65	1,446.10
Total for 7500 Copy Lease							\$137.65
7770 Software							
Beginning Balance							2,169.90
04/08/2022	Deposit			PAYPAL DES:TRANSFER ID:XXXXX33115038 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	14.99	2,184.89
04/18/2022	Expense		QuickBooks Payroll Service	18004INTUIT DES:QuickBooks ID:4051413 PSYCHOLGIC CO ID:XXXXX56346 CCD	INDN:NV BOARD OF	57.00	2,241.89
05/02/2022	Deposit			PAYPAL DES:TRANSFER ID:XXXXX25211922 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	69.99	2,311.88
Total for 7770 Software							\$141.98
7777 Database							
Beginning Balance							797.92
Total for 7777 Database							
8000 Legal & Professional Fees							
Beginning Balance							521.00
Total for 8000 Legal & Professional Fees							
8010 Legal							
Beginning Balance							49,609.10
04/25/2022	Bill		Office of the Attorney General	Inv 100433	1106 Accounts Payable	1,858.20	51,467.30
05/02/2022	Expense		Office of the Attorney General	NV Attorney General - AG Bill Payment	1100 Cash in Bank	1,858.20	53,325.50
Total for 8010 Legal							\$3,716.40
8015 Tort Claim							
Beginning Balance							768.60
Total for 8015 Tort Claim							
Total for 8000 Legal & Professional Fees with subs							\$3,716.40
8050 Prof Servs							
Beginning Balance							11,423.75
04/11/2022	Bill		Michelle Fox	Bookkeeper Inv 157, April	1106 Accounts Payable	170.00	11,593.75
Total for 8050 Prof Servs							\$170.00
8055 Lobbyist							
Beginning Balance							9,375.75
04/22/2022	Expense		Kathleen Laxalt	Kathleen Laxalt Bill Payment	1100 Cash in Bank	1,041.75	10,417.50
Total for 8055 Lobbyist							\$1,041.75
Total for 8050 Prof Servs with subs							\$1,211.75
8100 Exam Administration							
Beginning Balance							19.00
Total for 8100 Exam Administration							
8250 Dues & Reg							
Beginning Balance							4,440.00

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DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
Balance							
Total for 8250 Dues & Reg							
8500 Admin Serv							
	Beginning Balance						-276.25
Total for 8500 Admin Serv							
8520 LCB							
	Beginning Balance						200.00
Total for 8520 LCB							
Total for 8500 Admin Serv with subs							
9001 Banking Fees							
	Beginning Balance						21.01
Total for 9001 Banking Fees							
9002 Bank Crgs							
	Beginning Balance						137.28
04/12/2022	Expense			External transfer fee - 3 Day - 04/11/2022	Confirmation: XXXXX2870 1100 Cash in Bank	1.00	138.28
Total for 9002 Bank Crgs							
Total for 9001 Banking Fees with subs							
90100 Miscellaneous Expense							
	Beginning Balance						700.44
04/25/2022	Expense		Bank of America	Bank of America Business Card Bill Payment	1100 Cash in Bank	1,532.08	2,232.52
				Credit Card			
Total for 90100 Miscellaneous Expense							
PayPal Fees							
	Beginning Balance						1,132.94
04/08/2022	Deposit			PAYPAL DES:TRANSFER ID:XXXXX33115038 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	7.70	1,140.64
04/08/2022	Deposit			PAYPAL DES:TRANSFER ID:XXXXX33115038 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	5.90	1,146.54
04/08/2022	Deposit			PAYPAL DES:TRANSFER ID:XXXXX33115038 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	4.08	1,150.62
04/08/2022	Deposit			PAYPAL DES:TRANSFER ID:XXXXX33115038 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	5.90	1,156.52
04/08/2022	Deposit			PAYPAL DES:TRANSFER ID:XXXXX33115038 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	7.70	1,164.22
04/08/2022	Deposit			PAYPAL DES:TRANSFER ID:XXXXX33115038 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	7.70	1,171.92
04/08/2022	Deposit			PAYPAL DES:TRANSFER ID:XXXXX33115038 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	1.54	1,173.46
04/08/2022	Deposit			PAYPAL DES:TRANSFER ID:XXXXX33115038 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	14.99	1,188.45
04/08/2022	Deposit			PAYPAL DES:TRANSFER ID:XXXXX33115038 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	-14.99	1,173.46
04/08/2022	Deposit			PAYPAL DES:TRANSFER ID:XXXXX33115038 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	5.90	1,179.36
04/12/2022	Deposit			PAYPAL DES:TRANSFER ID:XXXXX05524574 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	9.20	1,188.56
04/12/2022	Deposit			PAYPAL DES:TRANSFER ID:XXXXX05524574 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	7.70	1,196.26
04/12/2022	Deposit			PAYPAL DES:TRANSFER ID:XXXXX05524574 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	5.90	1,202.16
04/21/2022	Deposit			PAYPAL DES:TRANSFER ID:XXXXX60475274 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	8.99	1,211.15
04/21/2022	Deposit			PAYPAL DES:TRANSFER ID:XXXXX60475274 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	7.70	1,218.85
04/21/2022	Deposit			PAYPAL DES:TRANSFER ID:XXXXX60475274 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	7.70	1,226.55
04/21/2022	Deposit			PAYPAL DES:TRANSFER ID:XXXXX60475274 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	5.90	1,232.45

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April 1 - May 4, 2022

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE	
04/21/2022	Deposit			BOARD OF PSYCHO CO ID:PAYPALSD11 PPD PAYPAL DES:TRANSFER ID:XXXXX60475274	INDN:NEVADA 1100 Cash in Bank	5.90	1,238.35	
05/02/2022	Deposit			BOARD OF PSYCHO CO ID:PAYPALSD11 PPD PAYPAL DES:TRANSFER ID:XXXXX25211922	INDN:NEVADA 1100 Cash in Bank	5.90	1,244.25	
05/02/2022	Deposit			BOARD OF PSYCHO CO ID:PAYPALSD11 PPD PAYPAL DES:TRANSFER ID:XXXXX25211922	INDN:NEVADA 1100 Cash in Bank	3.11	1,247.36	
05/02/2022	Deposit			BOARD OF PSYCHO CO ID:PAYPALSD11 PPD PAYPAL DES:TRANSFER ID:XXXXX25211922	INDN:NEVADA 1100 Cash in Bank	8.74	1,256.10	
05/02/2022	Deposit			BOARD OF PSYCHO CO ID:PAYPALSD11 PPD PAYPAL DES:TRANSFER ID:XXXXX25211922	INDN:NEVADA 1100 Cash in Bank	5.90	1,262.00	
05/02/2022	Deposit			BOARD OF PSYCHO CO ID:PAYPALSD11 PPD PAYPAL DES:TRANSFER ID:XXXXX25211922	INDN:NEVADA 1100 Cash in Bank	8.78	1,270.78	
05/02/2022	Deposit			BOARD OF PSYCHO CO ID:PAYPALSD11 PPD PAYPAL DES:TRANSFER ID:XXXXX25211922	INDN:NEVADA 1100 Cash in Bank	8.74	1,279.52	
Total for PayPal Fees						\$146.58		
Payroll Expenses								
9110 Company Contributions								
Retirement								
Beginning Balance								12,474.13
04/01/2022	Payroll Check	DD	Lisa Scurry	Employer Retirement Contribution	2700 Direct Deposit Payable	700.20	13,174.33	
04/15/2022	Payroll Check	DD	Lisa Scurry	Employer Retirement Contribution	2700 Direct Deposit Payable	210.06	13,384.39	
Total for Retirement						\$910.26		
Total for 9110 Company Contributions						\$910.26		
Taxes								
Federal Taxes (941/944)								
Beginning Balance								246.99
Total for Federal Taxes (941/944)								
NV Unemployment Tax								
04/01/2022	Payroll Check	DD	Lisa Scurry	NV Career Enhancement Program	2700 Direct Deposit Payable	0.00	0.00	
04/01/2022	Payroll Check	DD	Lisa Scurry	NV SUI Employer	2700 Direct Deposit Payable	0.00	0.00	
04/15/2022	Payroll Check	DD	Lisa Scurry	NV SUI Employer	2700 Direct Deposit Payable	0.00	0.00	
04/15/2022	Payroll Check	DD	Lisa Scurry	NV Career Enhancement Program	2700 Direct Deposit Payable	0.00	0.00	
Total for NV Unemployment Tax						\$0.00		
Payroll Taxes/SS/MC								
Beginning Balance								229.37
Total for Payroll Taxes/SS/MC								
Total for Taxes						\$0.00		
Wages								
Beginning Balance								44,453.76
04/01/2022	Payroll Check	DD	Lisa Scurry	Gross Pay - This is not a legal pay stub	2700 Direct Deposit Payable	2,353.60	46,807.36	
04/15/2022	Payroll Check	DD	Lisa Scurry	Gross Pay - This is not a legal pay stub	2700 Direct Deposit Payable	706.08	47,513.44	
Total for Wages						\$3,059.68		
Total for Payroll Expenses						\$3,969.94		
Uncategorized Expense								
Beginning Balance								276.25
Total for Uncategorized Expense								

**Nevada Board of Psychological Examiners
Board Meeting Staff Report**

DATE: May 6, 2022

ITEM:5(B) - Discussion and Possible Action to Review and Make Adjustments to the Proposed Budget for Fiscal Year 2023 (July 1, 2022 – June 30, 2023)

SUMMARY:

Revenues:

The opening balance for the Fiscal Year 2023 budget will be \$83,480 based on deferred revenues from the renewal period ending December 31, 2020, plus any additional deferred revenues of the past quarter. The total deferred amount for Fiscal Year 2022 was \$187,000. Based on the FY22 deferred revenue totals, the estimated deferred revenue for FY23 is 100,000 per quarter (a quarter is 6 months and monies are distributed on January 1, 2023, July 1, 2023, January 1, 2024 and July 1, 2024). Other revenues include application fees and state exam fees.

The chart below shows estimated numbers of licensee renewals, inactive renewals and registrations.

Active Licenses (623)	600	x	\$600	=	\$360,000	/ 4	\$90,000
Inactive	100	x	\$100	=	\$10,000	/ 4	\$2,500
Estimated new licenses Q1	50	x	\$500	=	\$25,000	/ 4	\$6,250
Estimated PA Registrations	15	x	\$150	=	\$2,250	/ 4	\$563
Estimated PI Registrations	6	x	\$75	=	\$450	/ 4	\$113
Estimated PT Registrations	15	x	\$30	=	\$450	/ 4	\$113
							\$99,538

The estimated revenue for fiscal year 2023 is \$218,000.

Expenses:

Payroll expenses should increase for FY23 assuming there is a full-time executive director (ED) for the full fiscal year. The ED salary is \$60,000 with a PERS payment of 29.5%. Other payroll expenses include Board and investigators salaries.

The estimated payroll expense budget is \$108K. Operating expenses are estimated at \$129K.

In addition to the known expenses related to rent, telephone/internet, database/software, auditor, and lobbyist, additional expenses are estimated to include \$2,500 for travel. This would allow for 1 Board/staff member to attend the ASPPB annual conference in October. While there was little expense for postage and printing in FY22, that is expected to increase due to licensure renewals.

This estimated overall expense is \$213,500 with an estimated income of \$217,800. This would leave a final balance of plus \$4,300.

It is the recommendation of the executive director that the budget be reviewed and adjusted following renewals during the January 2023 Board meeting. Should the actual revenues be more than what was estimated, the budget may be adjusted for such items as travel to the ASPPB mid-year conference and updates to the licensee database.

**NV State Board of Psychological Examiners
Proposed Budget - Fiscal Year 2023**

		FY22 Actuals + Projected	FY23 Budgeted Amount	FY23 Q1 Budgeted	FY23 Q2 Budgeted	FY24 Q3 Budgeted	FY24 Q4 Budgeted
				7/1 - 12/31/22	1/1 - 6/30/23	7/1 - 12/31/23	1/1 - 6/30/24
INCOME							
xxxx	Opening Balance		83,480.15	83,480.00			
40100	Psychologist Application	12,500.00	13,000.00	6,500.00	6,500.00	6,500.00	6,500.00
40101	PA Application	3,000.00	3,000.00	1,500.00	1,500.00	1,500.00	1,500.00
40102	Intern Application	1,400.00	1,400.00	700.00	700.00	700.00	700.00
40103	Trainee Application	760.00	750.00	375.00	375.00	375.00	375.00
4020	Psych Biennial (licenses, registrations from deferred revenue)	187,482.00	100,000.00		100,000.00	100,000.00	100,000.00
40203	Reinstatement of Psych	200.00	500.00	250.00	250.00	250.00	250.00
4050	Late Fees	0.00	0.00	0.00	0.00	0.00	0.00
4025, 40251	New License	1,225.00	1,500.00	750.00	750.00	750.00	750.00
4030	Non-Resident Consultant	1,000.00	1,000.00	500.00	500.00	500.00	500.00
4015	Psychologist State Exam	11,000.00	12,000.00	6,000.00	6,000.00	6,000.00	6,000.00
4040	CE App Fee	1,000.00	1,000.00	500.00	500.00	500.00	500.00
4045	Verification of Licensure	100.00	200.00	100.00	100.00	100.00	100.00
4078	Cost Recovered (Disciplinary)	0.00	0.00	0.00	0.00	0.00	0.00
xxxx	Mediation Review	0.00	0.00	0.00	0.00	0.00	0.00
4999	Interest, Misc	40.00	50.00	25.00	25.00	25.00	25.00
Total Income		\$ 219,707.00	\$ 217,880.15	\$ 100,680.00	\$ 117,200.00	\$ 117,200.00	\$ 117,200.00

Payroll Expenses		FY22 Actuals + Projected	FY23 Budgeted Amount	FY23 Budgeted Amount	FY23 Budgeted Amount	FY23 Budgeted Amount	FY23 Budgeted Amount
5100	Board Salary/Per Diem	7,050.00	9,000.00	4,500.00	4,500.00	4,500.00	4,500.00
5175, 51751	Wages, Staff Salary	54,000.00	60,000.00	30,000.00	30,000.00	30,600.00	30,600.00
xxxx	Staff Benefits Reserve	5,000.00	2,500.00	500.00	2,000.00	2,500.00	2,500.00
51753	Investigator Salary	9,000.00	15,000.00	7,500.00	7,500.00	7,500.00	7,500.00
5250	Workers Compensation	1,000.00	1,000.00	500.00	500.00	500.00	500.00
5300	PERS	14,000.00	18,000.00	9,000.00	9,000.00	9,000.00	9,000.00
xxxx	Payroll Taxes (SS, Medicare)	500.00	1,000.00	500.00	500.00	500.00	500.00
xxxx	Other	0.00	500.00	250.00	250.00	250.00	250.00
	Total Payroll	90,550.00	107,000.00	52,750.00	54,250.00	55,350.00	55,350.00

Operating Expenses		FY22 Actuals + Projected	FY23 Budgeted Amount	FY23 Budgeted Amount	FY23 Budgeted Amount	FY23 Budgeted Amount	FY23 Budgeted Amount
xxxx	Fiscal Year 2022	0.00	0.00	0.00	0.00	0.00	0.00
6200	Out of State, In-State Travel	7,500.00	2,500.00	2,500.00	0.00	4,000.00	4,000.00
7015	Supplies	600.00	750.00	500.00	250.00	500.00	250.00
7020, 70202, 85100	Office Expense (Office Furniture, Shredding, Office Equipment)	1,600.00	2,000.00	1,000.00	1,000.00	1,000.00	1,000.00
7040	Print-Copy	21.00	600.00	500.00	100.00	100.00	100.00
7500	Copy Lease	1,500.00	1,500.00	750.00	750.00	750.00	750.00
7050	Rent	15,000.00	15,000.00	7,500.00	7,500.00	7,500.00	7,500.00
7100	Postage	50.00	500.00	450.00	50.00	50.00	50.00
7210	DoIt Web SV	1,000.00	1,000.00	500.00	500.00	500.00	500.00
7290, 72901, 72902	Telephone & Internet	2,000.00	2,000.00	1,000.00	1,000.00	1,000.00	1,000.00
7770	Software & Database	5,000.00	7,500.00	2,500.00	5,000.00	2,500.00	2,500.00
8100	Exam Administration	0.00	100.00	50.00	50.00	50.00	50.00
8000, 8010	Legal & Professional Fees	61,000.00	40,000.00	20,000.00	20,000.00	20,000.00	20,000.00
8015	Tort Claim	800.00	1,000.00	1,000.00	0.00	1,000.00	0.00

8050	Professional Services (Auditor, Bookkeeper, Lobbyist)	25,000.00	25,000.00	7,500.00	17,500.00	7,500.00	17,500.00
8250	Dues & Reg (ASPPB, Conf, Continuing Ed)	4,500.00	5,000.00	1,000.00	4,000.00	1,000.00	4,000.00
7111, 8500, 8520	Admin Services (LCB)	500.00	1,000.00	500.00	500.00	500.00	500.00
9001, 9002	Banking Fees	190.00	250.00	125.00	125.00	125.00	125.00
90100	Miscellaneous Expense	0.00	500.00	250.00	250.00	250.00	250.00
xxxx	Uncategorized Expense	300.00	300.00	150.00	150.00	150.00	150.00
Total Expenses		\$126,561.00	\$106,500.00	\$47,775.00	\$58,725.00	\$48,475.00	\$60,225.00
Total Expenses + Payroll		\$217,111.00	\$213,500.00	\$100,525.00	\$112,975.00	\$103,825.00	\$115,575.00
Total Income		\$ 219,707.00	\$ 217,880.15	\$ 100,680.00	\$ 117,200.00	\$ 117,200.00	\$ 117,200.00
Final Balance		\$2,596.00	\$4,380.15	\$155.00	\$4,225.00	\$13,375.00	\$1,625.00

INDEPENDENT CONTRACTOR AGREEMENT

This Independent Contractor Agreement (this "Agreement") is made effective as of July 01, 2022, by and between State of Nevada Board of Psychological Examiners (the "Recipient"), of 4600 Kietzke Lane, Bldg B-116, Reno, Nevada 89502, and Michelle Fox (the "Contractor"), of 1704 Maple Creek Lane, Carson City, Nevada 89701. In this Agreement, the party who is contracting to receive the services shall be referred to as "Recipient", and the party who will be providing the services shall be referred to as "Contractor."

1. DESCRIPTION OF SERVICES. Beginning the date this agreement is executed through June 30, 2023, the Contractor will provide the following services (collectively, the "Services"):

Scope of work to be performed: Close out Fiscal Year 2022 and support Fiscal year 2023; Enter and/or review financial transactions; Reconcile all Bank Accounts; Set-up filing system for all relative documents.

2. PAYMENT FOR SERVICES. The Recipient will pay compensation to the Contractor for the Services. Payments will be made as follows: \$45.00 per hour payable upon receipt of invoice for services rendered. Amount not to exceed \$1,999.99.

No other fees and/or expenses will be paid to the Contractor, unless such fees and/or expenses have been approved in advance by the appropriate executive on behalf of the Recipient in writing. The Contractor shall be solely responsible for any and all taxes, Social Security contributions or payments, disability insurance, unemployment taxes, and other payroll type taxes applicable to such compensation.

3. TERM/TERMINATION. This Agreement may be terminated by either party upon 30 days' written notice to the other party.

A regular, ongoing relationship of indefinite term is not contemplated. The Recipient has no right to assign services to the Contractor other than as specifically contemplated by this Agreement.

However, the parties may mutually agree that the Contractor shall perform other services for the Recipient, pursuant to the terms of this Agreement.

4. RELATIONSHIP OF PARTIES. It is understood by the parties that the Contractor is an independent contractor with respect to the Recipient, and not an employee of the Recipient. The Recipient will not provide fringe benefits, including health insurance benefits, paid vacation, or any other employee benefit, for the benefit of the Contractor.

It is contemplated that the relationship between the Contractor and the Recipient shall be a

non-exclusive one. The Contractor also performs services for other organizations and/or individuals.

The Recipient has no right to further inquire into the Contractor's other activities.

5. RECIPIENT'S CONTROL. The Recipient has no right or power to control or otherwise interfere with the Contractor's mode of effecting performance under this Agreement. The Recipient's only concern is the result of the Contractor's work, and not the means of accomplishing it. Except in extraordinary circumstances and when necessary, the Contractor shall perform the Services without direct supervision by the Recipient.

6. PROFESSIONAL CAPACITY. The Contractor is a professional who uses his or her own professional and business methods to perform services. The Contractor has not and will not receive training from the Recipient regarding how to perform the Services.

7. PERSONAL SERVICES NOT REQUIRED. The Contractor is not required to render the Services personally and may employ others to perform the Services on behalf of the Recipient without the Recipient's knowledge or consent. If the Contractor has assistants, it is the Contractor's responsibility to hire them and to provide materials for them.

8. NO LOCATION ON PREMISES. The Contractor has no desk or other equipment either located at or furnished by the Recipient. Except to the extent that the Contractor works in a territory as defined by the Recipient, his or her services are not integrated into the mainstream of the Recipient's business.

9. NO SET WORK HOURS. The Contractor has no set hours of work. There is no requirement that the Contractor work full time or otherwise account for work hours.

10. EXPENSES PAID BY CONTRACTOR. The Contractor's business and travel expenses are to be paid by the Contractor and not by the Recipient.

11. CONFIDENTIALITY. Contractor may have had access to proprietary, private and/or otherwise confidential information ("Confidential Information") of the Recipient. Confidential Information shall mean all non-public information which constitutes, relates or refers to the operation of the business of the Recipient, including without limitation, all financial, investment, operational, personnel, sales, marketing, managerial and statistical information of the Recipient, and any and all trade secrets, customer lists, or pricing information of the Recipient. The nature of the information and the manner of disclosure are such that a reasonable person would understand it to be confidential. The Contractor will not at any time or in any manner, either directly or indirectly, use for the personal benefit of the Contractor, or divulge, disclose, or communicate in any manner any Confidential Information. The Contractor will protect such information and treat the Confidential Information as strictly confidential. This provision shall continue to be effective after the termination of this Agreement. Upon termination of this Agreement, the Contractor will return to the Recipient all Confidential Information, whether physical or electronic, and other items that were used, created, or controlled by the Contractor during the term of

this Agreement.

This Agreement is in compliance with the Defend Trade Secrets Act and provides civil or criminal immunity to any individual for the disclosure of trade secrets: (i) made in confidence to a federal, state, or local government official, or to an attorney when the disclosure is to report suspected violations of the law; or (ii) in a complaint or other document filed in a lawsuit if made under seal.

12. NO RIGHT TO ACT AS AGENT. An "employer-employee" or "principal-agent" relationship is not created merely because (1) the Recipient has or retains the right to supervise or inspect the work as it progresses in order to ensure compliance with the terms of the contract or (2) the Recipient has or retains the right to stop work done improperly. The Contractor has no right to act as an agent for the Recipient and has an obligation to notify any involved parties that it is not an agent of the Recipient.

13. ENTIRE AGREEMENT. This Agreement constitutes the entire contract between the parties. All terms and conditions contained in any other writings previously executed by the parties regarding the matters contemplated herein shall be deemed to be merged herein and superseded hereby. No modification of this Agreement shall be deemed effective unless in writing and signed by the parties hereto.

14. WAIVER OF BREACH. The waiver by the Recipient of a breach of any provision of this Agreement by Contractor shall not operate or be construed as a waiver of any subsequent breach by Contractor.

15. SEVERABILITY. If any provision of this Agreement shall be held to be invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable. If a court finds that any provision of this Agreement is invalid or unenforceable, but that by limiting such provision it would become valid and enforceable, then such provision shall be deemed to be written, construed, and enforced as so limited.

16. APPLICABLE LAW. This Agreement shall be governed by the laws of the State of Nevada.

17. SIGNATORIES. This Agreement shall be signed by Dr. Whitney Owens, Board President, on behalf of Recipient, and by Michelle Fox as Contractor. This Agreement is effective as of the date signed below.

RECIPIENT:

State of Nevada Board of Psychological Examiners

By: _

Whitney Owens, Psy.D.,
Board President

Dated

By: _

Harry B. Ward, J.D.
Deputy Attorney General

Dated

CONTRACTOR:

Michelle Fox

By: _

Dated

Executive Director Report
Office Stats - 2022

ITEM 6B

		April	March	Feb	Jan	2022 TOTALS	2021 TOTALS	2020 TOTALS	2019 TOTALS	2018 TOTALS
Psychologists	Licenses Issued	7	2	2	1	0	58	37	56	45
	Applications Received	4	9	8	10	0	62			
Psychological Assistants	Registrations Issued	0	1	0	2	0	17			
	Applications Received	3	0	1	3	0	19			
Psychological Interns	Registrations Issued	0	1	0	0	0	7			
	Applications Received	3	1	0	0	0	10			
Psychological Trainees	Registrations Issued	1	1	0	6	0	15			
	Applications Received	1	1	1	0	0	13			
Non-Resident Consultants	Registrations Issued	1	1	0	1	13	13			
Directive 011	Temporary Registrations (439 total)	1	8	7	14	0	89			
Background Checks	Reviewed	2	0	1	2	0	8			
Continuing Education	Applications Reviewed	3	2	5	4	0	32			
State Exams	Administered	10	5	5	2	0	71			
Complaints	Received	1	1	0	1	0	13			
	Informal	2	2	3	0	0	2			
Totals			35	33	46	13	429			

Executive Director Report
Office Stats - 2021

ITEM 6B

		Dec	Nov	Oct	Sept	Aug	July	June	May	April	2021 TOTALS	2020 TOTALS	2019 TOTALS	2018 TOTALS
Psychologists	Licenses Issued	4	5	8	7	5	7	8	8	6	58	37	56	45
	Applications Received	5	4	6	3	7	9	9	10	9	62			
Psychological Assistants	Registrations Issued	1	0	1	3	7	1	2	0	2	17			
	Applications Received	1	0	5	1	3	0	2	2	5	19			
Psychological Interns	Registrations Issued	0	0	1	1	3	1	0	1	0	7			
	Applications Received	3	0	0	2	1	1	0	0	3	10			
Psychological Trainees	Registrations Issued	7	0	1	0	2	2	2	0	1	15			
	Applications Received	7	0	0	0	0	2	3	1	0	13			
Non-Resident Consultants	Registrations Issued	1	1	0	0	3	1	1	2	4	13			
Directive 011	Temporary Registrations (414 total)	8	9	6	10	2	9	12	13	20	89			
Background Checks	Reviewed	0	0	2	2	0	1	0	2	1	8			
Continuing Education	Applications Reviewed	4	2	1	1	4	7	6	3	4	32			
State Exams	Administered	2	4	7	8	6	3	10	5	26	71			
Complaints	Received	0	0	0	2	2	5	0	3	1	13			
	Informal	1	1								2			
Totals		44	26	38	40	45	49	55	50	82				

STAFF REPORT
May 6, 2022

Item 9A: Discussion and Possible Action to Consider the Request for an Extension of the Registration as a Psychological Assistant of Candis Mitchell through June 30, 2023

Summary:

Dr. Candis Carswell-Mitchell's registration as a psychological assistant will expire on June 30, 2022. She is requesting an additional extension through June 30, 2023 to allow her time to complete the exams. She has completed her hours and is scheduled to take the EPPP Part-1 in late June.

Dr. Carswell-Mitchell received a one-year extension of her registration during the Board meeting of March 26, 2021. This would be the 5th year of the registration. Completion was delayed two years ago due to medical circumstances. This resulted in a delay of completing the requirements as well as a financial hardship.

Dr. Robert Kutner will continue as the supervisor of record (see attached SPP and employment agreement).

STAFF REPORT
May 6, 2022

Item 9B: Discussion and Possible Action to Approve the Application of Dr. John Barona for an additional testing accommodation for the Nevada State Exam, the EPPP Part-1, and, if necessary, the EPPP Part-2

Summary:

Dr. John Barona received a testing accommodation at the February 4, 2022 meeting of the Board for double time to take the EPPP Part-1, EPPP Part-2, and Nevada State Exam.

In April, Dr. Barona requested an additional accommodation to allow his use of 5-6 blank pieces of paper during the EPPP, rather than the provided dry erase board. The testing center indicated they can make that accommodation, with Board approval.

Attached is the accommodations paperwork as well as a statement from the Renown physician's assistant.

STAFF REPORT
May 6, 2022

Item 9: Discussion and Possible Action to Consider the Request for an Extension of the Registration as a Psychological Assistant of Cynthia Lancaster through June 4, 2023

Summary:

Dr. Cynthia Lancaster's registration as a psychological assistant will expire on June 4, 2022. She is requesting an additional extension through June 4, 2023 to allow her time to complete the exams. She has completed her hours.

This would be the 5th year of the registration. She was originally registered on June 5, 2018.

She explained last year that completion was delayed due to Covid as she isolated and could not take the EPPP. This resulted in a delay of completing the requirements.

Dr. William O'Donohue will continue as the supervisor of record (see attached SPP and employment agreement).

STAFF REPORT
May 6, 2022

Item 11: Discussion and Possible Action to Consider the Request of Dr. Chad Doerr to Waive NAC 641.1519(2), Which Requires the Supervisor of a Psychological Assistant to have been licensed for 3 years or more

Summary:

Dr. Chad Doerr is requesting a waiver of NAC 641.1519(2) which requires the supervisor of a psychological assistant to have been licensed for 3 years or more. Dr. Doerr received his license in Nevada on September 16, 2020. Prior to that he was licensed in Nebraska in November 2019. He has been licensed for approximately 2.5 years.

Masters Level Licensure Notes

Scope of the problem – Nevada continues to be 51st in the nation for mental health care. We do not have enough providers to care for the needs of the people in our state. With the COVID crisis, mental health needs are increasing, and the demand for more providers is increasing.

Nevada has one of the most diverse populations in the nation, but due to the high cost of a doctoral education, among other barriers, the diversity of our providers is sorely lacking.

Nevada currently licenses master's level clinical psychology students at the MFT/CPC board. This results in less training of assessment and less availability of providers in the state to provide much needed psychological assessment.

Proposal for Clinical Psychology Masters Level Licensure in Nevada

1. Scope of Practice – In many other states that currently license masters level practice, scope of practice is similar or the same with a certain amount of supervised hours.
Proposal – In Nevada, at the master's level, scope of practice can be the same as licensed Psychologist only if the following requirements are met:
 - Completion of an APA Accredited Master's Program in Health Service Psychology
 - Completion of 3000 hours (completed within 24-48 months) of post graduate supervised work by a licensed Psychologist, not inclusive of internship.
 - Completion of the EPPP1, EPPP2, and state exam.
 - Limitation on forensic and neuropsych work?

2. Title of Master's Level Practitioner – Across states currently licensing master's level titles vary widely.
Proposal – In Nevada, at the master's level, you are licensed as a Psychology Associate. We change the name of Post-Doc's to Psychological Fellow.

3. Supervision of Master's level practitioners can only be completed by Licensed Psychologists (Hoping that more Doc programs include more supervision training in their programs as MA folks are eligible to be licensed.)

Standards of Accreditation for Health Service Psychology: Master's Programs

APPROVED FEBRUARY 2021



AMERICAN
PSYCHOLOGICAL
ASSOCIATION

Commission on Accreditation

c/o Office of Program Consultation and Accreditation
Education Directorate

American Psychological Association

750 First Street NE
Washington, DC 20002-4242
(202) 336-5979
TDD: (202) 336-6123
Fax: (202) 336-5978

For updates on accreditation issues, check the Commission on Accreditation website at www.apa.org/ed/accreditation or send email to apaaccred@apa.org.



AMERICAN
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Standards of Accreditation for Health Service Psychology: Master's Programs

APPROVED FEBRUARY 2021

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MASTER'S PROGRAMS

I. INSTITUTIONAL AND PROGRAM CONTEXT

A. Type of Program

1. **Health Service Psychology.** The program offers broad and general education and training that includes preparation in health service psychology (HSP). Although HSP encompasses a range of practice areas, degree types, and career paths, certain elements are common to training in the profession. A program that is accredited in health service psychology must demonstrate that it contains the following elements:
 - a. Integration of psychological science and practice: Practice is evidence-based, and research is practice informed.
 - b. Training is sequential, cumulative, graded 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.

HSP Master's programs prepare students for practice at the master's level and may exist as terminal degree programs or as part of a more advanced graduate training program. Some areas of specialization, such as school psychology, may require education beyond the master's degree (e.g., specialist-level) to qualify for entry-level practice in the specialized area.

2. **Practice Area.** Health service psychology includes several practice areas in which an accredited program may focus, including but not limited to the areas of clinical psychology, counseling psychology, school psychology, combinations of these areas, and other practice areas (e.g., addiction, forensic, marriage and family therapy, rehabilitation).

B. Institutional and Administrative Structure

1. **Administrative Structure.** The program's purpose must be pursued in an institution-

al setting appropriate for master's education and training in health service psychology. The institution must have a clear administrative structure and commitment to the master's program.

- a. The sponsoring institution of higher education must be authorized under applicable law or other acceptable authority to provide a program of postsecondary education and have appropriate graduate degree-granting authority. This includes state authorization and accreditation of the institution by a nationally recognized regional accrediting body in the United States.
- b. The program is an integral part of the mission of the academic department, college, school, or institution in which it resides. It is represented in the institution's operating budget and plans in a manner that supports the training mission of the program. Funding and resources are stable and enable the program to achieve its aims.

2. **Administrative Responsibilities Related to Cultural and Individual Differences and Diversity.** The program recognizes the importance of cultural and individual differences and diversity in the training of psychologists. The Commission on Accreditation defines cultural and individual differences and diversity as including, but not limited to, age, disability, ethnicity, gender, gender identity, language, national origin, race, religion, culture, sexual orientation, and socioeconomic status. The Commission recognizes the intersection of these and other identities. The program has made systematic, coherent, and long-term efforts to attract and retain students and faculty from diverse backgrounds into the program. Consistent with such efforts, it acts to ensure a supportive and encouraging learning environment appropriate for the training of individuals who are diverse and the provision of training opportunities for a broad spectrum of individuals. Further, the program avoids any actions that would restrict program access on grounds that are irrelevant to success in graduate training, either directly or by imposing significant and disproportionate burdens on the basis of the personal and demographic characteristics set forth in the definition of cultural diversity. Because of the United States' rich diverse higher education landscape, training can take place in both secular and faith-based settings. Thus this requirement does not exclude programs from having a religious affiliation or purpose and adopting and applying admission and employment policies that directly relate to this affiliation or purpose, so long as public notice of these policies has been made to applicants, students, faculty, and staff before their application or affiliation with the program. These policies may provide a preference for persons adhering to the religious purpose or affiliation of the program, but they shall not be used to preclude the admission, hiring, or retention of individuals because of the personal and demographic characteristics set forth under the definition of cultural diversity. This provision is intended to permit religious policies as to admission, retention, and employment only to the extent that they are protected by the

U.S. Constitution. This provision will be administered as if the U.S. Constitution governed its application. Notwithstanding the above, and regardless of a program's setting, the program may not constrain academic freedom or otherwise alter the requirements of these standards. Finally, compelling pedagogical interests require that each program prepare graduates to navigate cultural and individual differences in research and practice, including those that may produce value conflicts or other tensions arising from the intersection of different areas of diversity.

C. Program Context and Resources

1. Program Administration and Structure

- a. **Program Leadership.** The program has consistent and stable leadership with a designated leader who is a member of the core faculty. The program leader's credentials and expertise must be in an area covered by HSP accreditation and must be consistent with the program's aims. This leadership position may be shared and held by more than one individual.
- b. **Program Administration.** The program has designated procedures and personnel responsible for making decisions about the program, including curriculum, clinical training experiences, student selection and evaluation, and program maintenance and improvement. The program's decision-making procedures, including who is involved in decision making, must be consistent with the missions of the institution and department, and with the program's aims. The program ensures a stable educational environment through its personnel and faculty leadership.

2. **Length of Degree, Delivery Method, and Design.** The program's length, delivery method, and design must permit faculty, training staff, supervisors, and administrators to execute their professional, ethical, and potentially legal obligations to promote student development, peer interaction, faculty mentoring, and faculty role modelling to a sufficient degree that students are successfully socialized into the profession. The program design and delivery method must include continuous monitoring and assessment of the development of required student competencies and of achievement of program training aims. Any program delivery method or design must demonstrate how each training obligation listed in this section is being fulfilled. All programs must require each student successfully complete:

- a. a minimum of 2 academic years of graduate-level study (or the equivalent thereof) prior to receiving the master's degree appropriate with the program's aims and jurisdiction of licensure;
- b. at least half of the training (or the equivalent thereof) earned in the program from which the master's degree is granted.

3. **Partnerships/Consortia.** A graduate program may consist of, or be located under, a single administrative entity (e.g., insti-

tution, agency, school, or department) or in a partnership or consortium among separate administrative entities. A consortium is comprised of multiple independently administered entities that have, in writing, formally agreed to pool resources to conduct a training or education program.

4. **Resources.** The program has, and appropriately utilizes, the resources it needs to achieve its training aims, including student acquisition and demonstration of competencies. The program works with its academic unit and/or the administration of the sponsor institution to develop a plan for the acquisition of additional resources that may be necessary for program maintenance and development. The resources should include the following:
 - a. financial support for training and educational activities;
 - b. clerical, technical, and electronic support;
 - c. training materials and equipment;
 - d. physical facilities;
 - e. services to support students with academic, financial, health, and personal issues;
 - f. sufficient and appropriate access to primary source and other educational materials and expertise necessary to understand current psychological science research literature; and
 - g. sufficient and appropriate clinical training experiences to allow a program to effectively achieve its training aims.

D. Program Policies and Procedures

1. **Areas of Coverage.** The program has and adheres to formal written policies and procedures that govern students as they enter, progress through, and matriculate from the program. These must include policies relevant to:
 - a. academic recruitment and admissions, including general recruitment/admissions and recruitment of a diverse student body.
 - b. degree requirements;
 - c. administrative and financial assistance;
 - d. student performance evaluation, feedback, advisement, retention, and termination decisions;
 - e. due process and grievance procedures;
 - f. student rights, responsibilities, and professional development;
 - g. non-discrimination policies. The program must document non-discriminatory policies and operating conditions and avoidance of any actions that would restrict program access or completion on grounds that are irrelevant to success in graduate training or the profession.
2. **Implementation.** All policies and procedures used by the program must be consistent with the profession's current ethics code and must adhere to their sponsor institution's

regulations and local, state, and federal statutes regarding due process and fair treatment. If the program utilizes policies developed at another level (e.g., department or institution), it must demonstrate how it implements these policies at the program level.

3. **Availability of Policies and Procedures.** The program makes the formal written policies and procedures available to all interested parties. By the time of matriculation, the program provides students with written policies and procedures regarding program and institution requirements and expectations regarding students' performance and continuance in the program and procedures for the termination of students.
4. **Record Keeping.** The program is responsible for keeping information and records related to student training and complaints/grievances against the program. Records must be maintained in accord with federal, state, and institution policies regarding record keeping and privacy. The Commission on Accreditation will examine student records and programs' records of student complaints as part of its periodic review of programs.
 - a. **Student Records.** The program must document and maintain accurate records of each student's education and training experiences and evaluations for evidence of the student's progression through the program, as well as for future reference and credentialing purposes. The program should inform students of its records retention policies.
 - b. **Complaints/Grievances.** The program must keep records of all formal complaints and grievances of which it is aware that have been submitted or filed against the program and/or against individuals associated with the program since its last accreditation site visit. The Commission on Accreditation will examine a program's records of student complaints as part of its periodic review of the program.

II. AIMS, COMPETENCIES, CURRICULUM, AND OUTCOMES

A. Aims of the Program

1. The program must provide information on the aims of its training program that are consistent with health service psychology as defined by these standards, the program's area of psychology, and the degree conferred.
2. These aims should reflect the program's approach to training and the outcomes the program targets for its graduates, including the range of targeted career paths.

B. Discipline-Specific Knowledge, Profession-Wide Competencies, and Learning/Curriculum Elements Required by the Profession

1. **Discipline-Specific Knowledge and Profession-Wide Competencies.** Discipline-specific knowledge serves as a cornerstone for the establishment of identity in and orientation to health services psychology. Thus, all students in accredited programs should acquire a general knowledge base in the field of psychology, broadly construed, to serve as a foundation for further training in the practice of health service psychology.
 - a. Discipline-specific knowledge represents the requisite core knowledge of psychology an individual must have to attain the profession-wide competencies.
 - i. Programs may elect to meet the following areas of knowledge at either the undergraduate- or graduate-level (Category 1)
 - (a) Affective Aspects of Behavior, including topics such as affect, mood, and emotion. Psychopathology 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 can 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. Cognitive testing and cognitive therapy do not, by themselves, fulfill this category.
 - (d) Developmental Aspects of Behavior, including transitions, growth, and development across an individual's life. A 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.
 - ii. Programs must cover the following areas of knowledge at the graduate level (Category 2)
 - (a) Consumption of research, including the reading and interpretation of primary source literature, attending to trustworthiness in qualitative and validity in quantitative research with an understanding of sampling issues, parametric assumptions, design confounds, and meta-analyses.
 - (b) Research related to practice, including topics such as qualitative inquiry, single-case designs, quantitatively describing outcomes, statistical description, logic models, and basic inferential statistics.
 - (c) 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.
 - b. Profession-wide competencies include certain competencies required for all students who graduate from programs accredited in health service psychology. Programs must provide opportunities for all of their students to achieve and demonstrate each required profession-wide competency. The specific requirements for each competency are articulated in Implementing Regulations. Because science is at the core of health service psychology, programs must demonstrate that they rely on the current evidence-base when training students in the following competency areas. Students must demonstrate competence in:
 - i. Integration of psychological science and practice
 - ii. Ethical and legal standards
 - iii. Individual and cultural diversity
 - iv. Professional values, attitudes, and behaviors
 - v. Communication and interpersonal skills
 - vi. Assessment
 - vii. Intervention
 - viii. Supervision
 - ix. Consultation and interprofessional/interdisciplinary skills
2. **Learning/Curriculum Elements Related to the Program's Aims.** The program must describe the process by which students attain discipline-specific knowledge and each profession-wide competency (i.e., the program's curriculum) and provide a description of how the curriculum is consistent with professional standards and the program's aims.
3. **Required Clinical Training Elements**
 - a. Clinical training must include supervised experience providing direct services to diverse individuals with a variety of presenting problems, diagnoses, and issues. The purpose of clinical training is to develop the requisite knowledge and skills for graduates to be able to demonstrate the competencies defined above. The program needs to demonstrate that it provides a training plan applied and documented at the individual level, appropriate to the student's current skills and ability, that ensures that the student has attained the requisite level of competency.
 - b. Programs must place students in settings that are committed to training, that provide experiences that

are consistent with health service psychology and the program's aims, and that enable students to attain and demonstrate appropriate competencies.

- c. Supervision must be provided by appropriately trained and credentialed individuals.
- d. As part of a program's ongoing commitment to ensuring the quality of their graduates, each clinical training evaluation must be based in part on direct observation of the clinical training experience of students (either live or electronically) and their developing skills as a clinician.

C. Program-Specific Elements – Degree Type, Competencies, and Related Curriculum

1. **Program-Specific Competencies and Related Curriculum.** Programs accredited in health service psychology may require that students attain additional competencies specific to the program.
 - a. If the program requires additional competencies of all students, it must describe the competencies, how they are consistent with the program's aims, and the process by which students attain each competency (i.e., curriculum).
 - b. Additional competencies must be consistent with the ethics of the profession.

D. Evaluation of Students and Program

1. **Evaluation of Students' Competencies**
 - a. The program must evaluate students' competencies in both profession-defined and program-defined areas. By the time of degree completion, each student must demonstrate achievement of both the profession-wide competencies and those required by the program. Thus, for each competency, the program must:
 - i. Specify how it evaluates student performance, and the minimum level of achievement or performance required of the student to demonstrate competency. Programs must demonstrate how their evaluation methods and minimum levels of achievement are appropriate for the measurement of each competency. The level of achievement expected should reflect the current standards for the profession.
 - ii. Provide outcome data that clearly demonstrate that by the time of degree completion, all students have reached the appropriate level of achievement in each profession-wide competency as well as in each program-defined competency. While the program has flexibility in deciding what outcome data to present, the data should reflect assessment that is consistent with best practices in student competency evaluation.

- iii. Present formative and summative evaluations linked to exit criteria, as well as data demonstrating achievement of competencies, for each student in the program.

- b. For program graduates, the program must provide distal evidence of students' competencies and program effectiveness and must evaluate graduates' career paths in health service psychology after they have left the program.
 - i. Two years after graduation, the program must provide data on how well the program prepared students in each profession-wide and program-specific competency.
 - ii. At 5 years post-graduation, the program must provide data on graduates, including data on graduates' licensure, certification, and employment.

2. Evaluation of Program Effectiveness and Quality Improvement Efforts

- a. The program must demonstrate a commitment to ensure competence in health service psychology through ongoing self-evaluation in order to monitor its performance and contribution to the fulfillment of its sponsor institution's mission.
- b. The program must document mechanisms for engaging in regular, ongoing self-assessment that:
 - i. Involves program stakeholders, including faculty, students, graduates, and others involved in the training program.
 - ii. Evaluates its effectiveness in training students who, by the time of graduation, demonstrate the competencies required by the profession and the program, and who after graduation are able to engage in professional activities consistent with health service psychology and with the program's aims.
 - iii. Evaluates the currency and appropriateness of its aims, curriculum, and policies and procedures with respect to the following: its sponsor institution's mission and goals; local, state/provincial, regional, and national needs for psychological services; national standards for health service psychology; and the evolving evidence base of the profession.
 - iv. Identifies potential areas for improvement.

3. **Documenting and Achieving Outcomes Demonstrating Program's Effectiveness.** All accredited master's programs are expected to document student achievement while in the program and to look at post-graduation outcomes. Accredited programs are also expected to prepare students for entry-level practice at the master's level and the program's achievement of this should be reflected in student success in achieving licensure, certification, and/or employment after

completion of the program.

- a. The outcomes of program graduates including licensure, certification, and/or employment rate and other proximal and distal outcomes of program graduates shall be evaluated within the context of: the requirement that all accredited masters programs prepare students for entry-level practice at the master's level; each program's expressed and implied stated educational aims and competencies; and statements made by the program to the public.
- b. Programs' specific educational aims and expected competencies may differ from one another; therefore, there is no specified threshold or minimum number for reviewing a program's licensure, certification, and/or employment rate. Instead the Commission on Accreditation shall use its professional judgment to determine if the program's licensure, certification, and/or employment rate, in combination with other factors, such as attrition of students from the program and their time to degree, demonstrates students' successful preparation for entry-level practice in health service psychology at the master's level.

III. STUDENTS

A. Student Selection Processes and Criteria

1. The program has an identifiable body of students at different levels of matriculation who are consistent with the following:
 - a. The students constitute a number that allows opportunities for meaningful peer interaction, support, and socialization.
 - b. The students are reflective of a systematic, multiple-year plan, implemented and sustained over time, designed to attract students from a range of diverse backgrounds as outlined in the Glossary.
 - i. The program must implement specific activities, approaches, and initiatives to increase and maintain diversity among its students. It may participate in institutional-level initiatives aimed toward achieving diversity, but these alone are not sufficient.
 - ii. The program should document the concrete actions it is taking to achieve diversity, identifying the areas of diversity recruitment in which it excels as well as the areas in which it is working to improve. The program should demonstrate that it examines the effectiveness of its efforts to attract a diverse student body and document any steps needed to revise/enhance its strategies.

By prior achievement, students have demonstrated appro-

priate preparation for the program's aims as well as expectations for a master's program. The program has admission criteria and processes that ensure students' preparation for graduate-level education and training in psychology. The program will demonstrate how it evaluates the effectiveness of its admission criteria and processes with regard to maximizing student success.

- c. By interest and aptitude, students are prepared to meet the program's aims.
- d. The students reflect, through their intellectual and professional development and intended career paths, the program's aims and philosophy.

B. Supportive Learning Environment

1. Program faculty are accessible to students and provide them with guidance and supervision. They serve as appropriate professional role models and engage in actions that promote the students' acquisition of knowledge, skills, and competencies consistent with the program's training aims.
2. The program recognizes the rights of students and faculty to be treated with courtesy and respect. In order to maximize the quality and effectiveness of students' learning experiences, all interactions among students, faculty, and staff should be collegial and conducted in a manner that reflects the highest standards of the scholarly community and of the profession (see the current *APA Ethical Principles of Psychologists and Code of Conduct*). The program has an obligation to inform students of these principles, put procedures in place to promote productive interactions, and inform students of their avenues of recourse should problems with regard to them arise.
3. To ensure a supportive and encouraging learning environment for a diverse student body, the program must avoid any actions that would restrict program access on grounds that are irrelevant to success in graduate training.

C. Plans to Maximize Student Success

1. Program faculty engage in and document actions and procedures that actively encourage timely completion of the program and maximize student success. The program minimizes preventable causes of attrition (e.g., flawed admission criteria/processes or unsupportive learning environments) and engages in tailored retention/completion efforts as appropriate (e.g., accommodation of student needs and special circumstances).
2. **Program Engagement.** The program engages in specific activities, approaches, and initiatives to implement and maintain diversity and ensure a supportive learning environment for all students. The program may participate in institutional-level initiatives aimed toward retaining a diverse student body, but these alone are not sufficient. Concrete program-level actions to retain a diverse student body should be integrated across key aspects of the program and should be documented. The program should also demonstrate that it examines the effec-

tiveness of its efforts to retain a diverse student body and document any steps needed to revise/enhance its strategies.

3. **Routine feedback.** Students receive, at least annually and as the need is observed for it, written feedback on the extent to which they are meeting the program's requirements and performance expectations. Programs are also required to collect and retain formal evaluations from clinical training sites and supervisors.
4. **Remediation process.** When problems in student progress emerge, timely feedback must be provided, along with an opportunity to redress the concern in order to continue progress in the program. Such feedback should include:
 - a. timely, written notification of any problems that have been noted and the opportunity to discuss them;
 - b. guidance regarding steps to remediate any problems (if remediable);
 - c. substantive, written feedback on the extent to which corrective actions have or have not been successful in addressing the issues of concern.

IV. FACULTY

A. Program Leadership, Administration, and Management

1. Leadership of the program is stable. There is a designated leader who is a member of the core faculty whose primary academic responsibility is to the master's program (i.e., with at least 50% of the leader's time devoted to program-related activities). The program leader's credentials, and expertise, are consistent with the program's mission and aims, and with the substantive area of health service psychology in which the program provides training. More than one individual can hold this leadership position.
2. The program leader(s) and core faculty have responsibility for the arrangement and evaluation of clinical training experiences, including maintaining communication with each training site.
3. The program leader(s) together with program core faculty have primary responsibility for the design, implementation, and evaluation of the program's administrative activities (e.g., policies and procedures for student admissions, student evaluations, and for its educational offerings (e.g., coursework, clinical training experiences, and research training).

B. Faculty Qualifications and Role Modeling

1. **Core Faculty.** The program has an identifiable core faculty responsible for the program's activities, educational offerings, and quality, who:
 - a. function as an integral part of the academic unit of

which the program is an element;

- b. are sufficient in number for their academic and professional responsibilities;
 - c. have theoretical perspectives and academic and applied experiences appropriate to the program's aims;
 - d. demonstrate substantial competence and have recognized credentials in those areas that are at the core of the program's aims;
 - e. oversee the quality of the instruction delivered by adjunct faculty members, ensuring that the curriculum is implemented as developed by the core faculty; and
 - f. are available to function as appropriate role models for students in their learning and socialization into the discipline and profession.
2. **Additional Core Faculty Professional Characteristics**
 - a. Core faculty must be composed of individuals whose education, training, and/or experience are consistent with their roles in the program in light of the program's aims.
 - b. The core faculty consists of members to whom the institution has demonstrated a multiyear commitment.
 - c. Core faculty members must be identified with the program and centrally involved in program development, decision making, and student training. "Identified with the program" means that each faculty member is included in public and departmental documents as such, views himself or herself as core faculty, and is seen as core faculty by the students.
 - d. Core faculty activities directly related to the program include program-related teaching, research, scholarship, and/or professional activities; mentoring students' professional development; providing clinical supervision; monitoring student outcomes; and developing, evaluating, and maintaining the program.
 - e. Core faculty activities not directly related to the Master's program and not seen as aspects of the core faculty role include undergraduate- and doctoral-level teaching in general and related activities; teaching and related activities in other graduate programs; and clinical work or independent practice not directly associated with training.
 3. **Associated and Adjunct Faculty.** In addition to core faculty, programs may also have associated program faculty, contributing faculty, and adjunct (visiting, auxiliary, or "other") faculty. Associated program faculty do not meet the criteria for core faculty. They are not centrally involved in program development and decision making, but they still make a substantial contribution to the program and take on some of the tasks often associated with core faculty. Adjunct faculty are hired on an ad hoc basis to teach one or two courses, provide supervision, etc.
 4. **Faculty Sufficiency**
 - a. Consistent with the program's model, the program fac-

ulty, and in particular the core faculty, needs to be large enough to supervise students' development, engage in scholarly activity, attend to administrative duties, serve on institutional or program committees, provide a sense of program continuity, provide appropriate class sizes and sufficient course offerings to meet program aims, and monitor and evaluate clinical training facilities, and student progress.

- b. The program faculty, and in particular the core faculty, needs to be large enough to support student engagement and success within the program, from admissions, to matriculation, to timely completion of program requirements and graduation.
- c. At least one member of the core faculty needs to hold professional licensure as a psychologist to practice in the jurisdiction in which the program is located.

5. Cultural and Individual Differences and Diversity

- a. **Recruitment of Diverse Faculty.** Each accredited program is responsible for making systematic, coherent, and long-term efforts to attract (i.e., recruit) and retain faculty from differing backgrounds. The program has developed and implemented a systematic, long-term plan to attract faculty from a range of diverse backgrounds. The program may participate in institutional-level initiatives aimed toward achieving diversity, but these alone are not sufficient. The program should document concrete actions it has taken to achieve diversity, addressing the areas of diversity recruitment in which it excels as well as the areas in which it is working to improve. It should demonstrate that it examines the effectiveness of its efforts to attract diverse faculty and document any steps needed to revise/enhance its strategies.
- b. **Retention of Diverse Faculty.** The program has program specific activities, approaches, and initiatives it implements to maintain diversity among its faculty. A program may include institutional-level initiatives aimed toward retaining diverse faculty, but these alone are not sufficient. The program demonstrates that it examines the effectiveness of its efforts to maintain diverse faculty and documents any steps needed to revise/enhance its strategies.

V. COMMUNICATION PRACTICES

A. Public Disclosure

1. General Disclosures

- a. The program demonstrates its commitment to public disclosure by providing clearly presented written materials and other communications that appropriately represent it to all relevant publics. At a minimum, this includes

general program information pertaining to its aims, required curriculum sequence, and the expected outcomes in terms of its graduates' careers, as well as data on achievement of those expected and actual outcomes.

- b. The program must disclose its status with regard to accreditation, including the specific academic program covered by that status, and the name, address, and telephone number of the Commission on Accreditation. The program should make available, as appropriate through its sponsor institution, such reports or other materials as pertain to the program's accreditation status.

2. Communication With Prospective and Current Students

- a. All communications with potential students should be informative, accurate, and transparent.
- b. The program must be described accurately and completely in documents that are available to current students, prospective students, and other publics. This information should be presented in a manner that allows applicants to make informed decisions about entering the program. Program descriptions should be updated regularly as new cohorts begin and complete the program.
- c. Descriptions of the program should include information about its requirements for:
 - i. admission, including admission criteria and processes that ensure students' preparation for graduate-level education and training in psychology;
 - ii. graduation requirements;
 - iii. tuition and other costs;
 - iv. curriculum requirements and expectations;
 - v. time to completion;
 - vi. full-time equivalent faculty per student ratio;
 - vii. facilities, and other resources, including distance learning technologies;
 - viii. administrative policies and procedures;
 - ix. the kinds of clinical training it provides, and,
 - x. its education and training outcomes including licensure eligibility
- d. The program must provide reasonable notice to its current students of changes to its aims, curriculum, program resources, and administrative policies and procedures, as well as any other program transitions that may impact its educational quality.

B. Communication and Relationship With the Accrediting Body

The program must demonstrate its commitment to the accreditation process through:

1. **Adherence.** The program must abide by the accrediting body's published policies and procedures as they pertain to

its recognition as an accredited program. The program must respond in a complete and timely manner to all requests for communication from the accrediting body, including completing all required reports and responding to all questions.

- a. **Standard Reporting.** The program must respond to regular, recurring information requests (e.g., annual reports and narrative reports) as required by the accrediting body's policies and procedures.
- b. **Nonstandard Reporting.** The program must submit timely responses to any additional information requests from the accrediting body.
- c. **Fees.** The program must be in good standing with the

accrediting body in terms of payment of fees associated with the maintenance of its accredited status.

2. **Communication.** The program must inform the accrediting body in a timely manner of changes in its environment, plans, resources, or operations that could alter the program's quality. This includes notification of any potential substantive changes in the program, such as changes in practice area or degree conferred or changes in faculty or administration.

NAC 641.1519 Qualifications of supervisor. ([NRS 641.100](#), [641.170](#))

1. A psychologist who wishes to serve as a supervisor of a psychological assistant, psychological intern or psychological trainee must:
 - a. Except as otherwise approved by the Board, be licensed by the Board to practice psychology; and
 - b. Have had training in clinical supervision, including, without limitation, the completion of continuing education courses, other courses or courses of independent study relating to clinical supervision.
2. In addition to the requirements of subsection 1, a psychologist who wishes to serve as a supervisor of a psychological assistant must, except as otherwise approved by the Board, have been licensed to practice psychology for 3 years or more.
3. A supervisor of:
 - a. A psychological assistant shall maintain, and provide to the Board upon request, documentation substantiating that he or she satisfies the requirements set forth in subsections 1 and 2.
 - b. A psychological intern or psychological trainee shall maintain, and provide to the Board upon request, documentation substantiating that he or she satisfies the requirements set forth in subsection 1.

PROPOSED CHANGES

NAC 641.1519 Qualifications of supervisor. ([NRS 641.100](#), [641.170](#))

1. A psychologist who wishes to serve as a supervisor of a psychological assistant, psychological intern or psychological trainee must:
 - a. Be approved by the Board to serve as the supervisor of a psychological assistant, psychological intern, or psychological trainee;
 - b. ~~Except as otherwise approved by the Board,~~ be licensed by the Board to practice psychology; and
 - c. Demonstrate completion of the following: Coursework in supervision, continuing education in supervision, or supervised supervision. At a minimum, education and training in supervision should include: models

and theories of supervision; modalities; relationship formation, maintenance, rupture and repair; diversity and multiculturalism; feedback, evaluation; management of supervisee's emotional reactivity and interpersonal behavior; reflective practice; application of ethical and legal standards; decision making regarding gatekeeping; and considerations of developmental level of the trainee.

~~d. Have had training in clinical supervision, including, without limitation, the completion of continuing education courses, other courses or courses of independent study relating to clinical supervision.~~

2. In addition to the requirements of subsection 1, a psychologist who wishes to serve as a supervisor of a psychological assistant must, except as otherwise approved by the Board, have been licensed to practice psychology for 3 years or more.
3. A supervisor of:
 - a. A psychological assistant shall maintain, and provide to the Board upon request, documentation substantiating that he or she satisfies the requirements set forth in subsections 1 and 2.
 - b. A psychological intern or psychological trainee shall maintain, and provide to the Board upon request, documentation substantiating that he or she satisfies the requirements set forth in subsection 1.
4. Each supervisor must submit to the Board a plan of supervision which meets the requirements described in NAC Chapter 641 (e.g. terms of employment, work location).
5. The Board shall maintain a list of persons who have been approved by the Board to supervise psychological assistants, psychological interns, or psychological trainees and will provide, upon request, a copy of the list to any person who is applying to become a psychological assistant, psychological intern, or psychological trainee.
6. The Board shall not recognize time spent by a psychological assistant, psychological intern, or psychological trainee:
 - a. Under the supervision of a person who has not been approved by the Board to supervise psychological assistants, psychological interns, or psychological trainees; or

- b. Under the supervision of a person not covered by the supervised practice plan that psychological assistant, psychological intern, or psychological trainee has not been previously approved by the Board.
- 7. The Board will, if it deems it appropriate, withdraw its approval of a person to supervise a psychological assistant, psychological intern, or psychological trainee if the supervisor:
 - a. Fails to provide supervision in accordance with commensurate hourly requirement of training for psychological assistants, psychological interns, or psychological trainees;
 - b. Fails to comply with each applicable provision of a statute or regulation;
 - c. Fails to submit acceptable reports or documentation as required regarding the progress of each psychological assistant, psychological intern, or psychological trainee under his or her supervision;
 - d. Without good cause or approval by the Board, fails to submit two consecutive reports as required in 7(c).
 - e. Becomes subject to an order issued by the Board for disciplinary action.
- 8. A person whose approval to supervise a psychological assistant, psychological intern, or psychological trainee has been withdrawn by the Board because he or she is subject to an order issued by the Board for disciplinary action may reapply for approval to supervise after satisfactorily completing the requirements of the order.
- 9. If the Board withdraws its approval of the person supervising a psychological assistant, psychological intern, or psychological trainee:
 - a. The psychological assistant, psychological intern, or psychological trainee may apply to the Board for the:
 - i. Assignment of another approved supervisor; and
 - ii. Approval of a new Supervised Practice Plan agreement

TO BE CONSIDERED:

1. Should there be a fee associated with this? One time fee or fee with renewal as well?
2. Do we want supervisors to have to renew with the board with biannual renewal?
3. Any additional requirements of the supervisor?



POLICY OF THE NEVADA STATE BOARD OF PSYCHOLOGICAL EXAMINERS

Executive Director Employment, Compensation, and Evaluation

Purpose

In accordance with Nevada state law (NRS 641.045), the Nevada State Board of Psychological Examiners ("Board") has established this policy "concerning compensation and reviewing the performance of the staff of the Board." This policy, and any accompanying procedures, defines and describes the course and scope of employment of an Executive Director **and Assistant Executive Director, as applicable**, of the Board (Hereafter referred to as "Employee").

Procedure

1. General Provisions

- a. The Board shall recruit, employ, and retain ~~an Executive Director~~ **employee** without regard to actual or perceived race, color, religion, sex (including pregnancy, childbirth, and related medical conditions), national origin, native language, age (against individuals 40 years of age or older), sexual orientation, gender identity or expression, genetic information, veterans or military status, political affiliation, marital status, disability, lawful use of any product when not at work, or opposing unlawful employment practices.
- b. This policy applies to all opportunities and privileges of employment including but not limited to hiring, termination, compensation, and training.
- c. The Board may adopt administrative procedures as necessary to implement the provisions of this document.
- d. ~~The Executive Director~~ **Employee** shall comply with actions of the Board, including approved policies and procedures, as well as applicable state laws and regulations. Failure to do so may result in disciplinary action. ~~Executive Director~~ **Employee** is accountable to the Board as a whole and not to individual members of the Board.

2. Employment

- a. Probationary Period / Status of Appointment. The probationary period of the Executive Director, **or Assistant Executive Director, as applicable**, shall end six months from the date of hire, **unless otherwise adjusted by action of the Board**.

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- i. During the probationary period, the conduct and job performance may be reviewed by the Board at the request of the Board President. Dismissal may be made at any time during the probationary period. Once the probationary period has been successfully completed, the Executive Director, ~~or Assistant Executive Director, as applicable~~, will have attained permanent status.
- b. Compensation. See Addendum A for salary schedule
- i. The Board shall pay ~~Executive Director Employee~~ a gross annual salary incrementally as it is earned at the Board's regular payroll intervals, less any deductions required by law or authorized by ~~Executive Director Employee~~ ("Salary").
 - ii. ~~Executive Director Employee~~ shall receive and be subject to such annual cost of living adjustments ("COLA") as determined by the Board.
 - iii. Merit Pay Increase. ~~Executive Director Employee~~ shall be eligible for an annual merit salary increase if the annual performance evaluation is rated as average or better. Such increase shall be not less than 2% of the annual salary.
 - iv. Payroll. Payroll shall be distributed on a bi-weekly basis.
- c. Fringe Benefits.
- i. Insurance. ~~Executive Director Employee~~ shall not receive Board-paid group medical, dental, vision, or life insurance plans.
 - ii. Retirement Program. Within the adopted procedures of the Nevada Public Employees Retirement System (PERS), ~~Executive Director Employee~~ shall elect to receive one of the following two plans:
 1. Employee Contribution Plan A. The Board shall make 100% of normal contributions to PERS. Under this plan, the Board shall make the full retirement contribution based on an adjusted gross salary. The employee shall pay their share via a salary reduction.
 2. Employee Contribution Plan B. The Board shall make 50% of normal contributions to PERS and ~~Executive Director Employee~~ shall be responsible for 50% as a payroll deduction.
 - iii. Paid Vacation and Sick Leave. ~~Executive Director Employee~~ shall accrue and be entitled to use paid vacation and sick leave as follows.

1. ~~Accrual of vacation and sick leave time shall begin at the 90-day mark of the probationary period.~~
 2. Accrual shall be at the rate of 1.25 days of vacation time and 1.25 days of sick leave for each full month worked. ~~Executive Director Employee~~ may earn ~~a total of~~ no more than fifteen (15) vacation days and fifteen (15) sick leave days per fiscal year.
 3. Vacation days should be used during the fiscal year in which they are earned. Any vacation days not used by September 1 of the fiscal year immediately following shall be forfeited. Accrual shall begin anew each July 1.
 4. Employee may earn and save a maximum of thirty (30) sick leave days. Once the limit has been reached, no more sick leave days may be accrued until the number of days drops below the allowable limit. Executive Director may save unused vacation and/or sick leave days to the next year up to a maximum of thirty (30) vacation days or sick leave days.
 5. If ~~Executive Director is Employee~~ will be absent from official duties, the Board President or the Board President's designee shall be notified in advance.
 6. Employee shall notify the Board President in advance of taking vacation days. Vacation time of greater than 5 days must receive the prior approval of the Board.
 7. Upon separation from employment with the Board, Executive Director shall be entitled to payment for any unused vacation days up to the allowable limit and one-third (1/3) of any unused sick days.
- iv. Leave without Pay. Leave without pay may be taken at the discretion of the ~~Executive Director Employee~~ or Board. Employee shall notify the Board President in advance of taking leave without pay. Leave without pay of greater than 5 days must receive the prior approval of the Board.
- d. Holidays. ~~Executive Director Employee~~ shall receive payment for eleven recognized state holidays per year (New Year's Day, Martin Luther King Jr.'s Birthday, President's Day, Memorial Day, Independence Day, Labor Day, Nevada Day, Veterans Day, Thanksgiving Day / Family Day, and Christmas Day) plus the federally recognized holiday of Juneteenth.
 - e. Travel. ~~Executive Director Employee~~ may be required to travel in connection with official duties.

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- i. If appropriate, ~~Executive Director-Employee~~ shall receive an allowance for meals and lodging in accordance with the rate established by the U.S. General Services Administration or State of Nevada.
 - ii. If, in the course of official duties, ~~Executive Director-Employee~~ is required to use their own personal vehicle (e.g. travel to State Legislature), reimbursement will be made at the mileage rate authorized by the current federal rate as determined by the U.S. Internal Revenue Service.
- f. Background Check. The ~~Executive Director-Employee~~ shall undergo a background check with fingerprints upon his/her initial employment. Any findings in the background check shall be disclosed to the Board President who shall determine if the Board of the Whole should review and/or take action.
- g. Termination.
- i. Termination by Resignation. ~~Executive Director-Employee~~ Director may terminate employment at any time and is encouraged to provide at least 30 days' advance written notice to the Board.
 - ii. Involuntary Termination. ~~Executive Director-Employee's~~ employment may be terminated by the Board at any time for any not unlawful reason or no reason, with or without Cause, as follows:
 1. Termination by the Board Without Cause. The Board may terminate ~~Executive Director-Employee's~~ employment at-will, at any time, for any not unlawful reason or no stated reason, without Cause (as defined below), upon providing Executive Director at least 5 working days personal notice or 21 working days written notice sent certified U.S. Mail to ~~Executive Director Employee's~~ last known residence address on file with the Board.
 2. Termination by the Board for Cause. ~~Executive Director Employee's~~ employment as Executive Director may be terminated at any time for Cause upon a majority vote of the Board. "Cause" shall be defined as: (1) any act of dishonesty, fraud, malfeasance, embezzlement, theft, unethical conduct, or for gross negligence in the performance of the Executive Director's duties and responsibilities under this document; (2) ~~Executive Director-Employee's~~ substantial neglect of or refusal to discharge ~~Executive Director-Employee's~~ duties; (3) Executive Director's willful refusal to follow a lawful order or instruction of the Board.

- iii. In the event of termination, the Board shall pay ~~Executive Director Employee~~: (1) earned Salary through the last day of employment; (2) any accrued and unused paid vacation; (3) One-third of any accrued and unused sick leave; (4) and any unreimbursed appropriate expenses.

h. Confidentiality.

- i. ~~Executive Director Employee~~ agrees to hold as confidential information defined as confidential and gained during employment. Such information may include, but is not limited to, personally identifiable information related to licensees, registrants, and applicants, and information deemed as non-public under state and/or federal law including information protected by the ADA and HIPPA.
 - ii. This agreement shall continue upon ~~Executive Director Employee's~~ separation from employment.
- i. ~~Executive Director Employee~~ shall not take for personal use any items purchased by the Board including electronic equipment and office supplies. This includes upon separation from employment.

3. Employee Dispute Resolution

- a. Mediation. In the event a conflict arises between the ~~Executive Director Employee~~ and a Board member or other staff of the Board, mediation shall be available as a voluntary and informal means of reaching a resolution to a particular situation. The mediation process shall generally be conducted under the direction of the Board President. Where the Board President is a party in the mediation, the Board shall designate an alternative.
- b. Grievance and Complaint Procedure.
 - i. If ~~Executive Director Employee~~ is aggrieved by an action that relates, but is not limited, to such issues as working conditions, discipline, a report on performance, or the inconsistent application of policies and procedures, he/she may file a written grievance to the Board. Before filing a grievance, an attempt to resolve the situation through informal discussions with the Board President is recommended.
 - ii. A grievance must be filed with the Board within 20 working days after the date of the event being grieved or the date that ~~Executive Director Employee~~ learned of the event. The specified period to resolve a grievance may be extended by mutual agreement. A grievance shall include a proposed resolution.
- c. Appeal

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- Director, as applicable, shall be expected to meet and attain all such goals and objectives, as well as any other goals and objectives as the Board may otherwise set for the Executive Director, and Assistant Executive Director, as applicable, after consultation with Executive Director, and Assistant Executive Director, as applicable.
- f. Attendance at Board and Significant Meetings. Executive Director, and Assistant Executive Director, as applicable, shall attend all regular, special, and closed meetings of the Board. Executive Director, and Assistant Executive Director, as applicable, shall also attend other meetings as may be appropriate or necessary in his/her judgment or as directed by the Board, and may submit any recommendations on any business or issues being considered by the Board.
- g. Communication. Executive Director, and Assistant Executive Director, as applicable, shall be responsible for keeping the Board updated in a timely manner with respect to developments, occurrences, and activities of the Board and the Board office.
- h. The Board and the Executive Director, and Assistant Executive Director, as applicable, shall maintain a collaborative and cooperative working relationship that is in the best interests of the Board as a whole. The Board shall provide the Executive Director, and Assistant Executive Director, as applicable, with periodic opportunities to discuss their working relationship.
- i. Confidentiality. Except as otherwise required by applicable law or order of a court or government agency of competent jurisdiction, Executive Director, and Assistant Executive Director, as applicable, agrees:
- i. to treat any Board confidential information as strictly confidential; and
 - ii. not to directly or indirectly use, copy, remove from the Board premises, disclose, publish, or communicate to any entity or person any Confidential Information except as required in the performance of Executive Director's, and Assistant Executive Director's, as applicable, duties and for the effective administration of The Board.
5. Training and Professional Development. The Board supports training programs and professional development to improve the efficiency and productivity of the Executive Director.
- a. The Executive Director, and Assistant Executive Director, as applicable, is responsible for identifying necessary and appropriate orientation, on-the-job training, and any formal or specialized training in areas unique to the work environment and required by the Board. Such training may include that which is required or recommended by the State of Nevada, including the Division of

Human Resource Management (e.g. courses in supervision, management, customer service, and business/finance/purchasing).

6. Evaluation of Performance.

- a. Evaluation of performance shall be conducted during an public meeting of the Board.
- b. Work Performance Standards are written statements of the results and/or behavior expected of the Executive Director, **and Assistant Executive Director, as applicable**, when job elements are satisfactorily performed under existing working conditions. Standards should be provided annually.
- c. The Board and Executive Director, **and Assistant Executive Director, as applicable**, shall meet annually, at a minimum to discuss progress toward annual performance goals. The Executive Director, **and Assistant Executive Director, as applicable**, shall schedule his/her annual performance evaluation by the Board to take place no later than April 1 annually, unless otherwise mutually agreed to by the Parties. The Board shall evaluate the Executive Director's, **and Assistant Executive Director's, as applicable**, performance of the goals adopted by the Board with consultation and input from the Executive Director, **and Assistant Executive Director, as applicable**, using an evaluation form and process determined solely by the Board after consultation with any input from the Executive Director, **or Assistant Executive Director, as applicable**. The Board shall provide the Executive Director with a copy of the completed performance evaluation form regarding the Executive Director's to which the Executive Director, **or Assistant Executive Director, as applicable**, shall have the right to respond orally and/or in writing within 30 days of receipt of the form. Nothing in this document prohibits or limits the Board's ability to conduct formal or informal interim evaluations of the Executive Director's, **or Assistant Executive Director's, as applicable**, performance as deemed appropriate by the Board.
- d. Each evaluation will include a discussion between the Executive Director, **or Assistant Executive Director, as applicable**, and the Board President, or other designee of the Board, to review and clarify goals and methods to achieve them. It will also include a written evaluation of the Executive Director's, **or Assistant Executive Director's, as applicable**, progress in the job. Evaluations will be made with reference to established work performance standards.
- e. If the Executive Director, **or Assistant Executive Director, as applicable**, disagrees with the report on performance, a review by the Board may be requested. Such a request must be made in writing, identifying specific points of disagreement, and must be submitted within 10 days of the discussion of the report on performance between the Executive Director, **or Assistant Executive Director, as applicable**, and the Board President, or other designee

of the Board. An alternative member of the Board shall be assigned to review the report on performance.

7. Indemnification.

- a. The Board shall defend and hold ~~Executive Director Employee~~ harmless from any demands, claims, suits, actions, and legal proceedings (including the cost of defending against such matters) ("Claims") brought against him/her, whether in his/her individual or in her official capacity as the Board's ~~Executive Director Employee~~ provided that he/she was acting within the course and scope of employment as ~~Executive Director Employee~~ at the time of the alleged acts or omissions giving rise to the Claims, and excluding criminal litigation.
 - b. The Board shall have the right to choose counsel to defend and hold ~~Executive Director Employee~~ harmless from any Claims. ~~Executive Director Employee~~ shall furnish such information and proper assistance to the Board as it may require in connection with any litigation or administrative proceeding in which the Board, the Board, or any the Board officers, employees, or agents is or may become a party, which arose during ~~Executive Director Employee's~~ employment with the Board.
 - c. Nothing in this policy imposes an obligation upon any individual Board member to personally indemnify and/or hold the ~~Executive Director Employee~~ harmless against any Claims.
 - d. ~~Executive Director Employee~~ agrees to release and discharge the Board and the Board harmless and indemnify the Board and the Board for all liabilities, losses, demands, claims, accounts, actions and proceedings arising or resulting from ~~Executive Director Employee~~ breaching this policy. This paragraph shall survive termination of the ~~Executive Director Employee's~~ employment and shall be enforceable, in addition to other remedies provide by law or this policy, by injunctive relief issued by a court of competent jurisdiction.
8. State of Nevada Employee Handbook. As appropriate and applicable, the State of Nevada Employee Handbook, most recent edition, and/or Chapter 284 of Nevada Revised Statutes, State Personnel, may be referenced for any terms not specifically addressed in this document or any associated administrative procedure(s).

Revision History

2/12/2021	Adopted	
3/4/2022	Reviewed and revised	Updated information on PERS benefits

TBD	Revised	Updated limits of accrued vacation and sick leave
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ADDENDUM A – Salary Schedule

Executive Director / Assistant Executive Director Salary Schedule (2% annual increase)

Employer Contribution Plan A

STEP	PER YEAR
01	\$60,000
02	\$61,200
03	\$62,424
04	\$63,672
05	\$64,946

Employer/Employee Contribution Plan B

STEP	PER YEAR
01	\$68,827.50
02	\$70,204.50
03	\$73,039.74
04	\$68,979.00
05	\$74,535.59

Board Investigator Salary Schedule (2.5% annual increase)

STEP	HOURLY Maximum 6 Hours per month or 72 Hours per Year
01	\$150.00
02	\$153.75
03	\$158.00
04	\$162.00
05	\$166.00

Part-time Staff (2% annual increase; Not PERS eligible)

STEP	HOURLY Maximum 4 Hours per day or 20 Hours per Week
01	\$15.00
02	\$15.30
03	\$15.61
04	\$15.92
05	\$16.24



**NEVADA STATE
BOARD OF PSYCHOLOGICAL EXAMINERS**

Practice as a Non-Resident Consultant Procedure

Purpose

In accordance with Nevada Revised Statutes (NRS) 641.2295 and Nevada Administrative Code (NAC) 641.169, this procedure describes the process for approval as a non-resident consultant to provide certain services in Nevada by the Nevada State Board of Psychological Examiners ("Board").

Procedure

1. To qualify as a non-resident consultant, a psychologist must be licensed in another U.S. jurisdiction whose requirements for licensure are equivalent to those of Nevada (NRS/NAC Chapter 641), as applicable, regarding accreditation of graduate program, supervision, and experience requirements; and shall not be a resident of nor licensed in the state of Nevada.
 - a. Approval as a Non-Resident Consultant does not ensure that the applicant will qualify for licensure in the state of Nevada.
2. Application
 - a. An application to practice as a consultant and any supporting materials must be received in the office of the Board at least thirty (30) calendar days prior to the date of the proposed beginning of non-resident practice.
 - i. A separate application is required for each consulting service being conducted.
 - ii. The application must include the name of the individual/organization requesting the services of the consultant, the expected dates of the service, the location where services will be required, and the purpose and nature of the services.
 - b. The inviting Psychologist shall complete page 5 of the application, indicating that he/she/they will have primary responsibility for the professional conduct of the invited psychologist.
 - c. A non-refundable processing fee of \$100 must be submitted with each application.
3. Review Process
 - a. An invited psychologist must obtain the approval of the Board before practicing as a consultant in this State.
 - i. The Board may designate a voting member of the Board to review applications and provide approval/denial on behalf of the full Board, working in conjunction with the Board's Executive Director.

- b. The applicant shall be notified by the Board office within ten (10) calendar days of receipt of the application of approval/denial.
4. Limitations of Practice
- a. Practice as a non-resident consultant is limited to 30 days in a calendar year.
 - b. If qualified and approved, the consultant shall be allowed to perform consulting services which must be specified on the application, with specific dates, and which must occur under the supervision of a psychologist actively licensed and in good standing in the State of Nevada.
 - c. An approved non-resident consultant may only engage in services of limited duration and responsibility which are provided in consultation with an inviting psychologist and include, but are not limited to, testifying as an expert witness in a court proceeding or conducting a one-time evaluation for a specific purpose, including, but not limited to, a court proceeding or the preparation of a presentence report.
 - i. The consultant may not engage in ongoing evaluation, diagnosis or treatment services, employee assistance program services or psychotherapy.
 - d. The non-resident consultant should review NRS and NAC Chapter 641, which govern the practice of psychology prior to practicing in Nevada.

Revision History

v1	3/26/2021	Adopted
v2	TBD	Revised to clarify application and approval process