

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

DATE OF MEETING: Friday, October 8, 2021    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/82739983045>. To access the meeting via audio only, dial 1-669-900-6833 and enter the meeting ID: 827 3998 3045. 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](mailto: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) Discussion and Possible Approval of the Minutes of the Meeting of the State of Nevada Board of Psychological Examiners from September 10, 2021.**

**4. 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 Approve the Budget Reconciliation and Final Treasurer's Report for Fiscal Year 2021 (July 1, 2020, Through June 30, 2021).

**5. Board Needs and Operations**

- A. Update and Report from the Nevada Psychological Association
- B. Report From the Executive Director on Board Office Operations

**6. (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.**

**7. (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 #21-0524
- I. Complaint #21-0702

- J. Complaint #21-0726
- K. Complaint #21-0810
- L. Complaint #21-0816

**8. (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**

Liana Abascal	Georgia Dalto (PA)	Rose Leung	Anthony Rodriguez
Michael Abrams	Edward DeAnda	Bertrand Levesque	Vincent Rodriguez
Danielle Agnello (PA)	Roman Dietrich	Jodi Lovejoy	Amber Rose
Catherine Aisner	Mary Dinerman	Debra Maddox	Mariah Schwan
Gera Anderson	Marie Ehrler	Melissa Marrapese	Karima Shagaga
Tony Angelo	Marissa Elpidama	Patricia McGuire	Shelly Sheinbein
Cherly Ballou	Anthony Francisco	Shanna Mohler	Aaron Van Smith
John Barona	Howard Friedman	Luzviminda Morrow (PA)	Michael Stein
Stephanie Bellusa (PA)	Miriam Funtowicz	Monica Mousa	Nicole Steiner-Pappalardo
Jennifer Berg	Dana Gionta	Michellane Mouton	Vahe Sukiasyan
Luke Bigler	Jonathan Gould	Patrick Murphy	LaTanya Takla
Mantsha Boikanyo	Nancy Grau	Jonine Nazar-Biesman	Alisa Turner-Augustyn
Amanda Borlenghi	Kalana Greer	Heather Neill	Anya Verriden
Beth Borosh-Gissane	Lori Haggard	Raymond Nourmand	Angela Waldrop
Latoya Brogdon	Michelle Hardy	Nnenna Nwanko	John Walker
Corby Bubp	Jill Hayes Barbee	Ariel Ogilvie-McSweeney	Nicolle Walters
Jodi Cabrera	Bernadette Hinojos (PA)	Gabriela Olavarrieta	Dale Watson
Tyler Camaione	Billie Ivra	Brian Olsen	Justine Weber
Jonathan Campos (PA)	Carolyne Karr	Rhea Pobuda	Kiara Wesley
Nicholas Carfagno	Kathryn Kimball	Katherine Pruzan	Yvonne Westover
Sylvia Chang	Alexander Kuhl	Maxwell Rappaport	Carrie Wilkens
Si Arthur Chen	Laura LaPiana	Elke Rechberger	Stephen Winston
Dana Chidekel	Beth Lavin	Rory Reid	Wendy Worrell
Filippo Cieri	Timothy Law	Kristina Reynoso	
Richard Coder	Karen Lehman	Danielle Richards	

## PSYCHOLOGICAL ASSISTANTS

Ines Acevedo	Althea Clark	Vanessa Ma	Elizabeth Pritchard
Sonakshi Arora	Jessica Crellin	James Maltzahn	Sarah Ramos
Nats Babel	Nicole Dionisio	Carolina Meza Perez	David Robinson
Lydia Bacon	Alicia Doman	Desiree Misanko	Shweta Sharma
Abigail Baily	Deva Dorris	Candis R. Mitchell	Gerald Shorty
Michelle Berumen	Melanie Duckworth	Crystal Moon	Sharon Simington
Shannon Burns-Darden	Daphne Fowler	Blanca Naudin	Alexis Sliva
Rachel Butler Pagnotti	Alyssa Garcia	Kellie Nesto	Krystal Smith
Tyler Camaione	Stacy Graves	Jonathan Parker	Cyndy Soto-Lopez
Nicholas Carfagno	Jennifer Grimes Vawters	Dylena Pierce	Marquez Wilson
Jena Casas	Kelly Hughes	Chelsea Powell	Lauren Wing
Leandrea Caver	Kelly Humphreys	Amanda Powers	Jaime Wong
Nino Chkhaidze	Cynthia Lancaster	January Prince	

## PSYCHOLOGICAL INTERNS

Lynne Ballard	Linda Curtis	Dorota Krotkiewicz	Abraham Reynolds
Amanda Barone	Chad Davis	Angela Lewis	Barbara Sommer
Leslie Bautista	Kimberly Gray	Elisabeth Lischer	Sean Traynor
Katie Biggers	Shanel Harris	Kelly Nelson	Melina Yarahgchi
Shantay Coleman	Michael Hobbs	Jeffery Newell	Qingqing Zhu
Jessica Conner	Jeanine Johnson	Ximena Radienovic	

## PSYCHOLOGICAL TRAINEES

Yen-Ling Chen	Amanda Howard	Amanda Mraz	Heather Thompson
Dominque Cheung	Kayla Kaiser	Kelly Parker	Sherri Tschida
Kayla Fobian	Demi Kourtesi	Nicky Petersen	Charlotte Watley
Leila Gail	Erica Marino	Mary Smirnova	Kayli Wrenn
Jaqueline Green	Mollie McDonald	Holly Summers	

- A. (For Possible Action) Discussion and Possible Action to Issue a License to Practice Psychology to Applicant Nicholas Carfagno Under the Supervision of a Licensed Psychologist until he obtains a passing score on the EPPP Part-2 and contingent upon completion of all other licensure requirements
- B. (For Possible Action) Discussion and Possible Action on the Status of the Provisional License of Michelle Zochowski
- C. (For Possible Action) Discussion and Possible Action to Approve an Extension of the Registration of Stephanie Bellusa as a Psychological Assistant for one year or until she passes the EPPP Part-1, whichever is first
- D. (For Possible Action) Discussion and Possible Action to Approve the Licensure of Michael Stein as Recommended by the ATEAM Committee, contingent upon satisfactory completion of all other licensure requirements

- E. (For Possible Action) Discussion and Possible Action to Approve the Licensure of Jennifer Berg as Recommended by the ATEAM Committee, contingent upon satisfactory completion of all other licensure requirements
  - F. (For Possible Action) Discussion and Possible Action to Approve the Licensure of Karima Shagaga as Recommended by the ATEAM Committee, contingent upon satisfactory completion of all other licensure requirements
  - G. (For Possible Action) Discussion and Possible Action to approve a one-year extension of the registration of Dorota Krotkiewicz as a psychological intern through October 7, 2022 or until her degree is conferred qualifying her to apply for registration as a psychological assistant, whichever comes first
- 9. (For Possible Action) Discussion and Possible on a Request by Dr. Sarah Ahmad for a Waiver of NAC 641.158 to allow for the Supervision of a Total of Six (6) Supervisees (Psychological Assistants and Psychological Interns) on a Temporary Basis Through January 2022**
- 10. (For Possible Action) Discussion and Possible Action to Utilize the PLUS Application Process as administered by the Association of State and Provincial Psychology Boards (ASPPB) for Licensure and Registration Records Verification**
- 11. (For Possible Action) Discussion and Possible Action on the Nevada State Examination for Licensure as a Psychologist, including data related to the administration and proctoring of the exam. Possible action may include consideration of entering into an agreement with a psychometrician for evaluation based on 50 or more administrations of the three versions of the exam in a contracted amount of not more than \$5,000**
- 12. (For Possible Action) Discussion and Possible Action to Adopt Policies on the Registration and Supervision Procedures for Psychological Interns and Psychological Trainees in accordance with Nevada Administrative Code (NAC) Chapter 641**
- 13. 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
- 14. (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. R057-19: Fees
- B. R058-19: Endorsement Language
- C. R114-19: Foreign Graduates
- D. R115-19: Supervision, payment of psychological assistant, Closure of a Practice
- E. R173-20 (Previously R131-15): Requires those teaching or engaging in research to be licensed if providing supervision in a university setting.
- F. R174-20: Code of Conduct
- G. R175-20: Removal of "Moral"
- H. Removal of "Behavior Analyst" ...
- I. Regulations related to Assembly Bill 327 (2021)
- J. Regulations related to Assembly Bill 366 (2021)
- K. Regulations related to Senate Bill 44 (2021)

**15. (For Possible Action) Discussion of U.S. District Court Case 2:20-CV-00651-KJD-VCF Where the State of Nevada Board Psychological Examiners is a Named Defendant.**

**16. (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, November 12, 2021, at 8:30 a.m.
- B. A Strategic Planning Work Session is scheduled for Friday, November 12 following the regularly scheduled Board meetings on that date.
- C. The ASPPB 61<sup>st</sup> Annual Meeting of Delegates "Public Protection Through Prevention" is scheduled for October 15 – 16, 2021. This will be a virtual meeting.

**17. Requests for Future Board Meeting Agenda Items (No Discussion Among the Members will Take Place on this Item)**

**18. 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)

**19. (For Possible Action) Adjournment**

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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 noon on Thursday, October 7, 2021.

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](mailto: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, October 5, 2021, 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).

**STATE OF NEVADA BOARD OF PSYCHOLOGICAL EXAMINERS**  
**MEETING MINUTES**

September 10, 2021

**1. Call to Order/Roll Call to Determine the Presence of a Quorum.**

**Call to Order:** The meeting of the Nevada State Board of Psychological Examiners was called to order by President Whitney Owens, PsyD, at 8:30 a.m. at the office of the Board of Psychological Examiners, 4600 Kietzke Lane, Ste B-116, Reno, Nevada 89502. Due to COVID-19 and Governor Sisolak's Emergency Mandate to Stay at Home for Nevada, this meeting was also conducted online via "Zoom."

**Roll Call:** Board President Whitney Owens, PsyD, Secretary/Treasurer Stephanie Woodard, Psy.D., and members Monique Abarca, LCSW, Stephanie Holland, PsyD, and Soseh Esmaeili, PsyD, were present.

Also present were Harry Ward, Deputy Attorney General, Dr. Gary Lenkeit, Board Investigator, Dr. Sheila Young, Board Investigator, Lisa Scurry, Executive Director, Don Cloud, Brian Lech, and Sara Hunt.

**2. Public Comment**

There was no public comment at this time. Lisa Scurry, Executive Director, stated no public comment had been received by the Board Office as of the start of the meeting.

**3. (For Possible Action) Workshop to Solicit Comments on Proposed Regulations (See Attachment A); and Possible Action to Forward the Proposed Regulations to a Public Hearing at a Future Meeting of the Nevada Board of Psychological Examiners in Accordance with NRS Chapter 233B**

President Owens opened the Public Workshop at 8:35 a.m.

Board President Whitney Owens, PsyD, Secretary/Treasurer Stephanie Woodard, Psy.D., and members Monique Abarca, LCSW, Stephanie Holland, PsyD, and Soseh Esmaeili, PsyD, were present for the Workshop.

There was no public comment provided.

Note: During discussion of Item A, members of the public created a disruption using inappropriate language. The meeting was paused with the zoom link being stopped and re-started. Upon re-starting the meeting, all in attendance were muted until acknowledged by the Board President.

### **A. Regulations Required as a Result of Assembly Bill 327 of 2021**

Assembly Bill 327 mandates at least 2 hours of continuing education each renewal period in the area of cultural competency and diversity, equity, and inclusion. Director Scurry presented the draft regulation that would codify the changes to Nevada Revised Statutes into Nevada Administrative Code (NAC) 641.136 and 641.137. The latter provides details related to requirements for courses such as addressing persons of different cultural backgrounds.

There were no questions nor suggested changes to the draft language. No public comment was provided.

As the members were muted, the vote was acknowledged verbally and through the Zoom chat function.

**On motion by Stephanie Woodard, second by Stephanie Holland, the Nevada State Board of Psychological Examiners forwarded the draft regulation related to Assembly Bill 327 to a public hearing as part of a future meeting of the Board in accordance with NRS 233B.** (Yea: Whitney Owens, Soseh Esmaeili, Stephanie Holland, Monique Abarca, and Stephanie Woodard) Motion Carries: 5-0

### **B. Regulations Required as a Result of Assembly Bill 366 of 2021**

President Owens presented the draft regulation for the implementation of Assembly Bill 366. Assembly Bill 366 was proposed by the Board to exempt as medical records video and audio recordings that are created for the purpose of training. The regulation would define recordings and training activities, and provide information related to informed consent requirements.

There were no questions nor suggested changes to the draft language. No public comment was provided.

As the members were muted, the vote was acknowledged verbally and through the Zoom chat function.

**On motion by Soseh Esmaeili, second by Stephanie Holland, the Nevada State Board of Psychological Examiners forwarded the draft regulation related to Assembly Bill 366 to a public hearing as part of a future meeting of the Board in accordance with NRS 233B.** (Yea: Whitney Owens, Soseh Esmaeili, Stephanie Holland, Monique Abarca, and Stephanie Woodard) Motion Carries: 5-0

### **C. Regulations Required as a Result of Senate Bill 44 of 2021**

Director Scurry presented those provisions of Senate Bill 44 that could require adoption of regulations to revise the Nevada Administrative Code (NAC). The first would revise methods of communication between a supervisor and supervisee to change "availability of the supervisor by telephone" to "availability of the supervisor by remote means, including use of a remote technology system which uses electronic, digital, or other similar technology."

An additional change to the NAC was proposed related to fees for licensure by endorsement. It was proposed that language identical to the SB44 be placed within the NAC to be fully transparent related to assessment of fees. The proposed language would read, "NAC 641.019(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, the Board shall collect not more than one-half of the fee set forth in subsection 1 for the initial issuance of the license by endorsement."

There were no questions nor suggested changes to the proposed changes. No public comment was provided.

**On motion by Stephanie Woodard, second by Monique Abarca, the Nevada State Board of Psychological Examiners forwarded the draft regulation related to Senate Bill 44 to a public hearing as part of a future meeting of the Board in accordance with NRS 233B.** (Yea: Whitney Owens, Soseh Esmaeili, Stephanie Holland, Monique Abarca, and Stephanie Woodard) Motion Carries: 5-0

President Owens asked for public comment at the conclusion of the Workshop. None was given.

**4. (For Possible Action) Discussion and Possible Approval of the Minutes of the Meeting of the State of Nevada Board of Psychological Examiners from August 13, 2021.**

There were no comments nor proposed changes to the minutes.

**On motion by Soseh Esmaeili, second by Monique Abarca, the Nevada State Board of Psychological Examiners approved the meeting minutes from August 13, 2021.** (Yea: Whitney Owens, Soseh Esmaeili, Stephanie Holland, Monique Abarca, and Stephanie Woodard) Motion Carries: 5-0

**5. Financial Report**

**A. (For Possible Action) Discussion and Possible Action to Approve the Treasurer's Report for F/Y 2022 (July 1, 2021, Through June 30, 2022).**

Secretary/Treasurer Stephanie Woodard and Lisa Scurry, Executive Director, presented the financial report. Expenses and revenues as of July 1 fell within the budgeted amount.

Dr. Woodard stated that work is ongoing to move items that were paid in July but should be attributed to the Fiscal Year 2021 budget. Ms. Scurry added that she is working with the bookkeeper to make those adjustments.

**On motion by Soseh Esmaeili, second by Monique Abarca, the Nevada State Board of Psychological Examiners approved the Treasurer's Report for Fiscal Year 2022.** (Yea: Whitney Owens, Stephanie Woodard, Soseh Esmaeili, Stephanie Holland, and Monique Abarca) Motion Carries: 5-0

**B. (For Possible Action) Discussion and Possible Action to Approve the Budget Reconciliation and Final Treasurer’s Report for F/Y 2021 (July 1, 2020, Through June 30, 2021).**

This item was moved to a future Board meeting with no discussion or action taken.

**6. Board Needs and Operations**

**A. Update and Report from the Nevada Psychological Association**

Sara Hunt of the Nevada Psychological Association provided an update regarding discussions related to licensure at the master’s level.

**B. (For Possible Action) Discussion and Possible Action to Replace Member Monique Abarca on the Application Tracking Equivalency and Mobility (ATEAM) Committee for a term ending June 30, 2022, from the current applicable Board members: Whitney Owens and Stephanie Holland.**

Due to scheduling conflicts, Board member Monique Abarca has resigned from the ATEAM Committee. Member Dr. Stephanie Holland has volunteered to replace her on the committee.

**On motion by Soseh Esmaeili, second by Monique Abarca, the Nevada State Board of Psychological Examiners appointed Stephanie Holland to serve on the Application Tracking Equivalency and Mobility (ATEAM) Committee in place of Monique Abarca for a term ending June 30, 2022.** (Yea: Whitney Owens, Stephanie Woodard, Soseh Esmaeili, Stephanie Holland, and Monique Abarca)  
Motion Carries: 5-0

**C. Report From the Executive Director on Board Office Operations**

Lisa Scurry, Executive Director, provided information regarding the work of the Board office. Statistics reviewed included the number of applications received, licenses and registrations issued, complaints received, and continuing education applications received and approved.

There was no discussion.

**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.**

Member Dr. Stephanie Woodard updated the Board on a survey being created by Health and Human Services. The survey would be used by the licensing boards to gather information from those who have received temporary registration to practice under Directive 011.

**8. (For Possible Action) Discussion, and Possible Action on Pending Consumer Complaints:**

Harry Ward, Deputy Attorney General, provided an update on items A-D.

- A. Complaint #19-0626. This matter is currently in litigation and is pending final resolution.
- B. Complaint #19-0709. This matter is on hold due to litigation and is pending final resolution.
- C. Complaint #19-1106. This matter is being monitored and is pending final resolution.
- D. Complaint #19-1223. This matter is being monitored and is pending final resolution.
- E. Complaint #20-0501. There was no update.
- F. Complaint #20-0818. There was no update.
- G. Complaint #20-0819. There was no update.
- H. Complaint #21-0513. There was no update.
- I. Complaint #21-0524. There was no update.
- J. Complaint #21-0702. Board investigator Gary Lenkeit informed the Board this matter is nearly completed and would likely be resolved for the October meeting.
- K. Complaint #21-0726. There was no update.
- L. Complaint #21-0810. There was no update.
- M. Complaint #21-0816. There was no update.

**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.**

President Owens presented the following names for approval of licensure, contingent upon completion of all licensure requirements.

**On motion by Monique Abarca, second by Soseh Esmaeili, the Nevada State Board of Psychological Examiners approved the following applicants for licensure, contingent upon satisfactory completion of all licensure requirements: Corby Bubb, Nicholas Carfagno, Georgia Dalto, Alexander Kuhl, Jonine Nazar-Biesman, and Michael Stein.** (Yea: Whitney Owens, Stephanie Woodard, Soseh Esmaeili, Stephanie Holland, and Monique Abarca) Motion Carries: 5-0

**A. (For Possible Action) Discussion and Possible Action to Issue a License to Practice Psychology to Applicant Elysse Kompaniez-Dunigan Under the Supervision of a Licensed Psychologist until she obtains a passing score on the EPPP Part-2 and contingent upon completion of all other licensure requirements**

This item was removed with no discussion nor action taken.

**B. (For Possible Action) Discussion and Possible Action to Issue a License to Practice Psychology to Applicant Andrew Hickman Under the Supervision of a Licensed Psychologist until he obtains a passing score on the EPPP Part-2 and contingent upon completion of all other licensure requirements**

(This item was taken out of order.)

Director Scurry informed the Board that Dr. Andrew Hickman was requesting a provisional license until such time as he takes and passes the EPPP Part-2. She added that the Board has provided licensure under the following conditions for two previous applicants: the test will be taken and passed within one year, the licensee will remain under supervision, and licensure is contingent upon completion of all other licensure requirements. Dr. Soseh Esmaeili has confirmed she will remain the supervisor of record until Dr. Hickman completes the licensure requirements.

Dr. Andrew Hickman stated that he was scheduled to take the EPPP Part-2 in October.

Dr. Soseh Esmaeili abstained from voting in the matter.

**On motion by Stephanie Holland, second by Monique Abarca, the Nevada State Board of Psychological Examiners approved Dr. Andrew Hickman to be license eligible with the caveat that he remains under the supervision of Dr. Soseh Esmaeili until he receives a passing score on the EPPP Part-2, contingent upon satisfactory completion of all other licensure requirements, and not to extend beyond September 8, 2022, without further approval of the Board.** (Yea: Whitney Owens, Stephanie Woodard, Stephanie Holland, and Monique Abarca. Abstain: Soseh Esmaeili) Motion Carries: 4-0

**C. (For Possible Action) Discussion and Possible Action on the Application of Michelle Hardy, whose license from another jurisdiction has not been active for more than 2 years**

Dr. Michelle Hardy applied for licensure in Nevada after allowing her license in California to expire upon retiring more than two years ago. Prior to the meeting, Dr. Hardy withdrew her application.

The Board discussed the application in order to establish how similar applications will be handled in the future. A licensee in Nevada, who is seeking to reactivate their license, would be required to complete continuing education courses for the prior renewal period. President Owens asked the Board to consider how to handle similar situations when the applicant is coming from another jurisdiction.

President Owens stated her belief that an individual that has not been practicing should be required to complete at least 30 hours of continuing education, including those related to ethics. She asked if consideration should be given to the length of time that had passed since the individual last had an active license.

Member Dr. Holland asked if the number of continuing education credits should equal the number that would have been taken depending on the number of years since they had practiced.

Member Dr. Woodard added that during review of applications, the ATEAM Committee will ask applicants about their goals and the venue in which they plan to practice. She also asked about the obligation of the individual related to the Code of Ethics to ensure they have the skills necessary to practice. She equated those questions to those asked of an individual seeking to re-specialize.

Director Scurry stated the discussion will be drafted into a policy to return at a future meeting of the Board.

There was no action taken by the Board.

**D. (For Possible Action) Discussion and Possible Action on the Application of Lori Haggard, whose license from another jurisdiction has not been active for several years**

Dr. Lori Haggard was originally licensed in Indiana in 2005 but the license was allowed to expire as she works for the federal prison system. Although continuing education is not required, she provided proof of 16 continuing education hours, taken over the past 18 months, in suicide, addiction and multi-cultural issues.

President Owens suggested that specific courses in ethics should be completed.

Dr. Haggard was present and explained that she had taken other continuing education but had no evidence of completion of those courses. She also clarified that the licensure in Indiana was temporary and that she needed to take and pass the EPPP.

It was suggested that Dr. Haggard's application be forwarded for review by the ATEAM Committee.

**10. (For Possible Action) Discussion and Possible Action on the Nevada State Examination for Licensure as a Psychologist, including data related to the administration and proctoring of the exam. Possible action may include consideration of entering into a contract with a psychometrician for additional evaluation of any or all of the three versions of the exam based on 50 administrations of the exam in 2021.**

Member Dr. Stephanie Holland, State Exam Chair, and Director Scurry presented information about the Nevada State Examinations. Director Scurry reminded the Board that upon administration of 50 exams in the new online format, the item would be brought back for discussion. The Board was asked for additional time while Dr. Holland and Ms. Scurry completed a review of the exam questions and evaluated the pass/fail statistics on the three versions of the exam.

There was no further discussion nor action taken on the item.

**11. (For Possible Action) Discussion and Possible Action to Create a Master's Degree Level License and/or a Psychological Assistant (Post-Doctoral) License**

There was no discussion nor action taken on this time. It will return on a future agenda.

**12. (For Possible Action) Discussion and Possible Action to Adopt Procedures Related to Registration and Supervision of Psychological Interns and Psychological Trainees in accordance with Nevada Administrative Code (NAC) Chapter 641**

Director Scurry provided the Board with draft policies documenting the procedures for the registration and supervision of psychological interns and psychological assistants. She requested the Board review the documents over the next few weeks. They will return for the October meeting for possible adoption.

**13. 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**

The Board has proposed a change to Nevada Revised Statutes that would require psychologists employed by a public agency to be licensed. As conversations with the Nevada Department of Corrections are ongoing, the item will return at a future meeting.

**14. (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**

Lisa Scurry, Executive Director, provided an update on the status of the following regulations / proposed changes to the Nevada Administrative Code Chapter 641. Items A and E have been submitted to the Legislative Counsel Bureau for final adoption. Public hearings and/or workshops will be scheduled for the remaining items.

- A. R057-19: Fees
- B. R058-19: Endorsement Language
- C. R114-19: Foreign Graduates
- D. R115-19: Supervision, payment of psychological assistant, Closure of a Practice
- E. R173-20 (Previously R131-15): Requires those teaching or engaging in research to be licensed if providing supervision in a university setting.
- F. R174-20: Code of Conduct
- G. R175-20: Removal of "Moral"
- H. Removal of "Behavior Analyst" ...
- I. Regulations related to Assembly Bill 327
- J. Regulations related to Assembly Bill 366
- K. Regulations related to Senate Bill 44

**15. (For Possible Action) Discussion of U.S. District Court Case 2:20-CV-00651-KJD-VCF Where the State of Nevada Board Psychological Examiners is a Named Defendant.**

Harry Ward, Deputy Attorney General, provided an update on the status of the case, Walter vs the Board. The discovery phase in the matter is ongoing.

**16. (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**

There were no questions nor proposed changes to the schedule of upcoming meetings.

- A. The next regularly scheduled meeting of the Nevada Board of Psychological Examiners is Friday, October 8, 2021, at 8:30 a.m.
- B. The Strategic Planning Work Session is tentatively scheduled for Friday, October 8 and Friday, November 12 following the regularly scheduled Board meetings on those dates.

- C. The ASPPB 61<sup>st</sup> Annual Meeting of Delegates “Public Protection Through Prevention” is scheduled for October 15 – 16, 2021. This will be a virtual meeting.

**17. Requests for Future Board Meeting Agenda Items** (No Discussion Among the Members will Take Place on this Item)

There were no suggested agenda items for future Board meeting.

**18. Public Comment**

There was no public comment at this time.

**19. (For Possible Action) Adjournment**

There being no further business before the Board, President Owens adjourned the meeting at 10:05 a.m.

Nevada Board of Psychological Examiners  
Staff Report  
October 8, 2021

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4A. (For Possible Action) Discussion and Possible Action to Approve the Treasurer's Report for Fiscal Year 2022 (July 1, 2021, Through June 30, 2022).

**Summary**

The financial report for Fiscal Year 2022 will be presented. Below is a breakdown of notable items:

Income. The following items have brought in greater than 25% of the budgeted amount through the first quarter of the fiscal year. It should be noted that the line item entitles, "Initial" includes new licensures. The amount collected from new licensees will decrease throughout the fiscal year as licensure is a prorated amount.

Initial	40% of budgeted amount
Psych Assistants applications and registration fees	32%
Non-resident Consultant applications	50%
OVERALL income	38% of budgeted amount

Income revenue is at 46% of the budgeted amount

**Expenses**

- Payroll expenses are running below the budgeted amount. This is a result of limited hours by the investigators and only 5 of 7 Board seats filled.
  - Note regarding "Board staff" line item. This includes a budgeted amount of \$5,000 for temporary assistance in the office.
- Office Expenses. This item is at 46% of the budgeted amount due to a one time expenditure of \$600 for 2 filing cabinets in the office.
- Office Supplies. This item is at 60% of the budgeted amount as supplies are bought in quantities to last the year.
- Legal. The expenses paid in July have been moved to the Fiscal Year 2021 financial report. This line item is at 33% of the budgeted amount.

**Deferred Revenue**

- Changes will be made to the accounting of deferred revenue in future reports. Deferred revenue is monies brought in through licensure and license renewals which is used in a different fiscal year.

BUDGET TO ACTUALS  
Thru September 30, 2021

	FY22 Budget	FY22 Actual	FY22 Difference as of 10/1/2021	% of actual to budget
<b>RESERVE * not including Savings</b> (as of app. July 1, 2021)	\$225,000.00	\$260,000.00		
<b>INCOME</b>				
Deferred Revenue (License Renewal)	\$0.00	\$0.00	\$0.00	
License Fees - Psychological				
Initial (4010, 40100, 40201, 40202, 40203)	\$30,000.00	\$12,257.74	\$17,742.26	<b>40.86%</b>
Psych Assistants (40101, 40281)	\$5,000.00	\$1,579.21	\$3,420.79	<b>31.58%</b>
Psych Intern (40102, 40282)	\$2,500.00	\$601.49	\$1,898.51	<b>24.06%</b>
Trainee (40103, 40283)	\$1,000.00	\$682.96	\$682.96	
Non-Resident Consultant (4030)	\$1,000.00	\$498.19	\$501.81	<b>49.82%</b>
<b>Total Licensing Fees</b>	<b>\$39,500.00</b>	<b>\$15,619.59</b>	<b>\$24,246.33</b>	<b>39.54%</b>
State Examination (4015)	\$6,000.00	\$2,812.65	\$3,187.35	<b>46.88%</b>
Cost Recovered (disciplinary - 4078)	\$1,000.00	\$0.00	\$1,000.00	0.00%
Mediation Review	\$500.00	\$0.00	\$500.00	0.00%
Other Income			\$0.00	
Wall License (4025, 40251, 40252)	\$2,000.00	\$450.00	\$1,550.00	22.50%
Late Fees (4050)	\$0.00	\$0.00	\$0.00	0.00%
CE Fees (4040)	\$1,500.00	\$317.63	\$1,182.37	21.18%
Verification (4045)	\$350.00	\$100.00	\$250.00	28.57%
Misc (4999)	\$100.00	\$13.00	\$87.00	13.00%
<b>Total Other Income</b>	<b>\$5,450.00</b>	<b>\$880.63</b>	<b>\$4,569.37</b>	<b>16.16%</b>
<b>TOTAL INCOME/RESERVE</b>	<b>\$50,950.00</b>	<b>\$19,312.87</b>	<b>\$32,003.05</b>	<b>37.91%</b>

BUDGET TO ACTUALS  
Thru September 30, 2021

	FY22 Budget	FY22 Actual	FY22 Difference as of	% of actual to
<b>EXPENSES</b>				
Payroll				
Board Staff (Wages)	\$67,000.00	\$13,081.60	\$53,918.40	19.52%
Staff Sick / Vacation Reserve (unused leave)	\$5,000.00	\$0.00	-\$5,000.00	0.00%
Investgators (51753)	\$23,000.00	\$1,575.94	\$21,424.06	6.85%
Employer Medicare	\$0.00	\$0.00	\$0.00	0.00%
Employer FICA (941/944)	\$1,000.00	\$0.00	\$1,000.00	0.00%
PERS (5300, Retirement)	\$35,000.00	\$6,830.94	\$28,169.06	19.52%
Workers Comp (5250)	\$3,000.00	\$602.46	\$2,397.54	20.08%
Board Per Diem (5100)	\$13,000.00	\$1,800.00	\$11,200.00	13.85%
Other	\$2,500.00	\$0.00	\$2,500.00	0.00%
<b>TOTAL PAYROLL</b>	<b>\$149,500.00</b>	<b>\$23,890.94</b>	<b>\$115,609.06</b>	<b>15.98%</b>
Professional Services (Auditor, Lobbyist-8055, Bookkeeper-8050)	\$25,000.00	\$6,125.25	\$18,874.75	24.50%
Out of State Travel	\$2,500.00	\$0.00	\$2,500.00	0.00%
In State Travel (6200)	\$1,000.00	\$0.00	\$1,000.00	0.00%
Office Expenses (shredding-85100, 7020-water, alarm 70202)	\$2,000.00	\$912.69	\$1,087.31	45.63%
Postage (7100)	\$1,000.00	\$29.81	\$970.19	2.98%
Telephone & Internet (7290, 72901, 72902)	\$2,500.00	\$462.78	\$2,037.22	18.51%
Printing & Copying (7040)	\$750.00	\$15.09	\$734.91	2.01%
Copy Lease (7500)	\$1,500.00	\$447.72	\$1,052.28	29.85%
Office Equipment	\$1,000.00	\$0.00	\$1,000.00	0.00%
Office Supplies (7015)	\$500.00	\$295.28	\$204.72	59.06%
Legal (8000, 8010)	\$40,000.00	\$13,236.90	\$26,763.10	33.09%
Tort Claim (8015)	\$3,000.00	\$0.00	\$3,000.00	0.00%
Rent (7050)	\$15,000.00	\$4,250.00	\$10,750.00	28.33%
Bank Charges (9001, 9002, 9011)	\$200.00	\$20.00	\$180.00	10.00%
PayPal Fees*		\$222.67		
Web Services (307910, 7210)	\$4,200.00	\$670.01	\$3,529.99	15.95%
Database & Software (7770)	\$5,750.00	\$1,563.89	\$4,186.11	27.20%
Dues & Registration (8250, 8255)	\$5,000.00	\$0.00	\$5,000.00	0.00%

BUDGET TO ACTUALS  
Thru September 30, 2021

	FY22 Budget	FY22 Actual	FY22 Difference as of	% of actual to
Miscellaneous	\$500.00	\$0.00	\$500.00	0.00%
Administrative Services (7111, 8500, 8520)	\$7,500.00	\$255.00	\$7,245.00	3.40%
Payroll Expenses	\$2,500.00	\$0.00	\$2,500.00	0.00%
Exam Administration	\$500.00	\$0.00	\$500.00	0.00%
Hospitality	\$1,000.00	\$0.00	\$1,000.00	0.00%
<b>TOTAL EXPENSES</b>	<b>\$122,900.00</b>	<b>\$28,507.09</b>	<b>\$94,615.58</b>	23.20%
<b>TOTAL EXPENSES &amp; PAYROLL</b>	<b>\$272,400.00</b>	<b>\$52,398.03</b>	<b>\$210,224.64</b>	19.24%
<b>TOTAL REVENUES MINUS EXPENSES</b>	<b>-\$221,450.00</b>	<b>-\$33,085.16</b>	<b>-\$178,221.59</b>	14.94%
<b>Amount Rolled Over from FY20</b>	\$225,000.00	\$260,000.00	\$260,000.00	
<b>GRAND TOTAL (July 1 balance minus total all revenues minus expenses)</b>	<b>\$3,550.00</b>	<b>\$226,914.84</b>	<b>\$81,778.41</b>	

\*PayPal Fees are not incurred by the Board. Rather, they are paid by the applicant / licensee. As the amount appears in the ledger, it is shown here.

# NV State Board of Psychological Examiners

## Profit and Loss Monthly Board Meeting

July - September, 2021

	TOTAL
Income	
4010 Psychologist Application	
40100 Psychologist Application	2,708.80
40101 PA Application	746.80
40102 Intern Application	454.60
40103 Trainee Application	594.13
<b>Total 4010 Psychologist Application</b>	<b>4,504.33</b>
4015 Psychologist State Exam	2,812.65
4020 Psych Biennial	
40201 Prorated Psych Biennial	9,448.94
40203 Reinstatement of Psych	100.00
<b>Total 4020 Psych Biennial</b>	<b>9,548.94</b>
4025 Psychologist Licensing Fee	
40251 New License	450.00
<b>Total 4025 Psychologist Licensing Fee</b>	<b>450.00</b>
4028 Registration Fee	
40281 Psych Asst fee	832.41
40282 Psych Intern Fee	146.89
40283 Psych Trainee	88.83
<b>Total 4028 Registration Fee</b>	<b>1,068.13</b>
4030 Non-Resident Consultant	498.19
4040 CE App Fee	317.63
4045 Verification of Licensure	100.00
4999 Interest	13.00
<b>Total Income</b>	<b>\$19,312.87</b>
GROSS PROFIT	<b>\$19,312.87</b>
Expenses	
5100 Board Sal	1,800.00
5175 Board Staf	
51751 Executive Director	0.00
51753 Investigator Salary	1,575.94
<b>Total 5175 Board Staf</b>	<b>1,575.94</b>
5250 Workers Compensation	602.46
5300 PERS	4,111.32
7015 Supplies	295.28
70202 Office Furniture	454.69
<b>Total 7015 Supplies</b>	<b>749.97</b>
7020 Office Expense	421.00
7040 Print-Copy	15.09
7050 Rent	4,250.00

# NV State Board of Psychological Examiners

## Profit and Loss Monthly Board Meeting

July - September, 2021

	TOTAL
85100 Shredding	37.00
<b>Total 7020 Office Expense</b>	<b>4,723.09</b>
7100 Postage	29.81
7200 Utilities	
7210 Dolt Web SV	670.01
7290 Telephone	345.05
72901 Long Distance	48.09
72902 Internet	69.64
<b>Total 7290 Telephone</b>	<b>462.78</b>
<b>Total 7200 Utilities</b>	<b>1,132.79</b>
7500 Copy Lease	559.65
7770 Software	746.97
7777 Database	797.92
8000 Legal & Professional Fees	521.00
8010 Legal	23,161.85
<b>Total 8000 Legal &amp; Professional Fees</b>	<b>23,682.85</b>
8050 Prof Servs	3,000.00
8055 Lobbyist	3,125.25
<b>Total 8050 Prof Servs</b>	<b>6,125.25</b>
8100 Exam Administration	19.00
8500 Admin Serv	255.00
9001 Banking Fees	20.00
9002 Bank Crgs	83.71
<b>Total 9001 Banking Fees</b>	<b>103.71</b>
PayPal Fees	138.96
Payroll Expenses	
Company Contributions	
Retirement	4,130.58
<b>Total Company Contributions</b>	<b>4,130.58</b>
Taxes	
Federal Taxes (941/944)	-1,871.50
NV Unemployment Tax	0.00
<b>Total Taxes</b>	<b>-1,871.50</b>
Wages	14,121.60
<b>Total Payroll Expenses</b>	<b>16,380.68</b>
<b>Total Expenses</b>	<b>\$63,535.37</b>
NET OPERATING INCOME	<b>\$ -44,222.50</b>
NET INCOME	<b>\$ -44,222.50</b>

# NV State Board of Psychological Examiners

## Balance Sheet for Monthly Board Meeting

As of September 30, 2021

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
1100 Cash in Bank	229,147.87
3309 Savings	104,975.42
<b>Total Bank Accounts</b>	<b>\$334,123.29</b>
Accounts Receivable	
1200 Accounts Receivable	0.00
<b>Total Accounts Receivable</b>	<b>\$0.00</b>
Other Current Assets	
1103 Prepaid Expenses	0.00
12000 Undeposited Funds	0.00
12100 Inventory Asset	0.00
Uncategorized Asset	-144.98
<b>Total Other Current Assets</b>	<b>\$ -144.98</b>
<b>Total Current Assets</b>	<b>\$333,978.31</b>
Other Assets	
1300 Deferred outflows of resources	94,485.33
<b>Total Other Assets</b>	<b>\$94,485.33</b>
<b>TOTAL ASSETS</b>	<b>\$428,463.64</b>

# NV State Board of Psychological Examiners

## Balance Sheet for Monthly Board Meeting

As of September 30, 2021

	TOTAL
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
1106 Accounts Payable	3,641.93
<b>Total Accounts Payable</b>	<b>\$3,641.93</b>
Other Current Liabilities	
2100 Federal Income Withholding	334.13
2100 Payroll Liabilities	-971.08
Federal Taxes (941/944)	0.00
NV Unemployment Tax	0.00
PERS	41,325.55
<b>Total 2100 Payroll Liabilities</b>	<b>40,354.47</b>
2101 Federal FICA Withholding	0.00
2102 Federal Medicare Withhold	0.00
2105 Employment Security	0.00
2110 Direct Deposit Liabilities	25,500.51
2200 Unearned Revenue	78,582.00
2450 Deferred inflow-pension	10,210.00
2455 Net pension liability	129,905.00
Deferred Revenue	324,624.25
Direct Deposit Payable	-23,407.10
<b>Total Other Current Liabilities</b>	<b>\$586,103.26</b>
<b>Total Current Liabilities</b>	<b>\$589,745.19</b>
<b>Total Liabilities</b>	<b>\$589,745.19</b>
Equity	
3000 Opening Bal Equity	-4,349.53
3900 2550 Fund Balance	-112,709.52
Net Income	-44,222.50
<b>Total Equity</b>	<b>\$ -161,281.55</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$428,463.64</b>

# NV State Board of Psychological Examiners

General Ledger  
September 1 - October 7, 2021

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
<b>3309 Savings</b>							
	Beginning Balance						104,971.34
09/30/2021	Deposit		Interest		4999 Interest	4.08	104,975.42
<b>Total for 3309 Savings</b>						<b>\$4.08</b>	
<b>1100 Cash in Bank</b>							
	Beginning Balance						250,916.04
09/01/2021	Bill Payment (Check)		Office of the Attorney General		1106 Accounts Payable	- 10,350.50	240,565.54
09/01/2021	Bill Payment (Check)		Kietzke Plaza		1106 Accounts Payable	-1,056.00	239,509.54
09/02/2021	Deposit				-Split-	1,011.44	240,520.98
09/03/2021	Payroll Check	DD	Lisa Scurry	Pay Period: 08/20/2021-09/02/2021	Direct Deposit Payable	-2,080.52	238,440.46
09/07/2021	Expense		Adobe Acrobat		7770 Software	-14.99	238,425.47
09/07/2021	Bill Payment (Check)		Michelle Fox		1106 Accounts Payable	-255.00	238,170.47
09/07/2021	Deposit				-Split-	976.70	239,147.17
09/10/2021	Expense		PERS		5300 PERS	-1,410.96	237,736.21
09/14/2021	Deposit				-Split-	1,173.70	238,909.91
09/14/2021	Tax Payment		IRS	Tax Payment for Period: 08/01/2021-08/31/2021	2100 Federal Income Withholding	-546.16	238,363.75
09/17/2021	Payroll Check	DD	Lisa Scurry	Pay Period: 09/03/2021-09/16/2021	Direct Deposit Payable	-2,080.52	236,283.23
09/17/2021	Expense		QuickBooks Payroll Service		7770 Software	-57.00	236,226.23
09/17/2021	Payroll Check	DD	Gary C. Lenkeit	Pay Period: 09/03/2021-09/16/2021	Direct Deposit Payable	-581.34	235,644.89
09/17/2021	Bill Payment (Check)		Bank of America Credit Card		1106 Accounts Payable	-3,420.90	232,223.99
09/22/2021	Deposit				-Split-	395.00	232,618.99
09/23/2021	Expense		Kathleen Laxalt		8050 Prof Servs:8055 Lobbyist	-1,041.75	231,577.24
09/24/2021	Bill Payment (Check)		AT&T		1106 Accounts Payable	-61.93	231,515.31
09/24/2021	Bill Payment (Check)		Whitney Owens		1106 Accounts Payable	-450.00	231,065.31
09/24/2021	Bill Payment (Check)		Soseh Esmaeili		1106 Accounts Payable	-450.00	230,615.31
09/24/2021	Bill Payment (Check)		Monique McCoy		1106 Accounts Payable	-450.00	230,165.31
09/24/2021	Deposit				-Split-	1,039.27	231,204.58
09/24/2021	Bill Payment (Check)		Stephanie Holland, Psy.D.		1106 Accounts Payable	-450.00	230,754.58
09/29/2021	Bill Payment (Check)		Information Technology		1106 Accounts Payable	-54.41	230,700.17
09/29/2021	Bill Payment (Check)		Office of the Attorney General		1106 Accounts Payable	-2,901.40	227,798.77
09/29/2021	Bill Payment (Check)		Canon Financial Services, Inc.		1106 Accounts Payable	-111.93	227,686.84
09/29/2021	Bill Payment (Check)		Information Technology		1106 Accounts Payable	-31.31	227,655.53
09/30/2021	Journal Entry	JE 3			-Split-	-2.00	227,653.53
		107					
09/30/2021	Journal Entry	JE 3			-Split-	1,494.34	229,147.87
		106					
10/01/2021	Payroll Check	DD	Lisa Scurry	Pay Period: 09/17/2021-09/30/2021	Direct Deposit Payable	-2,080.52	227,067.35
<b>Total for 1100 Cash in Bank</b>						<b>\$ - 23,848.69</b>	
<b>Uncategorized Asset</b>							
	Beginning Balance						-144.98
<b>Total for Uncategorized Asset</b>							
<b>1300 Deferred outflows of resources</b>							
	Beginning Balance						94,485.33
<b>Total for 1300 Deferred outflows of resources</b>							
<b>1106 Accounts Payable</b>							
	Beginning						14,191.79

# NV State Board of Psychological Examiners

General Ledger  
September 1 - October 7, 2021

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
<b>Balance</b>							
09/01/2021	Bill Payment (Check)		Office of the Attorney General		1100 Cash in Bank	-	3,841.29
09/01/2021	Bill Payment (Check)		Kietzke Plaza		1100 Cash in Bank	10,350.50	2,785.29
09/07/2021	Bill Payment (Check)		Michelle Fox		1100 Cash in Bank	-1,056.00	2,530.29
09/16/2021	Bill		Bank of America Credit Card		-Split-	-255.00	5,951.19
09/17/2021	Bill		Monique McCoy		5100 Board Sal	3,420.90	6,401.19
09/17/2021	Bill Payment (Check)		Bank of America Credit Card		1100 Cash in Bank	450.00	2,980.29
09/17/2021	Bill		Stephanie Holland, Psy.D.		5100 Board Sal	-3,420.90	3,430.29
09/17/2021	Bill		Whitney Owens		5100 Board Sal	450.00	3,880.29
09/17/2021	Bill		Soseh Esmaeili		5100 Board Sal	450.00	4,330.29
09/22/2021	Bill		Office of the Attorney General		8000 Legal & Professional Fees:8010 Legal	2,901.40	7,231.69
09/22/2021	Bill		Information Technology		7200 Utilities:7210 Dolt Web SV	31.31	7,263.00
09/22/2021	Bill		Information Technology		7200 Utilities:7210 Dolt Web SV	54.41	7,317.41
09/22/2021	Bill		Information Technology		7200 Utilities:7210 Dolt Web SV	54.41	7,371.82
09/22/2021	Bill		Canon Financial Services, Inc.		7500 Copy Lease	111.93	7,483.75
09/22/2021	Bill		AT&T		7200 Utilities:7290 Telephone	61.93	7,545.68
09/24/2021	Bill		Kietzke Plaza		7020 Office Expense:7050 Rent	1,056.00	8,601.68
09/24/2021	Bill Payment (Check)		Soseh Esmaeili		1100 Cash in Bank	-450.00	8,151.68
09/24/2021	Bill Payment (Check)		Whitney Owens		1100 Cash in Bank	-450.00	7,701.68
09/24/2021	Bill Payment (Check)		AT&T		1100 Cash in Bank	-61.93	7,639.75
09/24/2021	Bill Payment (Check)		Monique McCoy		1100 Cash in Bank	-450.00	7,189.75
09/24/2021	Bill Payment (Check)		Stephanie Holland, Psy.D.		1100 Cash in Bank	-450.00	6,739.75
09/29/2021	Bill Payment (Check)		Canon Financial Services, Inc.		1100 Cash in Bank	-111.93	6,627.82
09/29/2021	Bill Payment (Check)		Office of the Attorney General		1100 Cash in Bank	-2,901.40	3,726.42
09/29/2021	Bill Payment (Check)		Information Technology		1100 Cash in Bank	-31.31	3,695.11
09/29/2021	Bill Payment (Check)		Information Technology		1100 Cash in Bank	-54.41	3,640.70
09/30/2021	Bill		Information Technology		7200 Utilities:7290 Telephone:72901 Long Distance	1.23	3,641.93
<b>Total for 1106 Accounts Payable</b>						<b>\$ -</b>	
						<b>10,549.86</b>	
<b>2100 Payroll Liabilities</b>							
Beginning Balance							-971.08
<b>Total for 2100 Payroll Liabilities</b>							
<b>NV Unemployment Tax</b>							
09/03/2021	Payroll Check	DD	Lisa Scurry	NV Unemployment Tax	Direct Deposit Payable	0.00	0.00
09/17/2021	Payroll Check	DD	Lisa Scurry	NV Unemployment Tax	Direct Deposit Payable	0.00	0.00
09/17/2021	Payroll Check	DD	Gary C. Lenkeit	NV Unemployment Tax	Direct Deposit Payable	0.00	0.00
10/01/2021	Payroll Check	DD	Lisa Scurry	NV Unemployment Tax	Direct Deposit Payable	0.00	0.00
<b>Total for NV Unemployment Tax</b>						<b>\$0.00</b>	
<b>PERS</b>							
Beginning Balance							39,948.69
09/03/2021	Payroll Check	DD	Lisa Scurry	PERS - Company Contribution	Direct Deposit Payable	688.43	40,637.12
09/17/2021	Payroll Check	DD	Lisa Scurry	PERS - Company Contribution	Direct Deposit Payable	688.43	41,325.55

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10/01/2021	Payroll Check	DD	Lisa Scurry	PERS - Company Contribution	Direct Deposit Payable	688.43	42,013.98
<b>Total for PERS</b>						<b>\$2,065.29</b>	
<b>Total for 2100 Payroll Liabilities with subs</b>						<b>\$2,065.29</b>	
2110 Direct Deposit Liabilities							
Beginning Balance							25,500.51
<b>Total for 2110 Direct Deposit Liabilities</b>							
2450 Deferred inflow-pension							
Beginning Balance							10,210.00
<b>Total for 2450 Deferred inflow-pension</b>							
2455 Net pension liability							
Beginning Balance							129,905.00
<b>Total for 2455 Net pension liability</b>							
2100 Federal Income Withholding							
Beginning Balance							-77.61
09/03/2021	Payroll Check	DD	Lisa Scurry	Federal Taxes (941/944)	Direct Deposit Payable	273.08	195.47
09/14/2021	Tax Payment		IRS	Federal Taxes (941/944)	1100 Cash in Bank	-546.16	-350.69
09/17/2021	Payroll Check	DD	Gary C. Lenkeit	Federal Taxes (941/944)	Direct Deposit Payable	411.74	61.05
09/17/2021	Payroll Check	DD	Lisa Scurry	Federal Taxes (941/944)	Direct Deposit Payable	273.08	334.13
10/01/2021	Payroll Check	DD	Lisa Scurry	Federal Taxes (941/944)	Direct Deposit Payable	273.08	607.21
<b>Total for 2100 Federal Income Withholding</b>						<b>\$684.82</b>	
2200 Unearned Revenue							
Beginning Balance							78,582.00
<b>Total for 2200 Unearned Revenue</b>							
Deferred Revenue							
Beginning Balance							324,624.25
<b>Total for Deferred Revenue</b>							
Direct Deposit Payable							
Beginning Balance							-23,407.10
09/03/2021	Payroll Check	DD	Lisa Scurry	Pay Period: 08/20/2021-09/02/2021	-Split-	2,080.52	-21,326.58
09/03/2021	Payroll Check	DD	Lisa Scurry	Direct Deposit	1100 Cash in Bank	-2,080.52	-23,407.10
09/17/2021	Payroll Check	DD	Gary C. Lenkeit	Pay Period: 09/03/2021-09/16/2021	-Split-	581.34	-22,825.76
09/17/2021	Payroll Check	DD	Gary C. Lenkeit	Direct Deposit	1100 Cash in Bank	-581.34	-23,407.10
09/17/2021	Payroll Check	DD	Lisa Scurry	Pay Period: 09/03/2021-09/16/2021	-Split-	2,080.52	-21,326.58
09/17/2021	Payroll Check	DD	Lisa Scurry	Direct Deposit	1100 Cash in Bank	-2,080.52	-23,407.10
10/01/2021	Payroll Check	DD	Lisa Scurry	Direct Deposit	1100 Cash in Bank	-2,080.52	-25,487.62
10/01/2021	Payroll Check	DD	Lisa Scurry	Pay Period: 09/17/2021-09/30/2021	-Split-	2,080.52	-23,407.10
<b>Total for Direct Deposit Payable</b>						<b>\$0.00</b>	
3000 Opening Bal Equity							
Beginning Balance							-4,349.53
<b>Total for 3000 Opening Bal Equity</b>							
3900 2550 Fund Balance							
Beginning Balance							-
							112,709.52
<b>Total for 3900 2550 Fund Balance</b>							
4010 Psychologist Application							
40100 Psychologist Application							
Beginning Balance							2,398.60
09/14/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX27161276 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	155.10	2,553.70
09/24/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX96789351 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	155.10	2,708.80
<b>Total for 40100 Psychologist Application</b>						<b>\$310.20</b>	
40101 PA Application							
Beginning							597.60

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<b>Balance</b>							
09/02/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX22854786 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	-5.90	591.70
09/02/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX22854786 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	155.10	746.80
09/24/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX96789351 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	155.10	901.90
09/24/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX96789351 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	-155.10	746.80
<b>Total for 40101 PA Application</b>						<b>\$149.20</b>	
40102 Intern Application							
Beginning Balance							
							299.50
09/24/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX96789351 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	155.10	454.60
<b>Total for 40102 Intern Application</b>						<b>\$155.10</b>	
40103 Trainee Application							
Beginning Balance							
							594.13
<b>Total for 40103 Trainee Application</b>							
<b>Total for 4010 Psychologist Application</b>						<b>\$614.50</b>	
4015 Psychologist State Exam							
Beginning Balance							
							1,993.03
09/07/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX61320039 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	206.54	2,199.57
09/07/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX61320039 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	200.00	2,399.57
09/14/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX27161276 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	206.54	2,606.11
09/24/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX96789351 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	206.54	2,812.65
09/24/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX96789351 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	-206.54	2,606.11
09/24/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX96789351 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	206.54	2,812.65
<b>Total for 4015 Psychologist State Exam</b>						<b>\$819.62</b>	
4020 Psych Biennial							
40201 Prorated Psych Biennial							
Beginning Balance							
							5,528.09
09/02/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX22854786 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	-16.43	5,511.66
09/02/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX22854786 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	431.69	5,943.35
09/02/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX22854786 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	-15.77	5,927.58
09/02/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX22854786 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	412.75	6,340.33
09/07/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX61320039 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	408.01	6,748.34
09/14/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX27161276 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	403.27	7,151.61
09/14/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX27161276 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	403.27	7,554.88
09/24/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX96789351 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	399.72	7,954.60
09/30/2021	Journal Entry	JE 3			-Split-	1,494.34	9,448.94
		106					
<b>Total for 40201 Prorated Psych Biennial</b>						<b>\$3,920.85</b>	
40203 Reinstatement of Psych							
Beginning Balance							
							100.00
<b>Total for 40203 Reinstatement of Psych</b>							
<b>Total for 4020 Psych Biennial</b>						<b>\$3,920.85</b>	

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<b>4025 Psychologist Licensing Fee</b>							
40251 New License							
Beginning Balance							
							300.00
09/02/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX22854786 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	25.00	325.00
09/02/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX22854786 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	25.00	350.00
09/07/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX61320039 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	25.00	375.00
09/14/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX27161276 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	25.00	400.00
09/14/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX27161276 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	25.00	425.00
09/24/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX96789351 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	25.00	450.00
<b>Total for 40251 New License</b>						<b>\$150.00</b>	
<b>Total for 4025 Psychologist Licensing Fee</b>						<b>\$150.00</b>	
<b>4028 Registration Fee</b>							
40281 Psych Asst fee							
Beginning Balance							
							223.55
09/07/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX61320039 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	154.43	377.98
09/22/2021	Deposit			Deposit	1100 Cash in Bank	150.00	527.98
09/22/2021	Deposit			Deposit	1100 Cash in Bank	150.00	677.98
09/24/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX96789351 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	154.43	832.41
<b>Total for 40281 Psych Asst fee</b>						<b>\$608.86</b>	
<b>40282 Psych Intern Fee</b>							
Beginning Balance							
							146.89
<b>Total for 40282 Psych Intern Fee</b>							
<b>40283 Psych Trainee</b>							
Beginning Balance							
							88.83
<b>Total for 40283 Psych Trainee</b>							
<b>Total for 4028 Registration Fee</b>						<b>\$608.86</b>	
<b>4030 Non-Resident Consultant</b>							
Beginning Balance							
							498.19
<b>Total for 4030 Non-Resident Consultant</b>							
<b>4040 CE App Fee</b>							
Beginning Balance							
							297.05
09/07/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX61320039 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	20.58	317.63
<b>Total for 4040 CE App Fee</b>						<b>\$20.58</b>	
<b>4045 Verification of Licensure</b>							
Beginning Balance							
							20.00
09/22/2021	Deposit			Deposit	1100 Cash in Bank	80.00	100.00
<b>Total for 4045 Verification of Licensure</b>						<b>\$80.00</b>	
<b>4999 Interest</b>							
Beginning Balance							
							8.92
09/30/2021	Deposit		Interest	Interest Earned	3309 Savings	4.08	13.00
<b>Total for 4999 Interest</b>						<b>\$4.08</b>	
<b>5100 Board Sal</b>							
09/17/2021	Bill		Stephanie Holland, Psy.D.	July - Sept 2021	1106 Accounts Payable	450.00	450.00
09/17/2021	Bill		Soseh Esmaeili	July - Sept 2021	1106 Accounts Payable	450.00	900.00
09/17/2021	Bill		Monique McCoy	July - Sept 2021	1106 Accounts Payable	450.00	1,350.00
09/17/2021	Bill		Whitney Owens	July - Sept 2021	1106 Accounts Payable	450.00	1,800.00

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<b>Total for 5100 Board Sal</b>						<b>\$1,800.00</b>	
5175 Board Staf							
51753 Investigator Salary							
Beginning Balance							
							653.44
09/17/2021	Payroll Check	DD	Gary C. Lenkeit	Gross Pay - This is not a legal pay stub	Direct Deposit Payable	922.50	1,575.94
<b>Total for 51753 Investigator Salary</b>						<b>\$922.50</b>	
<b>Total for 5175 Board Staf</b>						<b>\$922.50</b>	
5250 Workers Compensation							
Beginning Balance							
							602.46
<b>Total for 5250 Workers Compensation</b>							
5300 PERS							
Beginning Balance							
							2,700.36
09/10/2021	Expense		PERS	TRANSFER NV BOARD OF PSYCHOLO:Public Employee's Re Confirmation# 0127392524	1100 Cash in Bank	1,410.96	4,111.32
<b>Total for 5300 PERS</b>						<b>\$1,410.96</b>	
7015 Supplies							
Beginning Balance							
							295.28
<b>Total for 7015 Supplies</b>							
70202 Office Furniture							
Beginning Balance							
							454.69
<b>Total for 70202 Office Furniture</b>							
<b>Total for 7015 Supplies with subs</b>							
7020 Office Expense							
Beginning Balance							
							421.00
<b>Total for 7020 Office Expense</b>							
7040 Print-Copy							
Beginning Balance							
							15.09
<b>Total for 7040 Print-Copy</b>							
7050 Rent							
Beginning Balance							
							3,194.00
09/24/2021	Bill		Kietzke Plaza	October 2021	1106 Accounts Payable	1,056.00	4,250.00
<b>Total for 7050 Rent</b>						<b>\$1,056.00</b>	
85100 Shredding							
Beginning Balance							
							37.00
<b>Total for 85100 Shredding</b>							
<b>Total for 7020 Office Expense with subs</b>						<b>\$1,056.00</b>	
7100 Postage							
Beginning Balance							
							29.81
<b>Total for 7100 Postage</b>							
7200 Utilities							
7210 Dolt Web SV							
Beginning Balance							
							529.88
09/22/2021	Bill		Information Technology	Invoice 366795	1106 Accounts Payable	54.41	584.29
09/22/2021	Bill		Information Technology	Invoice 367772	1106 Accounts Payable	31.31	615.60
09/22/2021	Bill		Information Technology	Inv: 368362	1106 Accounts Payable	54.41	670.01
<b>Total for 7210 Dolt Web SV</b>						<b>\$140.13</b>	
7290 Telephone							
Beginning Balance							
							123.86

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09/16/2021	Bill		Bank of America Credit Card	AT&T	1106 Accounts Payable	159.26	283.12
09/22/2021	Bill		AT&T	September	1106 Accounts Payable	61.93	345.05
<b>Total for 7290 Telephone</b>						<b>\$221.19</b>	
72901 Long Distance							
Beginning Balance							46.86
09/30/2021	Bill		Information Technology	363737	1106 Accounts Payable	1.23	48.09
<b>Total for 72901 Long Distance</b>						<b>\$1.23</b>	
72902 Internet							
Beginning Balance							69.64
<b>Total for 72902 Internet</b>							
<b>Total for 7290 Telephone with subs</b>						<b>\$222.42</b>	
<b>Total for 7200 Utilities</b>						<b>\$362.55</b>	
7500 Copy Lease							
Beginning Balance							335.79
09/16/2021	Bill		Bank of America Credit Card	Canon Financial	1106 Accounts Payable	111.93	447.72
09/22/2021	Bill		Canon Financial Services, Inc.	Invoice 27353253	1106 Accounts Payable	111.93	559.65
<b>Total for 7500 Copy Lease</b>						<b>\$223.86</b>	
7770 Software							
Beginning Balance							575.98
09/07/2021	Expense		Adobe Acrobat	PAYPAL DES:INST XFER ID:ADOBE INC BOARD OF PSYCHO CO ID:PAYPALS177 WEB	INDN:NEVADA 1100 Cash in Bank	14.99	590.97
09/14/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX27161276	INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD 1100 Cash in Bank	-14.99	575.98
09/14/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX27161276	INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD 1100 Cash in Bank	14.99	590.97
09/16/2021	Bill		Bank of America Credit Card	Jotform (Applications)	1106 Accounts Payable	19.00	609.97
09/16/2021	Bill		Bank of America Credit Card	QuickBooks Time	1106 Accounts Payable	20.00	629.97
09/16/2021	Bill		Bank of America Credit Card	Google Suite	1106 Accounts Payable	60.00	689.97
09/17/2021	Expense		QuickBooks Payroll Service	18004INTUIT DES:QuickBooks ID:4017271 OF PSYCHOLGIC CO ID:XXXXX56346 CCD	INDN:NV BOARD 1100 Cash in Bank	57.00	746.97
<b>Total for 7770 Software</b>						<b>\$170.99</b>	
7777 Database							
Beginning Balance							797.92
<b>Total for 7777 Database</b>							
8000 Legal & Professional Fees							
Beginning Balance							536.00
09/22/2021	Deposit			Deposit	1100 Cash in Bank	-15.00	521.00
<b>Total for 8000 Legal &amp; Professional Fees</b>						<b>\$ -15.00</b>	
8010 Legal							
Beginning Balance							20,260.45
09/22/2021	Bill		Office of the Attorney General	Statement 100240	1106 Accounts Payable	2,901.40	23,161.85
<b>Total for 8010 Legal</b>						<b>\$2,901.40</b>	
<b>Total for 8000 Legal &amp; Professional Fees with subs</b>						<b>\$2,886.40</b>	
8050 Prof Servs							
09/16/2021	Bill		Bank of America Credit Card	Campbell Jones Cohen (External Audit)	1106 Accounts Payable	3,000.00	3,000.00
<b>Total for 8050 Prof Servs</b>						<b>\$3,000.00</b>	
8055 Lobbyist							
Beginning Balance							2,083.50

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Balance							
09/23/2021	Expense		Kathleen Laxalt	Kathleen Laxalt Bill Payment	1100 Cash in Bank	1,041.75	3,125.25
<b>Total for 8055 Lobbyist</b>						<b>\$1,041.75</b>	
<b>Total for 8050 Prof Servs with subs</b>						<b>\$4,041.75</b>	
8100 Exam Administration							
Beginning Balance							
19.00							
<b>Total for 8100 Exam Administration</b>							
8500 Admin Serv							
Beginning Balance							
255.00							
<b>Total for 8500 Admin Serv</b>							
9001 Banking Fees							
Beginning Balance							
18.00							
09/30/2021	Journal Entry	JE 3			-Split-	2.00	20.00
		107					
<b>Total for 9001 Banking Fees</b>						<b>\$2.00</b>	
9002 Bank Crgs							
Beginning Balance							
33.00							
09/16/2021	Bill		Bank of America	Credit Card	1106 Accounts Payable	39.00	72.00
09/16/2021	Bill		Bank of America	Credit Card	1106 Accounts Payable	11.71	83.71
<b>Total for 9002 Bank Crgs</b>						<b>\$50.71</b>	
<b>Total for 9001 Banking Fees with subs</b>						<b>\$52.71</b>	
PayPal Fees							
09/07/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX61320039 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	15.60	15.60
09/07/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX61320039 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	7.70	23.30
09/07/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX61320039 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	1.21	24.51
09/07/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX61320039 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	7.47	31.98
09/07/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX61320039 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	5.88	37.86
09/14/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX27161276 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	5.90	43.76
09/14/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX27161276 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	15.44	59.20
09/14/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX27161276 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	15.44	74.64
09/14/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX27161276 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	7.70	82.34
09/24/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX96789351 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	7.70	90.04
09/24/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX96789351 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	5.88	95.92
09/24/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX96789351 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	15.31	111.23
09/24/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX96789351 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	5.90	117.13
09/24/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX96789351 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	7.70	124.83
09/24/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX96789351 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	5.90	130.73
09/24/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX96789351 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	8.23	138.96
<b>Total for PayPal Fees</b>						<b>\$138.96</b>	
Payroll Expenses							
Company Contributions							
Retirement							
Beginning							
2,753.72							

# NV State Board of Psychological Examiners

General Ledger  
September 1 - October 7, 2021

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
Balance							
09/03/2021	Payroll Check	DD	Lisa Scurry	Employer Retirement Contribution	Direct Deposit Payable	688.43	3,442.15
09/17/2021	Payroll Check	DD	Lisa Scurry	Employer Retirement Contribution	Direct Deposit Payable	688.43	4,130.58
10/01/2021	Payroll Check	DD	Lisa Scurry	Employer Retirement Contribution	Direct Deposit Payable	688.43	4,819.01
<b>Total for Retirement</b>						<b>\$2,065.29</b>	
<b>Total for Company Contributions</b>						<b>\$2,065.29</b>	
Taxes							
Federal Taxes (941/944)							
Beginning							
							-1,942.08
Balance							
09/17/2021	Payroll Check	DD	Gary C. Lenkeit	Social Security Employer	Direct Deposit Payable	57.20	-1,884.88
09/17/2021	Payroll Check	DD	Gary C. Lenkeit	Medicare Employer	Direct Deposit Payable	13.38	-1,871.50
<b>Total for Federal Taxes (941/944)</b>						<b>\$70.58</b>	
NV Unemployment Tax							
09/03/2021	Payroll Check	DD	Lisa Scurry	NV Career Enhancement Program	Direct Deposit Payable	0.00	0.00
09/03/2021	Payroll Check	DD	Lisa Scurry	NV SUI Employer	Direct Deposit Payable	0.00	0.00
09/17/2021	Payroll Check	DD	Lisa Scurry	NV SUI Employer	Direct Deposit Payable	0.00	0.00
09/17/2021	Payroll Check	DD	Gary C. Lenkeit	NV SUI Employer	Direct Deposit Payable	0.00	0.00
09/17/2021	Payroll Check	DD	Lisa Scurry	NV Career Enhancement Program	Direct Deposit Payable	0.00	0.00
09/17/2021	Payroll Check	DD	Gary C. Lenkeit	NV Career Enhancement Program	Direct Deposit Payable	0.00	0.00
10/01/2021	Payroll Check	DD	Lisa Scurry	NV Career Enhancement Program	Direct Deposit Payable	0.00	0.00
10/01/2021	Payroll Check	DD	Lisa Scurry	NV SUI Employer	Direct Deposit Payable	0.00	0.00
<b>Total for NV Unemployment Tax</b>						<b>\$0.00</b>	
<b>Total for Taxes</b>						<b>\$70.58</b>	
Wages							
Beginning							
							9,414.40
Balance							
09/03/2021	Payroll Check	DD	Lisa Scurry	Gross Pay - This is not a legal pay stub	Direct Deposit Payable	2,353.60	11,768.00
09/17/2021	Payroll Check	DD	Lisa Scurry	Gross Pay - This is not a legal pay stub	Direct Deposit Payable	2,353.60	14,121.60
10/01/2021	Payroll Check	DD	Lisa Scurry	Gross Pay - This is not a legal pay stub	Direct Deposit Payable	2,353.60	16,475.20
<b>Total for Wages</b>						<b>\$7,060.80</b>	
<b>Total for Payroll Expenses</b>						<b>\$9,196.67</b>	

Nevada Board of Psychological Examiners  
Staff Report  
October 8, 2021

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4A. (For Possible Action) Discussion and Possible Action to Approve the Budget Reconciliation and Final Treasurer's Report for Fiscal Year 2021 (July 1, 2020, Through June 30, 2021).

**Summary**

The final budget report for Fiscal Year 2021 has been revised to indicate an increase in legal fees from \$29,309.10 to \$39,755.05. The increase of \$10,445.95 includes general attorney fees incurred in June 2020.

With this change, fiscal year 21 remained within the \$40,000 budget for legal expenses by \$244.95.

**Proposed Motion**

That the Board of Psychological Examiners accepts the change to the Fiscal Year 21 financial report.

BUDGET-TO-ACTUAL FY21

ITEM 4B

	FY21 Budget	FY21 Actual	FY21 Difference as of 3/19/2021	% of actual to budget
<b>RESERVE * not including Savings</b> (as of app. July 1, 2020)	\$61,024.89	\$43,010.49		
<b>INCOME</b>				
Deferred Revenue (License Renewal)		\$322,233.77	\$322,233.77	
License Fees - Psychological				
Initial (4010, 40100, 40201, 40202, 40203)	\$350,000.00	\$49,841.55	-\$22,075.32	106.31%
Psych Assistants (40101, 40281)	\$7,500.00	\$5,177.10	\$2,322.90	69.03%
Psych Intern (40102, 40282)	\$5,000.00	\$2,463.49	\$2,536.51	49.27%
Trainee (40103, 40283)		\$2,284.82	\$2,284.82	
Non-Resident Consultant (4030)	\$2,000.00	\$1,200.00	\$800.00	60.00%
<b>Total Licensing Fees</b>	<b>\$364,500.00</b>	<b>\$383,200.73</b>	<b>\$308,102.68</b>	105.13%
State Examination (4015)	\$6,000.00	\$10,178.08	-\$4,178.08	169.63%
Cost Recovered (disciplinary - 4078)	\$1,000.00	\$750.00	\$250.00	75.00%
Mediation Review	\$500.00	\$0.00	\$500.00	0.00%
Other Income		\$0.00	\$0.00	
Wall License (4025, 40251, 40252)	\$4,000.00	\$1,947.40	\$2,052.60	48.69%
Late Fees (4050)	\$2,400.00	\$200.00	\$2,200.00	8.33%
CE Fees (4040)	\$5,000.00	\$1,445.50	\$3,554.50	28.91%
Verification (4045)	\$700.00	\$347.64	\$352.36	49.66%
Misc (4999)	\$1,000.00	\$52.87	\$947.13	5.29%
<b>Total Other Income</b>	<b>\$14,600.00</b>	<b>\$4,743.41</b>	<b>\$9,856.59</b>	32.49%
<b>TOTAL INCOME/RESERVE</b>	<b>\$385,100.00</b>	<b>\$398,122.22</b>	<b>\$313,781.19</b>	103.38%

BUDGET-TO-ACTUAL FY21

ITEM 4B

	FY21 Budget	FY21 Actual	FY21 Difference as of	% of actual to
<b>EXPENSES</b>				
Pavroll				
Board Staff (Wages)	\$60,000.00	\$60,008.00	-\$8.00	100.01%
Investgators (51753)	\$21,600.00	\$8,325.00	\$13,275.00	38.54%
Employer Medicare	\$1,200.00	\$0.00	\$1,200.00	0.00%
Employer FICA (941/944)	\$2,250.00	\$636.88	\$1,613.12	28.31%
PERS (5300, Retirement)	\$24,000.00	\$34,970.26	-\$10,970.26	145.71%
Workers Comp (5250)	\$3,000.00	\$1,266.90	\$1,733.10	42.23%
Board Per Diem (5100)	\$13,000.00	\$9,450.00	\$3,550.00	72.69%
Other	\$2,500.00	\$0.00	\$2,500.00	0.00%
<b>TOTAL PAYROLL</b>	<b>\$127,550.00</b>	<b>\$114,657.04</b>	<b>\$12,892.96</b>	<b>89.89%</b>
Professional Services (Auditor, Lobbyist-8055, Bookkeeper-8050)	\$25,000.00	\$24,531.00	\$469.00	98.12%
Out of State Travel	\$2,500.00	\$0.00	\$2,500.00	0.00%
In State Travel (6200)	\$1,000.00	\$1,106.87	-\$106.87	110.69%
Office Expenses (shredding-85100, 7020-water, alarm)	\$5,000.00	\$479.95	\$4,520.05	9.60%
Postage (7100)	\$2,000.00	\$490.60	\$1,509.40	24.53%
Telephone & Internet (7290, 72901, 72902)	\$3,000.00	\$2,223.40	\$776.60	74.11%
Printing & Copying (7040)	\$750.00	\$1,046.31	-\$296.31	139.51%
Copy Lease (7500)	\$2,000.00	\$1,558.77	\$441.23	77.94%
Office Equipment	\$1,000.00	\$0.00	\$1,000.00	0.00%
Office Supplies (7015)	\$500.00	\$71.63	\$428.37	14.33%
Legal (8000, 8010)	\$40,000.00	\$39,755.05	\$244.95	99.39%
Tort Claim (8015)	\$3,000.00	\$769.32	\$2,230.68	25.64%
Rent (7050)	\$15,000.00	\$15,710.00	-\$710.00	104.73%
Bank Charges (9001, 9002, 9011)	\$200.00	\$7,515.97	-\$7,315.97	3757.99%
Web Services (307910, 7210)	\$4,200.00	\$1,559.66	\$2,640.34	37.13%
Database & Software (7770)	\$5,750.00	\$1,999.86	\$3,750.14	34.78%
Dues & Registration (8250, 8255)	\$5,000.00	\$2,946.00	\$2,054.00	58.92%
Miscellaneous	\$1,000.00	\$364.20	\$635.80	36.42%
Administrative Services (7111, 8500, 8520)	\$5,000.00	\$6,810.36	-\$1,810.36	136.21%

BUDGET-TO-ACTUAL FY21

ITEM 4B

	FY21 Budget	FY21 Actual	FY21 Difference as of	% of actual to
Payroll Expenses	\$3,500.00	\$2,044.95	\$1,455.05	58.43%
Exam Administration	\$2,000.00	\$19.00	\$1,981.00	0.95%
Hospitality	\$1,000.00	\$0.00	\$1,000.00	0.00%
<b>TOTAL EXPENSES</b>	<b>\$128,400.00</b>	<b>\$111,002.90</b>	<b>\$17,397.10</b>	86.45%
<b>TOTAL ALL EXPENSES</b>	<b>\$255,950.00</b>	<b>\$225,659.94</b>	<b>\$30,290.06</b>	88.17%
<b>NET BALANCE</b>	<b>\$129,150.00</b>	<b>\$172,462.28</b>	<b>\$283,491.13</b>	
<b>Amount Rolled Over from FY20</b>	\$61,024.89	\$43,010.49	\$43,010.49	
<b>GRAND TOTAL</b>	<b>\$190,174.89</b>	<b>\$215,472.77</b>	<b>\$326,501.62</b>	

Executive Director Report  
Office Stats

ITEM 5

		October	September	August	July	June	May	April	TOTALS
Psychologists	Licenses Issued	4	7	5	7	8	8	6	41
	Applications Received	1	3	7	9	9	10	9	47
Psychological Assistants	Registrations Issued	1	3	7	1	2	0	2	15
	Applications Received	0	1	3	0	2	2	5	13
Psychological Interns	Registrations Issued	0	1	3	1	0	1	0	6
	Applications Received	0	2	1	1	0	0	3	7
Psychological Trainees	Registrations Issued	0	0	2	2	2	0	1	7
	Applications Received	0	0	0	2	3	1	0	6
Non-Resident Consultants	Registrations Issued	0	0	3	1	1	2	4	11
Directive 011	Temporary Registrations (387 total)	1	10	2	9	12	13	20	66
Background Checks	Reviewed	2	2	0	1	0	2	1	6
Continuing Education	Applications Reviewed	1	1	4	7	6	3	4	25
State Exams	Administered	4	8	6	3	10	5	26	58
Complaints	Received	0	2	2	5	0	3	1	13

CONSUMER COMPLAINTS

ITEM 7

Code # / Origin	Date Complaint Received	Investigator	Current Status	Complaint	Timeline	Comments
19-0626 Public	6/26/2019	SY	Forwarded to DAG	Inappropriate Conduct	6/26/2019	Received complaint
					6/26/2019	Forwarded to DAG and Investigator for further guidance. Additional investigation conducted prior to notifying Psychologist
					8/12/2019	Psychologist notified
					10/8/2019	Response received/Forwarded to Investigator
					11/8/2019	Report presented to Board; unable to vote due to recusals
					12/13/2019	Report presented to Board; forwarded to AG
					8/20/2020	Likely going to hearing at end of year
					12/17/2020	DAG will send notice to Respondent attorney to schedule a hearing.
					8/13/2021	DAG: Litigation ongoing
19-0709 Public	7/9/2019	SY	Forwarded to DAG	Unethical Behavior	7/9/2019	Complaint Received
					7/9/2019	Forwarded to DAG and Investigator for further guidance. Additional investigation conducted prior to notifying Psychologist
					8/12/2019	Psychologist notified
					8/28/2019	Response received
					8/28/2019	Complaint Sent to Investigator
					11/8/2019	Report presented to Board. Voted to forward to AG
					11/13/2019	Pending New AG assigned
					8/20/2020	Likely going to hearing at end of year
					12/17/2020	DAG will send correspondence related to a lack of response by Respondent. Board Office provide last known mailing and email address from renewal
					8/13/2021	DAG: Litigation ongoing

CONSUMER COMPLAINTS

ITEM 7

Code # / Origin	Date Complaint Received	Investigator	Current Status	Complaint	Timeline	Comments
19-1106 Public	11/6/2019	GL	Forwarded to DAG	Unlicensed activity	11/6/2019	Received complaint
					11/8/2019	Verified with DAG that new review policy in place
					11/14/2019	Forwarded to GL for initial review
					11/15/2019	Received request for further information from investigator for complainant.
					11/20/2019	Requested redacted report from complainant
					1/23/2020	Board voted to forward complaint to DAG
					5/6/2020	DAG is in process of and will send out a Cease & Desist letter in near future. Also, case referred to AG's investigators for possible Insurance Fraud.
					12/17/2020	Investigator recommends DAG send Cease and Dissist letter; then monitor activity
					1/8/2021	Cease and Desist Letter sent to Respondent from DAG; copy provided to Board members
					8/13/2021	DAG: Matter being monitored
19-1223 Public	12/23/2019	SY	Pending receipt of Respondent's answer	Dual relationship	12/23/2019	Received complaint
					1/14/2020	Forwarded to SY for initial review
					1/15/2020	Requested response from psychologist
					2/11/2020	Respondents attorney requested additional time to respond
					8/20/2020	Pending
					11/13/2020	Bd Meeting - Flag renewal due to lack of response to communication
					11/16/2020	License is "expired" due to non-renewal. As of 3/1/2019 should have been made "suspended"
					8/13/2021	DAG: Matter being monitored
20-0501 Public	5/1/2020	SY	Pending receipt of insurance report	Unprofessional Conduct	5/1/2020	Received complaint. Forwarded to investigator.
					5/26/2020	Response received from Respondent
					6/2/2020	Insurance Report requested of Complainant
					6/12/2020	Received information from Complainant but it did not include the insurance report
					6/25/2020	Follow-request to Complainant for final insurance investigation report
					11/16/2020	DAG and investigator determined insurance report will need to be subpoenaed
					9/24/2021	Board Office checked status of subpoena with DAG

CONSUMER COMPLAINTS

ITEM 7

Code # / Origin	Date Complaint Received	Investigator	Current Status	Complaint	Timeline	Comments
20-0818 Public	8/18/2020	SY	Review of Complaint by Investigator	Unprofessional Conduct; HIPPA violation	8/18/2020	Received complaint; Forwarded to investigator
					8/18/2020	Contacted Complainant for records release; Complainant doesn't want daughter (patient) to know of complaint
					9/9/2021	No release ever received
20-0819 Public	8/19/2020	SY	Review of Complaint by Investigator	Unprofessional or Unethical Conduct	8/19/2020	Received complaint. Forwarded to investigator
					8/19/2020	Request for formal complaint form with signature sent to Complainant
					9/9/2021	Formal documents never received
21-0524 Public	5/24/2021	SY	Review of Complaint by Investigator	Unprofessional or Unethical Conduct	5/25/2021	Requested release
					7/5/2021	Investigator expressed concerns with case - no records release for ex-husband, clarity around complaint
					7/6/2021	Requested information from complainant; Complainant responded information was in court records
21-0702 Public	7/2/2021	GL	Review of Complaint by Investigator	Unprofessional or Unethical Conduct	7/2/2021	Complaint received
					7/6/2021	Request for documents to Respondent
					8/1/2021	Documents received from Respondent
					8/16/2021	Documents forwarded to Investigator
21-0726A Public	5/13/2021	SY	Review of Complaint by Investigator	Unprofessional or Unethical Conduct	5/13/2021	Complaint Received;
					5/25/2021	Complainant asked to provide additional information, clarity regarding whom complaint is about and evidence to allegations
21-0726B Public	5/13/2021	SY	Review of Complaint by Investigator	Unprofessional or Unethical Conduct	5/13/2021	Complaint Received;
					5/25/2021	Complainant asked to provide additional information, clarity regarding whom complaint is about and evidence to allegations
21-0726C Public	5/13/2021	SY	Review of Complaint by Investigator	Unprofessional or Unethical Conduct	5/13/2021	Complaint Received;
					5/25/2021	Complainant asked to provide additional information, clarity regarding whom complaint is about and evidence to allegations

CONSUMER COMPLAINTS

ITEM 7

Code # / Origin	Date Complaint Received	Investigator	Current Status	Complaint	Timeline	Comments
21-0810 Public	8/10/2021					
21-0816 Public	8/16/2021	GL	Review of Complaint by Investigator	Unprofessional or Unethical Conduct	8/16/2021	Complaint, release and associated documents received
					8/20/2021	Forwarded to Investigator. Letter sent to Complainant and Respondent

August 13, 2021

Board of Psychological Examiners  
4600 Kietzke Lane  
Bldg B-116  
Reno, NV 89502

**Re: Supervising Trainees**

To the Board of Psychological Examiners,

I am hoping for the Board of Psychological Examiners to consider a waiver on the number of supervisees that will be under my supervision for a brief period of time, from August 2021 until January 2022.

Beginning August 20, 2021, I am anticipated to have six trainees under my supervision. This includes two psychological assistants and four psychological interns who will start on August 20th. One of the psychological assistants will be transferring to a new primary supervisor in January 2022.

In accordance with Nevada law, a primary supervisor is authorized to have five supervisees listed under their license. I am seeking a waiver for authorization to have six supervisees temporarily under my license until January 2022 to continue supervision with a psychological assistant until she completes her rotation time with me.

Respectfully submitted,



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Sarah Ahmad, Psy.D.  
Licensed Psychologist #0700



## **POLICY OF THE NEVADA STATE BOARD OF PSYCHOLOGICAL EXAMINERS**

### **Psychological Intern Application and Registration Procedures**

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#### **Purpose**

The Nevada State Board of Psychological Examiners ("Board") has adopted this policy, and any accompanying forms and procedures, to establish the process for application and registration as a psychological intern.

#### **Procedure**

##### **1. General**

- a. A person who is in a doctoral training program in psychology approved by the Board in both subject matter and extent of training and who wishes to engage in a predoctoral internship pursuant to the requirements of the training program may register with the Board as a psychological intern.
- b. The procedures described in this document refer to those candidates wishing to register as a psychological intern. Registration is not mandatory unless participating in a federally-regulated internship program.
- c. The Board recommends participation in an internship program which is accredited by the American Psychological Association (APA). An internship that is not APA-accredited must include training that complies with Nevada Administrative Code (NAC) Chapter 641, and specifically NAC 641.080, such as that of the Association of Psychology Postdoctoral and Internship Centers (APPIC).
- d. Eligible candidates wishing to register as a psychological intern must do so under the license of a Nevada psychologist who will serve as the primary supervisor. Any activity or service performed by a psychological intern must be performed under the supervision of a psychologist in accordance with regulations adopted by the Board.
- e. Candidates are encouraged to apply for registration once all requirements have been met and a supervisor found. Registration takes a minimum of two weeks to complete and may take eight weeks or more.
- f. It is the responsibility of the candidate to ensure all provisions of Nevada state laws and regulations, as well as this document, have been met and approved by the Board, or their designee, prior to providing psychological services and accruing training hours.

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## 2. Application.

- a. The application for registration as a psychological intern may be submitted online, by mail or in person at the Board office. The application must be accompanied by the application fee of \$150.
- b. Upon approval by the Board office, the applicant shall be provided a registration number and may begin providing services and accruing training hours. Should a candidate's application indicate the need for referral to the Board's Application Tracking Equivalency and Mobility (ATEAM) Committee, registration shall not be issued until approved by the Committee.
- c. Registration requires submission of information and/or documents including, but not limited to:
  - i. Verification of Credentials including, but not limited to, education, conduct, and character references;
  - ii. Verification of fingerprinting, generally in the form of a dated receipt from a recognized fingerprinting provider;
  - iii. Fingerprinting / background check waiver;
  - iv. Registration fee (\$75) for the initial registration of a psychological intern. Note - the registration fee is separate from the application fee;
  - v. Supervised Practice Plan (SPP);
  - vi. Employment Agreement;
  - vii. Training Program Verification Form; and
  - viii. Any other documents or information the Board deems necessary to make a determination of eligibility for registration. This may include, but is not limited to, educational transcripts, course guides, and/or course syllabi.
- d. Candidates shall have 60-days to complete the process of credential verification through the Psychology Licensure Universal System (PLUS) report. Failure to complete and submit the report within that time may result in suspension of the registration. The Board office may provide additional time as appropriate.
- e. Upon receipt of the application, PLUS report, or background check report, if any potentially disqualifying information is found the registration may be suspended until a determination is made. Such determination may require referral to the ATEAM Committee and/or Board. Examples of reasons for suspension of registration and/or referral to the ATEAM/Board include, but are not limited to:
  - i. Educational program is not accredited by the American Psychological Association (APA); and/or

- 
- ii. A significant finding occurs on the background check report.
  - f. In the case of a suspension of registration, no services should be provided nor training hours accrued until the matter is resolved and the applicant notified by the Board office.
3. Registration Packet Defined.
- a. Credential Verification / PLUS Report. The Board shall verify the educational program and professional references through PLUS, administered by the Association of State and Provincial Psychology Boards (ASPPB). Any costs associated with the use of PLUS are the responsibility of the applicant.
  - b. Background Check / Fingerprinting. In accordance with Nevada state law (NRS 641.226), all applicants are required to pass a criminal background check.
    - i. Fingerprints shall be taken at an approved location and at the candidate's own expense. Fingerprints taken in Nevada are generally submitted electronically to the Nevada Department of Public Safety (NDPS) by the agency taking the fingerprints. Applicants having their fingerprints taken outside of Nevada will be provided a fingerprint card and are responsible for submitting the fingerprint card and fee to the NDPS.
    - ii. A fingerprinting waiver (provided by the Board Office) and proof that the fingerprints were sent to the Nevada Department of Public Safety (NDPS) must be submitted to the Board office before registration will be completed. Without proof of fingerprinting, registration cannot be completed until the final background check report has been received by the Board office. Such reports generally take 4-8 weeks.
    - iii. A background check that reflects a finding of an arrest, conviction, or registration on the sexual offender's registry shall be reviewed by the Board's background check review team, in accordance with established procedures.
  - c. Supervised Practice Plan (SPP). The SPP documents acknowledgement by the supervisee and supervisor of training requirements.
  - d. Employment Agreement (641.153).
    - i. An employment agreement is required to ensure appropriate standards are in place for the supervision of the intern, that the supervisor is qualified, and that the supervisor and intern have agreed to terms relating to salary, supervision, and workload.
    - ii. An employment agreement must acknowledge that such employment complies with regulations adopted by the Board relating to the practice of psychological interns.

- iii. A psychological intern is entitled to be paid a fixed wage on a periodic basis and may not be paid based on the number of clients treated or assessed, the amount of money reimbursed by an insurance plan, or a percentage of the fees received. A psychological intern may not receive fees for professional services except as the agent of the employing supervisor or agency.
- e. Training Program Verification Form. The Training Program Verification Form must be completed by the Director of Clinical Training (DCT). The form is used to verify that the candidate is ready to continue training as well as to verify that the training program meets the minimum internship standards.

#### 4. Supervision

- a. A psychological intern shall be employed by the supervisor. If not employed by the supervisor, the supervisee must be subject to the control and direction of a supervisor who is affiliated with the same agency or institution at which the supervisee works. Evidence of the supervisor's contractual relationship with the facility must be submitted to the Board with the SPP and employment agreement.
- b. A supervisor shall:
  - i. Employ methods of proper and diligent oversight of a psychological intern who is under his/her/their supervision to meet his/her/their ethical and legal responsibilities. Such methods must include the implementation of policies and procedures that ensure the accessibility of the supervisor to the psychological intern commensurate with the professional developmental level of the psychological intern.
  - ii. Maintain primary responsibility for the treatment plan of each client and patient treated or assessed by the psychological intern.
  - iii. Review and sign all clinical documentation, including, but not limited to, reports, treatment plans and progress notes, for all services provided by the psychological intern, including, but not limited to, those services for which reimbursement will be sought under the State Plan for Medicaid.
  - iv. Be available to the psychological intern while the psychological intern 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.
  - v. Provide supervision in a regularly scheduled manner and ensure that the intern:
    - 1. Has access to consultation and supervision while clinical services are being provided; and

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2. Receives not less than 4 hours per week of supervision, including not less than 2 hours per week of face-to-face individual supervision by one or more doctoral-level licensed psychologists who are involved in an ongoing supervisory relationship with the intern and have primary professional responsibility for the cases on which face-to-face individual supervision is provided.
- c. Qualifications. The primary supervisor of a psychological intern must:
    - i. Be licensed by the Board to practice psychology. Any exception must be approved by the Board; and
    - ii. Have had training in clinical supervision (e.g., continuing education courses, independent study, formal coursework).
  - d. The Board does not preapprove supervisors and does not assist with finding a supervisor for a candidate.
  - e. Change of supervision. Any change of supervisor must be submitted to the Board Office with a new SPP and employment agreement. The requested change may be referred to the Board for approval at the Executive Director's discretion.
  - f. Where applicable, the term "supervisor," as used in this procedure and Nevada Administrative Code, includes primary and secondary supervisors.
5. Expiration or Withdrawal of Application
    - a. Application as a psychological intern is valid for two years.
    - b. An application for registration as a psychological intern shall be deemed withdrawn and all fees forfeited if registration is not completed within 2 years after the date on which the Board first received the application materials.
    - c. If an application is deemed withdrawn, the applicant may reapply and must pay any application fees in effect at the time of the reapplication.
6. Expiration and/or Renewal of Application/Registration
    - a. Once registered as a psychological intern, registration is valid for two years after the date of registration and may not be renewed unless otherwise approved by the Board.
    - b. To renew registration beyond the initial two years, the registrant must, on or before the expiration of the registration:
      - i. Submit a request, in writing, to the Board office. The request must include confirmation that the supervisor of record, supervised practice plan, and employment agreement will not change;
      - ii. Pay the registration fee of \$75 for the additional year; and

- iii. Submit any other information requested by the Board required to complete the renewal.
  - c. After a psychological intern has obtained the required amount of predoctoral supervised experience, he/she may not apply for renewal of registration as a psychological intern.
7. Requirements for Licensure as a Psychologist
- a. Supervised Hours. To be considered for licensure:
    - i. a psychological intern shall accrue not less than 2,000 supervised hours.
    - ii. a psychological assistant shall accrue not less than 1,750 supervised hours.
  - b. Exams
    - i. EPPP Part-1. Candidates may take the EPPP Part-1 at any time as a registered psychological intern or psychological assistant. Contact the Board office to request access to register for the exam.
    - ii. EPPP Part-2. Candidates who have passed the EPPP Part-1 and are a registered *psychological assistant* may request access to register for the EPPP Part-2.
    - iii. Nevada State Examination in Psychology (Jurisprudence and Ethics). Registered *psychological assistants* who have accrued at least 1,400 of the required 1,750 training hours may apply to take the state exam. Contact the Board office for information.

### **Revision History**

Adopted: TBD

### **Addendums**

1. Addendum A - Employment Contract Guidelines

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## **ADDENDUM A – Employment Contract Guidelines**

1. An [employment] contract serves as the foundation for establishing the supervisory relationship by specifying the roles, tasks, responsibilities of supervisee and supervisor and performance expectations of the supervisee (Bernard & Goodyear, 2014; Osborn & Davis, 2009; Thomas, 2007, 2010).
2. Content
  - a. Content, method, and context of supervision— logistics, roles, and processes
    - i. who is the primary supervisor, who are the secondary supervisors (if any)
    - ii. When will supervision be held
    - iii. In addition to individual supervision, what other methods of supervision shall be utilized (group, didactics)
  - b. Roles and expectations of the supervisee and the supervisor, and supervisee goals and tasks.
    - i. When is the supervisor available
    - ii. What are the clinical and non-clinical responsibilities of the supervisee
    - iii. What are the hours the supervisee will be expected in the office
    - iv. What are the training goals of the supervisee
  - c. Criteria for successful completion and processes of evaluation with sample evaluation instruments and competency documents.
    - i. How will you evaluate your supervisee's progress?
    - ii. How will you determine competency of your supervisee?
    - iii. This is Not needed for the board, but should be a part of your contract for informed consent of your student
  - d. Payment contract (Required)
    - i. What will your supervisee be paid for their work.
    - ii. What are the policies of your organization for time off, vacation, medical leave, and how your supervisee can request time off.
3. See the "APA Guidelines for Clinical Supervision in Health Service Psychology" for additional information.



**POLICY OF THE NEVADA STATE  
BOARD OF PSYCHOLOGICAL EXAMINERS**

**Psychological Trainee  
Application and Registration Policy**

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**Purpose**

The Nevada State Board of Psychological Examiners ("Board") has established this policy, and any accompanying forms and procedures, to establish the process for application and registration as a psychological trainee.

**Procedure**

1. General

- a. A person who is in a doctoral training program in psychology approved by the Board in both subject matter and extent of training and who wishes to perform professional activities or services under the supervision of a psychologist may register with the Board as a psychological trainee.
- b. The procedures described in this document refer to those candidates wishing to register as a psychological trainee. Registration is not mandatory although it is advised that training programs follow the guidelines recommended by the American Psychological Association (APA).
- c. Unless otherwise approved by the Board, a person may be registered as a psychological trainee only after providing proof that he/she is currently enrolled on at least a part-time basis to obtain a doctoral degree from a program which is accredited by the American Psychological Association or is an equivalent program. Accredited institutions may also include:
  - i. In the United States, all institutions which are regionally accredited by regulatory bodies approved by the Council for Higher Education Accreditation and the United States Department of Education;
  - ii. In Canada, all institutions holding membership in the Association of Universities and Colleges of Canada; or
  - iii. In any other country, all institutions accredited by the respective official organization having such authority.
- d. Eligible candidates wishing to register as a psychological trainee must do so under the license of a Nevada psychologist who will serve as the primary supervisor. Any activity or service performed by a psychological trainee must be performed under the supervision of a psychologist in accordance with regulations adopted by the Board.
- e. Candidates are encouraged to apply for registration once all requirements have been met and a supervisor found. Registration takes a minimum of two weeks to complete and may take eight weeks or more.

- f. It is the responsibility of the candidate to ensure all provisions of Nevada state laws and regulations, as well as this document, have been met and approved by the Board office prior to providing psychological services and accruing training hours.

2. Application.

- a. The application for registration as a psychological trainee may be submitted online, by mail or in person at the Board office. The application must be accompanied by the application fee of \$150.
- b. Upon approval by the Board office, the applicant shall be provided a registration number and may begin providing services and accruing training hours. Should a candidate's application indicate the need for referral to the Board's Application Tracking Equivalency and Mobility (ATEAM) Committee, registration shall not be approved until registration is recommended by the Committee.
- c. Registration requires submission of information and/or documents including, but not limited to:
- i. Verification of Credentials including, but not limited to, education, conduct, and character references;
  - ii. Verification of fingerprinting, generally in the form of a dated receipt from a recognized fingerprinting provider;
  - iii. Fingerprinting / background check waiver;
  - iv. Registration fee (\$30) for the initial registration of a psychological trainee. Note - the registration fee is separate from the application fee;
  - v. Supervised Practice Plan (SPP);
  - vi. Employment Agreement; and
  - vii. Any other documents or information the Board deems necessary to make a determination of eligibility for registration. This may include, but is not limited to, educational transcripts, course guides, and/or course syllabi.
- ~~d. Candidates shall have 60 days to complete the process of credential verification through the Psychology Licensure Universal System (PLUS) report. Failure to complete and submit the report within that time may result in suspension of the registration. The Board office may provide additional time when appropriate.~~
- e. Upon receipt of the application, ~~PLUS report~~, or background check report, if any potentially disqualifying information is found the registration may be suspended until a determination is made. Such determination may require referral to the ATEAM Committee and/or Board. Examples of reasons for

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suspension of registration and/or referral to the ATEAM/Board include, but are not limited to:

- i. Educational program is not accredited by the American Psychological Association (APA) or is not equivalent to an accredited program; and/or
  - ii. A significant finding on the background check report.
- f. In the case of a suspension of registration, no services should be provided nor training hours accrued until the matter is resolved and the applicant notified by the Board office.

### 3. Registration Packet Defined.

- a. ~~PLUS Report. The Board shall verify the educational program and professional references through PLUS, administered by the Association of State and Provincial Psychology Boards (ASPPB). Any costs associated with the use of PLUS are the responsibility of the applicant.~~
- b. Transcripts, Course Guides, Syllabi. The Board may verify the educational program through educational transcripts, course guides, course syllabi, or other documents as determined necessary by the Board or its designee.
- c. Background Check / Fingerprinting. In accordance with Nevada state law (NRS 641.226), all applicants are required to pass a criminal background check.
  - i. Fingerprints shall be taken at an approved location and at the candidate's own expense. Fingerprints taken in Nevada are generally submitted electronically to the Nevada Department of Public Safety (NDPS) by the agency taking the fingerprints. Applicants having their fingerprints taken outside of Nevada will be provided a fingerprint card and are responsible for submitting the fingerprint card and fee to the NDPS.
  - ii. A fingerprinting waiver (provided by the Board Office) and proof that the fingerprints were sent to the Nevada Department of Public Safety (NDPS) must be submitted to the Board office before registration will be completed. Without proof of fingerprinting, registration cannot be completed until the final background check report has been received by the Board office. Such reports generally take 4-8 weeks.
  - iii. A background check that reflects a finding of an arrest, conviction, or registration on the sexual offender's registry shall be reviewed by the Board's background check review team, in accordance with established procedures.
- d. Supervised Practice Plan (SPP). The SPP documents acknowledgement by the supervisee and supervisor of training requirements.

e. Employment Agreement (641.153).

- i. An employment agreement is required to ensure appropriate standards are in place for the supervision of the trainee, that the supervisor is qualified, and that the supervisor and trainee have agreed to terms relating to salary, supervision, and workload.
- ii. An employment agreement must acknowledge that such employment complies with regulations adopted by the Board relating to the practice of psychological trainees.
- iii. A psychological trainee is entitled to be paid a fixed wage on a periodic basis and may not be paid based on the number of clients treated or assessed, the amount of money reimbursed by an insurance plan, or a percentage of the fees received. A psychological trainee may not receive fees for professional services except as the agent of the employing supervisor or agency.

4. Supervision

- a. A psychological trainee shall be employed by the supervisor. If not employed by the supervisor, the supervisee must be subject to the control and direction of a supervisor who is affiliated with the same agency or institution at which the supervisee works. Evidence of the supervisor's contractual relationship with the facility must be submitted to the Board with the SPP and employment agreement.
- b. A supervisor shall:
  - i. Employ methods of proper and diligent oversight of a psychological trainee who is under his/her/their supervision to meet his/her/their ethical and legal responsibilities. Such methods must include the implementation of policies and procedures that ensure the accessibility of the supervisor to the psychological trainee commensurate with the professional developmental level of the psychological trainee.
  - ii. Maintain primary responsibility for the treatment plan of each client and patient treated or assessed by the psychological trainee.
  - iii. Review and sign all clinical documentation, including, but not limited to, reports, treatment plans and progress notes, for all services provided by the psychological trainee, including, but not limited to, those services for which reimbursement will be sought under the State Plan for Medicaid.
  - iv. Be available to the psychological trainee while the 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.

- v. Provide supervision in a regularly scheduled manner and ensure that the trainee:
    - 1. Has access to consultation and supervision while clinical services are being provided; and
    - 2. Receives at least 1 hour per week of face-to-face individual supervision for every 10 hours of placement of the psychological trainee at his/her assigned training site.
  - c. Qualifications. The primary supervisor of a psychological trainee must:
    - i. Be licensed by the Board to practice psychology. Any exception must be approved by the Board; and
    - ii. Have had training in clinical supervision (e.g., continuing education courses, independent study, formal coursework).
  - d. The Board does not preapprove supervisors and does not assist with finding a supervisor for a candidate.
  - e. Change of supervision. Any change of supervisor must be submitted to the Board Office with a new SPP and employment agreement. The requested change may be referred to the Board for approval at the Executive Director's discretion.
  - f. Where applicable, the term "supervisor," as used in this procedure and Nevada Administrative Code, includes primary and secondary supervisors.
5. Expiration or Withdrawal of Application
- a. Application as a psychological trainee is valid for two years.
  - b. An application for registration as a psychological trainee shall be deemed withdrawn and all fees forfeited if registration is not completed within 2 years after the date on which the Board first received the application materials.
  - c. If an application is deemed withdrawn, the applicant may reapply and must pay any application fees in effect at the time of the reapplication.
6. Expiration and/or Renewal of Application/Registration (NAC 641.151)
- a. Once registered as a psychological trainee, registration is valid for two years after the date of registration. Registration may be renewed once for a two-year period and for a second renewal period of 1 year.
  - b. To apply for renewal of the registration beyond the initial two years, the registrant must, on or before the expiration of the registration:
    - i. Submit a request, in writing, to the Board office. The request must include confirmation that the supervisor of record, supervised practice plan, and employment agreement will not change; and

- ii. Submit any other information requested by the Board required to complete the renewal.
  - c. Registration as a psychological trainee may not be renewed if the renewal would cause the psychological trainee to be registered as a psychological trainee for more than 5 years unless otherwise approved by the Board.
7. Requirements for Licensure as a Psychologist
- a. Supervised Hours. To be considered for licensure, and unless otherwise approved by the Board, the candidate shall accrue:
    - i. not less than 2,000 supervised hours as a psychological intern; and
    - ii. not less than 1,750 supervised hours as a psychological assistant.
  - b. Exams
    - i. EPPP Part-1. Candidates may take the EPPP Part-1 at any time as a registered psychological intern or psychological assistant. Contact the Board office to request access to register for the exam.
    - ii. EPPP Part-2. Candidates who have passed the EPPP Part-1 and are a registered *psychological assistant* may request access to register for the EPPP Part-2.
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    - i. who is the primary supervisor, who are the secondary supervisors (if any)
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    - i. How will you evaluate your supervisee’s progress?
    - ii. How will you determine competency of your supervisee?
    - iii. This is Not needed for the board, but should be a part of your contract for informed consent of your student
  - d. Payment contract (Required)
    - i. What will your supervisee be paid for their work.
    - ii. What are the policies of your organization for time off, vacation, medical leave, and how your supervisee can request time off.
3. See the “APA Guidelines for Clinical Supervision in Health Service Psychology” for additional information.