

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

DATE OF MEETING: Friday, April 1, 2022 Time: 8:30 a.m.

The meeting of the State of Nevada Board of Psychological Examiners (Board) will be conducted and may be attended through a remote technology system (video- or teleconference). To participate remotely, individuals are invited to enter the meeting from the Zoom website at: <https://us06web.zoom.us/j/85163625601>. To access the meeting via audio only, dial 1-669-900-6833 and enter the meeting ID: 851 6362 5601. The meeting may also be attended at the physical location of the Board Office at 4600 Kietzke Lane, Suite B-116, Reno, Nevada, 89502. (The Board office recommends that individuals unfamiliar with ZOOM should visit the website in advance to familiarize themselves with the format by viewing the online tutorials and reading the FAQs. To learn more about Zoom, go to <https://zoom.us/>.)

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

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

AGENDA

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

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

3. (For Possible Action) Discussion and Possible Approval of the Minutes of the Regular Meeting of the State of Nevada Board of Psychological Examiners on March 4, 2022.
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).
5. Board Needs and Operations
 - A. Report from the Nevada Psychological Association
 - B. Report From the Executive Director on Board Office Operations, including information regarding vacancies on the Board
 - C. Report on Legislative Activities, including the work of Interim Committees and the 2023 Session of the Nevada Legislature
6. (For Possible Action) Discussion and Possible Action to Provide a Letter of Nomination of Dr. Michelle Paul as President Elect of the Association of State and Provincial Psychological Boards (ASPPB) Board of Directors
7. (For Possible Action) Discussion and Possible Action to Provide Guidance on Matters Related to the Covid-19 Pandemic and Governor Sisolak's Directive 011. Discussion May Include Options for Temporary Licensure to Ensure Continuity of Care for Patients Being Seen by Out-Of-State Providers when the Provisions of Directive 011 Expire, Licensure Renewal, Continuing Education Credits, Supervision Concerns, Obtaining Clinical Hours for Licensure, and the Use of Telepsychology and Interjurisdictional Practice.
8. (For Possible Action) Discussion, and Possible Action on Pending Consumer Complaints:
 - A. Complaint #19-0626
 - B. Complaint #19-0709
 - C. Complaint #19-1106
 - D. Complaint #19-1223
 - E. Complaint #20-0501
 - F. Complaint #20-0818
 - G. Complaint #20-0819
 - H. Complaint #20-0524

- I. Complaint #21-0726
 - J. Complaint #22-0121
 - K. Complaint #22-0321
9. (For Possible Action) Review and Possible Action on Applications for Licensure as a Psychologist or Registration as a Psychological Assistant, Intern or Trainee. The Board May Convene in Closed Session to Receive Information Regarding Applicants, Which May Involve Considering the Character, Alleged Misconduct, Professional Competence or Physical or Mental Health of the Applicant (NRS 241.030). All Deliberation and Action Will Occur in an Open Session. *Note: Applicant names are listed on the agenda to allow the Board to discuss applicants when necessary to move the applicant through the licensure process. The listing of an applicant's name on the agenda indicates only that an application for licensure/registration has been received. It does not mean that the application has been approved or that the applicant must appear at the meeting in order for the applicant's application to move forward through the licensure process. If an applicant needs to attend the meeting for the Board to take action, the applicant will be notified in writing prior to the meeting. Please, direct questions or comments regarding licensure applications to the Board office.*

PSYCHOLOGISTS

Liana Abascal	Marie Ehrler	Jodi Lovejoy	David Robinson (PA)
Michael Abrams	Anthony Francisco	Jennifer Luboski	Anthony Rodriguez
Danielle Agnello (PA)	Howard Friedman	Debra Maddox	Vincent Rodriguez
Catherine Aisner	Erika Frieze	Melissa Marrapese	Keri Ross
Dana Anderson	Miriam Funtowicz	Robert McGahey	Brooke Schauder
Gera Anderson	Dana Gionta	Patricia McGuire	Shelly Sheinbein
Cherly Ballou	Jonathan Gould	Michelle Mechure	David Shoup
Brad Barcklay	Nancy Grau	Michelle Mercurio	Cyndy Soto-Lopez (PA)
Jaynann Barcklay	Kalana Greer	Shanna Mohler	Michael Stein
John Barona	Lori Haggard	Alicea Morales	Nicole Steiner-Pappalardo
Stephanie Bellusa (PA)	Tracy Hardister	Luzviminda Morrow (PA)	Vahe Sukiasyan
Luke Bigler	Jill Hayes Barbee	Michellane Mouton	LaTanya Takla
Mantsha Boikanyo	Bernadette Hinojos (PA)	Patrick Murphy	Christine Treece
Beth Borosh-Gissane	Alberto Ibarra	Jonine Nazar-Biesman	Donna Truong
Latoya Brogdon	Billie Ivra	Alyssa Newman	John Tsanadis
Corby Bulp	Saira Jhorn	Raymond Nourmand	Alisa Turner-Augustyn
Jodi Cabrera	Carolyne Karr	Nnenna Nwanko	Deepti Vaswani
Tyler Camaione (PA)	Kathryn Kimball	Ana Ochoa	David Ventrelle
Jonathan Campos (PA)	Ashley Kirby-Ward	Ariel Ogilvie-McSweeney	Angela Waldrop
Cheryl Chakranarayan	Steven Klee	Brian Olsen	John Walker
Sylvia Chang	Sandra Kubicki	Jodi Palensky	Nicolle Walters
Si Arthur Chen	Paul Kwon	Rhea Pobuda	Dale Watson
Dana Chidekel	Lisa Lainer	Katherine Pruzan	Justine Weber
Filippo Cieri	Laura LaPiana	Maxwell Rappaport	Kiara Wesley
Richard Coder	Beth Lavin	Leland Reback	Michael West
Edward De Anda	Timothy Law	Elke Rechberger	Carrie Wilkens
Nicola De Paul	Karen Lehman	Jasmine Reed	Stephen Winston
Rachyll Dempsey	Rose Leung	Rory Reid	Christine Winter
Roman Dietrich	Bertrand Levesque	Kristina Reynoso	Wendy Worrell
Mary Dinerman	George Lough	Danielle Richards	

PSYCHOLOGICAL ASSISTANTS

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

PSYCHOLOGICAL INTERNS

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

PSYCHOLOGICAL TRAINEES

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

- A. (For Possible Action) Discussion and Possible Action to Approve the Registration of Dr. Alyssa Newman as a Psychological Assistant, until licensure as a psychologist has been completed, and not longer than July 1, 2022
 - B. (For Possible Action) Discussion and Possible Action to Approve the Licensure of Dr. Lori Haggard, contingent upon the final review and approval of the Application Tracking Equivalency and Mobility (ATEAM) Committee at their upcoming meeting
10. (For Possible Action) Discussion and Possible Action to Create a Master's Degree Level License

11. (For Possible Action) Discussion and Possible Action to Revise the Provisions of Nevada Administrative Code (NAC) 641.1519, Qualifications of supervisor, to Require Registration of Supervisors of Psychological Trainees, Psychological Interns, and Psychological Assistants
12. (For Possible Action) Discussion and Possible Action to Allow Psychological Trainee Applicants and Psychological Intern Applicants to Take the EPPP Exams Rather than Waiting Until Becoming a Post-Doctoral Psychological Assistant
13. (For Possible Action) Discussion and Possible Action to Review and Revise the Board Policy Entitled, "Executive Director Employment, Compensation, and Evaluation"
14. (For Possible Action) Discussion and Possible Action to Review, Make Adjustments to and/or Approve the Performance Evaluation of Executive Director Lisa Scurry
15. 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
16. (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. R058-19: Endorsement Language
 - B. R122-21: Behavior Analysts...
 - C. R175-20: Removal of "Moral"
 - D. R127-21: Regulations related to Assembly Bill 327
 - E. R128-21: Regulations related to Assembly Bill 366
 - F. R121-21: Regulations related to Senate Bill 44
17. (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.
18. (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, May 6, 2022, at 8:30 a.m.

- B. The Board will conduct a Hearing for the Adoption of Regulations of the State of Nevada Board of Psychological Examiners on Friday, May 6, 2022, at 8:30 a.m.
 - C. The Board has tentatively scheduled a meeting on May 20, 2022, at 8:30 a.m. to select a new Executive Director to the Board
19. Requests for Future Board Meeting Agenda Items (No Discussion Among the Members will Take Place on this Item)
20. 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)
21. (For Possible Action) Adjournment

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

The Board is pleased to make reasonable accommodations for members of the public who are disabled and wish to participate in the meeting. If such arrangements are necessary, please contact the board office at (775) 688-1268 no later than 4 p.m. on Thursday, March 31, 2022.

For supporting materials, visit the Board's website at <http://psyexam.nv.gov/Board/2021/2021/> or contact Lisa Scurry, Executive Director at the Board office by telephone (775-688-1268), e-mail (nbop@govmail.state.nv.us) or in writing at Board of Psychological Examiners, 4600 Kietzke Lane, Suite B-116, Reno, Nevada 89502.

In accordance with NRS 241.020, this public meeting notice was properly posted at or before 9 a.m. on Tuesday, March 29, 2022, at the following locations:

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

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

STATE OF NEVADA BOARD OF PSYCHOLOGICAL EXAMINERS
MEETING MINUTES

March 4, 2022

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 8:31 a.m. online via "zoom" and physically at the office of the Board of Psychological Examiners, 4600 Kietzke Lane, Ste B-116, Reno, Nevada 89502.

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

Also present were Harry Ward, Board counsel and Deputy Attorney General, Dr. Gary Lenkeit, Board Investigator, Sheila Laxalt, Board Investigator, Neena Laxalt, Board Lobbyist, Lisa Scurry, Executive Director, and members of the public: Sara Hunt, Danielle Nishida, Donald Hoier, Amanda DeVillez, James Tenney, and Michelle Zochowski

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 Regulation to a Public Hearing at a Future Meeting of the Nevada Board of Psychological Examiners in Accordance with NRS Chapter 233B

President Owens convened the workshop to solicit comment on proposed regulations at 8:51 a.m. There was no public comment submitted at that time.

A. Introduction of language setting forth standards and requirements for licensure by endorsement (Previously known as R058-19)

Lisa Scurry, Executive Director, explained that the regulation was originally created in 2019 to implement procedures for applications for licensure by endorsement. The regulation was written to designate each state, territory, and the District of Columbia as being substantially similar, substantially equivalent, or not substantially equivalent for the purposes of determining if an applicant met the requirements for licensure in Nevada.

After going through both a workshop and public hearing, it was discovered that the regulation was missing the names of three states. As a result, adoption was delayed. During that delay, the regulation was further discussed during a meeting of the Board when including the names of the states was questioned. At that time, Ms. Scurry suggested that listing the names of the states could be a problem in the future if a state changed its requirements. In that case, the process of revising a regulation would have to be followed. Instead, it was suggested that the names of the state be withheld and listed in a Board approved procedure instead.

After discussion with the Legislative Counsel Bureau, it was decided that the regulation, in its new form, should have a new workshop and hearing.

After review of the proposed language of the regulation, it was decided that sections 2 and 3, dealing with substantially similar and substantially equivalent jurisdictions, be merged. Ms. Scurry explained that applicants are reviewed to ensure they meet requirements and, if there is a concern, the application is referred to the Board's Application Tracking Equivalency and Mobility (ATEAM) Committee. Additionally, the Board previously adopted procedures for the review of applications by endorsement. It is in that procedure that the list of states will appear.

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

There was no public comment provided. President Owens closed the public workshop at 9:18 a.m. and reconvened the regular meeting.

4. (For Possible Action) Discussion and Possible Approval of the Minutes of the Regular Meeting of the State of Nevada Board of Psychological Examiners on February 4, 2022.

The minutes of the regular meeting of the Board of Psychological Examiners from February 4, 2022, were reviewed by the Board. There were no questions, comments nor suggested changes.

On motion by Soseh Esmaeili, second by Monique Abarca, the Nevada State Board of Psychological Examiners approved the meeting minutes of the Regular Meeting of the Board on February 4, 2022. (Yea: Whitney Owens, Stephanie Holland, Monique Abarca, Soseh Esmaeili, and Stephanie Woodard) Motion Carried: 5-0

5. Financial Report

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

Lisa Scurry, Executive Director, provided the monthly financial report. She explained there were no unexpected revenues or expenses during the previous month.

Secretary Treasurer Woodard added that she, Ms. Scurry, and the Board's bookkeeper are working on the next year's projections. The April financial report will include an expanded explanation of the budgeting process and the beginning of discussion regarding the Fiscal Year 2023 budget.

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

B. (For Possible Action) Discussion and Possible Action to Expend \$2,210 for payment of the 2022 Member Board Dues to the Association of State and Provincial Psychology Boards (ASPPB)

Lisa Scurry, Executive Director, presented the annual invoice from ASPPB in the amount of \$2,210. The invoice covers the 2022 member dues and was budgeted. Ms. Scurry explained that the dues are based on the number of licensees in Nevada at beginning of February 2022. Through membership with ASPPB, the Board has access to the online PLUS application process, national examinations, and other resources.

On motion by Stephanie Woodard, second by Soseh Esmaili, the Nevada State Board of Psychological Examiners approved an expenditure in the amount of \$2,210 for payment of the 2022 ASPPB Member Board Dues. (Yea: Whitney Owens, Stephanie Holland, Monique Abarca, Soseh Esmaili, and Stephanie Woodard) Motion Carried: 5-0

C. (For Possible Action) Discussion and Possible Action to Approve Registration and Travel Expenses, including hotel, airfare, and per diem costs, to the Mid-Year Meeting of the Association of State and Provincial Psychology Boards for President Whitney Owens, Investigator Dr. Sheila Young and/or Investigator Dr. Gary Lenkeit in the amount of not more than \$2,000 each. The Annual Mid-Year meeting will be held in New Orleans, Louisiana on April 21-24.

President Owens explained that at the last meeting, the Board approved the expenditure of up to \$1,250 for travel costs of up to 4 Board members or staff to attend the ASPPB mid-year meeting. That meeting will be held in New Orleans on April 21-24, 2022. President Owens, Dr. Lenkeit and Dr. Young have expressed an interest in attending.

Dr. Woodard and Dr. Holland indicated they would attend if either/both were needed to speak during any of the panel discussions. Ms. Scurry responded that neither had been selected as of the last time she checked with ASPPB.

Based on the estimated costs for hotel, flights, event registration, and per diem, the estimated cost for Dr. Owens would be \$1,650 and for Dr. Lenkeit and Dr. Young the estimated cost would be \$1,925 each.

This event was tabled until after discussion of items 19-21.

Following discussion of Director Scurry's retirement and retention in a part-time capacity, President Owens suggested that Director Scurry be registered for the conference as she would be staying with the Board for the next few months. Dr. Woodard agreed.

On motion by Stephanie Woodard, second by Stephanie Holland, the Nevada State Board of Psychological Examiners approved an expenditure of not more than \$7,100 in travel costs and registration for Whitney Owens, Gary Lenkeit, Sheila Young, and Lisa Scurry to attend the Midyear Meeting of the Association of State and Provincial Psychological Boards in New Orleans, Louisiana on April 21-24, 2022. (Yea: Whitney Owens, Stephanie Holland, Soseh Esmaeili, and Stephanie Woodard) Motion Carried: 4-0

6. Board Needs and Operations

A. Report from the Nevada Psychological Association (NPA)

Dr. Sara Hunt, Current Past President of the NPA, presented a report of the activities of NPA. That included elections for their executive board, the annual meeting, and upcoming continuing education courses. The NPA is also seeking nominations for their annual awards.

B. Report and Discussion on the Status of PsyPact

Dr. Gary Lenkeit, Nevada PsyPact Commissioner, provided an update on the work of the PsyPact Commission. Currently, there are 27 member states and the District of Columbia, and active legislation in 6-7 additional states to join PsyPact. Dr. Lenkeit reviewed some of the issues discussed recently by the PsyPact Commission. They included the requirement that a psychologist must have graduate from an APA-accredited program to hold a PsyPact certificate; and the definition of scope of practice for holders of PsyPact. ASPPB has not defined the scope of practice.

Dr. Woodard inquired about the fees being charged to states for the membership in PsyPact. She also asked about the budget implications to the Board when individuals belong to PsyPact versus becoming licensed in Nevada.

Dr. Lenkeit stated that the discussion about fees centered on how ASPPB can assess psychologists versus assessing the states for the membership fees. As to the financial impact to states for PsyPact versus full licensure, he stated that it was likely too soon to know. The impact will be determined by the number of psychologists that forego becoming licensed in Nevada or renewing that license if they can gain access through the PsyPact membership.

Ms. Scurry suggested that the Board's fees may need to be adjusted to assess the Nevada licensee who is a member of PsyPact the \$10 annual PsyPact fee. She added that a change to the current regulations would need to be made in the next few months in order for it to be assessed during licensure renewal at the end of 2022.

C. Report From the Executive Director on Board Office Operations

Lisa Scurry, Executive Director, presented some statistical information on Board office operations including the number of applications received and licenses issued in the past month. Additionally, she informed the Board that the final two provisional licensees had passed the EPPP Part-2 and are no longer required to work under supervision.

- 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. Woodard explained that Governor Sisolak may end the emergency order soon. As a result, she suggested the Board develop a transition plan. Those who are currently registered under Directive 011 would be notified they needed to seek alternatives such as formal licensure, become registered under PsyPact, etc.

Director Scurry stated that for the past several months all applicants under the Directive were provided information on how to apply for licensure.

President Owens asked the members if there should be a grace period allowing them to continue practicing under the temporary registration pending completion of the licensure process. Dr. Woodard added that the major concern is around continuity of care and that little information has been provided at the state level as to the potential end date.

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

Harry Ward, Deputy Attorney General, provided a status update on the complaints listed below.

- A. Complaint #19-0626. There was no update on this matter.
- B. Complaint #19-0709. There was no update on this matter.
- C. Complaint #19-1106 – The matter is being monitored.
- D. Complaint #19-1223 – The matter is being monitored.
- E. Complaint #20-0501. There was no update on this matter.
- F. Complaint #20-0818. There was no update on this matter.
- G. Complaint #20-0819. There was no update on this matter.
- H. Complaint #21-0524. There was no update on this matter.
- I. Complaint #21-0726. There was no update on this matter.

J. Complaint #21-0810.

Dr. Sheila Young, Board investigator, provided a report on this matter. The complainant in the matter stated that upon beginning a session when the psychologist opened their laptop pornography could be heard playing. The psychologist denied any wrong doing, stating the laptop froze and made incoherent noises. The attorney for the psychologist stated that the incident does not meet criteria for discipline nor was there a preponderance of evidence.

Dr. Young recommended dismissing the matter as there was not sufficient evidence to move forward. She also recommended thanking the complainant for bringing the information forward; and a letter to the Respondent suggesting preparations be made in advance of a sessions beginning.

On motion by Soseh Esmaeili, second by Stephanie Holland, the Nevada State Board of Psychological Examiners dismissed Complaint #21-0810. (Yea: Whitney Owens, Stephanie Holland, Monique Abarca, Soseh Esmaeili, and Stephanie Woodard) Motion Carried: 5-0

K. Complaint #21-0816 –

Dr. Gary Lenkeit, Board investigator, explained the complaint stems from a risk assessment completed at the request of the Complainant's employer. The Complainant stated three concerns: 1, that the psychologist breached confidentiality by releasing too much information in the written report; 2, that the psychologist did not remain objective; and 3, that the psychologist had a conflict of interest.

The psychologist satisfactorily and specifically addressed each issue in a response written through an attorney. This included that the employer would be entitled to a written report as the requestor of the evaluation; and the psychologist gave referrals to another provider and would not have benefited financially.

Dr. Lenkeit stated his opinion that the psychologist provided reasonable responses and recommended the matter be dismissed. He further stated his belief that there was no violation of NRS or NAC 641 or the APA Code of Ethics.

On motion by Stephanie Woodard, second by Stephanie Holland, the Nevada State Board of Psychological Examiners dismissed Complaint #21-0816. (Yea: Whitney Owens, Stephanie Holland, Monique Abarca, Soseh Esmaeili, and Stephanie Woodard) Motion Carried: 5-0

L. Complaint #22-0121. There was no update on this matter.

- 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.

On motion by Stephanie Holland, second by Monique Abarca, the Nevada State Board of Psychological Examiners approved the following applicants for licensure, contingent upon satisfactory completion of licensure requirements: Beth Lavin, Maria Mechure, Jennifer Ramirez, Keri Ross, David Ventrelle, Michael West, and Erin Williams. (Yea: Whitney Owens, Stephanie Holland, Monique Abarca, Soseh Esmaeili, and Stephanie Woodard) Motion Carried: 5-0

A. (For Possible Action) Discussion and Possible Action to Approve the Application of Dr. Danielle Nishida for Licensure as a Psychologist,

Contingent upon satisfactory completion of all other licensure requirements

(This item was taken out of order.)

Lisa Scurry, Executive Director, reviewed the application by endorsement of Dr. Danielle Nishida. Dr. Nishida's application was reviewed by the Board's Application Tracking Equivalency and Mobility (ATEAM) Committee on February 22, 2022, as she attended California Southern University, a school that was not accredited by the American Psychological Association (APA). The ATEAM Committee did not recommend approval of the application and, instead, forwarded it for review by the full Board.

Director Scurry explained that the ATEAM Procedures Manual states that grounds for denial of an application includes completion of an exclusively online doctoral program. Additionally, Nevada Administrative Code (NAC) 641.062 states that to obtain equivalency of an APA-accredited program, the program must include "at least 1 year, or the equivalent, in full-time residence."

Dr. Nishida inquired if the internship she took at Cal Southern would count as residency as it was an optional one-year course that was in-person and supervised.

Member Dr. Woodard added that Dr. Nishida completed 1,512 internship hours and over 3,000 post-doctoral hours. At its meeting, the ATEAM Committee discussed possibilities for obtaining licensure but, as she had not been licensed for at least 5 years, there were no viable options.

President Owens stated that the Board has denied similar applicants in the past who have not attended APA-accredited schools, particularly when those schools are 100% online.

There was some discussion about applicants becoming registered with PsyPact in their home states to allow for practice. Dr. Young stated that registration in PsyPact requires completion of an APA-accredited program. She added that the Board has consistently denied applicants from non-APA-accredited schools as the programs are not always clinical psychology programs, although they may have the word "psychology" in the title.

Dr. Nishida inquired about the application and costs she had incurred. Director Scurry explained that the PLUS application would likely not result in an additional charge.

Dr. Nishida asked about other options. President Owens stated that the only option appeared to be to re-apply after having been licensed for at least 5 years in another jurisdiction.

Denial of the application was recommended based on the fact that Dr. Nishida did not meet the minimum requirements for licensure in Nevada. That included completion of

an educational program that was APA-accredited or equivalent; and not meeting the minimum number of internship hours.

On motion by Stephanie Woodard, second by Stephanie Holland, the Nevada State Board of Psychological Examiners denied the application for licensure of Dr. Danielle Nishida. (Yea: Whitney Owens, Stephanie Holland, Monique Abarca, Soseh Esmaili, and Stephanie Woodard) Motion Carries: 5-0

B. (For Possible Action) Discussion and Possible Action to Approve the Request for Testing Accommodation for Dr. Abigail Baily for the EPPP Part-1, EPPP Part-2, and Nevada State Exam

Dr. Abigail Baily submitted a request for a nursing mother accommodation for the EPPP Part-1 and Part-2 and Nevada State Examination. Such an accommodation would allow for additional breaks and a private room.

On motion by Stephanie Holland, second by Soseh Esmaili, the Nevada State Board of Psychological Examiners approved the request of Dr. Abigail Bailey for a "nursing mother accommodation" when taking the EPPP Part-1, EPPP Part-2, and/or Nevada state exam, as applicable. (Yea: Whitney Owens, Stephanie Holland, Monique Abarca, Soseh Esmaili, and Stephanie Woodard) Motion Carries: 5-0

10. (For Possible Action) Discussion and Possible Action to Create a Master's Degree Level License

President Owens provided the Board with a summary of the proposal to create a master's degree level license. Her proposal defined the scope of practice as the same as a licensed psychologist if the following requirements are met: Completion of an APA Accredited Master's Program in Health Service Psychology; completion of 3000 hours (completed within 24-48 months) of post graduate supervised work by a licensed Psychologist, not inclusive of internship; and completion of the EPPP1, EPPP2, and state exam. Additionally, she asked for the Board's thoughts on limitations on forensic and neuropsychological work.

She shared that some provinces in Canada limit independent practice only to those psychologists working in a public setting, such as a hospital, because additional oversight would be available. In Nevada, there may not be enough public settings to make this requirement possible.

Dr. Lenkeit suggested a master's level license should limit neuropsychological work, but not necessarily forensic since marriage and family therapists can do most forensic work. He also asked how

Dr. Holland asked about the educational requirements and how the curriculum would be changed for master's level versus obtaining a doctorate.

Dr. Woodard expressed concern about the scope of practice, the value of having a masters level psychologist, and who has the education and training to conduct neuropsychological testing.

Dr. Holland asked if the goal of licensing at the master's level was to increase access to services for the community. She asked if the potential decline in doctorate level psychologists should be considered.

President Owens responded that the proposal is coming from the American Psychological Association to address a variety of concerns, including having enough licensed psychologists to meet the needs of the community.

This item will return on future agendas.

11. (For Possible Action) Discussion and Possible Action to Approve the Supervision of Practicum Students from Institutions Outside of Nevada

There was no discussion on this item as it was resolved during the February 2022 Board meeting.

12. (For Possible Action) Discussion and Possible Action to Revise the Provisions of Nevada Administrative Code (NAC) 641.158, Limitations on Number of Assistants, Interns, and Supervisors

There was no discussion on this item. It will return on a future agenda.

13. (For Possible Action) Discussion and Possible Action to Revise the Provisions of Nevada Administrative Code (NAC) 641.1519, Qualifications of supervisor, to Require Registration of Supervisors of Psychological Trainees, Psychological Interns, and Psychological Assistants

President Owens presented a proposed change to NAC 641.1519, qualifications of supervisor. Under the proposal, the Board would approve supervisors of psychological assistants, psychological interns, and psychological trainees.

It would remove the requirement that a psychologist be licensed for a specified number of years to serve as a supervisor. Instead, language would be added about training and experience of the supervisor, as recommended by the American Psychological Association (APA). There was discussion about how to standardize those requirements.

Other issues addressed was the assessment of a fee for supervisors and whether or not that fee would be further assessed during each renewal period. President Owens asked how the standards for supervision should read and what type of continuing education would be required.

Dr. Holland asked about removing the requirement that a supervisor of a psychological assistant have been licensed in Nevada for at least 3 years. She added that such minimum licensure ensures some level of training and experience.

President Owens stated that assigning a length of time seemed arbitrary and may not take into account other ways to demonstrate an individual's capacity to supervise.

The members were asked to review the proposal for discussion at a future meeting.

- 14.** (For Possible Action) Discussion and Possible Action to Allow Psychological Interns and Psychological Trainees to take the EPPP Exams. Discussion may include whether Psychological Interns and Psychological Trainees must apply for registration and/or be registered prior to being allowed access to the EPPP exams

President Owens proposed allowing psychological interns and psychological trainees to take the EPPP Part-1. In February 2021, the Board took action to allow registered psychological interns to take the EPPP Part-1.

The Board discussed whether this should be extended to psychological trainees and whether interns and trainees would need to be registered or only to apply. Currently not all interns and trainees are required to be registered.

Director Scurry recommended that interns and trainees wishing to take the EPPP Part-1 must at least be an applicant. She added that the application fee could be for a lesser amount (\$25) rather than the standard application fee of \$150. That ensures a file is started for the individual.

There was no action on the item. It will return on a future agenda.

- 15.** (For Possible Action) Review, Discussion and Possible Action to Approve Revisions to the Board's Policy Entitled, "Executive Director Employment, Compensation, and Evaluation." Discussion may include a change related to retirement benefits as recommended by the State PERS office.

Lisa Scurry, Executive Director, presented proposed changes to the Board's Policy Entitled, "Executive Director Employment, Compensation, and Evaluation." The changes were recommended by the Nevada Public Employees Retirement System (PERS) to describe an Employee Contribution Plan A and Plan B. Plan A allows an employee to have the Board make 100% of the contributions with the employee paying

a share through a salary reduction. Plan B requires the Board to pay 50% of the normal contributions and the employee to pay 50% as a payroll deduction.

Ms. Scurry also proposed revising the number of vacation and sick leave days that could be accrued and would allow for the executive director to buy up to five vacation days at the end of the fiscal year. She explained that the buy-out would keep the accrual at a manageable level for budgeting purposes.

President Owens suggested the Board adopt a “use it or lose it” philosophy related to vacation time where the employee is encouraged to use their time during the year. Any days not used would be lost at the beginning of each fiscal year.

Director Scurry suggested that sick leave time not be lost on an annual basis but that an appropriate maximum number of days be defined. She added that having sick leave available in case a medical issue arises is important.

President Owens asked about the difference between the PERS plans A and B. Ms. Scurry stated that there are tax ramifications. Also, under Plan B if a person leaves their position, they would be able to cash out part of their retirement. Under Plan A, the retirement cannot be cashed out.

The revision also added the federal Juneteenth holiday as a recognized holiday for office staff.

The Board agreed to the changes related to retirement and the Juneteenth holiday.

On motion by Stephanie Holland, second by Soseh Esmaeili, the Nevada State Board of Psychological Examiners approved revisions to the Board’s Policy Entitled, “Executive Director Employment, Compensation, and Evaluation” related to retirement and the Juneteenth holiday. (Yea: Whitney Owens, Stephanie Holland, Soseh Esmaeili, and Stephanie Woodard) Motion Carries: 4-0

16. 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

There was no update on this item.

- B. Update from Board Lobbyist

(This item was taken out of order.)

Neena Laxalt, Board lobbyist, provided an update on the activities of the Nevada Legislature and Governor’s office. The Governor made comments, through his State of

the State address, about consolidating boards. The interim Commerce Committee recently heard a presentation on the subject and a state-level task force may be formed.

17. (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. R058-19: Endorsement Language

This regulation will be drafted by the Legislative Council Bureau prior to a hearing being conducted.

B. R115-19: Supervision, payment of psychological assistant, Closure of a Practice - This regulation was approved by the Legislative Commission and adopted by the State.

C. R173-20 (Previously R131-15): Requires those teaching or engaging in research to be licensed if providing supervision in a university setting. - This regulation was approved by the Legislative Commission and adopted by the State.

D. R174-20: Code of Conduct - This regulation was approved by the Legislative Commission and adopted by the State.

E. R175-20: Removal of "Moral" - This regulation is pending a public hearing.

F. R122-21: Removal of "Behavior Analyst" - This regulation is pending a public hearing.

G. R127-21: Regulations related to Assembly Bill 327 - This regulation is pending a public hearing.

H. R128-21: Regulations related to Assembly Bill 366 - This regulation is pending a public hearing.

I. R121-21: Regulations related to Senate Bill 44 - This regulation is pending a public hearing.

18. (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, stated that the matter is in the discovery phase and no other updates were available.

- 19.** (For Possible Action) Discussion and Possible Action to Approve Lisa Scurry for an employment waiver, pursuant to NRS 286.520(6), to continue working on a part-time basis beginning April 1, 2022, upon her retirement effective March 31, 2022, and until a suitable replacement begins employment, and is trained. If approved, Ms. Scurry will work 20 hours per week at an hourly rate of \$29.42 per hour. Such employment shall not extend beyond May 6, 2022, without approval of the Board.

Lisa Scurry, Executive Director, informed the Board that her retirement would be effective as of April 1, 2022, with her last day as the full-time executive director on March 31, 2022. She offered to remain in a part-time capacity until a new executive director could be hired. To do so, in accordance with the rules of the Public Employees Retirement System (PERS), she would need to obtain a waiver pursuant to Nevada Revised Statutes (NRS) 286.520(6). That provision allows for a waiver of the 90-day cooling off period where a recipient of PERS benefits cannot be employed by a PERS granting organization for 90 days after becoming eligible for benefits. She proposed working not more than 20 hours per week at her current hourly rate of pay of \$29.42.

President Owens stated her belief that it would be a benefit to the Board to have Ms. Scurry remain in the office part-time while a replacement is sought. She added that when the previous executive director left the position, it was a burden on Board members attempting to cover the office long distance.

Ms. Scurry explained the PERS rules and estimated hiring a new person could take until at least the end of May and potentially into June. The item allows for the Board to approve the part-time arrangement until the date of the next meeting on May 6, 2022. At the time the Board will have the option to continue the part-time arrangement.

On motion by Stephanie Holland, second by Monique Abarca, the Nevada State Board of Psychological Examiners approved a waiver pursuant to NRS 286.520(6) to allow Lisa Scurry to continue serving as the executive director on a part-time basis beginning April 1, 2022, upon her retirement effective March 31, 2022, and until a suitable replacement begins employment and is trained, at her current hourly rate and at not more than 20 hours per week until May 6, 2022. (Yea: Whitney Owens, Stephanie Holland, Monique Abarca, Soseh Esmaeili, and Stephanie Woodard) Motion Carries: 5-0

Member Monique Abarca left the meeting at 11:45 a.m.

The Board returned the discussion to item #15 related to the hiring and salary policy for the executive director.

- 20.** (For Possible Action) Discussion and Possible Action to create a Sub-committee to Hire an Executive Director from the current members of the Board and/or Staff as

follows: Whitney Owens, Stephanie Woodard, Stephanie Holland, Monique Abarca, Soseh Esmaeili, Sheila Young, Gary Lenkeit, and Lisa Scurry.

The Board discussed creation of a committee for the purpose of hiring an executive director. The committee will create the job announcement, review applicants, conduct interviews, and make recommendations to the Board.

President Owens proposed several options for hiring a new executive director and staffing the Board office related to the salary schedule of the "Executive Director Employment, Compensation, and Evaluation" policy. Options included hiring a full-time executive director; hiring a full-time executive director and a part-time assistant; and hiring a part-time executive director and a full-time assistant. With the part-time executive director option, Director Scurry could be retained for a few months into the Fall in that capacity, providing time to fully train the executive assistant for the future promotion into the executive director position.

Director Scurry provided additional details about the options, including the potential financial impact. A full-time executive director starts at \$60,000 per year. The approximate cost of a part-time executive director with a full-time assistant would begin at \$80,000. A full-time executive director with a part-time assistant would cost approximately \$93,000.

Mr. Ward suggested forming the sub-committee who can take the above information into consideration during the recruitment and interview process.

President Owens, Secretary/Treasurer Woodard and Dr. Lenkeit volunteered to serve on the committee. Director Scurry stated that, although she will manage the meetings she could not serve as a member of the committee due to the conflict of interest.

On motion by Stephanie Woodard, second by Soseh Esmaeili, the Nevada State Board of Psychological Examiners established a Sub-committee to Hire an Executive Director consisting of Whitney Owens, Stephanie Woodard, and Gary Lenkeit. (Yea: Whitney Owens, Stephanie Holland, Soseh Esmaeili, and Stephanie Woodard) Motion Carries: 4-0

- 21.** (For Possible Action) Discussion and Possible Action to Approve the Vacation Leave Payout of Lisa Scurry, Executive Director, in the amount of \$5,413.28, minus any vacation time used in March 2022. The vacation payout would occur following her official retirement date of March 31, 2022.

Lisa Scurry, Executive Director, informed the Board that over the course of two years, little vacation time was taken resulting in an ending balance of 23 days. At an hourly rate of \$29.42, the vacation buyout cost was reported as \$5,413.28.

On motion by Soseh Esmaeili, second by Stephanie Holland, the Nevada State Board of Psychological Examiners approved the Vacation Leave Payout of Lisa Scurry, Executive Director, in the amount of \$5,413.28, minus any vacation time used in March 2022. (Yea: Whitney Owens, Stephanie Holland, Monique Abarca, Soseh Esmaeili, and Stephanie Woodard) Motion Carries: 5-0

22. (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, April 1, 2022, at 8:30 a.m., which will include a public hearing for the adoption of regulations

There were no suggested changes to the next meeting date. The date of the public hearing for the adoption of regulations was tentatively rescheduled for May 6, 2022.

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

There were no requests for future Board meeting agenda items.

24. Public Comment

Dr. Michelle Zochowski made comment informing the Board that she passed the EPPP Part-2 to complete licensure.

25. (For Possible Action) Adjournment

There being no further business before the Board, President Owens adjourned the meeting at 12:30 p.m.

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

3/27/2022

		FY22 Budgeted Amount	Total	% actual to budget
Opening Balance		150,000.00		
INCOME				
40100	Psychologist Application	4,500.00	10,178.40	226.19%
40101	PA Application	2,500.00	2,608.13	104.33%
40102	Intern Application	1,250.00	1,075.00	86.00%
40103	Trainee Application	500.00	760.80	152.16%
4020	Psych Biennial (licenses, registrations from deferred revenue)	29,250.00	187,482.85	640.97%
40203	Reinstatement of Psych	500.00	200.00	40.00%
4050	Late Fees	0.00	0.00	0.00%
4025, 40251	New License	2,000.00	1,075.00	53.75%
4030	Non-Resident Consultant	1,000.00	905.22	90.52%
4015	Psychologist State Exam	6,000.00	8,334.59	138.91%
4040	CE App Fee	1,500.00	895.63	59.71%
4045	Verification of Licensure	350.00	160.00	45.71%
4078	Cost Recovered (Disciplinary)	1,000.00	0.00	0.00%
xxxx	Mediation Review	500.00	0.00	0.00%
4999	Interest, Misc	100.00	30.38	30.38%
Total Income		\$ 200,950.00	\$ 213,706.00	106.35%

Expenses				
5100	Board Salary/Per Diem	13,000.00	6,900.00	53.08%
5175, 51751	Wages, Staff Salary	67,000.00	44,453.76	66.35%
xxxx	Staff Benefits Reserve	5,000.00	0.00	0.00%
51753	Investigator Salary	23,000.00	8,618.34	37.47%
5250	Workers Compensation	3,000.00	893.19	29.77%
5300	PERS	35,000.00	12,474.1	35.64%
xxxx	Payroll Taxes (SS, Medicare)	3,500.00	229.37	6.55%
xxxx	Other	2,500.00		0.00%
Total Payroll		152,000.00	73,568.79	48.40%

6200	Out of State, In-State Travel	3,500.00	887.96	25.37%
7015	Supplies	500.00	421.28	84.26%
7020, 70202, 85100	Office Expense (Office Furniture, Shredding, Office Equipment)	3,000.00	1,164.09	38.80%
7040	Print-Copy	750.00	20.94	2.79%
7500	Copy Lease	1,500.00	1,084.59	72.31%
7050	Rent	15,000.00	10,638.00	70.92%
7100	Postage	1,000.00	46.09	4.61%
7210	DoIt Web SV	4,200.00	543.35	12.94%

ITEM 4 - Financial Report

7290, 72901, 72902	Telephone & Internet	2,500.00	1,559.10	62.36%
7770	Software & Database	5,750.00	2,986.82	51.94%
8100	Exam Administration	500.00	0	0.00%
8000, 8010	Legal & Professional Fees	40,000.00	41,020.8	102.55%
8015	Tort Claim	3,000.00	768.60	25.62%
8050	Professional Services (Auditor, Bookkeeper, Lobbyist)	25,000.00	20,799.50	83.20%
8250	Dues & Reg	5,000.00	2,230.00	44.60%
7111, 8500, 8520	Admin Services (LCB)	7,500.00	72.50	0.97%
9001, 9002	Banking Fees	200.00	158.29	79.15%
90100	Miscellaneous Expense	1,500.00	700.44	46.70%
xxxx	PayPal Fees	0.00	1,031.94	
xxxx	Uncategorized Expense	0.00	276.25	
Total Expenses		\$120,400.00	\$86,410.49	71.77%
Total Expenses + Payroll		\$272,400.00	\$159,979.28	58.73%
Total Income		\$ 200,950.00	\$ 213,706.00	106.35%
Final Balance			\$53,726.72	

NV State Board of Psychological Examiners

Balance Sheet for Monthly Board Meeting

As of March 28, 2022

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1100 Cash in Bank	144,790.05
3309 Savings	104,992.80
Total Bank Accounts	\$249,782.85
Accounts Receivable	
1200 Accounts Receivable	0.00
Total Accounts Receivable	\$0.00
Other Current Assets	
12000 Undeposited Funds	0.00
12100 Inventory Asset	0.00
Uncategorized Asset	0.00
Total Other Current Assets	\$0.00
Total Current Assets	\$249,782.85
Other Assets	
1300 Deferred outflows of resources	0.00
Total Other Assets	\$0.00
TOTAL ASSETS	\$249,782.85

NV State Board of Psychological Examiners

Balance Sheet for Monthly Board Meeting

As of March 28, 2022

	TOTAL
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
1106 Accounts Payable	5,347.27
Total Accounts Payable	\$5,347.27
Other Current Liabilities	
2100 Federal Income Withholding	-26.29
2100 Payroll Liabilities	1,020.98
Federal Taxes (941/944)	-142.53
NV Unemployment Tax	0.00
PERS	4,901.40
Total 2100 Payroll Liabilities	5,779.85
2101 Federal FICA Withholding	0.00
2102 Federal Medicare Withhold	0.00
2105 Employment Security	0.00
2110 Direct Deposit Liabilities	0.00
2200 Unearned Revenue	0.00
2300 Liability	971.08
2301 Payroll Liabilities-Pers	9,198.28
2302 Accrued PTO	5,079.35
2450 Deferred inflow-pension	0.00
2455 Net pension liability	0.00
2600 Deferred Revenue	172,788.06
2700 Direct Deposit Payable	0.00
Total Other Current Liabilities	\$193,790.33
Total Current Liabilities	\$199,137.60
Total Liabilities	\$199,137.60
Equity	
3000 Opening Bal Equity	0.00
3900 2550 Fund Balance	23,112.17
Net Income	27,533.08
Total Equity	\$50,645.25
TOTAL LIABILITIES AND EQUITY	\$249,782.85

NV State Board of Psychological Examiners

Profit and Loss Monthly Board Meeting

March 1-28, 2022

	TOTAL
Income	
4010 Psychologist Application	
40100 Psychologist Application	1,070.40
40102 Intern Application	155.10
40103 Trainee Application	155.10
Total 4010 Psychologist Application	1,380.60
4015 Psychologist State Exam	806.64
4025 Psychologist Licensing Fee	
40251 New License	25.00
Total 4025 Psychologist Licensing Fee	25.00
4040 CE App Fee	25.00
Total Income	\$2,237.24
GROSS PROFIT	\$2,237.24
Expenses	
5100	450.00
5100 Board Sal	2,850.00
5175 Board Staf	
51751 Executive Director	4,177.92
51753 Investigator Salary	4,113.29
Total 5175 Board Staf	8,291.21
7020 Office Expense	
7050 Rent	1,082.00
Total 7020 Office Expense	1,082.00
7200 Utilities	
7210 Dolt Web SV	62.62
7290 Telephone	191.38
72902 Internet	52.84
Total 7290 Telephone	244.22
Total 7200 Utilities	306.84
7500 Copy Lease	137.35
7770 Software	320.99
7777 Database	265.00
8000 Legal & Professional Fees	
8010 Legal	2,673.20
Total 8000 Legal & Professional Fees	2,673.20
8050 Prof Servs	148.75
8055 Lobbyist	1,041.75
Total 8050 Prof Servs	1,190.50
8250 Dues & Reg	840.00
8500 Admin Serv	148.75

NV State Board of Psychological Examiners

Profit and Loss Monthly Board Meeting

March 1-28, 2022

	TOTAL
9001 Banking Fees	
9002 Bank Crgs	1.00
Total 9001 Banking Fees	1.00
PayPal Fees	48.98
Payroll Expenses	
9110 Company Contributions	
Retirement	1,400.40
Total 9110 Company Contributions	1,400.40
Taxes	
Federal Taxes (941/944)	176.41
NV Unemployment Tax	0.00
Total Taxes	176.41
Wages	4,707.20
Total Payroll Expenses	6,284.01
Total Expenses	\$24,889.83
NET OPERATING INCOME	\$ -22,652.59
NET INCOME	\$ -22,652.59

NV State Board of Psychological Examiners

General Ledger
March 1-28, 2022

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
3309 Savings							
	Beginning Balance						104,992.80
Total for 3309 Savings							
1100 Cash in Bank							
	Beginning Balance						161,643.41
03/01/2022	Expense		Kietzke Plaza		7020 Office Expense:7050 Rent	-1,082.00	160,561.41
03/04/2022	Expense		MicroSoft		7770 Software	-150.00	160,411.41
03/07/2022	Expense		Adobe Acrobat		7770 Software	-14.99	160,396.42
03/07/2022	Deposit				-Split-	646.54	161,042.96
03/07/2022	Payroll Check	DD	Lisa Scurry	Pay Period: 02/18/2022-03/03/2022	2700 Direct Deposit Payable	-2,088.96	158,954.00
03/07/2022	Expense				5175 Board Staf:51751 Executive Director	-2,088.96	156,865.04
03/11/2022	Expense		Whitney Owens		5100 Board Sal	-450.00	156,415.04
03/11/2022	Expense		Soseh Esmaeili		5100 Board Sal	-300.00	156,115.04
03/11/2022	Expense		Stephanie Holland, Psy.D.		5100 Board Sal	-450.00	155,665.04
03/11/2022	Expense		Monique McCoy		5100 Board Sal	-450.00	155,215.04
03/14/2022	Expense				9001 Banking Fees:9002 Bank Crgs	-1.00	155,214.04
03/15/2022	Deposit				-Split-	1,359.90	156,573.94
03/16/2022	Tax Payment		IRS	Tax Payment for Period: 02/01/2022-02/28/2022	2100 Federal Income Withholding	-937.94	155,636.00
03/17/2022	Expense		QuickBooks Payroll Service		7770 Software	-57.00	155,579.00
03/18/2022	Payroll Check	DD	Sheila G. Young	Pay Period: 03/04/2022-03/17/2022	2700 Direct Deposit Payable	-1,222.60	154,356.40
03/18/2022	Expense		Gary Lenkeit		5175 Board Staf:51753 Investigator Salary	-584.44	153,771.96
03/18/2022	Payroll Check	DD	Lisa Scurry	Pay Period: 03/04/2022-03/17/2022	2700 Direct Deposit Payable	-2,088.96	151,683.00
03/18/2022	Expense		Lisa A Scurry		5175 Board Staf:51751 Executive Director	-2,088.96	149,594.04
03/18/2022	Expense		Sheila Young, Ph.D.		5175 Board Staf:51753 Investigator Salary	-1,222.60	148,371.44
03/18/2022	Payroll Check	DD	Gary C. Lenkeit	Pay Period: 03/04/2022-03/17/2022	2700 Direct Deposit Payable	-584.44	147,787.00
03/18/2022	Expense		Michelle Fox		8050 Prof Servs	-148.75	147,638.25
03/21/2022	Deposit				-Split-	596.15	148,234.40
03/23/2022	Expense		Kathleen Laxalt		8050 Prof Servs:8055 Lobbyist	-1,041.75	147,192.65
03/25/2022	Expense		Office of the Attorney General		8000 Legal & Professional Fees:8010 Legal	-1,336.60	145,856.05
03/25/2022	Expense				-Split-	-1,034.69	144,821.36
03/25/2022	Expense		Information Technology		7200 Utilities:7210 Dolt Web SV	-31.31	144,790.05
Total for 1100 Cash in Bank							
						\$ -	16,853.36
1106 Accounts Payable							
	Beginning Balance						1,629.73
03/04/2022	Bill		Soseh Esmaeili		5100 Board Sal	300.00	1,929.73
03/04/2022	Bill		Stephanie Holland, Psy.D.		5100	450.00	2,379.73
03/04/2022	Bill		Whitney Owens		5100 Board Sal	450.00	2,829.73

NV State Board of Psychological Examiners

General Ledger
March 1-28, 2022

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
03/04/2022	Bill		Monique McCoy		5100 Board Sal	450.00	3,279.73
03/18/2022	Bill		Michelle Fox		8500 Admin Serv	148.75	3,428.48
03/18/2022	Bill		Information Technology		7200 Utilities:7210 Dolt Web SV	31.31	3,459.79
03/18/2022	Bill		AT&T		7200 Utilities:7290 Telephone	95.69	3,555.48
03/18/2022	Bill		Office of the Attorney General		8000 Legal & Professional Fees:8010 Legal	1,336.60	4,892.08
03/25/2022	Bill		Canon Financial Services, Inc.		7500 Copy Lease	137.35	5,029.43
03/25/2022	Bill		AT&T		7200 Utilities:7290 Telephone:72902 Internet	52.84	5,082.27
03/25/2022	Bill		Savvy Techworx, LTD		7777 Database	265.00	5,347.27
Total for 1106 Accounts Payable						\$3,717.54	
2100 Payroll Liabilities							
Beginning Balance							
							1,020.98
Total for 2100 Payroll Liabilities							
Federal Taxes (941/944)							
Beginning Balance							
							-142.53
Total for Federal Taxes (941/944)							
NV Unemployment Tax							
03/04/2022	Payroll Check	DD	Lisa Scurry	NV Unemployment Tax	2700 Direct Deposit Payable	0.00	0.00
03/18/2022	Payroll Check	DD	Gary C. Lenkeit	NV Unemployment Tax	2700 Direct Deposit Payable	0.00	0.00
03/18/2022	Payroll Check	DD	Lisa Scurry	NV Unemployment Tax	2700 Direct Deposit Payable	0.00	0.00
03/18/2022	Payroll Check	DD	Sheila G. Young	NV Unemployment Tax	2700 Direct Deposit Payable	0.00	0.00
Total for NV Unemployment Tax						\$0.00	
PERS							
Beginning Balance							
							3,501.00
03/04/2022	Payroll Check	DD	Lisa Scurry	PERS - Company Contribution	2700 Direct Deposit Payable	700.20	4,201.20
03/18/2022	Payroll Check	DD	Lisa Scurry	PERS - Company Contribution	2700 Direct Deposit Payable	700.20	4,901.40
Total for PERS						\$1,400.40	
Total for 2100 Payroll Liabilities with subs						\$1,400.40	
2301 Payroll Liabilities-Pers							
Beginning Balance							
							9,198.28
Total for 2301 Payroll Liabilities-Pers							
2302 Accrued PTO							
Beginning Balance							
							5,079.35
Total for 2302 Accrued PTO							
2600 Deferred Revenue							
Beginning Balance							
							172,373.73
03/15/2022	Deposit			BKOFAMERICA ATM 03/15 #XXXXX5106 DEPOSIT MEADOWOOD RENO NV CKCD XXXXX9XXXXX69419	1100 Cash in Bank	259.90	172,633.63
03/21/2022	Deposit			PAYPAL DES:TRANSFER ID:XXXXX63728022	1100 Cash in Bank	154.43	172,788.06

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DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD							
Total for 2600 Deferred Revenue						\$414.33	
2700 Direct Deposit Payable							
03/04/2022	Payroll Check	DD	Lisa Scurry	Pay Period: 02/18/2022-03/03/2022	-Split-	2,088.96	2,088.96
03/07/2022	Payroll Check	DD	Lisa Scurry	Direct Deposit	1100 Cash in Bank	-2,088.96	0.00
03/18/2022	Payroll Check	DD	Lisa Scurry	Pay Period: 03/04/2022-03/17/2022	-Split-	2,088.96	2,088.96
03/18/2022	Payroll Check	DD	Sheila G. Young	Direct Deposit	1100 Cash in Bank	-1,222.60	866.36
03/18/2022	Payroll Check	DD	Sheila G. Young	Pay Period: 03/04/2022-03/17/2022	-Split-	1,222.60	2,088.96
03/18/2022	Payroll Check	DD	Lisa Scurry	Direct Deposit	1100 Cash in Bank	-2,088.96	0.00
03/18/2022	Payroll Check	DD	Gary C. Lenkeit	Direct Deposit	1100 Cash in Bank	-584.44	-584.44
03/18/2022	Payroll Check	DD	Gary C. Lenkeit	Pay Period: 03/04/2022-03/17/2022	-Split-	584.44	0.00
Total for 2700 Direct Deposit Payable						\$0.00	
2100 Federal Income Withholding							
Beginning Balance							-293.25
03/04/2022	Payroll Check	DD	Lisa Scurry	Federal Taxes (941/944)	2700 Direct Deposit Payable	264.64	-28.61
03/16/2022	Tax Payment		IRS	Federal Taxes (941/944)	1100 Cash in Bank	-937.94	-966.55
03/18/2022	Payroll Check	DD	Gary C. Lenkeit	Federal Taxes (941/944)	2700 Direct Deposit Payable	408.62	-557.93
03/18/2022	Payroll Check	DD	Sheila G. Young	Federal Taxes (941/944)	2700 Direct Deposit Payable	267.00	-290.93
03/18/2022	Payroll Check	DD	Lisa Scurry	Federal Taxes (941/944)	2700 Direct Deposit Payable	264.64	-26.29
Total for 2100 Federal Income Withholding						\$266.96	
2300 Liability							
Beginning Balance							971.08
Total for 2300 Liability							
3900 2550 Fund Balance							
Beginning Balance							23,112.17
Total for 3900 2550 Fund Balance							
4010 Psychologist Application							
40100 Psychologist Application							
Beginning Balance							9,588.00
03/07/2022	Deposit			PAYPAL DES:TRANSFER ID:XXXXX19182908 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	155.10	9,743.10
03/07/2022	Deposit			PAYPAL DES:TRANSFER ID:XXXXX19182908 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	155.10	9,898.20
03/15/2022	Deposit			BKOFAMERICA ATM 03/15 #XXXXX5106 DEPOSIT MEADOWOOD RENO NV CKCD XXXXX9XXXXX69419	1100 Cash in Bank	150.00	10,048.20
03/15/2022	Deposit			BKOFAMERICA ATM 03/15 #XXXXX5106 DEPOSIT MEADOWOOD RENO NV CKCD XXXXX9XXXXX69419	1100 Cash in Bank	150.00	10,198.20
03/15/2022	Deposit			BKOFAMERICA ATM 03/15 #XXXXX5106 DEPOSIT MEADOWOOD RENO NV CKCD XXXXX9XXXXX69419	1100 Cash in Bank	150.00	10,348.20
03/21/2022	Deposit			PAYPAL DES:TRANSFER ID:XXXXX63728022 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	155.10	10,503.30
03/21/2022	Deposit			PAYPAL DES:TRANSFER ID:XXXXX63728022 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	155.10	10,658.40
Total for 40100 Psychologist Application						\$1,070.40	
40101 PA Application							
Beginning Balance							2,608.13
Total for 40101 PA Application							

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DATE	TRANSACTION TYPE	NUM NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
40102 Intern Application						
	Beginning Balance					919.90
03/21/2022	Deposit		PAYPAL DES:TRANSFER ID:XXXXX63728022 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	155.10	1,075.00
Total for 40102 Intern Application					\$155.10	
40103 Trainee Application						
	Beginning Balance					605.70
03/07/2022	Deposit		PAYPAL DES:TRANSFER ID:XXXXX19182908 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	155.10	760.80
Total for 40103 Trainee Application					\$155.10	
Total for 4010 Psychologist Application					\$1,380.60	
4015 Psychologist State Exam						
	Beginning Balance					7,527.95
03/07/2022	Deposit		PAYPAL DES:TRANSFER ID:XXXXX19182908 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	206.64	7,734.59
03/15/2022	Deposit		BKOFAMERICA ATM 03/15 #XXXXX5106 DEPOSIT MEADOWOOD RENO NV CKCD XXXXX9XXXXX69419	1100 Cash in Bank	200.00	7,934.59
03/15/2022	Deposit		BKOFAMERICA ATM 03/15 #XXXXX5106 DEPOSIT MEADOWOOD RENO NV CKCD XXXXX9XXXXX69419	1100 Cash in Bank	200.00	8,134.59
03/15/2022	Deposit		BKOFAMERICA ATM 03/15 #XXXXX5106 DEPOSIT MEADOWOOD RENO NV CKCD XXXXX9XXXXX69419	1100 Cash in Bank	200.00	8,334.59
Total for 4015 Psychologist State Exam					\$806.64	
4020 Psych Biennial						
	Beginning Balance					187,482.85
Total for 4020 Psych Biennial						
40203 Reinstatement of Psych						
	Beginning Balance					200.00
Total for 40203 Reinstatement of Psych						
Total for 4020 Psych Biennial with subs						
4025 Psychologist Licensing Fee						
40251 New License						
	Beginning Balance					1,050.00
03/15/2022	Deposit		BKOFAMERICA ATM 03/15 #XXXXX5106 DEPOSIT MEADOWOOD RENO NV CKCD XXXXX9XXXXX69419	1100 Cash in Bank	25.00	1,075.00
Total for 40251 New License					\$25.00	
Total for 4025 Psychologist Licensing Fee					\$25.00	
4028 Registration Fee						
	Beginning Balance					-480.00
Total for 4028 Registration Fee						
4030 Non-Resident Consultant						
	Beginning Balance					905.22
Total for 4030 Non-Resident Consultant						
4040 CE App Fee						
	Beginning Balance					870.63
03/15/2022	Deposit		BKOFAMERICA ATM 03/15 #XXXXX5106 DEPOSIT MEADOWOOD RENO NV CKCD XXXXX9XXXXX69419	1100 Cash in Bank	25.00	895.63

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DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
Total for 4040 CE App Fee						\$25.00	
4045 Verification of Licensure							
Beginning Balance							
							160.00
Total for 4045 Verification of Licensure							
4999 Interest							
Beginning Balance							
							30.38
Total for 4999 Interest							
307910 7210 Dolt Web SVb							
Beginning Balance							
							-152.23
Total for 307910 7210 Dolt Web SVb							
5100							
03/04/2022	Bill		Stephanie Holland, Psy.D.	Jan-March 2022 Board Pay	1106 Accounts Payable	450.00	450.00
Total for 5100						\$450.00	
5100 Board Sal							
Beginning Balance							
							3,600.00
03/04/2022	Bill		Monique McCoy	Jan-March 2022 Board Pay	1106 Accounts Payable	450.00	4,050.00
03/04/2022	Bill		Whitney Owens	Jan-March 2022 Board Pay	1106 Accounts Payable	450.00	4,500.00
03/04/2022	Bill		Soseh Esmaeili	Feb-March 2022 Board Pay	1106 Accounts Payable	300.00	4,800.00
03/11/2022	Expense		Stephanie Holland, Psy.D.	Stephanie Holland Bill Payment	1100 Cash in Bank	450.00	5,250.00
03/11/2022	Expense		Whitney Owens	Whitney Owens Bill Payment	1100 Cash in Bank	450.00	5,700.00
03/11/2022	Expense		Soseh Esmaeili	Soseh Esmaeili Bill Payment	1100 Cash in Bank	300.00	6,000.00
03/11/2022	Expense		Monique McCoy	Monique Abarca Bill Payment	1100 Cash in Bank	450.00	6,450.00
Total for 5100 Board Sal						\$2,850.00	
5175 Board Staf							
51751 Executive Director							
03/07/2022	Expense			PAYROLL DES:PAYROLL ID:8480390 BOARD OF PSYC CO ID:XXXXX00242 CCD	INDN:NV STATE 1100 Cash in Bank	2,088.96	2,088.96
03/18/2022	Expense		Lisa A Scurry	PAYROLL DES:PAYROLL ID:8480390 BOARD OF PSYC CO ID:XXXXX00242 CCD	INDN:NV STATE 1100 Cash in Bank	2,088.96	4,177.92
Total for 51751 Executive Director						\$4,177.92	
51753 Investigator Salary							
Beginning Balance							
							4,505.05
03/18/2022	Payroll Check	DD	Sheila G. Young	Gross Pay - This is not a legal pay stub	2700 Direct Deposit Payable	1,383.75	5,888.80
03/18/2022	Expense		Gary Lenkeit	PAYROLL DES:PAYROLL ID:8480390 BOARD OF PSYC CO ID:XXXXX00242 CCD	INDN:NV STATE 1100 Cash in Bank	584.44	6,473.24
03/18/2022	Payroll Check	DD	Gary C. Lenkeit	Gross Pay - This is not a legal pay stub	2700 Direct Deposit Payable	922.50	7,395.74
03/18/2022	Expense		Sheila Young, Ph.D.	PAYROLL DES:PAYROLL ID:8480390 BOARD OF PSYC CO ID:XXXXX00242 CCD	INDN:NV STATE 1100 Cash in Bank	1,222.60	8,618.34
Total for 51753 Investigator Salary						\$4,113.29	
Total for 5175 Board Staf						\$8,291.21	
5250 Workers Compensation							
Beginning Balance							
							893.19
Total for 5250 Workers Compensation							
5300 PERS							
Beginning							
							11,015.24

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DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
Balance							
Total for 5300 PERS							
6200 In State Travel							
6250 Air Tvl							
Beginning							
887.96							
Balance							
Total for 6250 Air Tvl							
Total for 6200 In State Travel							
7015 Supplies							
Beginning							
421.28							
Balance							
Total for 7015 Supplies							
70202 Office Furniture							
Beginning							
454.69							
Balance							
Total for 70202 Office Furniture							
Total for 7015 Supplies with subs							
7020 Office Expense							
Beginning							
524.40							
Balance							
Total for 7020 Office Expense							
7040 Print-Copy							
Beginning							
20.94							
Balance							
Total for 7040 Print-Copy							
7050 Rent							
Beginning							
9,556.00							
Balance							
03/01/2022	Expense		Kietzke Plaza	Kietzke Plaza Bill Payment	1100 Cash in Bank	1,082.00	10,638.00
Total for 7050 Rent							
\$1,082.00							
85100 Shredding							
Beginning							
185.00							
Balance							
Total for 85100 Shredding							
Total for 7020 Office Expense with subs							
\$1,082.00							
7100 Postage							
Beginning							
46.09							
Balance							
Total for 7100 Postage							
7200 Utilities							
7210 Dolt Web SV							
Beginning							
632.96							
Balance							
03/18/2022	Bill		Information Technology	Inv 385586	1106 Accounts Payable	31.31	664.27
03/25/2022	Expense		Information Technology	NV Information Technology Bill Payment	1100 Cash in Bank	31.31	695.58
Total for 7210 Dolt Web SV							
\$62.62							
7290 Telephone							
Beginning							
1,024.71							
Balance							
03/18/2022	Bill		AT&T		1106 Accounts Payable	95.69	1,120.40
03/25/2022	Expense		AT&T		1100 Cash in Bank	95.69	1,216.09
Total for 7290 Telephone							
\$191.38							
72901 Long Distance							
Beginning							
129.63							
Balance							

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DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
Total for 72901 Long Distance							
72902 Internet							
Beginning Balance							160.54
03/25/2022	Bill		AT&T		1106 Accounts Payable	52.84	213.38
Total for 72902 Internet							\$52.84
Total for 7290 Telephone with subs							\$244.22
Total for 7200 Utilities							\$306.84
7500 Copy Lease							
Beginning Balance							1,171.10
03/25/2022	Bill		Canon Financial Services, Inc.	Inv 28247982	1106 Accounts Payable	137.35	1,308.45
Total for 7500 Copy Lease							\$137.35
7770 Software							
Beginning Balance							1,848.91
03/04/2022	Expense		MicroSoft	Bank of America Business Card Bill Payment	1100 Cash in Bank	150.00	1,998.91
03/07/2022	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	2,013.90
03/17/2022	Expense		QuickBooks Payroll Service	18004INTUIT DES:QuickBooks ID:7580626 BOARD OF PSYCHOLGIC CO ID:XXXXX56346 CCD	INDN:NV 1100 Cash in Bank	57.00	2,070.90
03/21/2022	Deposit			PAYPAL DES:TRANSFER ID:XXXXX63728022	1100 Cash in Bank	14.99	2,085.89
03/21/2022	Deposit			INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	-14.99	2,070.90
03/25/2022	Expense			PAYPAL DES:TRANSFER ID:XXXXX63728022	1100 Cash in Bank	20.00	2,090.90
03/25/2022	Expense			Intuit T-Sheets	1100 Cash in Bank	19.00	2,109.90
03/25/2022	Expense			JotForm	1100 Cash in Bank	60.00	2,169.90
03/25/2022	Expense			Google Suite	1100 Cash in Bank	60.00	2,169.90
Total for 7770 Software							\$320.99
7777 Database							
Beginning Balance							532.92
03/25/2022	Bill		Savvy Techworx, LTD	March 2022 - invoice 5171	1106 Accounts Payable	265.00	797.92
Total for 7777 Database							\$265.00
8000 Legal & Professional Fees							
Beginning Balance							521.00
Total for 8000 Legal & Professional Fees							
8010 Legal							
Beginning Balance							48,272.50
03/18/2022	Bill		Office of the Attorney General	Invoice 100405	1106 Accounts Payable	1,336.60	49,609.10
03/25/2022	Expense		Office of the Attorney General	NV Attorney General - AG Bill Payment	1100 Cash in Bank	1,336.60	50,945.70
Total for 8010 Legal							\$2,673.20
8015 Tort Claim							
Beginning Balance							768.60
Total for 8015 Tort Claim							
Total for 8000 Legal & Professional Fees with subs							\$2,673.20
8050 Prof Servs							
Beginning Balance							11,275.00

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DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
03/18/2022	Expense		Michelle Fox	Zelle Transfer Conf# hajqbeqp3;	Fox, Michelle	148.75	11,423.75
Total for 8050 Prof Servs						\$148.75	
8055 Lobbyist							
Beginning Balance							
							8,334.00
03/23/2022	Expense		Kathleen Laxalt	Kathleen Laxalt Bill Payment		1,041.75	9,375.75
Total for 8055 Lobbyist						\$1,041.75	
Total for 8050 Prof Servs with subs						\$1,190.50	
8100 Exam Administration							
Beginning Balance							
							19.00
Total for 8100 Exam Administration							
8250 Dues & Reg							
Beginning Balance							
							1,390.00
03/25/2022	Expense			ASPPB Mid-Year		840.00	2,230.00
Total for 8250 Dues & Reg						\$840.00	
8500 Admin Serv							
Beginning Balance							
							-276.25
03/18/2022	Bill		Michelle Fox	Feb 2022 Bookkeeping		148.75	-127.50
Total for 8500 Admin Serv						\$148.75	
8520 LCB							
Beginning Balance							
							200.00
Total for 8520 LCB							
Total for 8500 Admin Serv with subs						\$148.75	
9001 Banking Fees							
Beginning Balance							
							21.01
Total for 9001 Banking Fees							
9002 Bank Crgs							
Beginning Balance							
							136.28
03/14/2022	Expense			External transfer fee - 3 Day - 03/11/2022 Confirmation: 378919714		1.00	137.28
Total for 9002 Bank Crgs						\$1.00	
Total for 9001 Banking Fees with subs						\$1.00	
90100 Miscellaneous Expense							
Beginning Balance							
							700.44
Total for 90100 Miscellaneous Expense							
PayPal Fees							
Beginning Balance							
							1,066.64
03/07/2022	Deposit			PAYPAL DES:TRANSFER ID:XXXXX19182908		5.90	1,072.54
				INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD			
03/07/2022	Deposit			PAYPAL DES:TRANSFER ID:XXXXX19182908		7.70	1,080.24
				INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD			
03/07/2022	Deposit			PAYPAL DES:TRANSFER ID:XXXXX19182908		5.90	1,086.14
				INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD			
03/07/2022	Deposit			PAYPAL DES:TRANSFER ID:XXXXX19182908		5.90	1,092.04
				INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD			
03/21/2022	Deposit			PAYPAL DES:TRANSFER ID:XXXXX63728022		5.88	1,097.92
				INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD			
03/21/2022	Deposit			PAYPAL DES:TRANSFER ID:XXXXX63728022		5.90	1,103.82
				INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD			
03/21/2022	Deposit			PAYPAL DES:TRANSFER ID:XXXXX63728022		5.90	1,109.72

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03/21/2022	Deposit			INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD PAYPAL DES:TRANSFER ID:XXXXX63728022 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	5.90	1,115.62
Total for PayPal Fees						\$48.98	
Payroll Expenses							
9110 Company Contributions							
Retirement							
Beginning Balance							
							11,073.73
03/04/2022	Payroll Check	DD	Lisa Scurry	Employer Retirement Contribution	2700 Direct Deposit Payable	700.20	11,773.93
03/18/2022	Payroll Check	DD	Lisa Scurry	Employer Retirement Contribution	2700 Direct Deposit Payable	700.20	12,474.13
Total for Retirement						\$1,400.40	
Total for 9110 Company Contributions						\$1,400.40	
Taxes							
Federal Taxes (941/944)							
Beginning Balance							
							70.58
03/18/2022	Payroll Check	DD	Sheila G. Young	Social Security Employer	2700 Direct Deposit Payable	85.79	156.37
03/18/2022	Payroll Check	DD	Sheila G. Young	Medicare Employer	2700 Direct Deposit Payable	20.06	176.43
03/18/2022	Payroll Check	DD	Gary C. Lenkeit	Medicare Employer	2700 Direct Deposit Payable	13.37	189.80
03/18/2022	Payroll Check	DD	Gary C. Lenkeit	Social Security Employer	2700 Direct Deposit Payable	57.19	246.99
Total for Federal Taxes (941/944)						\$176.41	
NV Unemployment Tax							
03/04/2022	Payroll Check	DD	Lisa Scurry	NV SUI Employer	2700 Direct Deposit Payable	0.00	0.00
03/04/2022	Payroll Check	DD	Lisa Scurry	NV Career Enhancement Program	2700 Direct Deposit Payable	0.00	0.00
03/18/2022	Payroll Check	DD	Gary C. Lenkeit	NV Career Enhancement Program	2700 Direct Deposit Payable	0.00	0.00
03/18/2022	Payroll Check	DD	Gary C. Lenkeit	NV SUI Employer	2700 Direct Deposit Payable	0.00	0.00
03/18/2022	Payroll Check	DD	Lisa Scurry	NV Career Enhancement Program	2700 Direct Deposit Payable	0.00	0.00
03/18/2022	Payroll Check	DD	Lisa Scurry	NV SUI Employer	2700 Direct Deposit Payable	0.00	0.00
03/18/2022	Payroll Check	DD	Sheila G. Young	NV Career Enhancement Program	2700 Direct Deposit Payable	0.00	0.00
03/18/2022	Payroll Check	DD	Sheila G. Young	NV SUI Employer	2700 Direct Deposit Payable	0.00	0.00
Total for NV Unemployment Tax						\$0.00	
Payroll Taxes/SS/MC							
Beginning Balance							
							229.37
Total for Payroll Taxes/SS/MC							
Total for Taxes						\$176.41	
Wages							
Beginning Balance							
							39,746.56
03/04/2022	Payroll Check	DD	Lisa Scurry	Gross Pay - This is not a legal pay stub	2700 Direct Deposit Payable	2,353.60	42,100.16
03/18/2022	Payroll Check	DD	Lisa Scurry	Gross Pay - This is not a legal pay stub	2700 Direct Deposit Payable	2,353.60	44,453.76
Total for Wages						\$4,707.20	
Total for Payroll Expenses						\$6,284.01	

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DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
Uncategorized Expense							
	Beginning						276.25
	Balance						
Total for Uncategorized Expense							

NV State Board of Psychological Examiners

Account QuickReport
January 2 - March 29, 2022

DATE	TRANSACTION TYPE	NUM	MEMO/DESCRIPTION	ACCOUNT	AMOUNT	BALANCE
2600 Deferred Revenue						
	Beginning Balance					171,732.16
01/21/2022	Deposit		PAYPAL DES:TRANSFER ID:XXXXX51932925 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	2600 Deferred Revenue	154.43	171,886.59
02/01/2022	Deposit		PAYPAL DES:TRANSFER ID:XXXXX42426129 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	2600 Deferred Revenue	77.21	171,963.80
02/16/2022	Deposit		PAYPAL DES:TRANSFER ID:XXXXX08724424 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	2600 Deferred Revenue	273.04	172,236.84
02/16/2022	Deposit		PAYPAL DES:TRANSFER ID:XXXXX08724424 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	2600 Deferred Revenue	136.89	172,373.73
03/15/2022	Deposit		BKOFAMERICA ATM 03/15 #XXXXX5106 DEPOSIT MEADOWOOD RENO NV CKCD XXXXX9XXXXX69419	2600 Deferred Revenue	259.90	172,633.63
03/21/2022	Deposit		PAYPAL DES:TRANSFER ID:XXXXX63728022 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	2600 Deferred Revenue	154.43	172,788.06
Total for 2600 Deferred Revenue					\$1,055.90	
TOTAL					\$1,055.90	

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

DATE: April 1, 2022

ITEM: 5(B) - Report from the Executive Director on Board Office Operations, including information regarding vacancies on the Board

SUMMARY:

The executive director will report on the following items:

1. Statistical information including the numbers of applicants and licenses issued for the month of March compared with other months in the past year
2. The status of Board vacancies
3. The draft procedure for the processing of Non-Resident Consultant applications

Executive Director Report
Office Stats - 2022

ITEM 5B - ED Report

		March	Feb	Jan	2022 TOTALS	2021 TOTALS	2020 TOTALS	2019 TOTALS	2018 TOTALS
Psychologists	Licenses Issued	2	2	1	0	58	37	56	45
	Applications Received	9	8	10	0	62			
Psychological Assistants	Registrations Issued	1	0	2	0	17			
	Applications Received	0	1	3	0	19			
Psychological Interns	Registrations Issued	1	0	0	0	7			
	Applications Received	1	0	0	0	10			
Psychological Trainees	Registrations Issued	1	0	6	0	15			
	Applications Received	1	1	0	0	13			
Non-Resident Consultants	Registrations Issued	1	0	1	13	13			
Directive 011	Temporary Registrations (438 total)	8	7	14	0	89			
Background Checks	Reviewed	0	1	2	0	8			
Continuing Education	Applications Reviewed	2	5	4	0	32			
State Exams	Administered	5	5	2	0	71			
Complaints	Received	1	0	1	0	13			
	Informal	2	3	0	0	2			
Totals		35	33	46	13	429			

Executive Director Report
Office Stats - 2021

ITEM 5B - ED Report

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



**NEVADA STATE
BOARD OF PSYCHOLOGICAL EXAMINERS**

Practice as a Non-Resident Consultant Procedure

Purpose

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

Procedure

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

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

Revision History

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



**NEVADA STATE
BOARD OF PSYCHOLOGICAL EXAMINERS**

Application to Practice as a Non-Resident Consultant

Return to: State of Nevada Board of Psychological Examiners
4600 Kietzke Lane, B-116
Reno, NV 89502
nbop@govmail.state.nv.us

Refer to appropriate statutes, regulations, and procedures in completing this application.

Type or Print Legibly in Ink

1. Personal Data

Application Date: _____

Applicant Name: _____
Last, First, Middle Initial

Sex: _____ Social Security #: _____

Date of Birth: _____ Birthplace: _____

Home Address: _____

City, State, Zip: _____

Home Phone: _____

Business Address: _____

City, State, Zip: _____

Business Phone: _____

Email Address: _____

2. Education and Training (Advanced)

Highest Academic Degree Earned: _____ Date: _____

University: _____

3. Licensing History

List all current licenses to practice psychology by State, License Number, and Expiration Date:

1. _____
2. _____
3. _____

	YES	NO
a) Are you now or have you ever been licensed, certified, or registered as a psychologist (or other professional) in Nevada or in any other jurisdiction not listed above?		
b) Is there currently or has there ever been any investigation or action taken against you for any ethical, moral, legal or malpractice action?		
c) Have you ever been found guilty, convicted, or held liable in any moral, ethical, legal, or malpractice action?		
d) Have you ever had a professional license or certificate denied, restricted, suspended or revoked?		
e) Have you ever relinquished responsibilities, resigned a position, or been fired while a complaint was pending against you?		
f) Have you ever resigned or been terminated from a professional organization or surrendered a license while a		
g) complaint against you was being investigated or pending?		
h) Have you ever been suspended, disqualified, censured, or disciplined as a member of any professional organization?		
i) Have you ever been dismissed from or asked to resign from any education, training, or employment due to negligence, professional misconduct or academic dishonesty?		
j) Have you ever been subject to review and/or action by the ethics committee of any organization?		

Explain any "Yes" answers below. Attach a separate sheet if necessary.

4. Legal History

	YES	NO
a) Have you ever been convicted of, or pled guilty or nolo contendere, to a violation of any federal or state statute, or any city or county ordinance, or any law of a foreign country? (Exclude minor traffic violations)		
b) Are you subject to a court order for the support of one or more children and not in compliance with the order or with a repayment plan approved by the public agency authorized to enforce the order?		
c) Are you required to register as a sex offender?		

Explain any "Yes" answers to #4 above. Attach a separate sheet if necessary.

5. Purpose and Nature of Business in Nevada

Individual/organization requesting your services:

Name: _____

Phone: _____

Address: _____

City, State, Zip: _____

Scheduled and/or Expected Dates:

Facility Name and Address where Services will be Required:

Purpose and Nature of Activities:

6. Applicant Notarized Statement

Applicant Name: _____

I affirm, under penalty of perjury, that all of the information supplied herein is to the best of my knowledge true, accurate and complete and that I have not withheld, misrepresented, or falsely stated any information relevant to my training and experience or my fitness to practice psychology. I further agree to practice as a consultant in the State of Nevada NOT MORE THAN 30 CALENDAR DAYS PER YEAR and will not assume primary responsibility for psychological care of any patient(s).

Signature of Applicant: _____ Date: _____

State of _____

County of _____

(Notary Stamp)

Signed and sworn to
(or affirmed) before me on (Date) _____

By _____
Name of person making statement

Signature of Notary

Applicant Name: _____

7. Inviting Psychologist Agreement

Instructions to Inviting Psychologist. Complete the information below, have your signature notarized and return this form to the Board office at the address listed below. If you have any questions, please contact the office.

Purpose and Nature of Activities:

Under Direction of Inviting Psychologist Listed Below:

Name: _____ NV License #PY_____

Address: _____

City, State, Zip: _____

Phone: _____

Email: _____

I affirm, under penalty of perjury, that all of the information supplied herein is to the best of my knowledge true, accurate and complete and that I have not withheld, misrepresented, or falsely stated any information. I further affirm that as the inviting psychologist I will assume primary responsibility for the care of any patient(s) for whom the applicant provides consultation.

Signature of Inviting Psychologist: _____ Date: _____

State of _____

County of _____

(Notary Stamp)

Signed and sworn to
(or affirmed) before me on (Date) _____

By _____
Name of person making statement

Signature of Notary

Return to: State of Nevada Board of Psychological Examiners
4600 Kietzke Lane, B-116
Reno, NV 89502
Email: nbop@govmail.state.nv.us

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

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

PROPOSED CHANGES

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

1. A psychologist who wishes to serve as a supervisor of a psychological assistant, psychological intern or psychological trainee must:
 - a. Be approved by the Board to serve as the supervisor of a psychological assistant, psychological intern, or psychological trainee;
 - b. ~~Except as otherwise approved by the Board,~~ be licensed by the Board to practice psychology; and
 - c. Demonstrate completion of the following: Coursework in supervision, continuing education in supervision, or supervised supervision. At a minimum, education and training in supervision should include: models and theories of supervision; modalities; relationship formation, maintenance, rupture and repair; diversity and multiculturalism; feedback, evaluation; management of supervisee's emotional reactivity and interpersonal behavior; reflective practice; application of ethical and legal standards; decision making regarding gatekeeping; and considerations of developmental level of the trainee.
 - d. ~~Have had training in clinical supervision, including, without limitation, the completion of continuing education courses, other courses or courses of independent study relating to clinical supervision.~~
2. ~~In addition to the requirements of subsection 1, a psychologist who wishes to serve as a supervisor of a psychological assistant must, except as otherwise approved by the Board, have been licensed to practice psychology for 3 years or more.~~
3. ~~A supervisor of:~~
 - a. ~~A psychological assistant shall maintain, and provide to the Board upon request, documentation substantiating that he or she satisfies the requirements set forth in subsections 1 and 2.~~
 - b. ~~A psychological intern or psychological trainee shall maintain, and provide to the Board upon request, documentation substantiating that he or she satisfies the requirements set forth in subsection 1.~~
2. Each supervisor must submit to the Board a plan of supervision which meets the requirements described in NAC Chapter 641 (e.g. terms of employment, work location). Such submission shall occur on a form prescribed by the Board and include the information required pursuant to this Chapter.

3. The Board shall maintain a list of persons who have been approved by the Board to supervise psychological assistants, psychological interns, or psychological trainees and will provide, upon request, a copy of the list to any person who is applying to become a psychological assistant, psychological intern, or psychological trainee.
4. The Board shall not recognize time spent by a psychological assistant, psychological intern, or psychological trainee:
 - a. Under the supervision of a person who has not been approved by the Board to supervise psychological assistants, psychological interns, or psychological trainees; or
 - b. Under the supervision of a person not covered by the supervised practice plan that psychological assistant, psychological intern, or psychological trainee has not been previously approved by the Board.
5. The Board will, if it deems it appropriate, withdraw its approval of a person to supervise a psychological assistant, psychological intern, or psychological trainee if the supervisor:
 - a. Fails to provide supervision in accordance with commensurate hourly requirement of training for psychological assistants, psychological interns, or psychological trainees;
 - b. Fails to comply with each applicable provision of a statute or regulation;
 - c. Fails to submit acceptable reports or documentation as required regarding the progress of each psychological assistant, psychological intern, or psychological trainee under his or her supervision;
 - d. Without good cause or approval by the Board, fails to submit two consecutive reports as required in 7(c).
 - e. Becomes subject to an order issued by the Board for disciplinary action.
6. A person whose approval to supervise a psychological assistant, psychological intern, or psychological trainee has been withdrawn by the Board because he or she is subject to an order issued by the Board for disciplinary action may reapply for approval to supervise after satisfactorily completing the requirements of the order.
7. If the Board withdraws its approval of the person supervising a psychological assistant, psychological intern, or psychological trainee:
 - a. The psychological assistant, psychological intern, or psychological trainee may apply to the Board for the:
 - i. **Assignment** of another approved supervisor; and

ii. Approval of a new Supervised Practice Plan agreement

TO BE CONSIDERED:

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



POLICY OF THE NEVADA STATE BOARD OF PSYCHOLOGICAL EXAMINERS

Executive Director Employment, Compensation, and Evaluation

Purpose

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

Procedure

1. General Provisions

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

2. Employment

- a. Probationary Period / Status of Appointment. The probationary period of the Executive Director shall end six months from the date of hire, **unless otherwise adjusted by action of the Board.**
 - i. During the probationary period, the conduct and job performance may be reviewed by the Board at the request of the Board President. Dismissal may be made at any time during the probationary period.

Once the probationary period has been successfully completed, the Executive Director will have attained permanent status.

- b. Compensation. See Addendum A for salary schedule
 - i. The Board shall pay Executive Director a gross annual salary incrementally as it is earned at the Board's regular payroll intervals, less any deductions required by law or authorized by Executive Director ("Salary").
 - ii. Executive Director shall receive and be subject to such annual cost of living adjustments ("COLA") as determined by the Board.
 - iii. Merit Pay Increase. Executive Director shall be eligible for an annual merit salary increase if the annual performance evaluation is rated as average or better. Such increase shall be not less than 2% of the annual salary.
 - iv. Payroll. Payroll shall be distributed on a bi-weekly basis.
- c. Fringe Benefits.
 - i. Insurance. Executive Director shall not receive Board-paid group medical, dental, vision, or life insurance plans.
 - ii. Retirement Program. Within the adopted procedures of the Nevada Public Employees Retirement System (PERS), Executive Director shall elect to receive one of the following two plans:
 - 1. Employee Contribution Plan A. The Board shall make 100% of normal contributions to PERS. Under this plan, the Board shall make the full retirement contribution based on an adjusted gross salary. The employee shall pay their share via a salary reduction.
 - 2. Employee Contribution Plan B. The Board shall make 50% of normal contributions to PERS and Executive Director shall be responsible for 50% as a payroll deduction.
 - iii. Paid Vacation and Sick Leave. Executive Director shall accrue and be entitled to use paid vacation and sick leave as follows.
 - 1. Accrual shall be at the rate of 1.25 days of vacation time and 1.25 days of sick leave for each full month worked. Executive Director may earn a total of fifteen (15) vacation days and fifteen (15) sick leave days per fiscal year.

-
2. ~~Executive Director may save unused vacation days up to a maximum of fifteen (15) days, and unused sick leave days up to a maximum of thirty (30) days. Once the limit, as applicable, has been reached, no more vacation or sick leave days may be accrued until the number of days drops below the allowable limit. Executive Director may save unused vacation and/or sick leave days to the next year up to a maximum of thirty (30) vacation days or sick leave days.~~
 3. Upon separation from employment with the Board, Executive Director shall be entitled to payment for any unused vacation days ~~up to the allowable limit and one-third (1/3) of any unused sick days.~~
 4. If Executive Director is absent from official duties, Executive Director shall notify the Board President or the Board President's designee in advance.
- iv. Leave without Pay. Leave without pay may be taken at the discretion of the Executive Director or Board.
- d. Holidays. Executive Director shall receive payment for eleven recognized state holidays per year (New Year's Day, Martin Luther King Jr.'s Birthday, President's Day, Memorial Day, Independence Day, Labor Day, Nevada Day, Veterans Day, Thanksgiving Day / Family Day, and Christmas Day) plus the federally recognized holiday of Juneteenth.
 - e. Travel. Executive Director may be required to travel in connection with official duties.
 - i. If appropriate, Executive Director shall receive an allowance for meals and lodging in accordance with the rate established by the U.S. General Services Administration or State of Nevada.
 - ii. If, in the course of official duties, Executive Director is required to use their own personal vehicle (e.g. travel to State Legislature), reimbursement will be made at the mileage rate authorized by the current federal rate as determined by the U.S. Internal Revenue Service.
 - f. Background Check. The Executive Director shall undergo a background check with fingerprints upon his/her initial employment. Any findings in the background check shall be disclosed to the Board President who shall determine if the Board of the Whole should review and/or take action.

g. Termination.

- i. Termination by Resignation. Executive Director may terminate employment at any time and is encouraged to provide at least 30 days' advance written notice to the Board.
- ii. Involuntary Termination. Executive Director's employment may be terminated by the Board at any time for any not unlawful reason or no reason, with or without Cause, as follows:
 1. Termination by the Board Without Cause. The Board may terminate Executive Director's employment at-will, at any time, for any not unlawful reason or no stated reason, without Cause (as defined below), upon providing Executive Director at least 5 working days personal notice or 21 working days written notice sent certified U.S. Mail to Executive Director's last known residence address on file with the Board.
 2. Termination by the Board for Cause. Executive Director's employment as Executive Director may be terminated at any time for Cause upon a majority vote of the Board. "Cause" shall be defined as: (1) any act of dishonesty, fraud, malfeasance, embezzlement, theft, unethical conduct, or for gross negligence in the performance of the Executive Director's duties and responsibilities under this document; (2) Executive Director's substantial neglect of or refusal to discharge Executive Director's duties; (3) Executive Director's willful refusal to follow a lawful order or instruction of the Board.
- iii. In the event of termination, the Board shall pay Executive Director: (1) earned Salary through the last day of employment; (2) any accrued and unused paid vacation; (3) One-third of any accrued and unused sick leave; (4) and any unreimbursed appropriate expenses.

h. Confidentiality.

- i. Executive Director agrees to hold as confidential information defined as confidential and gained during employment. Such information may include, but is not limited to, personally identifiable information related to licensees, registrants, and applicants, and information deemed as non-public under state and/or federal law including information protected by the ADA and HIPPA.
- ii. This agreement shall continue upon Executive Director's separation from employment.

- i. Executive Director shall not take for personal use any items purchased by the Board including electronic equipment and office supplies. This includes upon separation from employment.

3. Employee Dispute Resolution

- a. Mediation. In the event a conflict arises between the Executive Director and a Board member or other staff of the Board, mediation shall be available as a voluntary and informal means of reaching a resolution to a particular situation. The mediation process shall generally be conducted under the direction of the Board President. Where the Board President is a party in the mediation, the Board shall designate an alternative.

- b. Grievance and Complaint Procedure.

- i. If Executive Director is aggrieved by an action that relates, but is not limited, to such issues as working conditions, discipline, a report on performance, or the inconsistent application of policies and procedures, he/she may file a written grievance to the Board. Before filing a grievance, an attempt to resolve the situation through informal discussions with the Board President is recommended.
- ii. A grievance must be filed with the Board within 20 working days after the date of the event being grieved or the date that Executive Director learned of the event. The specified period to resolve a grievance may be extended by mutual agreement. A grievance shall include a proposed resolution.

- c. Appeal

- i. In the event the Board moves to discipline, demote, or dismiss Executive Director, Executive Director shall be provided at least 10 working days' written notice of such action. Executive Director shall be provided the findings of the Board in writing.
- ii. Executive Director shall have the opportunity to appeal a decision of the Board in a publicly noticed meeting.

4. Duties and Responsibilities. Executive Director shall well and faithfully perform all the normal duties and responsibilities of an Executive Director under Nevada law as the Chief Executive Officer of the Board, the specifically described duties set forth below, and any additional and reasonable duties as the Board may assign.

- a. Executive Director's duties include, but are not limited to the following:
 - i. Management of the daily operations of the Board Office;

- ii. Purchasing, Payroll, and other financial transactions;
 - iii. Oversight of licensure and registrant procedures; and
 - iv. Communication with Board members, licensees and applicants, and members of the general public.
- b. The Executive Director shall work in conjunction with the Board President or the Board President's designee to ensure the Board functions properly, professionally, and appropriately.
- c. The Board shall establish the general responsibilities and duties of the Executive Director. Unless otherwise directed through Board action, policy or procedure, or in accordance with state law, it shall be the duty of the Board President, or the Board's designee, to oversee the execution of the duties and responsibilities of the Executive Director.
- d. When formal approval by the Board is not required in connection with the performance of duties, the Executive Director shall advise the Board President of all significant decisions related to the function of the Board and the Board Office.
- e. The Executive Director shall be required and expected to perform the duties and responsibilities at a high professional level in order to meet the various goals, objectives, and priorities established by the Board. The Executive Director shall be expected to meet and attain all such goals and objectives, as well as any other goals and objectives as the Board may otherwise set for the Executive Director after consultation with Executive Director.
- f. Attendance at Board and Significant Meetings. The Executive Director shall attend all regular, special, and closed meetings of the Board. Executive Director shall also attend other meetings as may be appropriate or necessary in his/her judgment or as directed by the Board, and may submit any recommendations on any business or issues being considered by the Board.
- g. Communication. The Executive Director shall be responsible for keeping the Board updated in a timely manner with respect to developments, occurrences, and activities of the Board and the Board office.
- h. The Board and the Executive Director shall maintain a collaborative and cooperative working relationship that is in the best interests of the Board as a whole. The Board shall provide the Executive Director with periodic opportunities to discuss their working relationship.
- i. Confidentiality. Except as otherwise required by applicable law or order of a court or government agency of competent jurisdiction, Executive Director agrees:

- i. to treat any Board confidential information as strictly confidential; and
 - ii. not to directly or indirectly use, copy, remove from the Board premises, disclose, publish, or communicate to any entity or person any Confidential Information except as required in the performance of Executive Director's duties and for the effective administration of The Board.
5. Training and Professional Development. The Board supports training programs and professional development to improve the efficiency and productivity of the Executive Director.
 - a. The Executive Director is responsible for identifying necessary and appropriate orientation, on-the-job training, and any formal or specialized training in areas unique to the work environment and required by the Board. Such training may include that which is required or recommended by the State of Nevada, including the Division of Human Resource Management (e.g. courses in supervision, management, customer service, and business/finance/purchasing).
6. Evaluation of Performance.
 - a. Evaluation of performance shall be conducted during an public meeting of the Board.
 - b. Work Performance Standards are written statements of the results and/or behavior expected of the Executive Director when job elements are satisfactorily performed under existing working conditions. Standards should be provided annually.
 - c. The Board and Executive Director shall meet annually, at a minimum to discuss progress toward annual performance goals. The Executive Director shall schedule his/her annual performance evaluation by the Board to take place no later than April 1 annually, unless otherwise mutually agreed to by the Parties. The Board shall evaluate the Executive Director's performance of the goals adopted by the Board with consultation and input from the Executive Director using an evaluation form and process determined solely by the Board after consultation with any input from the Executive Director. The Board shall provide the Executive Director with a copy of the completed performance evaluation form regarding the Executive Director's to which the Executive Director shall have the right to respond orally and/or in writing within 30 days of receipt of the form. Nothing in this document prohibits or limits the Board's ability to conduct formal or informal interim evaluations of the Executive Director's performance as deemed appropriate by the Board.

-
- d. Each evaluation will include a discussion between the Executive Director and the Board President, or other designee of the Board, to review and clarify goals and methods to achieve them. It will also include a written evaluation of the Executive Director's progress in the job. Evaluations will be made with reference to established work performance standards.
 - e. If the Executive Director disagrees with the report on performance, a review by the Board may be requested. Such a request must be made in writing, identifying specific points of disagreement, and must be submitted within 10 days of the discussion of the report on performance between the Executive Director and the Board President, or other designee of the Board. An alternative member of the Board shall be assigned to review the report on performance.

7. Indemnification.

- a. The Board shall defend and hold Executive Director harmless from any demands, claims, suits, actions, and legal proceedings (including the cost of defending against such matters) ("Claims") brought against him/her, whether in his/her individual or in her official capacity as the Board's Executive Director, provided that he/she was acting within the course and scope of employment as Executive Director at the time of the alleged acts or omissions giving rise to the Claims, and excluding criminal litigation.
- b. The Board shall have the right to choose counsel to defend and hold Executive Director harmless from any Claims. Executive Director shall furnish such information and proper assistance to the Board as it may require in connection with any litigation or administrative proceeding in which the Board, the Board, or any the Board officers, employees, or agents is or may become a party, which arose during Executive Director's employment with the Board.
- c. Nothing in this policy imposes an obligation upon any individual Board member to personally indemnify and/or hold the Executive Director harmless against any Claims.
- d. Executive Director agrees to release and discharge the Board and the Board harmless and indemnify the Board and the Board for all liabilities, losses, demands, claims, accounts, actions and proceedings arising or resulting from Executive Director breaching this policy. This paragraph shall survive termination of the Executive Director's employment and shall be enforceable, in addition to other remedies provide by law or this policy, by injunctive relief issued by a court of competent jurisdiction.

8. State of Nevada Employee Handbook. As appropriate and applicable, the State of Nevada Employee Handbook, most recent edition, and/or Chapter 284 of Nevada

Revised Statutes, State Personnel, may be referenced for any terms not specifically addressed in this document or any associated administrative procedure(s).

Revision History

2/12/2021	Adopted	
3/4/2022	Reviewed and revised	Updated information on PERS benefits
TBD	Revised	Updated limits of accrued vacation and sick leave

ADDENDUM A – Salary Schedule

Executive Director Salary Schedule (2% annual increase)

Employer Contribution Plan A

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

Employer/Employee Contribution Plan B

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

Board Investigator Salary Schedule (2.5% annual increase)

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

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

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



**NEVADA STATE
BOARD OF PSYCHOLOGICAL EXAMINERS**

Executive Director Performance Evaluation Instrument

NAME: Lisa Scurry _____

1. The overall rating must be consistent with the factor rating and comments, but there is no prescribed formula for computing the overall rating.
 - a. Rating System
 - i. Outstanding. Performance significantly exceeds the Board's expectations due to the efforts and ability of the Executive Director when considering the job in its entirety. Significantly above-standard performance may be exhibited by consistently completing assignments in advance of deadlines; implementing plans and/or procedures to increase efficiency or effectiveness of work; working independently with little direction; and consistently meeting Board goals.
 - ii. Above Average. Performance exceeds the Board's expectations due to the efforts and ability of the Executive Director when considering the job in its entirety. Performance is beyond what is expected of an Executive Director in this position.
 - iii. Average. Performance meets the minimum expectations of the Board. The Executive Director adequately performs the duties and responsibilities of the position.
 - iv. Needs Improvement. The Executive Director's performance fails to meet the Board's minimum expectations due to lack of effort and/or ability when considering the job in its entirety. Performance requires improvement in numerous and/or important aspects of the position.
 - v. Not Applicable. Rater is unable to assess the Executive Director in this area, or the area is not applicable to the employee's job.
 - b. Evaluation Tool Instructions
 - i. To indicate the rating of any performance factor, an "X" mark should be placed in the appropriate rating column and in the "Overall Rating" column on each page. Additional spaces have been provided to accommodate other critical performance factors identified by the Board.
 - ii. Comments may:
 1. Include factual examples of work especially well or poorly done, and
 2. Provide suggestions as to how performance can be improved.
 - iii. The Overall Ratings must be consistent with the factor ratings and comments, but there is no prescribed formula for computing the overall rating.
 - iv. Overall Comments may consist of a summary of comments from specific categories, general comments, or comments on other job-related factors which the rater wishes to discuss. Additional pages may be attached.

OVERALL RATING:

Outstanding Above Average Average Needs Improvement

Overall Comments (Attach additional pages, if necessary)

The Nevada Board of Psychological Examiners is lucky to have had Ms. Scurry for the past two years. She has provided needed structure, written procedures, customer service, and overall professionalism to this office. Ms. Scurry is well liked by both board members, as well as licensees. Learning the Executive Director position, with all of its various roles, procedures, and challenges takes time. Ms. Scurry has not only learned how to navigate this role, but has done so with an impressive level of humility and grace. We thank her for her service to our board, and also the people of Nevada, who have been lucky to have her serve in this role for the past two years.

I have participated in a discussion of overall job performance:

Executive Director

I, _____

Agree Disagree, with the rating(s) expressed in this performance review. (additional documents/evidence may be attached, as necessary)

Signature: _____ Date: _____

Board President

Signature: _____ Date: _____

	1. Relationship with the Board	Outstanding	Above Average	Average	Needs Improvement	Not Applicable
1	Maintains respect and trust of Board members.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	Provides Board with advice during consideration of issues.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	Keeps Board informed of progress of Board programs on a regular basis.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	Remains impartial and treats all Board members in a professional manner.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	Functions as effective liaison between Board and Board Staff.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	Provides Board with complete, clear, and accurate reports, minutes, etc.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7	Responds promptly to requests for information.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8	Is readily available to Board members.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9	Responds to constructive suggestions or criticism.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	OVERALL RATING:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

1. Relationship with the Board

Comments: (Attach additional pages, if necessary.)

Ms. Scurry is an excellent communicator both in written form, and in verbal form. She consistently keeps the board president, attorney, and secretary/treasurer informed of important updates. Ms. Scurry has collaborated effectively with board members with regards to the strategic plan, which have helped these items steadily move forward.

Ms. Scurry has the challenging task of keeping up with doodle polls to coordinate meetings with various stakeholders, and does a good job with being persistent in coordinating dates and times for meetings.

	2. Execution of Board Policy	Outstanding	Above Average	Average	Needs Improvement	Not Applicable
1	Understands and complies with the overall policies, laws, and regulations of the Board.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	Implements Board policies.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	Efforts lead toward successful accomplishment of goals.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	Ensures effective and efficient management of enforcement and licensing programs.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	Keeps Board apprised of licensing and enforcement program and process developments.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	Manages Board legislative program and efforts.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7	Manages sunset review process.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	OVERALL RATING:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

2. Execution of Board Policy

Comments: (Attach additional pages, if necessary.)

Ms. Scurry has procedurally defined the ins and outs of processing 6-8 different levels of licensure and the process for each of them. She has done a wonderful job of creating and defining procedures to ensure continuity of operations upon her departure.

Ms. Scurry has done a great job of solidifying processes and procedures for the board office. On an almost monthly basis, she has written a new policy for the board to review to ensure that we have a centralized location for our policies and a way to review them and update them when necessary.

Ms. Scurry has done a great job with sunset review and has reduced costs for the board. We are in good shape for the 2022 sunset review.

	3. Administrative Functions	Outstanding	Above Average	Average	Needs Improvement	Not Applicable
1	Plans, organizes and directs Board administrative functions and staff.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	Provides oversight, direction, and management of the Board's annual budget, expenditures and revenues.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	Keeps Board apprised of budget developments.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	Identifies, recommends and, as directed, seeks necessary changes to laws and regulations through proposed legislation and/or the Office of Administrative Law.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	Ensures compliance and enforcement of departmental, state, and federal policies and procedures.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	Develops and executes sound personnel practices and procedures.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	OVERALL RATING:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

3. Administrative Functions

Comments: (Attach additional pages, if necessary.)

Ms. Scurry has worked diligently with Dr. Woodard to revamp our budget and reporting in compliance with our audit. These changes help reflect our income and expenditures and allows for greater transparency to our licensees and other stakeholders.

Ms. Scurry goes above and beyond to review current NRS and NAC language. She has worked diligently with LCB to get our regulations complete. While this was a learning curve for Lisa, she has come a long way over this past year.

	4. Public Liaison	Outstanding	Above Average	Average	Needs Improvement	Not Applicable
1	Represents the Board before the public.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	Directs consumer outreach programs.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3	Manages Board's public relations effort.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	Directs liaison with educational institutions.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	Solicits and gives attention to problems and opinions of all groups and individuals.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	Represents the Board before industry associations to provide information regarding the Board's laws, regulations, programs, and policies.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	OVERALL RATING:	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

4. Public Liaison

Comments: (Attach additional pages, if necessary.)

Ms. Scurry has developed strong working relationships with the other mental health licensing boards, LCB, ASPPB, and NPA. She is well liked by others and viewed as highly competent in her role as the Executive Director. Our president consistently receives positive feedback from licensees about Ms. Scurry's customer service and excellent communication.

	5. Board Office	Outstanding	Above Average	Average	Needs Improvement	Not Applicable
1	Keeps Board informed of Board issues, problems, and accomplishments.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	Maintains a positive working relationship with other state agencies and programs.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	Keeps the Board apprised of key budget issues.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	Provides oversight, direction, and management of Board staff's recruitments, development, and performance. Follows sound personnel practices and procedures.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	Conforms to State and Board mandated trainings and other administrative requirements.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	Monitors validity/defensibility of examinations and provides appropriate recommendations for action.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7	Manages sunset review process.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	OVERALL RATING:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

5. Board Office

Comments: (Attach additional pages, if necessary.)

Ms. Scurry has done an incredible job with communicating with the board on a regular basis. She does not shy away from communicating everything with the board and the board president, even when it does not make her look good. Her openness to learning and growing is her best trait. Ms. Scurry has excelled in keeping the board office organized and developing procedures to ensure continued efficiency and ease of operating the office.



**NEVADA STATE
BOARD OF PSYCHOLOGICAL EXAMINERS
Staff Performance Evaluation Procedure**

Purpose

In accordance with Nevada state law (NRS 641.045), this procedure describes the process for reviewing the performance of the staff of the Nevada State Board of Psychological Examiners ("Board").

Definitions

1. "Staff member" refers to a permanent staff member(s) in the Board office. It does not include Board investigators, temporary employees, or independent contractors/consultants.
2. "Work Performance Standards" are written statements of the results and/or behavior expected of an employee when the job elements are satisfactorily performed under existing working conditions. Standards are required for all positions, and employees will be provided with a copy of the standards for their positions.

Procedure

1. The staff performance evaluation process is based on the principle that performance should be evaluated on a regular basis in order to provide recognition of effective performance and as a tool to provide guidance in improving future performance.
2. Executive Director Performance Evaluation
 - a. Evaluation of the Executive Director shall be conducted by the Board President. If the Board President is not able or available to conduct the evaluation, the Secretary-Treasurer shall conduct the evaluation.
 - b. The Executive Director shall have the opportunity to provide a self-evaluation and to comment on the evaluation prior to review by the Board. The Board President will discuss the evaluation with the Executive Director and provide him/her with a copy.
 - c. The Executive Director shall sign the final evaluation, indicating that he/she has reviewed the document and discussed it with the Board President. The signature does not indicate agreement with the ratings or comments.
 - d. The Board shall formally review and take action on the annual evaluation in a publicly noticed meeting.

-
- e. The performance review of the Executive Director shall be conducted on an annual basis, generally in March/April for review by the Board in May/June.
 - i. In the Executive Director's first year of employment, the Board President may conduct informal performance reviews on a quarterly basis until the start of the new fiscal year. At such time, the annual evaluation calendar shall begin.
 - f. If an evaluation rating of "Needs Improvement" is given, another evaluation must be completed within 90 days. The rating may affect adjustments in salary based on merit and longevity pay.
 - g. Rating System
 - i. Outstanding. Performance significantly exceeds the Board's expectations due to the efforts and ability of the Executive Director when considering the job in its entirety. Significantly above-standard performance may be exhibited by consistently completing assignments in advance of deadlines; implementing plans and/or procedures to increase efficiency or effectiveness of work; working independently with little direction; and consistently meeting Board goals.
 - ii. Above Average. Performance exceeds the Board's expectations due to the efforts and ability of the Executive Director when considering the job in its entirety. Performance is beyond what is expected of an Executive Director in this position.
 - iii. Average. Performance meets the minimum expectations of the Board. The Executive Director adequately performs the duties and responsibilities of the position.
 - iv. Needs Improvement. The Executive Director's performance fails to meet the Board's minimum expectations due to lack of effort and/or ability when considering the job in its entirety. Performance requires improvement in numerous and/or important aspects of the position.
 - v. Not Applicable. Rater is unable to assess the Executive Director in this area, or the area is not applicable to the employee's job.
3. Office Staff Performance Evaluation
- a. Evaluation of other office staff shall be conducted by the Executive Director.

- b. Staff shall have the opportunity to provide a self-evaluation and to comment on his/her evaluation prior to review and discussion with the Executive Director. The Executive Director will discuss the evaluation with the staff member and provide him/her with a copy.
 - c. The staff member shall sign the final evaluation, indicating that he/she has reviewed the document and discussed it with the Executive Director. The signature does not indicate agreement with the ratings or comments.
 - d. The Board shall formally review and take action on the annual evaluation in a publicly noticed meeting.
 - e. The performance review shall be conducted on an annual basis, generally in March/April for review by the Board in May/June.
 - i. In a staff member's first year of employment, the Executive Director may conduct informal performance reviews on a quarterly basis until the start of the new fiscal year. At such time, the annual evaluation calendar shall begin.
 - f. Rating System. The rating system for office staff shall mirror that of the executive director using the ratings categories of Outstanding, Above Average, Average, Needs Improvement, and Not Applicable.
 - g. The performance review of staff shall be conducted on an annual basis, generally in April.
 - i. Employees in their first year of employment shall be considered probationary and will be every three months until the start of the new fiscal year. At such time, the annual evaluation calendar shall begin.
4. Disputes
- a. The Executive Director may discuss any concerns or questions related to the evaluation conducted by the Board President with the Board during the publicly noticed meeting. The finding of the Board is final, and no further appeal of the evaluation is available.
 - b. Staff may bring any concerns or questions related to the evaluation conducted by the Executive Director to the Board during the publicly noticed meeting. The finding of the Board is final, and no further appeal of the evaluation is available.
5. Records Retention. The original copy of any evaluation will be maintained by the Board Office, in the Executive Officer or other staff member's Personnel File.

6. See Board Policy "Employment, Compensation, and Evaluation" for information related to annual pay increases and disputes related to performance evaluation.

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

LCB File No. ~~R058-19~~

DATE

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

AUTHORITY: §1, NRS 641.100, 641.110 and 641.195, as amended by section 3.5 of Assembly Bill No. 453, chapter 187, Statutes of Nevada 2019, at page 992.

A REGULATION relating to psychologists; setting forth standards and requirements for licensure by endorsement; and providing other matters properly relating thereto.

Legislative Counsel's Digest:

Existing law authorizes the Board of Psychological Examiners to issue a license by endorsement as a psychologist to an applicant who holds a corresponding license as a psychologist in the District of Columbia or any state or territory of the United States and meets certain other requirements. (NRS 641.195) In 2019, the Nevada Legislature passed Assembly Bill No. 453, chapter 187, Statutes of Nevada, 2019, at page 988, revising these provisions to require: (1) an applicant to possess qualifications that are substantially similar to the qualifications required for issuance of a license to practice psychology in this State; and (2) the Board to adopt regulations providing a list of any state or territory of the United States and the District of Columbia, if applicable, whose qualifications are substantially similar to the qualifications required for issuance of a license to practice psychology in this State.

This regulation: (1) sets forth requirements of jurisdictions of the United States whose qualifications required for the issuance of a license to practice psychology are substantially equivalent to those of this State under certain circumstances; and (2) sets forth certain other requirements for the issuance of a license by endorsement.

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

1. The Board may issue a license by endorsement as a psychologist to a person who is licensed as a psychologist in a state or territory of the United

States or the District of Columbia, whose qualifications are substantially equivalent, as provided in subsections 2 and 4, to the qualifications required for the issuance of a license to practice psychology pursuant to chapter 641 of NRS.

2. The Board deems an applicant qualified for licensure as a psychologist who is licensed as a psychologist in a state or territory of the United States or the District of Columbia which is substantially equivalent to the qualifications required for the issuance of a license to practice psychology pursuant to chapter 641 of NRS, including completion of 2,000 hours in a predoctoral internship and 1,750 hours in a postdoctoral internship for a total of 3,750 hours unless otherwise qualified in accordance with NAC 641.080(3). Jurisdictions defined as substantially equivalent shall be determined by the Board.

3. The Board deems an applicant qualified for licensure as a psychologist who is licensed as a psychologist in a state or territory of the United States or the District of Columbia whose licensure requirements are not substantially equivalent to the qualifications required for the issuance of a license to practice psychology pursuant to chapter 641 of NRS if the applicant has completed at least 2,000 hours in a predoctoral internship and 1,750 hours in a postdoctoral internship for a total of 3,750 hours unless otherwise qualified in accordance with NAC 641.080(3). Jurisdictions defined as not substantially equivalent shall be determined by the Board.

➔ *A person who is licensed as a psychologist in a state, territory, or the District of Columbia, as applicable, set forth in this subsection and who desires to be licensed as a psychologist in this State must complete all applicable requirements for licensure pursuant to this chapter and chapter 641 of NRS and apply in a manner prescribed by the Board.*

4. In addition to satisfying the other requirements set forth in this section, an applicant for a license by endorsement as a psychologist pursuant to this section must:

(a) Hold a doctorate degree in psychology from a graduate program that is accredited by the American Psychological Association or an equivalent program. The program must also be regionally accredited.

(b) Have obtained a score of 500 or higher on the Examination for Professional Practice in Psychology.

(c) Hold a license in good standing in the jurisdiction in which the applicant currently holds a license as a psychologist. Proof of such license in good standing must be sent directly to the Board by that jurisdiction and may not be provided by the applicant.

(d) Submit to the Board a complete set of fingerprints and written permission authorizing the Board to forward the fingerprints in the manner provided in NRS 641.160.