

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

DATE OF MEETING: Friday, April 12, 2024

Time: 8:00 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/87284243088>. To access the meeting via audio only, dial 1-669-900-6833 and enter the meeting ID: **872 8424 3088**. (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 meeting may also be attended at the Board office, 3080 South Durango Drive, Suite 102, Las Vegas, Nevada, 89117.

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

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

AGENDA

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

2. Public Comment. Note: Public comment is welcomed by the Board and may be limited to three minutes per person at the discretion of the Board President. Public comment will be allowed at the beginning and end of the meeting, as noted on the agenda. The Board President may allow additional time to be given a speaker as time allows and in their sole discretion. Comments will not be restricted based on viewpoint. No action may be taken upon a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action may be taken (NRS 241.020).

3. (For Possible Action) Public Hearing to Solicit Comments on a Regulation Proposed for Adoption (Legislative Counsel Bureau File Numbers R095-23 and R002-24); Possible Action to Make Revisions to and/or Forward any/all the Proposed Regulation to the Legislative Counsel Bureau In Accordance with NRS Chapter 233B. (See Public Notice for Information on the Draft Regulation – Attachment A)

A. R095-23 – Responds to AB244 by providing definitions for psychological examinations, testing, and evaluation, as well as adding a provision to NAC 641.234 regarding the disclosure of psychological test material; Revises NAC 641.136 to comply with AB267’s cultural competency CE requirements.

B. R002-24 – Revises various NAC Chapter 641 provisions relating to Psychologists’ supervision of Psychological Assistants, Psychological Interns, and Psychological Trainees.

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

- Renewal Fees - revising NAC 641.019 to increase biennial renewal fees from \$600 to \$650.

5. Minutes. (For Possible Action) Discussion and Possible Approval of the Minutes of the State of Nevada Board of Psychological Examiners’ March 8, 2024, Meeting

6. Financials

- A. (For Possible Action) Discussion and Possible Action to Approve the Treasurer’s Report for Fiscal Year 2024 (July 1, 2023, through June 30, 2024).

- B. (For Possible Action) Discussion and Possible Action to Approve revisions to the Budget for Fiscal Year 2024 (July 1, 2023, through June 30, 2024).
- C. (For Possible Action) Discussion and Possible Action to Approve payment of the Board's ASPPB Dues in the Amount of \$2,429.00.
- D. (For Possible Action) Discussion and Possible Action to Approve payment for Dr. Whitney Owens' CLEAR (Council on Licensure, Enforcement, and Regulation) training.
- E. (For Possible Action) Discussion and Possible Action to Approve a Contract for a Hearing Officer for Complaint #19-0626 and Complaint #24-0103 in an amount not to exceed \$10,000.

7. Legislative Update

(For Possible Action) Report, Discussion and Possible Action on Legislative Activities, including the work of Interim Committees, of the Nevada Legislature, the Legislative Counsel Bureau, and any position or action the Board may take on or in response to Bills that have been signed into Law, Legislative Bills, and Bill Draft Requests that the Board is tracking, following, or that may impact the Board and its Operations.

8. Board Needs and Operations

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

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

- A. Complaint #19-0626
- B. Complaint #23-0612
- C. Complaint #23-0801
- D. Complaint #23-0905
- E. Complaint #23-0918
- F. Complaint #24-0103

G. Complaint #24-0312(1)

H. Complaint #24-0312(2)

I. Complaint #24-0313

- 10. (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

Dalea Alawar	Oselvia Deeds	Clairissa Hunter	Vanessa Ma
Mary Lou Ancheta	Nicola De Paul	Rachel Irish	James Madero
Robert Antonacci	Kendra Devor	Saira Jhorn	Cheryl Malinowski
Erick Arguello	Adrienne DiFabio	Deborah Johnson	James Maltzahn
Cheryl Arutt	Mark Dillon	Lori Johnson	Alexandra Matthews
Quintin Bailey	Shannon Dillon	Samantha Johnson	Serena Mazzola
Rachel Bangit	Alana Duschane	Margaret Jones	Jessica McClintock
John Barona	Christopher Estep	Natalie Jones	Paul McLaughlin
Cortney Beasley	Megan Farnsworth	Ta Tanisha Jones	Viola Mejia
Kimberly Bergman	Karen Fitzgerald	Traci Jordan	Samuel Montano
Debra Berry-Malmberg	Nichole Flowers	Kayla Kaiser	Alexandra Montes
Robert Bilder	Judy Fluor Runels	William Kaiser	Luzviminda Morrow
Sarah Brennan	Gratia Foerster	Carolyn Karr	Mary Nelson
RaeLynn Brister	Stephen Francis	Patricia Keeler	Jacki Nesbitt
Laura Brown	Gila Frank	Daphne Kendricks	Ana Ochoa
Robert Burr	Vanessa Fuentes	Kristopher Kern	Akira Olsen
Ramona Burroughs	Maiken Gale	Christine Kim	Stephanie Orbon
Jonathan Campos	Gina Gallivan	Donald Kincaid	Jonathan Page
Leandrea Caver	Elena Gavrilova	John King	So Park
Hu Chia-Chi	Teresa George	Sandra Kubicki	Kathryn Pesch
Filippo Cieri	Matthew Gibbons	Monica Larson	Daniel Pott-Pepperman
David Contreras	Peter Grover	Timothy Law	Kilynda Ray
Steven Covelluzzi	Lisa Gunderson	George Lazo	Rachelle Rene
Lindsay Coyle	Dehnad Hakimi	Karen Levine	Keri Ross
Candy Crawford	Mary Herzog	Jessica Liberman	Taraneh Rostami
Pegeen Cronin	Chia-Chi Hu	George Lough	Benjamin Rubin
			Malia Sanchez

Riddhi Sandil
Mary Schuberg
Lauren Schwarz
Ryan Sever
Sarah Sexton
Sarah Sharp
David Shoup
Nancy Small

Katelyn Steele
Tricia Steeves
Robert Stephenson
Tony Strickland
Holly Summers
Amy Swope
Jessica Taverniti
Donna Truong

John Tsanadis
Michael Villanueva
Ina Von Ber
Ann Watters
Jessica Weis
Karen West
Michael Whitman
Andre Wielemaker

Jennifer Wilcox
Michele Wilkens
Christine Winter
Jamie Wong
Gordon Zilberman

PSYCHOLOGICAL ASSISTANTS

Jeffrey Aguiar
Mary Lou Ancheta
Rachel Ballard
Tracy Basile
Ramy Bassioni
Brian Broomand
Andrew Buchanan
Candis Carswell
Rosy Chavez-Najera
Taylor Chille
Ashley Colson
Althea Cook
Jessica Crellin

Kaleb Cusack
Emerson Epstein
Evan Fertel
Jacqueline Friar
Grady Gallagher
Michelle Gaston
Cori Gold
Milagro Gonzalez
Kimberly Gray
Jennifer Grimes-Vawters
Tarramaz Harris
Joseph Henrich
Akiko Hinds

Bernadette Hinojos
Kelly Humphreys
Courtney Hutchinson
Kayla Kaiser
Richelle Konczak
Dorota Krotkiewicz
Taylor Levine
Angela Lewis
James Maltzahn
Alexandra Miguel
Desiree Misanko
Luzviminda Morrow
Blake Oldfield

Dylana Pierce
Eric Prince
Leilani Puentes
Shannon Rojas
Farnaz Samavi
Coreen Schwartz Starr
Sharon Simington
Katherine Stypulkowski
Heather Thompson
Christine Vaughan
Marijo Villano
Andre Wielemaker

PSYCHOLOGICAL INTERNS

Lorraine Apodaca
Shannon Colon
Mario De Souza
Paola Garcia Betancourt
Sussan Fung
Michelle Gaston

Daniel Gonzalez
Tiffany Hunter
Jessica Jensen
Lauren Johnson
Shalini Kabeer
Kayla Kaiser

Erica Marino
Sherley Pierre
Coreen Schwartz
Ruby Sharma
Jasmin Smith
Barbara Sommer

Megan Tedrow
Candice Thomas
Richard Warmke
Charlotte Watley
Rachel Wiggins

PSYCHOLOGICAL TRAINEES

Marissa Alvarez
Vanni Arcaina
Glenn Blessington
Adaeze Chike-Okoli
Kieffer Christianson
Anna Cole
Aimee D'Errico
Erin Dunn
Jacqueline Eddy

Kinsey Ellis
Michael Fensken
Paola Garcia Betancourt
Kaelyn Griffin
Michelle Harden
Brandon Hunley
Madison Hurley
Bianca Islas
Todd Jennings

Cynthia Johnston
Jordan Kaye
Julia Maranville
Nicole Martinez
Michael McNamara
Sara Moore
Karisa Deandra Odrunia
Ananda Peixoto-Couto
Bianca Reaves

Melanie Rede
Jason Sadora
Shannon Sagert
Christine Salva
Mary Smirnova
Madison Thomasson
Teresa Walker
Jessica Woodyatt

A. (For Possible Action) Discussion and Possible Action on Dr. Andre Wielemaker's Application to Retake the EPPP-2.

11. (For Possible Action) Discussion and Possible Action to Approve revisions to the Board's Policies and Procedures for Psychological Assistant,

Psychological Intern, and Psychological Trainee Application and Registration.

12. (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.

- The next regular meeting of the Nevada Board of Psychological Examiners is currently scheduled for Friday, May 10, 2024, beginning at 8:00 a.m.

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

14. 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 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)

15. (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 (702) 276-0926 no later than 4 p.m. on Thursday, April 11, 2024.

For supporting materials, visit the Board's website at <https://psyexam.nv.gov/> or contact the Board office by telephone (702-276-0926), e-mail (nbop@govmail.state.nv.us), or in writing at Board of Psychological Examiners, 3080 South Durango Drive, Suite 102, Las Vegas, Nevada 89117.

In accordance with NRS 241.020, this public meeting notice was properly posted at or before 8 a.m. on Tuesday, April 9, 2024, at the following locations:

- Board office located at 3080 South Durango Drive, Suite 102, Las Vegas, NV 89117;
- Nevada Public Notice website: <https://notice.nv.gov/>; and
- Board's website at https://psyexam.nv.gov/Board/2024/2024_BOARD_MEETINGS/.

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).

ATTACHMENT A

NOTICE OF INTENT TO ACT UPON A REGULATION

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

The State of Nevada Board of Psychological Examiners will hold a public hearing at 8:05 a.m. on April 12, 2024. The hearing 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/87284243088>. To access the meeting via audio only, dial 1-669-900-6833 and enter the meeting ID: **872 8424 3088**. (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 hearing may also be attended at the Board office, 3080 South Durango Drive, Suite 102, Las Vegas, Nevada, 89117.

The purpose of the hearing is to receive comments from all interested persons regarding the revisions to regulations that pertain to chapter 641 of the Nevada Administrative Code. 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 hearing and will be forwarded to the Board for their consideration.

The following information is provided pursuant to the requirements of NRS 233B.0603:

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

LCB File No. R095-23: A REGULATION relating to psychology; interpreting the term “mental examination” for certain purposes; increasing the number of hours of instruction relating to cultural competency that a psychologist is required to complete; prohibiting a licensee from disclosing psychological test material under certain circumstances; updating certain information concerning a publication adopted by reference; and providing other matters properly relating thereto.

LCB File No. R002-24: A REGULATION relating to psychology; revising provisions relating to the supervision of psychological assistants, psychological interns and psychological trainees; and providing other matters properly relating thereto.

2. If the proposed regulation(s) is a temporary regulation, either the terms or the substance of the regulations to be adopted, amended, or repealed, or a description of the subjects and issues involved. If the proposed regulation(s) is a permanent regulation, a statement explaining how to obtain the approved or revised text of the proposed regulation prepared by the Legislative Counsel pursuant to NRS 233B.063.

A copy of the proposed regulations can be obtained at the Boards website by going to www.psyexam.nv.gov, or by contacting the Board of Psychological Examiners at 702-276-0926 or 3080 South Durango Drive, Suite 102, Las Vegas, NV 89117. A reasonable fee for copying may be charged.

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

A request for input regarding impact was posted and made available to the public and licensees of the Board of Psychological Examiners.

R095-23: A workshop to present the proposed changes and hear public input on R095-23 was held on October 13, 2023.

R002-24: A workshop to present the proposed changes and hear public input on R002-24 was held on November 3, 2023, and December 15, 2023.

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

(a) Both adverse and beneficial effects; and

R095-23: There should be no adverse effects to Psychologists in Nevada. The beneficial effects of the proposed revisions are intended to provide clarity to psychologists and the public regarding the impact to the Board's regulations of 2023 AB244, which was enacted during the 2023 Legislative session, and to align the Board's continuing education requirements with 2023 AB267, also enacted during the 2023 Legislative session.

R002-24: There should be no adverse effects to Psychologists in Nevada. The beneficial effects of the proposed revisions are intended to provide clarity related to the supervision by Psychologists of Psychological Assistants, Psychological Interns, and Psychological Trainees.

(b) Both immediate and long-term effects.

Once the regulation revisions are approved and codified into NAC Chapter 641, the benefits stated above will be immediate and long term.

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

The Board does not believe there will be a cost for enforcement of the proposed revisions, as the proposed revisions do not require enforcement.

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

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

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

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

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

There should be no duplication of a federal regulation.

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

The regulation revisions do not establish a new fee or an increase in an existing fee.

Persons wishing to comment upon the proposed action of the State of Nevada Board of Psychological Examiners may appear at the scheduled public hearing or may address their comments, data, views, or arguments, in written form, to State of Nevada Board of Psychological Examiners, 3080 South Durango Drive, Suite 102, Las Vegas, NV 89117. Written submissions must be received by the State of Nevada Board of Psychological Examiners on or before April 11, 2024 at 5:00 p.m. If no person who is directly affected by the proposed action appears to request time to make an oral presentation, the State of Nevada Board of Psychological Examiners may proceed immediately to act upon any written submissions.

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

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

This notice of hearing has been sent to persons on the agenda's mailing list, licensed psychologists, posted at the Board's website at <http://psyexam.nv.gov> and the State of Nevada website (<https://notice.nv.gov/>) and the office of the Board of Psychological Examiners (3080 South Durango Drive, Suite 102, Las Vegas, NV 89117).

Posted March 12, 2024

ATTACHMENT B

STATE OF NEVADA BOARD OF PSYCHOLOGICAL EXAMINERS

NOTICE OF WORKSHOP TO SOLICIT COMMENTS ON PROPOSED REGULATIONS

DATE OF MEETING: Friday, April 12, 2024

Time: 8:10 a.m.

The Nevada State Board of Psychological Examiners is proposing the amendment of certain regulations in Chapter 641 of the Nevada Administrative Code.

A workshop has been scheduled for Friday, April 12, 2024, at 8:10 a.m. The workshop 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/87284243088>. To access the meeting via audio only, dial 1-669-900-6833 and enter the meeting ID: **872 8424 3088**. (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 meeting may also be attended at 3080 South Durango Drive, Suite 102, Las Vegas, NV 89117.

The purpose of the workshop is to solicit comments from interested persons on the following general topics that are addressed in the proposed regulation revisions:

- Renewal Fees - revising NAC 641.019 to increase biennial renewal fees from \$600 to \$650.

Language has been developed outside of the workshop and will be discussed during the workshop. If you are unable to attend the workshop but wish to submit any questions, concerns or general input, please submit them in writing to the Board office State of Nevada Board of Psychological Examiners, 3080 South Durango Drive, Suite 102, Las Vegas, NV 89117 or NBOP@govmail.state.nv.us not later than Thursday, April 11, 2024, at 5 p.m. All statements received will be provided to the Board during the workshop. Please contact the Board office if you are interested in reviewing the language that will be presented to the Legislative Counsel Bureau (LCB).

This Notice of Workshop to Solicit Comments on Proposed Regulation has been properly posted on or before 8:00 a.m. on Thursday, March 28, 2024, at:

- the Board office located at 3080 South Durango Drive, Suite 102 in Las Vegas, NV,
- the Nevada Public Notice website (notice.nv.gov),
- the Board's website (https://psyexam.nv.gov/Board/2024/2024_BOARD_MEETINGS/), and
- the Nevada Legislature's notice website (<https://www.leg.state.nv.us/App/Notice/A/Submit>)

Notice has also been sent to all licensees and persons on the agency's mailing list for administrative regulations.

Date: March 27, 2024

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

DATE: April 12, 2024

ITEM:

3A - (For Possible Action) Public Hearing to Solicit Comments on a Regulation (Legislative Counsel Bureau File Number R095-23) Proposed for Adoption; Possible Action to Make Revisions to and/or Forward the Proposed Regulation to the Legislative Counsel Bureau in Accordance with NRS Chapter 233B.

SUMMARY:

During its October 13, 2023, meeting, the Board conducted a workshop to:

- Respond to AB244 by adding
 - o definitions for psychological examinations, testing, and evaluation, and
 - o a provision to NAC 641.234 regarding the disclosure of psychological test material; and
- Revise NAC 641.136 to comply with AB 267, which revised NRS 641.220 by increasing cultural competency CE instruction from 2 hours to 6 hours.

The Legislative Counsel Bureau (LCB) has provided a draft of those proposed changes in LCB file number R095-23.

Response to AB244:

- Additional Definitions

The LCB made revisions to the proposed definitions that the Board approved during its October 13, 2023, Workshop.

The proposed definitions the Board approved adding to NAC Chapter 641 were:

Psychological examination, or mental examination, means a comprehensive clinical interview which includes the collection of psychosocial data and may include completion of a mental status examination by a licensed psychologist, psychological assistant, psychological intern, or psychological trainee.

Psychological testing means the administration of standardized psychometric measures of psychological functioning, cognitive/motor functioning, symptom and performance validity, and other skills and abilities to assist in providing a diagnosis and recommendations.

Psychological evaluation means the completion of a psychological examination with or without psychological testing.

What the LCB drafted is:

1. *As used in section 1 of Assembly Bill No. 244, chapter 503, Statutes of Nevada 2023, at page 3141, the Board will interpret the term “mental examination” to mean a comprehensive clinical interview in which psychosocial data is collected. The term may include, without limitation, the completion of a psychological examination or mental status examination by a licensed psychologist, psychological assistant, psychological intern or psychological trainee. The term does not include psychological testing.*
2. *As used in this section, “psychological testing” means the administration of testing that uses standardized psychometric measures of psychological functioning, cognitive and motor functioning, symptom and performance validity and any other skill or ability used to provide a diagnosis or recommendation.*

- Revision to NAC 641.234

The LCB made revisions to the proposed revisions/additions to NAC 641.234 that the Board approved during its October 13, 2023, Workshop.

The proposed revision to NAC 641.234 that the Board approved added the following provision as subsection 4:

A person in possession of psychological test material shall not disclose the material to any other person, including the individual who is a subject of the test. In addition, the test material shall not be disclosed in any administrative, judicial, or legislative proceeding. However, upon the request of an individual who is a subject of a test, all records associated with a psychological test of that individual shall be disclosed to a psychologist licensed pursuant to NAC 641.015 designated by the individual. An individual’s request for the records shall be in writing and shall comply with the requirements relating to voluntary disclosures of mental health information, except that the individual shall not have the right to inspect the test materials.

The additions/revisions that the LCB drafted for NAC 641.234 are:

3. *Except as otherwise provided in subsection 4, a person who is licensed or registered by the Board shall not disclose psychological test material:*
 - (a) *To any person, including, without limitation, the person who is the subject of the psychological test or assessment procedure; or*
 - (b) *During any judicial proceeding, administrative proceeding or legislative proceeding.*
4. *A person who is the subject of a psychological test or assessment procedure may request that records related to the psychological test or assessment procedure be disclosed to a designated psychologist. Any such request must be made in writing and*

comply with all applicable federal and state laws relating to the disclosure of mental health information, including, without limitation, the Health Insurance Portability and Accountability Act of 1996, Public Law 104-191. Upon receipt of such a request, a person who is licensed or registered by the Board shall disclose to the designated psychologist all records related to the psychological test or assessment procedure. Nothing in this subsection shall be construed to authorize the inspection of psychological test materials by a person who is the subject of a psychological test or assessment procedure.

* * * * *

6. *As used in this section, “psychological test material” has the meaning ascribed to the term “test material” in section 9.11 of the Ethical Principles of Psychologists and Code of Conduct adopted by reference pursuant to subsection 1 of NAC 641.250.*

Revision to NAC 641.136

The LCB’s draft of the revision to NAC 641.136(1) is as the Board proposed and approved it.

During its March 8, 2024, regulation hearing, the Board tabled a decision on R051-23 to the April 12, 2024, meeting in order to allow further consideration of input from Nevada Psychologists, who participated in public comment during the hearing. Those who had comment or suggestions forwarded that input to the executive director, who, in turn, forwarded them to Dr. Lenkeit to incorporate into revised language as was appropriate. Dr. Lenkeit has proposed the following revision to NAC 641.234:

- Revision to NAC 641.234

The proposed revision to NAC 641.234 that the Board approved added the following provision as subsection 4, as subsequently revised by Dr. Lenkeit:

*A person in possession of **protected psychological test materials, protocols, or data** shall not disclose the **protected** material, **protocols, or data** to any other person, including the individual who is a subject of the test. In addition, the **protected psychological** test material, **protocols, or data** shall not be disclosed in any administrative, judicial, or legislative proceeding. However, upon the request of an individual who is a subject of a test, all **protected psychological test data** associated with a psychological test of that individual shall be disclosed to a psychologist licensed pursuant to NAC 641.015 designated by the individual. An individual’s request for the **protected psychological data** shall be in writing and shall comply with the requirements relating to voluntary disclosures of mental health information, except that the individual shall not have the right to inspect the **protected psychological materials or protocols**.*

The additions/revisions that the LCB drafted for NAC 641.234, with Dr. Lenkeit’s revisions, are:

3. *Except as otherwise provided in subsection 4, a person who is licensed or registered by the Board shall not disclose **protected psychological test materials, protocols, or data**:*

- (a) To any person, including, without limitation, the person who is the subject of the psychological test or assessment procedure; or*
- (b) During any judicial proceeding, administrative proceeding or legislative proceeding.*

4. *A person who is the subject of a psychological test or assessment procedure may request that **protected psychological test data** related to the psychological test or assessment procedure be disclosed to a designated psychologist. Any such request must be made in writing and comply with all applicable federal and state laws relating to the disclosure of mental health information, including, without limitation, the Health Insurance Portability and Accountability Act of 1996, Public Law 104-191. Upon receipt of such a request, a person who is licensed or registered by the Board shall disclose to the designated psychologist all **protected psychological test data** related to the psychological test or assessment procedure. Nothing in this subsection shall be construed to authorize the inspection of **protected** psychological test materials **or protocols** by a person who is the subject of a psychological test or assessment procedure.*

* * * * *

6. *As used in this section, **protected psychological test materials, protocols, and data** have the meanings ascribed to these terms the Ethical Principles of Psychologists and Code of Conduct adopted by reference pursuant to subsection 1 of NAC 641.250.*

NBOP ED

From: Teri F. Belmont, Ph.D. <DrTeriBelmont@live.com>
Sent: Friday, March 8, 2024 9:48 AM
To: NBOP ED
Subject: Proposed Revisions to NAC Chapter 641 - for Dr. Lenkeit
Attachments: Belmont Proposed Revisions to NAC Chapter 641 - March 2024.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

WARNING - This email originated from outside the State of Nevada. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Hi Laura,

I wanted to provide some suggestions for the NAC revisions regarding release of test information as discussed during today's Board meeting. Please let me know if you have any questions or need any follow up information. Thank you!

Teri F. Belmont, Ph.D. ^(she/her)

Licensed Psychologist (Nevada, PY0551)

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PROPOSED REGULATION OF THE BOARD OF PSYCHOLOGICAL EXAMINERS

Dr. Belmont's suggestions are in black text highlighted yellow

AUTHORITY: § 1, NRS 641.100 and section 1 of Assembly Bill No. 244, chapter 503, Statutes of Nevada 2023, at page 3141; § 2, NRS 641.100 and 641.220, as amended by section 5 of Assembly Bill No. 267, chapter 202, Statutes of Nevada 2023, at page 1180; §§ 3 and 4, NRS 641.100.

A REGULATION relating to psychology; interpreting the term “mental examination” for certain purposes; increasing the number of hours of instruction relating to cultural competency that a psychologist is required to complete; prohibiting a licensee from disclosing psychological test material under certain circumstances; updating certain information concerning a publication adopted by reference; and providing other matters properly relating thereto.

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

- 1. As used in section 1 of Assembly Bill No. 244, chapter 503, Statutes of Nevada 2023, at page 3141, the Board will interpret the term “mental examination” to mean a comprehensive clinical interview in which psychosocial data is collected. The term may include, without limitation, the completion of a psychological examination or mental status examination by a licensed psychologist, psychological assistant, psychological intern or psychological trainee. The term does not include psychological testing.*
- 2. As used in this section, “psychological testing” means the administration of testing that uses standardized psychometric measures of psychological functioning, cognitive and motor functioning, symptom and performance validity and any other skill or ability used to provide a diagnosis or recommendation.*

Sec. 3. NAC 641.234 is hereby amended to read as follows:

641.234 1. If a psychologist or licensed behavior analyst communicates the results of an assessment procedure to a patient or client or to the legal guardian, parents or agent of a patient or client, he or she shall:

- (a) Use appropriate interpretive aids to explain the results in a manner which is understandable; and
- (b) Include in the explanation any deficiencies of the assessment procedure and factors which may affect the validity, reliability or other interpretation of the results.

2. A psychologist or licensed behavior analyst shall not reproduce or describe in any popular publications, lectures or public presentations, **protected psychological test materials, protocols, or data** or other assessment procedures in a manner which may invalidate the tests or procedures.

- 3. Except as otherwise provided in subsection 4, a person who is licensed or registered by the Board shall not disclose **protected psychological test materials, protocols, or data**:*
 - (a) To any person, including, without limitation, the person who is the subject of the psychological test or assessment procedure; or*
 - (b) During any judicial proceeding, administrative proceeding or legislative proceeding.*

4. A person who is the subject of a psychological test or assessment procedure may request that protected psychological test data related to the psychological test or assessment procedure be disclosed to another qualified designated psychologist. [I think we should define who is considered qualified]: This psychologist must be a doctoral-level psychologist currently licensed to practice in the United States or Canada. Any such request must be made in writing and comply with all applicable federal and state laws relating to the disclosure of mental health information, including, without limitation, the Health Insurance Portability and Accountability Act of 1996, Public Law 104-191. Upon receipt of such a request, a person who is licensed or registered by the Board shall disclose to the designated psychologist all protected psychological test data related to the psychological test or assessment procedure. Nothing in this subsection shall be construed to authorize the inspection of protected psychological test materials, protocols, or data by any other person, including, without limitation, the person who is the subject of the psychological test or assessment procedure.

5. If a psychologist or licensed behavior analyst offers to other professionals an assessment procedure or automated interpretation service, he or she shall:

- (a) Provide a manual or other written material which fully describes the development of the procedure or service, the rationale therefor, evidence of the validity and reliability thereof, and characteristics of the group of persons which the procedure or service uses as a norm;
- (b) Explicitly state the purpose and application for which the procedure or service is recommended;
- (c) Identify special requirements which are necessary to administer and interpret the procedure or service properly; and
- (d) Ensure that advertisements for the procedure or service provide an accurate description of the procedure or service.

6. As used in this section, “protected psychological test materials” has the meaning ascribed to the term “test material” in section 9.11 of the Ethical Principles of Psychologists and Code of Conduct adopted by reference pursuant to subsection 1 of NAC 641.250. are defined as including but not limited to copyright-protected and/or trade secret protected test booklets, answer sheets, record forms, manuals, user's guides, scoring software, and computer-generated output reports, which would disclose test questions, responses, and scores. "Protected psychological test protocols" are defined as including but not limited to test booklets, answer sheets, record forms on which examinee responses and other data may be written, which may disclose test questions, responses, and scores. "Protected psychological test data" are defined as including but not limited to examinee responses that are written on test booklets, answer sheets, record forms, which may disclose test questions, responses, and scores.

From: lechesq@gmail.com
To: [NBOP ED](#)
Subject: R095-23 Public Comment
Date: Monday, April 1, 2024 5:26:48 PM

WARNING - This email originated from outside the State of Nevada. Exercise caution when opening attachments or clicking links, especially from unknown senders.

I write today to opine that although the Board is free to differ from the APA Code of Conduct as it sees fit, the Board does have an obligation to develop regulations consistent with the Nevada Revised Statutes. Although R085-23 Section 3 (No. 4) specifically excludes the right for a client to review test material, the APA (Standard 9.04) suggests that it is ethical to release test data. I believe the Board should highlight this distinction (in No. 6) as well, and allow a client access to inspect the test data. That result would be consistent with APA Code AND NRS 629.021/NRS 629.061. Preventing a client direct access to a record that includes test data is likely a violation of the statute. The prohibition against releasing test material (as in Standard 9.11 and R095-23) should remain.

Best regards,
Brian Lech, Ph.D., J.D.

[<image003.jpg>](#)

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

LCB File No. R095-23

February 6, 2024

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

AUTHORITY: § 1, NRS 641.100 and section 1 of Assembly Bill No. 244, chapter 503, Statutes of Nevada 2023, at page 3141; § 2, NRS 641.100 and 641.220, as amended by section 5 of Assembly Bill No. 267, chapter 202, Statutes of Nevada 2023, at page 1180; §§ 3 and 4, NRS 641.100.

A REGULATION relating to psychology; interpreting the term “mental examination” for certain purposes; increasing the number of hours of instruction relating to cultural competency that a psychologist is required to complete; prohibiting a licensee from disclosing psychological test material under certain circumstances; updating certain information concerning a publication adopted by reference; and providing other matters properly relating thereto.

Legislative Counsel’s Digest:

With certain exceptions, existing law grants a person compelled to submit to a mental examination pursuant to a court order, a contractual obligation or any other type of obligation. (Section 1 of Assembly Bill No. 244, chapter 503, Statutes of Nevada 2023, at page 3141)

Section 1 of this regulation provides that, for purposes of these requirements, the Board of Psychological Examiners will interpret the term “mental examination” to mean a comprehensive clinical interview in which psychosocial data is collected.

During the 2023 Legislative Session, the Legislature enacted Assembly Bill No. 267 (A.B. 267), which increased from 2 to 6 the number of hours of instruction relating to cultural competency and diversity, equity and inclusion a psychologist must receive as a prerequisite for the renewal of a license. (NRS 641.220, as amended by section 5 of Assembly Bill. No. 267, chapter 202, Statutes of Nevada 2023, at page 1180) **Section 2** of this regulation revises the requirements for continuing education in existing regulations to conform with the changes made by A.B. 267.

Existing law authorizes the Board to adopt regulations governing the practice of psychology. (NRS 641.100) Existing regulations prohibit a psychologist or licensed behavior analyst from reproducing or describing psychological tests or other assessment procedures in a manner which may invalidate the tests or procedures. (NAC 641.234) **Section 3** of this regulation prohibits a licensee from disclosing psychological test material to any person or during any judicial proceeding, administrative proceeding or legislative proceeding, unless an exception applies. **Section 3** also: (1) authorizes a person who is the subject of a psychological

test or assessment procedure to request that records related to the psychological test or assessment procedure be disclosed to a designated psychologist; and (2) prescribes requirements relating to such a request. Existing regulations adopt by reference the *Ethical Principles of Psychologists and Code of Conduct* adopted by the American Psychological Association. (NAC 641.250) **Section 4** of this regulation makes a technical change to reflect the correct Internet address at which a person may obtain a copy of this publication free of charge.

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

1. As used in section 1 of Assembly Bill No. 244, chapter 503, Statutes of Nevada 2023, at page 3141, the Board will interpret the term “mental examination” to mean a comprehensive clinical interview in which psychosocial data is collected. The term may include, without limitation, the completion of a psychological examination or mental status examination by a licensed psychologist, psychological assistant, psychological intern or psychological trainee. The term does not include psychological testing.

2. As used in this section, “psychological testing” means the administration of testing that uses standardized psychometric measures of psychological functioning, cognitive and motor functioning, symptom and performance validity and any other skill or ability used to provide a diagnosis or recommendation.

Sec. 2. NAC 641.136 is hereby amended to read as follows:

641.136 1. To renew his or her license, a psychologist must certify to the Board that during the 2 years immediately preceding the date he or she submits an application for renewal, he or she has completed 30 hours of continuing education in courses approved by the Board. At least 6 hours must include instruction in scientific and professional ethics and standards, and common areas of professional misconduct. At least 2 hours must include instruction in evidence-based suicide prevention and awareness. At least ~~12~~ 6 hours must include instruction relating to cultural competency and diversity, equity and inclusion. Not more than 15 hours may be

obtained from an approved home study course. A licensee may not receive credit for continuing education for a course in which he or she is the instructor.

2. Except as otherwise provided in subsection 3, the Board will accept the following types of continuing education courses or programs:

(a) Formally organized workshops, seminars or classes which maintain an attendance roster and are conducted by or under the auspices of an accredited institution of higher education offering graduate instruction.

(b) Workshops, seminars or classes which maintain an attendance roster and are certified or recognized by a state, national or international accrediting agency, including, but not limited to:

- (1) The American Psychological Association;
- (2) The American Psychiatric Association;
- (3) The American Medical Association;
- (4) The American Association for Marriage and Family Therapy;
- (5) The American Counseling Association;
- (6) The International Congress of Psychology; or
- (7) The National Association of Social Workers.

(c) Other workshops, classes, seminars and training sessions in psychology or a closely related discipline which have a formal curriculum and attendance roster and receive approval by the Board.

(d) Home study courses in psychology or a closely related discipline that are approved by the Board.

3. Before a licensee may receive credit for continuing education for a course in scientific and professional ethics and standards and common areas of professional misconduct, for a course

in evidence-based suicide prevention and awareness, or for a course relating to cultural competency and diversity, equity and inclusion, the licensee must submit information concerning the course to the Board for approval of the course unless the Board has previously approved the course. The Board will make available at its office a list of courses and programs that are currently approved by the Board.

Sec. 3. NAC 641.234 is hereby amended to read as follows:

641.234 1. If a psychologist or licensed behavior analyst communicates the results of an assessment procedure to a patient or client or to the legal guardian, parents or agent of a patient or client, he or she shall:

(a) Use appropriate interpretive aids to explain the results in a manner which is understandable; and

(b) Include in the explanation any deficiencies of the assessment procedure and factors which may affect the validity, reliability or other interpretation of the results.

2. A psychologist or licensed behavior analyst shall not reproduce or describe in any popular publications, lectures or public presentations, psychological tests or other assessment procedures in a manner which may invalidate the tests or procedures.

3. *Except as otherwise provided in subsection 4, a person who is licensed or registered by the Board shall not disclose psychological test material:*

(a) To any person, including, without limitation, the person who is the subject of the psychological test or assessment procedure; or

(b) During any judicial proceeding, administrative proceeding or legislative proceeding.

4. *A person who is the subject of a psychological test or assessment procedure may request that records related to the psychological test or assessment procedure be disclosed to a*

designated psychologist. Any such request must be made in writing and comply with all applicable federal and state laws relating to the disclosure of mental health information, including, without limitation, the Health Insurance Portability and Accountability Act of 1996, Public Law 104-191. Upon receipt of such a request, a person who is licensed or registered by the Board shall disclose to the designated psychologist all records related to the psychological test or assessment procedure. Nothing in this subsection shall be construed to authorize the inspection of psychological test materials by a person who is the subject of a psychological test or assessment procedure.

5. If a psychologist or licensed behavior analyst offers to other professionals an assessment procedure or automated interpretation service, he or she shall:

(a) Provide a manual or other written material which fully describes the development of the procedure or service, the rationale therefor, evidence of the validity and reliability thereof, and characteristics of the group of persons which the procedure or service uses as a norm;

(b) Explicitly state the purpose and application for which the procedure or service is recommended;

(c) Identify special requirements which are necessary to administer and interpret the procedure or service properly; and

(d) Ensure that advertisements for the procedure or service provide an accurate description of the procedure or service.

6. *As used in this section, “psychological test material” has the meaning ascribed to the term “test material” in section 9.11 of the Ethical Principles of Psychologists and Code of Conduct adopted by reference pursuant to subsection 1 of NAC 641.250.*

Sec. 4. NAC 641.250 is hereby amended to read as follows:

641.250 1. The provisions set forth in the most recent edition of the *Ethical Principles of Psychologists and Code of Conduct* adopted by the American Psychological Association are hereby adopted by reference and incorporated herein, unless the Board gives notice that the most recent edition is not suitable for this State pursuant to subsection 3 and except to the extent that those provisions conflict with the provisions of NAC 641.200 to 641.255, inclusive, in which case the provisions of NAC 641.200 to 641.255, inclusive, are controlling. A copy of the publication may be obtained free of charge from the American Psychological Association at 750 First Street, N.E. Washington, D.C., 20002-4242, Attention: Service Center, at the Internet address ~~http://www.apa.org/ethics/code.html~~ <https://www.apa.org/ethics/code> or by telephone at (202) 336-5500.

2. The provisions set forth in the most recent edition of the *Code of Conduct* adopted by the Association of State and Provincial Psychology Boards are hereby adopted by reference and incorporated herein, unless the Board gives notice that the most recent edition is not suitable for this State pursuant to subsection 3 and except to the extent that those provisions conflict with the provisions of NAC 641.200 to 641.255, inclusive, in which case the provisions of NAC 641.200 to 641.255, inclusive, are controlling. A copy of the publication may be obtained free of charge from the Association of State and Provincial Psychology Boards at 215 Market Road, Tyrone, GA 30290, Attention: Member Services, at the Internet address [http:// www.asppb.net](http://www.asppb.net) or by telephone at (678) 216-1175.

3. If the publication adopted by reference pursuant to subsection 1 or 2 is revised, the Board will review the revision to ensure its suitability for this State. If the Board determines that the revision is not suitable for this State, the Board will hold a public hearing to review its determination within 6 months after the date of publication of the revision and give notice of that

hearing. If, after the hearing, the Board does not revise its determination, the Board will give notice within 30 days after the hearing that the revision is not suitable for this State. If the Board does not give such notice, the revision becomes part of the publication adopted by reference pursuant to subsection 1 or 2.

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

DATE: April 12, 2024

ITEM:

3B - (For Possible Action) Public Hearing to Solicit Comments on a Regulation (Legislative Counsel Bureau File Number R002-24) Proposed for Adoption; Possible Action to Make Revisions to and/or Forward the Proposed Regulation to the Legislative Counsel Bureau in Accordance with NRS Chapter 233B.

SUMMARY:

During its November 3, 2023, and December 15, 2023, meetings, the Board conducted workshops to consider proposed language that revises some of the Board's regulations regarding the supervision of psychological assistants, psychological interns and psychological trainees.

The Legislative Counsel Bureau (LCB) has provided a draft of those proposed changes in LCB file number R002-24.

The executive director has prepared a table to compare, side-by-side, the Board's approved revisions that it submitted to the LCB, and the draft the LCB prepared based on the Board's approved revisions. That table is attached to this Staff Report.

R002-24 – Supervision Regulations

NAC Provision	Regulation revisions the Board proposed and sent to LCB	LCB's revisions to the Board's proposed, revised language
<p>641.1519</p> <p>Qualifications of Supervisor</p>	<p>1. A psychologist who wishes to serve as a supervisor of a psychological assistant, psychological intern or psychological trainee must:</p> <p>(a) Except as otherwise approved by the Board, be licensed by the Board to practice psychology; and</p> <p>(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. <i>obtained appropriate training such that the psychologist is able to competently provide supervision. The training may consist of any of the following:</i></p> <p><i>(1) 15 Continuing Education Credits (CEUs) in supervision.</i></p> <p><i>(i) These CEUs may be obtained from an approved accrediting agency identified in NAC 641.136.</i></p> <p><i>(ii) Half of these CEUs may be obtained via self-study from an approved accrediting agency identified in NAC 641.136.</i></p> <p><i>(2) One semester of supervised supervisory experience. A psychological assistant, psychological intern or psychological trainee may provide clinical supervision to a junior psychological assistant, psychological intern or psychological trainee under the supervision of a board approved supervisor as part of a graduate-level supervision course, or other formal training plan to develop supervision competencies.</i></p> <p><i>(3) A formal graduate course in supervision.</i></p> <p><i>(4) A combination of the above that are equivalent to any one of the above.</i></p> <p>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. <i>Supervisors who have not received training as provided in subsection (1)(b) above may submit their training experiences for review by the Board, which will conduct an equivalency evaluation to whether that training is adequate.</i></p> <p>3. A supervisor of:</p>	<p>1. A psychologist who wishes to serve as a supervisor of a psychological assistant, psychological intern or psychological trainee must:</p> <p>(a) Except as otherwise approved by the Board, be licensed by the Board to practice psychology; and</p> <p>(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. <i>successfully completed the training in clinical supervision described in subsection 2.</i></p> <p>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. <i>Training in clinical supervision pursuant to paragraph (b) of subsection 1 may consist of any of the following:</i></p> <p><i>(a) Fifteen hours of continuing education concerning supervision of psychological assistants, psychological interns and psychological trainees provided by an accrediting agency described in paragraph (b) of subsection 2 of NAC 641.136. Not more than one-half of those hours of continuing education may be obtained through self-study performed through such an accrediting agency.</i></p> <p><i>(b) One semester, or its equivalent as determined by the Board, of supervised supervisory experience as a psychological assistant, psychological intern or psychological trainee in a nested model of supervision as described in NAC 641.152.</i></p> <p><i>(c) A formal graduate-level course in supervision.</i></p> <p><i>(d) Any combination of the training described in paragraphs (a), (b) and (c) that is determined by the Board pursuant to subsection 3 to be equivalent to the training described in paragraph (a), (b) or (c).</i></p> <p>3. A supervisor of:</p> <p>(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 subsection 1 and 2.</p>

	<p>(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.</p> <p>(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.</p>	<p>(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.]</p> <p><i>psychologist who wishes to serve as a supervisor but has not successfully completed the training described in paragraph (a), (b) or (c) of subsection 2 may submit any combination of the training described in those paragraphs to the Board for review. The Board will approve the combination of training if it determines that the combination of training is equivalent to the training described in paragraph (a), (b) or (c) of subsection 2.</i></p>
<p>641.152</p> <p>Supervision: assignment of psychological assistant to specialist</p>	<p>1. Except as otherwise provided in subsection 5, a psychological assistant or psychological intern may work only under the supervision and control of a psychologist who satisfies the requirements of NAC 641.1519.</p> <p>2. Except as otherwise provided in subsection 5 6, a psychological trainee may work only under the supervision and control of a supervisor who is formally assigned by <i>that supervisor's</i> his or her home doctoral training program in compliance with required practicum training elements set forth in the Standards of Accreditation for Health Service Psychology of the American Psychological Association and Section C of the Implementing Regulations of the Commission on Accreditation of the American Psychological Association.</p> <p>3. Subject to the conditions set forth in subsection 5 and NAC 641.161, <i>a supervisor of record may employ a nested supervision model (i.e., supervision of a nonlicensed psychological trainee or psychological intern by a nonlicensed psychological intern or psychological assistant) not to exceed a total of 4 full time equivalent supervisees (up to 40 hours per work week). The supervisor of record must provide the supervisor in training weekly supervision of supervision.</i></p> <p>(a) A psychological assistant may supervise a psychological intern or psychological trainee for the purposes of training in supervision in accordance with the national training standards set forth in the Standards of Accreditation for Health Service Psychology of the American Psychological Association, which is</p>	<p>1. Except as otherwise provided in subsection [5;] 8, a psychological assistant or psychological intern may work only under the supervision and control of a psychologist who satisfies the requirements of NAC 641.1519.</p> <p>2. Except as otherwise provided in subsection [5;] 8, a psychological trainee may work only under the supervision and control of a supervisor who is formally assigned by his or her home doctoral training program in compliance with required practicum training elements set forth in the <i>Standards of Accreditation for Health Service Psychology</i> of the American Psychological Association and Section C of the <i>Implementing Regulations</i> of the Commission on Accreditation of the American Psychological Association.</p> <p>3. Subject to the conditions set forth in [subsection 5] <i>this section</i> and NAC 641.161 ::</p> <p>(a) A psychological assistant may supervise a psychological intern or psychological trainee for the purposes of training in supervision in accordance with the national training standards set forth in the Standards of Accreditation for Health Service Psychology of the American Psychological Association, which is available, free of charge, at the Internet address https://www.apa.org/ed/accreditation/standards-of-accreditation.pdf.</p> <p>(b) A psychological intern may supervise a psychological trainee for the purposes of training in supervision in accordance with the national training standards set forth in the Standards of Accreditation for Health Service Psychology of the American</p>

~~available, free of charge, at the Internet address
<http://www.apa.org/ed/accreditation/section-c-soa.pdf>.~~

~~(b) A psychological intern may supervise a psychological trainee for the purposes of training in supervision in accordance with the national training standards set forth in the Standards of Accreditation for Health Service Psychology of the American Psychological Association.~~

4. The supervisor of a psychological assistant, psychological intern or psychological trainee is responsible for:

(a) The adequate supervision of the psychological assistant, psychological intern or psychological trainee; and

(b) The care plan of each client and patient treated or assessed by a psychological intern or psychological trainee under the supervision of the psychological assistant or psychological intern, as applicable, pursuant to subsection 3.

5. *The supervisor of record must ensure the following supervision activities:*

(a) For a psychological trainee, supervision activities must be at least 1-hour per week of individual supervision for every 10 hours of service delivery, which equates to no less than 10% of the trainee's time spent in direct service-related activities at least half of which shall be with the supervisor of record and one hour can be done by an intern or a psychological assistant. Direct service-related activities are defined as activities that involve direct contact (in-person or via telehealth) with clients.

(b) For a psychology intern: Supervision shall be no less than 4 hours per week of supervision, including not less than 2 hours per week of face-to-face individual supervision by one or more doctoral-level licensed psychologists who are involved in an ongoing supervisory relationship with the intern and have primary professional responsibility for the cases on which face-to-face individual supervision is provided. The remainder of the supervision may be in a group setting, and/or be provided by another licensed mental health provider or by a more advanced trainee under the supervision of the supervisor of record.

(c) For a psychological assistant: Supervision shall be at least one individual hour for each 40-hour week worked or a proportional level of supervision for a part-time psychological assistant.

~~Psychological Association.], a supervisor may use a nested model of supervision wherein:~~

(a) A psychological assistant who is under the supervision of the supervisor supervises a psychological intern or psychological trainee; or

(b) A psychological intern who is under the supervision of the supervisor supervises a psychological trainee.

4. *A supervisor shall not:*

(a) Use a nested model of supervision described in subsection 3 for the supervision of more than four psychological interns or psychological trainees in total; or

(b) Authorize a psychological assistant or psychological intern under his or her supervision to supervise a psychological intern or psychological trainee for more than 40 hours in a week.

5. A supervisor who uses a nested model of supervision described in subsection 3 shall, at least once each week, directly supervise a psychological assistant or psychological intern providing supervision pursuant to paragraph (a) or (b) of subsection 3, as applicable. Such supervision may occur at a time other than when the psychological assistant or psychological intern is actively providing supervision.

6. The supervisor of a psychological assistant, psychological intern or psychological trainee is responsible for:

(a) The adequate supervision of the psychological assistant, psychological intern or psychological trainee; and

(b) The care plan of each client and patient treated or assessed by a psychological intern or psychological trainee under the supervision of the psychological assistant or psychological intern, as applicable, pursuant to subsection 3.

~~[5.]~~ 7. *A supervisor shall ensure that:*

(a) A psychological trainee receives at least 1 hour of individual supervision for each 10 hours of service delivery per week. At least one-half of such individual supervision each week must be performed by the supervisor. Not more than 1 hour of such supervision each week may be performed by a psychological assistant or psychological intern in accordance with subsection 3. As used in this paragraph, "service delivery" means activities that involve direct contact with a client in person or through telehealth, as defined in NRS 629.515, as amended by section 1 of

6. For specific skill training, the supervisor of a psychological assistant, psychological intern or psychological trainee may assign the psychological assistant, psychological intern or psychological trainee to a specialist, including, without limitation, a person who is licensed in this State as a psychiatrist, behavior analyst, social worker, marriage and family therapist or clinical professional counselor or a person who is licensed or certified in this State as an alcohol and drug abuse counselor. The specialist must have clearly established practice and teaching skills that are demonstrable to the satisfaction of the Board. Not more than one-quarter of the number of supervised hours needed to fulfill the required year of postdoctoral experience may be accrued under the direction of specialists. Any services submitted by a supervisor for reimbursement under the State Plan for Medicaid that were rendered under the authorized scope of practice of a psychological assistant, psychological intern or psychological trainee pursuant to NRS 422.27239 while under the supervision of a specialist pursuant to this subsection must also be supervised by the supervisor.

~~6-7.~~ A psychological assistant or psychological intern must be:

- (a) An employee of the supervisor; or
- (b) If the psychological assistant or psychological intern is not employed by the supervisor and the supervisor is not employed by the agency at which the psychological assistant or psychological intern is based, a party to a written agreement with the supervisor and agency specifying payment terms and the role of the supervisor or training committee over the training of the psychological assistant or psychological intern, including, without limitation, acknowledgement by all parties that:
 - (1) The supervisor or training committee will have access to all patient medical records and full oversight and responsibility for the work and training plan of the psychological assistant or psychological intern; and
 - (2) The psychological assistant or psychological intern may not be an independent contractor of the supervisor or agency during the term of the contract.

Assembly Bill No. 276, chapter 19, Statutes of Nevada 2023, at page 78.

(b) A psychological intern receives at least 4 hours of supervision each week. At least 2 hours each week of such supervision must be face-to-face individual supervision by one or more psychologists who have an ongoing supervisory relationship with the psychological intern and primary responsibility for the cases on which the supervision is provided. The remainder of the supervision required by this paragraph may be provided in an individual or group setting by:

(1) A psychologist; or

(2) A psychological assistant in accordance with subsection 3.

(c) A psychological assistant receives at least 1 hour of individual supervision for each 40 hours worked in a week or, if the psychological assistant works less than 40 hours in a week, an amount of individual supervision that is proportionate to the amount of supervision that would be required if the psychological assistant worked 40 hours in the week.

8. For specific skill training, the supervisor of a psychological assistant, psychological intern or psychological trainee may assign the psychological assistant, psychological intern or psychological trainee to a specialist, including, without limitation, a person who is licensed in this State as a psychiatrist, behavior analyst, social worker, marriage and family therapist or clinical professional counselor or a person who is licensed or certified in this State as an alcohol and drug abuse counselor. The specialist must have clearly established practice and teaching skills that are demonstrable to the satisfaction of the Board. Not more than one-quarter of the number of supervised hours needed to fulfill the required year of postdoctoral experience may be accrued under the direction of specialists. Any services submitted by a supervisor for reimbursement under the State Plan for Medicaid that were rendered under the authorized scope of practice of a psychological assistant, psychological intern or psychological trainee pursuant to NRS 422.27239 while under the supervision of a specialist pursuant to this subsection must also be supervised by the supervisor.

[6.] 9. A psychological assistant or psychological intern must be:

- (a) An employee of the supervisor; or

		<p>(b) If the psychological assistant or psychological intern is not employed by the supervisor and the supervisor is not employed by the agency at which the psychological assistant or psychological intern is based, a party to a written agreement with the supervisor and agency specifying payment terms and the role of the supervisor or training committee over the training of the psychological assistant or psychological intern, including, without limitation, acknowledgement by all parties that:</p> <p>(1) The supervisor or training committee will have access to all patient medical records and full oversight and responsibility for the work and training plan of the psychological assistant or psychological intern; and</p> <p>(2) The psychological assistant or psychological intern may not be an independent contractor of the supervisor or agency during the term of the contract.</p>
<p>NAC 641.158</p> <p>Limitations on number of assistants, interns and supervisors</p>	<p>1. A psychologist may serve as a supervisor to:</p> <p>(a) Not more than three full-time equivalent psychological assistants;</p> <p>(b) Not more than two full-time equivalent psychological interns;</p> <p>(c) Not more than four part-time psychological trainees working not more than 10 hours each per week; or</p> <p>(d) A combination of not more than five psychological assistants, psychological interns, psychological trainees or other interns licensed, registered or certified, as applicable, under the provisions of chapter 641A, 641B or 641C of NRS;</p> <p>□ at the same time.</p> <p><i>A supervisor shall be responsible for the case supervision of not more than four (4) full-time equivalent supervisees (up to 40 hours per work week). A familiar or multiple relationship that compromises objectivity shall not exist between the supervisee and the supervisor. A supervisor may only supervise the number of supervisees for which he or she can provide adequate supervision, but in no case shall he or she serve as primary supervisor for post-licensure purposes to more than four (4) supervisees at any one time.</i></p>	<p>1. A psychologist may serve as a supervisor to []:</p> <p>(a) Not more than three full-time equivalent psychological assistants;</p> <p>(b) Not more than two full-time equivalent psychological interns;</p> <p>(c) Not more than four part-time psychological trainees working not more than 10 hours each</p> <p>week; or</p> <p>(d) A-] a combination of not more than [five] four psychological assistants, psychological interns, psychological trainees or other interns licensed, registered or certified, as applicable, under the provisions of chapter 641A, 641B, or 641C of NRS [] at the same time.</p> <p>2. <i>A psychologist shall not supervise:</i></p> <p><i>(a) A person described in subsection 1 for more than 40 hours in any week;</i></p> <p><i>(b) A person described in subsection 1 with whom the psychologist has a familial or other multiple relationship; or</i></p> <p><i>(c) More persons described in subsection 1 than the psychologist is capable of ensuring adequate supervision.</i></p>

	<p>2. A psychological assistant or psychological intern may not be employed by more than two supervisors at the same time.</p> <p>3. A psychological trainee may not be assigned to more than two training sites at the same time.</p>	<p>3. A psychological assistant or psychological intern may not be employed by more than two supervisors at the same time.</p> <p>[3-] 4. A psychological trainee may not be assigned to more than two training sites at the same time.</p> <p><i>5. As used in this section, “multiple relationship” means a professional relationship between a psychologist and another person where:</i></p> <p><i>(a) The psychologist and the other person currently have another type of relationship;</i></p> <p><i>(b) The psychologist is currently in a relationship with a person closely associated with or related to the person with whom the psychologist has the professional relationship; or</i></p> <p><i>(c) The psychologist plans to enter into another relationship in the future with the person with whom the psychologist is in a professional relationship or a person closely associated with or related to that person.</i></p>
R074-18 (Section 8)	<p>1. A supervisor shall employ methods of proper and diligent oversight of a psychological assistant, psychological intern or psychological trainee who is under his or her <i>that supervisor’s</i> supervision to meet his or her <i>the</i> ethical and legal responsibilities set forth in subsection 2 of NAC 641.161. Such methods must include the implementation of policies and procedures that ensure the accessibility of the supervisor to the psychological assistant, psychological intern or psychological trainee commensurate with the professional developmental level of the psychological assistant, psychological intern or psychological trainee as required by the agreement submitted to the Board pursuant to NAC 641.1517 or 641.153, as applicable. Such methods may include:</p> <p>(a) The physical presence of the supervisor;</p> <p>(b) Availability of the supervisor by telephone; and</p> <p>(c) Availability of another licensed medical or behavioral health provider at <i>affiliated with</i> the site at which the psychological assistant, psychological intern or psychological trainee is providing services.</p>	<p>1. A supervisor shall employ methods of proper and diligent oversight of a psychological assistant, psychological intern or psychological trainee who is under his or her supervision to meet his or her ethical and legal responsibilities set forth in subsection 2 of NAC 641.161. Such methods must include the implementation of policies and procedures that ensure the accessibility of the supervisor to the psychological assistant, psychological intern or psychological trainee commensurate with the professional developmental level of the psychological assistant, psychological intern or psychological trainee as required by the agreement submitted to the Board pursuant to NAC 641.1517 or 641.153, as applicable. Such methods may include:</p> <p>(a) The physical presence of the supervisor;</p> <p>(b) Availability of or observation by the supervisor electronically or by fiber optics; and</p> <p>(c) Availability of another licensed medical or behavioral health provider {at} <i>affiliated with</i> the site at which the psychological assistant, psychological intern or psychological trainee is providing services.</p>

<p>2. To ensure compliance with subsection 1, a supervisor may employ various modes and methods of supervision of a psychological assistant, psychological intern or psychological trainee under his or her <i>that supervisor's</i> supervision, including, without limitation:</p> <ul style="list-style-type: none"> (a) Individual supervision; (b) Group supervision; (c) Tracking the progress of clients and patients treated or assessed by the psychological assistant, psychological intern or psychological trainee; (d) Conducting therapy or an assessment with the psychological assistant, psychological intern or psychological trainee; (e) Discussing the cases of clients and patients with the psychological assistant, psychological intern or psychological trainee; or (f) Directly observing or reviewing audio or video recordings of the delivery of services by the psychological assistant, psychological intern or psychological trainee. <p>3. A supervisor shall:</p> <ul style="list-style-type: none"> (a) Maintain primary responsibility for the care plan of each client and patient treated or assessed by a psychological assistant, psychological intern or psychological trainee under his or her <i>that supervisor's</i> supervision; and (b) Review and sign all clinical documentation, including, without limitation, reports, treatment plans and progress notes, for all services provided by a psychological assistant, psychological intern or psychological trainee under his or her <i>that supervisor's</i> supervision, including, without limitation, those services for which he or she <i>that supervisor</i> is seeking reimbursement under the State Plan for Medicaid that were rendered under the authorized scope of practice of the psychological assistant, psychological intern or psychological trainee pursuant to NRS 422.27239, as applicable. <p>4. Except as otherwise provided in this subsection, a supervisor shall be available to a psychological assistant, psychological intern or psychological trainee whom he or she <i>that supervisor</i> supervises while the psychological assistant, psychological intern or</p>	<p>2. To ensure compliance with subsection 1, a supervisor may employ various modes and methods of supervision of a psychological assistant, psychological intern or psychological trainee under his or her supervision, including, without limitation:</p> <ul style="list-style-type: none"> (a) Individual supervision; (b) Group supervision; (c) Tracking the progress of clients and patients treated or assessed by the psychological assistant, psychological intern or psychological trainee; (d) Conducting therapy or an assessment with the psychological assistant, psychological intern or psychological trainee; (e) Discussing the cases of clients and patients with the psychological assistant, psychological intern or psychological trainee; or (f) Directly observing the delivery of services by the psychological assistant, psychological intern or psychological trainee, either in person or through the use of a remote technology system which uses electronic, digital or other similar technology; or (g) Reviewing audio or video recordings of the delivery of services by the psychological assistant, psychological intern or psychological trainee. <p>3. A supervisor shall:</p> <ul style="list-style-type: none"> (a) Maintain primary responsibility for the care plan of each client and patient treated or assessed by a psychological assistant, psychological intern or psychological trainee under his or her supervision; and (b) Review and sign all clinical documentation, including, without limitation, reports, treatment plans and progress notes, for all services provided by a psychological assistant, psychological intern or psychological trainee under his or her supervision, including, without limitation, those services for which he or she is seeking reimbursement under the State Plan for Medicaid that were rendered under the authorized scope of practice of the psychological assistant, psychological intern or psychological trainee pursuant to NRS 422.27239, as applicable. <p>4. Except as otherwise provided in this subsection, a supervisor shall be available to a psychological assistant, psychological intern or psychological trainee whom he or she supervises while the</p>
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	<p>psychological trainee is providing services to a client or patient. A supervisor shall:</p> <p>(a) arrange for the availability of another appropriate licensed medical or behavioral health provider to be <i>available on-site</i> in the case of the absence of the supervisor.; and</p> <p>(b) <i>provide a stated policy regarding the availability of a supervisor or an appropriately qualified designee in the supervised practice plan for the psychological assistant, psychological intern or psychological trainee required as part of the requirements of NAC 641.153.</i></p> <p>5. A supervisor shall provide to the Board:</p> <p>(a) Evidence of the manner in which he or she meets his or her <i>the</i> supervisory duties as outlined in subsections 1 and 2.</p> <p>(b) Upon the registration of a psychological assistant, psychological intern or psychological trainee, a training plan that includes, without limitation, the policies the supervisor will put in place to ensure the availability of the supervisor and the modes, methods, procedures or policies the supervisor intends to employ to ensure compliance with this section and NAC 641.161.</p>	<p>psychological assistant, psychological intern or psychological trainee is providing services to a client or patient. A supervisor shall arrange for the availability of another appropriate licensed medical or behavioral health provider [to be on-site] in the case of the absence of the supervisor.</p> <p>5. A supervisor shall provide to the Board:</p> <p>(a) Evidence of the manner in which he or she meets his or her supervisory duties as outlined in subsections 1 and 2.</p> <p>(b) Upon the registration of a psychological assistant, psychological intern or psychological trainee, a training plan that includes, without limitation, the policies the supervisor will put in place to ensure the availability of the supervisor <i>or a designee thereof</i> and the modes, methods, procedures or policies the supervisor intends to employ to ensure compliance with this section and NAC 641.161.</p>
<p>NAC 641.168</p> <p>Psychological Testing</p>	<p>1. A licensed psychologist may have personnel who are not licensed pursuant to chapter 641 of NRS perform the following types of psychological testing under the psychologist's direct supervision and periodic observation:</p> <p>(a) Objective written psychological tests may be administered and scored only by a person who has successfully completed training to administer and score such tests.</p> <p>(b) Objective tests that require a response other than in writing may be administered and scored only by a school psychologist or a person who has completed the training in psychometrics that is required for a master's degree. <i>For purposes of this section, and notwithstanding the provisions of NRS 641.440(4), those who perform testing under this section may be referred to as "psychometrists."</i></p> <p>(c) Projective tests may be administered and scored only by a psychological assistant, or a psychological intern, <i>or a</i></p>	<p>1. A licensed psychologist may have personnel who are not licensed pursuant to chapter 641 of NRS perform the following types of psychological testing under the psychologist's direct supervision and periodic observation:</p> <p>(a) Objective written psychological tests may be administered and scored only by a person who has successfully completed training to administer and score such tests.</p> <p>(b) Objective tests that require a response other than in writing may be administered and scored only by a school psychologist or a person who has completed the training in psychometrics that is required for a master's degree.</p> <p>(c) Projective tests may be administered and scored only by a psychological assistant, [or] a psychological intern <i>or a psychological trainee</i> who has successfully completed training to administer and score such tests.</p> <p>2. The results of a psychological test may be interpreted only by a psychological assistant, [or] a psychological intern <i>or a psychological</i></p>

	<p><i>psychological trainee</i> who has successfully completed training to administer and score such tests.</p> <p>2. The results of a psychological test may be interpreted only by a psychological assistant, or a psychological intern, <i>or a psychological trainee</i> who has successfully completed training to interpret such a test.</p> <p>3. The supervising psychologist is responsible at all times for the actions of the personnel who administer, score and interpret such psychological tests.</p>	<p><i>trainee</i> who has successfully completed training to interpret such a test.</p> <p>3. The supervising psychologist is responsible at all times for the actions of the personnel who administer, score and interpret such psychological tests.</p>
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NBOP ED

From: Jodi M Thomas <jodit@unr.edu>
Sent: Friday, April 12, 2024 8:57 AM
To: NBOP ED
Subject: comment / questions for board meeting today - item 3b

Follow Up Flag: Follow up
Flag Status: Flagged

WARNING - This email originated from outside the State of Nevada. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Hello,

I apologize I need to leave the meeting early. I had a few questions / comments about item 3B on the agenda:

RE: LCB File No. R002-24

Sec. 2, 7, a:

Often, a doc intern or postdoc is the direct clinical primary supervisor for a trainee, as this is often part of internship training. That means that most, if not all, of the individual supervision provided to a trainee for a semester or more is often provided directly by an intern or postdoc, while they are under supervision of a licensed psychologist. Limiting this to one hour does not seem feasible for many training sites, who utilize a nested supervision model as part of their multi-level training programs.

Sec. 3, 1, a:

I believe a previous version noted that a psychologist could not supervise more than the equivalent of 4 full time (40 hr) trainees. The new wording is not necessarily consistent with that and leaves room for a lot of variability, as it clumps full time trainees like postdocs and interns with practicum trainees.

Sec. 3, 2, a:

This is unclear to me. Does this mean a supervisor can't spend more than 40 hours in supervision per week?

Thank you for considering these,
Jodi

Jodi Thomas, PsyD | she/her/hers



Psychologist | Director of Training | Associate Director

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Pennington Student Achievement Center 420, Mailstop 0080 | Reno, NV 89557

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PROPOSED REGULATION OF THE BOARD OF PSYCHOLOGICAL EXAMINERS

LCB File No. R002-24

March 5, 2024

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

AUTHORITY: §§ 1-5, NRS 641.100 and 641.170.

A REGULATION relating to psychology; revising provisions relating to the supervision of psychological assistants, psychological interns and psychological trainees; and providing other matters properly relating thereto.

Legislative Counsel’s Digest:

Existing law requires the Board of Psychological Examiners to adopt regulations establishing standards for the supervised experience of persons that is required for licensure by the Board. Existing law also authorizes the Board to adopt regulations relating to the registration of persons as psychological assistants, psychological interns or psychological trainees. (NRS 641.100) Existing regulations set forth the requirements, conditions and limitations relating to the supervision of psychological assistants, psychological interns and psychological trainees. (NAC 641.1517-641.161; section 8 of LCB File No. R074-18) Existing regulations require a psychologist who serves as the supervisor of a psychological assistant, psychological intern or psychological trainee to have completed training in clinical supervision. (NAC 641.1519) **Section 1** of this regulation specifies the types of training that fulfill that requirement. **Section 1** also removes requirements that a psychologist who is supervising: (1) a psychological assistant have been licensed to practice psychology for 3 years or more, unless otherwise approved by the Board; and (2) a psychological assistant, psychological intern or psychological trainee maintain certain records relating to the training and experience of the supervising psychologist. **Section 2** of this regulation revises requirements governing the supervision of: (1) a psychological intern or psychological trainee by a psychological assistant under the supervision of a psychologist; and (2) a psychological trainee by a psychological intern under the supervision of a psychologist. **Section 2** also prescribes certain limitations governing such supervision. **Section 2** additionally requires a supervising psychologist to ensure that a psychological trainee, psychological intern or psychological assistant receives certain supervision.

Existing regulations limit the number of psychological assistants, psychological interns and psychological trainees that a psychologist is authorized to supervise. (NAC 641.158) **Section 3** of this regulation revises those limitations to: (1) prohibit a psychologist from supervising more

than four such persons at the same time; and (2) prohibit such supervision under certain additional conditions.

Existing regulations authorize a psychological assistant or a psychological intern to administer, score and interpret certain tests if he or she has successfully completed training in administering, scoring or interpreting such tests. (NAC 641.168) **Section 4** of this regulation additionally authorizes a psychological trainee who has successfully completed such training to administer, score and interpret such tests.

Existing regulations authorize a psychologist to use certain methods when supervising a psychological assistant, psychological intern or psychological trainee, including the availability of another licensed medical or behavioral health provider at the site where the psychological assistant, psychological intern or psychological trainee is providing services. (Section 8 of LCB File No. 074-18) **Section 5** of this regulation removes the requirement that the other licensed medical or behavioral health provider be present at that site and instead requires the other licensed medical or behavioral health provider to be affiliated with that site.

Section 1. NAC 641.1519 is hereby amended to read as follows:

641.1519 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.~~ *successfully completed the training in clinical supervision described in subsection 2.*

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.]~~ *Training in clinical supervision pursuant to paragraph (b) of subsection 1 may consist of any of the following:*

(a) Fifteen hours of continuing education concerning supervision of psychological assistants, psychological interns and psychological trainees provided by an accrediting agency

described in paragraph (b) of subsection 2 of NAC 641.136. Not more than one-half of those hours of continuing education may be obtained through self-study performed through such an accrediting agency.

(b) One semester, or its equivalent as determined by the Board, of supervised supervisory experience as a psychological assistant, psychological intern or psychological trainee in a nested model of supervision as described in NAC 641.152.

(c) A formal graduate-level course in supervision.

(d) Any combination of the training described in paragraphs (a), (b) and (c) that is determined by the Board pursuant to subsection 3 to be equivalent to the training described in paragraph (a), (b) or (c).

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 subsection 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.]~~

psychologist who wishes to serve as a supervisor but has not successfully completed the training described in paragraph (a), (b) or (c) of subsection 2 may submit any combination of the training described in those paragraphs to the Board for review. The Board will approve the combination of training if it determines that the combination of training is equivalent to the training described in paragraph (a), (b) or (c) of subsection 2.

Sec. 2. NAC 641.152 is hereby amended to read as follows:

641.152 1. Except as otherwise provided in subsection ~~5.1~~ 8, a psychological assistant or psychological intern may work only under the supervision and control of a psychologist who satisfies the requirements of NAC 641.1519.

2. Except as otherwise provided in subsection ~~5.1~~ 8, a psychological trainee may work only under the supervision and control of a supervisor who is formally assigned by his or her home doctoral training program in compliance with required practicum training elements set forth in the *Standards of Accreditation for Health Service Psychology* of the American Psychological Association and Section C of the *Implementing Regulations* of the Commission on Accreditation of the American Psychological Association.

3. Subject to the conditions set forth in ~~subsection 5.1~~ *this section* and NAC 641.161 ~~1:~~
~~—(a) A psychological assistant may supervise a psychological intern or psychological trainee for the purposes of training in supervision in accordance with the national training standards set forth in the *Standards of Accreditation for Health Service Psychology* of the American Psychological Association, which is available, free of charge, at the Internet address <https://www.apa.org/ed/accreditation/standards-of-accreditation.pdf>.~~

~~—(b) A psychological intern may supervise a psychological trainee for the purposes of training in supervision in accordance with the national training standards set forth in the *Standards of Accreditation for Health Service Psychology* of the American Psychological Association.] , a supervisor may use a nested model of supervision wherein:~~

(a) A psychological assistant who is under the supervision of the supervisor supervises a psychological intern or psychological trainee; or

(b) A psychological intern who is under the supervision of the supervisor supervises a psychological trainee.

4. *A supervisor shall not:*

(a) Use a nested model of supervision described in subsection 3 for the supervision of more than four psychological interns or psychological trainees in total; or

(b) Authorize a psychological assistant or psychological intern under his or her supervision to supervise a psychological intern or psychological trainee for more than 40 hours in a week.

5. *A supervisor who uses a nested model of supervision described in subsection 3 shall, at least once each week, directly supervise a psychological assistant or psychological intern providing supervision pursuant to paragraph (a) or (b) of subsection 3, as applicable. Such supervision may occur at a time other than when the psychological assistant or psychological intern is actively providing supervision.*

6. The supervisor of a psychological assistant, psychological intern or psychological trainee is responsible for:

(a) The adequate supervision of the psychological assistant, psychological intern or psychological trainee; and

(b) The care plan of each client and patient treated or assessed by a psychological intern or psychological trainee under the supervision of the psychological assistant or psychological intern, as applicable, pursuant to subsection 3.

~~15.1~~ 7. *A supervisor shall ensure that:*

(a) A psychological trainee receives at least 1 hour of individual supervision for each 10 hours of service delivery per week. At least one-half of such individual supervision each week must be performed by the supervisor. Not more than 1 hour of such supervision each week may be performed by a psychological assistant or psychological intern in accordance with

subsection 3. As used in this paragraph, “service delivery” means activities that involve direct contact with a client in person or through telehealth, as defined in NRS 629.515, as amended by section 1 of Assembly Bill No. 276, chapter 19, Statutes of Nevada 2023, at page 78.

(b) A psychological intern receives at least 4 hours of supervision each week. At least 2 hours each week of such supervision must be face-to-face individual supervision by one or more psychologists who have an ongoing supervisory relationship with the psychological intern and primary responsibility for the cases on which the supervision is provided. The remainder of the supervision required by this paragraph may be provided in an individual or group setting by:

(1) A psychologist; or

(2) A psychological assistant in accordance with subsection 3.

(c) A psychological assistant receives at least 1 hour of individual supervision for each 40 hours worked in a week or, if the psychological assistant works less than 40 hours in a week, an amount of individual supervision that is proportionate to the amount of supervision that would be required if the psychological assistant worked 40 hours in the week.

8. For specific skill training, the supervisor of a psychological assistant, psychological intern or psychological trainee may assign the psychological assistant, psychological intern or psychological trainee to a specialist, including, without limitation, a person who is licensed in this State as a psychiatrist, behavior analyst, social worker, marriage and family therapist or clinical professional counselor or a person who is licensed or certified in this State as an alcohol and drug abuse counselor. The specialist must have clearly established practice and teaching skills that are demonstrable to the satisfaction of the Board. Not more than one-quarter of the number of supervised hours needed to fulfill the required year of postdoctoral experience may be

accrued under the direction of specialists. Any services submitted by a supervisor for reimbursement under the State Plan for Medicaid that were rendered under the authorized scope of practice of a psychological assistant, psychological intern or psychological trainee pursuant to NRS 422.27239 while under the supervision of a specialist pursuant to this subsection must also be supervised by the supervisor.

~~16.1~~ **9.** A psychological assistant or psychological intern must be:

- (a) An employee of the supervisor; or
- (b) If the psychological assistant or psychological intern is not employed by the supervisor and the supervisor is not employed by the agency at which the psychological assistant or psychological intern is based, a party to a written agreement with the supervisor and agency specifying payment terms and the role of the supervisor or training committee over the training of the psychological assistant or psychological intern, including, without limitation, acknowledgement by all parties that:

- (1) The supervisor or training committee will have access to all patient medical records and full oversight and responsibility for the work and training plan of the psychological assistant or psychological intern; and

- (2) The psychological assistant or psychological intern may not be an independent contractor of the supervisor or agency during the term of the contract.

Sec. 3. NAC 641.158 is hereby amended to read as follows:

641.158 1. A psychologist may serve as a supervisor to ~~1~~

~~—(a) Not more than three full-time equivalent psychological assistants;~~

~~—(b) Not more than two full-time equivalent psychological interns;~~

~~—(c) Not more than four part-time psychological trainees working not more than 10 hours each week; or~~

~~—(d) A-~~ *a* combination of not more than ~~{five}~~ *four* psychological assistants, psychological interns, psychological trainees or other interns licensed, registered or certified, as applicable, under the provisions of chapter 641A, 641B, or 641C of NRS ~~+~~ *+* at the same time.

2. *A psychologist shall not supervise:*

(a) A person described in subsection 1 for more than 40 hours in any week;

(b) A person described in subsection 1 with whom the psychologist has a familial or other multiple relationship; or

(c) More persons described in subsection 1 than the psychologist is capable of ensuring adequate supervision.

3. A psychological assistant or psychological intern may not be employed by more than two supervisors at the same time.

~~{3-}~~ 4. A psychological trainee may not be assigned to more than two training sites at the same time.

5. *As used in this section, “multiple relationship” means a professional relationship between a psychologist and another person where:*

(a) The psychologist and the other person currently have another type of relationship;

(b) The psychologist is currently in a relationship with a person closely associated with or related to the person with whom the psychologist has the professional relationship; or

(c) The psychologist plans to enter into another relationship in the future with the person with whom the psychologist is in a professional relationship or a person closely associated with or related to that person.

Sec. 4. NAC 641.168 is hereby amended to read as follows:

641.168 1. A licensed psychologist may have personnel who are not licensed pursuant to chapter 641 of NRS perform the following types of psychological testing under the psychologist's direct supervision and periodic observation:

(a) Objective written psychological tests may be administered and scored only by a person who has successfully completed training to administer and score such tests.

(b) Objective tests that require a response other than in writing may be administered and scored only by a school psychologist or a person who has completed the training in psychometrics that is required for a master's degree.

(c) Projective tests may be administered and scored only by a psychological assistant , ~~for~~ a psychological intern *or a psychological trainee* who has successfully completed training to administer and score such tests.

2. The results of a psychological test may be interpreted only by a psychological assistant , ~~for~~ a psychological intern *or a psychological trainee* who has successfully completed training to interpret such a test.

3. The supervising psychologist is responsible at all times for the actions of the personnel who administer, score and interpret such psychological tests.

Sec. 5. Section 8 of LCB File No. R074-18 is hereby amended to read as follows:

Sec. 8. 1. A supervisor shall employ methods of proper and diligent oversight of a psychological assistant, psychological intern or psychological trainee who is under his or her

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

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

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

- (a) Individual supervision;
- (b) Group supervision;
- (c) Tracking the progress of clients and patients treated or assessed by the psychological assistant, psychological intern or psychological trainee;
- (d) Conducting therapy or an assessment with the psychological assistant, psychological intern or psychological trainee;
- (e) Discussing the cases of clients and patients with the psychological assistant, psychological intern or psychological trainee; or

(f) Directly observing the delivery of services by the psychological assistant, psychological intern or psychological trainee, either in person or through the use of a remote technology system which uses electronic, digital or other similar technology; or

(g) Reviewing audio or video recordings of the delivery of services by the psychological assistant, psychological intern or psychological trainee.

3. A supervisor shall:

(a) Maintain primary responsibility for the care plan of each client and patient treated or assessed by a psychological assistant, psychological intern or psychological trainee under his or her supervision; and

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

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

5. A supervisor shall provide to the Board:

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

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

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

DATE: April 12, 2024

ITEM:

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

SUMMARY:

During its January 22, 2024, the Board approved creating an Administrative Director role for the Board office and to move the Board office to Las Vegas. The information that the executive director created and presented was contained in the visual representations of the Board's current financial position as it relates to the newly-created position and Board office move, and the benefit to the Board office if the Board would consider raising its biennial renewal fees from \$600 to \$650. In the context of the request before the Board during the January 22, 2024, meeting, the executive director explained that the additional projected revenue from the projected renewals plus a small biennial fee increase would go a long way in helping to absorb the cost of the new role, and the board's ongoing income would help the Board office be able to develop its operations to handle the increasing demand on the Board office.

During its February 9, 2024, meeting, the Board continued the conversation regarding a small increase in Nevada's biennial fees, and the executive director outlined a number of factors for the Board's consideration in addition to developing an efficient and effective Board office. Those factors included:

- The Nevada legislature allows this Board to charge and collect up to \$850 in biennial renewal fees (NRS. 641.228).
- When the Board last discussed raising its renewal fees in 2019 and then raised them from \$500 to \$600, it referenced, among other things:
 - o the Board's interest in providing the service required to the licensees and the public, and in continuing to meet the requirements of the state;
 - o the costs of Board office operations;
 - o states with renewal fees equal to or higher than Nevada's;
 - o that some states with lower fees (i.e. Utah and Colorado) were under an umbrella Board, which can undermine the independent of the profession; and
 - o enabling the Board to evaluate the needs and increase as necessary over the next 20 years as it relates to what the fees that NRS 641.228 permit.
- This proposed renewal increase is incremental and is being raised going on five years into the 20-year concept.

- The costs to the Board office to run – utilities, online and software service fees, state-provided service fees (IT services related to phone and email and those provided by the Attorney General) – increase from fiscal year to fiscal year, not to mention that PERS has increased an additional 4% from last fiscal year – that increase resulting in a 2% decrease in the executive director's net pay.
- There are a number of other states that charge about the same as and more than Nevada for their renewal fees, as follows:
 - o Alaska and Arizona - \$500 (biennial)
 - o California - \$825 (biennial)
 - o Connecticut - \$570 (annual)
 - o Montana - \$600 (annual)
 - o Oklahoma - \$400 (annual)
 - o Oregon - \$600 (biennial)
 - o Texas - \$424 (annual)

The executive director also noted that, when the Board increased renewal fees in 2019, it explained that states that charge lower renewal fees may be under the auspices of an umbrella board. The executive director stated that in her own research, many have differences in the levels of licensing they provide, and that Nevada is an independent Board and offers a single professional license.

In the brief discussion that ensued during the February 9, 2024, meeting, there was an inquiry about the rate of percentage increase from 1993 to the present for license renewals, and after looking it up, it was noted that it was below the rate of inflation.

A board member wondered if the increase in the fees would also impact the shortage of mental health professionals in the state, to which Dr. Owens stated that concern was also present in 2019, but that the number of new licensees has continued to grow in the state and the increase at that time did not appear to have been a barrier. There was further understanding from the Board that the increase in fees is needed to support the Board office and its operations.

Based on the discussion and input during the February 9, 2024, meeting, the Board approved moving forward with revising its regulations to increase its biennial renewal fees from \$600 to \$650. The first step of that process is the regulation workshop that was noticed for the April 12, 2024, Board meeting.

NAC 641.019 Fees. (NRS 641.100, 641.110, 641.228)

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

For an application for licensure.....	\$150
For an application for registration as a psychological assistant, psychological intern or psychological trainee.....	150
For the state examination for licensure administered by the Board pursuant to NAC 641.112	Actual costs to the Board plus \$100
For the issuance of an initial license.....	25
For the biennial renewal or reinstatement of a license as a psychologist.....	600 650
For the registration of a firm, partnership or corporation.....	300
For the placement of a license on inactive status.....	100
For the biennial renewal of a license on inactive status.....	100
For the initial registration of a psychological assistant.....	150
For the registration of a psychological intern.....	75
For the registration of a psychological trainee.....	30
For the renewal of a registration of a psychological assistant.....	150
For the renewal of a registration of a psychological intern.....	75
For the renewal of a registration of a psychological trainee.....	30
For the restoration to active status of a license as a psychologist on inactive status.....	250
For the registration of a nonresident consultant.....	100
For reproduction and mailing of material for an application.....	30
For a change of name on a license.....	30
For a duplicate license.....	30
For copies of the provisions of NRS relating to the practice of psychology and the rules and regulations adopted by the Board.....	30
For a letter of good standing.....	20
For the review and approval of a course or program of Continuing education.....	30

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

3. If an active member of, or the spouse of an active member of, the Armed Forces of the United States, a veteran or the surviving spouse of a veteran submits an application for a license by endorsement pursuant to NRS 641.196, the Board will charge and collect a fee of \$62.60 for the issuance of an initial license.

4. In accordance with NRS 353C.115 and NAC 353C.400, the Board will charge and collect from any person whose check or other method of payment is returned to the Board or otherwise dishonored because the person had insufficient money or credit with the drawee or financial institution to pay the check or other method of payment or because the person stopped payment on the check or other method of payment a fee of \$25 or such other amount as may subsequently be required by NRS 353C.115 and NAC 353C.400.

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

(Added to NAC by Bd. of Psychological Exam’rs, eff. 7-7-82; A 8-24-90; 7-11-94; 12-28-95; R153-97, 12-19-97; R078-99, 3-13-2000; R090-01, 2-7-2002; R077-02, 7-25-2002; R131-09, 1-28-2010; R209-09, 10-15-2010; R127-14, 6-28-2016; *A by R074-18, 1-30-2019; A by R169-18, 1-30-2019; A by R057-19, 12-22-2021, A by R121-21, 9/28/2022*)—(Substituted in revision for NAC 641.135)

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

MEETING MINUTES

March 8, 2024

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

The meeting of the Nevada State Board of Psychological Examiners was called to order by President Whitney Owens, Psy.D., at 8:02 a.m. on March 8, 2024, 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, Psy.D.; members, Lorraine Benuto, Ph.D.; Stephanie Holland, Psy.D.; Catherine Pearson, Ph.D.; Stephanie Woodard, Ph.D. were present at roll call. Monique Abarca, LCSW and Soseh Esmaeili, Ph.D., were absent. Despite the two-member absence at roll call, there was a quorum of the Board members.

Also present were Deputy Attorney General (DAG) Harry Ward; Board Investigators Dr. Gary Lenkeit and Dr. Sheila Young; Executive Director Laura Arnold; Administrative Director Sarah Restori; members of the public: Dr. Teri Belmont, Yvonne Fritz, Kevin Austin Gardner, Donald Hoier, Brian Joseph, Dr. Brian Lech, Sabrina Schnur, and Brent Vogel.

- 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).

President Dr. Owens reminded those who participate in public comment that they are limited to three minutes per person, and the public comment is reserved for comment only. It will not be used as a platform for questions and answers. If members of the public have a statement that is longer than three minutes, she asked that they please submit a statement in writing and the Board will include it in the written materials that

are posted. If the public has questions for which they would like answers, she asked that they please email the Board office at nbop@govmail.state.nv.us.

There was no public comment at this time.

3. (For Possible Action) Public Hearing to Solicit Comments on a Regulation (Legislative Counsel Bureau File Number R095-23) Proposed for Adoption; Possible Action to Make Revisions to and/or Forward any/all the Proposed Regulation to the Legislative Counsel Bureau In Accordance with NRS Chapter 233B. (See Attached Public Notice for Information on the Draft Regulation)

Dr. Owens began by stating during its October 13, 2023, meeting, the Board conducted a workshop to respond to AB244 by adding definitions for psychological examinations, testing, and evaluation, and a provision to NAC 641.234 regarding the disclosure of psychological test material. She went on to state they also revised NAC 641.136 to comply with AB 267, which revised NRS 641.220 by increasing cultural competency CE instruction from 2 hours to 6 hours as passed in the 2023 legislative session.

Dr. Owens went on to state, as a reminder, AB244 was the 2023 Legislative Session bill that establishes certain rights of a person compelled to submit to a mental or physical examination under certain circumstances. Because that legislation violates ethics codes for licensed Psychologists and creates risks to public safety, the Board provided a public statement in response to it, which can be found on the Board's website.

The Legislative Counsel Bureau (LCB) has provided a draft of the proposed regulation changes in LCB file number R095-23.

The LCB made revisions to the proposed definitions and the revisions to NAC 641.234 that the Board approved during its October 13, 2023, Workshop, and those LCB revisions have been forwarded to Dr. Lenkeit, who was the primary drafter of the proposed regulations, for his consideration and for purposes of any further discussion. A comparison of what the Board approved and what the LCB drafted are provided in the Staff Report for this agenda item and were forwarded to Dr. Lenkeit in advance of today's meeting.

Dr. Owens opened the Hearing to public comment on LCB File No. R095-23.

Dr. Brian Lech shared his public comment regarding AB244. He stated, when the regulation makes the distinction between test material and test data, it kind of refers to a standard. He stated his concern is that when people read the regulation, they might think that it's the test data cannot be released. He hopes they can make that clearer in the regulation as opposed to referring someone to the standard, and make that distinction.

Dr. Lenkeit addressed this comment by stating that it had originally said "a person in possession of psychological test material shall not disclose the material, etc.," and Dr. Lenkeit added "or psychological data". He stated, it should say "psychological test data" in each place rather than just "data." He went on to state that the APA Code of Ethics sections below makes that distinction. He stated that Dr. Lech is correct in that psychological testing data can be released under certain circumstances, but test material cannot. Dr. Lenkeit asked for suggestions on how to address this point.

Dr. Owens added that Dr. Lenkeit was asked to work on this regulation due to his expertise in testing and assessment and his familiarity with drafting regulations.

Dr. Owens opened the floor to public questions since the nature of this regulation affects all psychologists in Nevada.

Dr. Teri Belmont asked what they are thinking is the difference between test material and test data in terms of thinking about those test protocols that include test materials like the WAIS form?

Dr. Lenkeit answered Dr. Belmont's question by clarifying that test data is a subset of test material, but as soon as any test data goes into the realm of having part of the actual test on it, it is not releasable.

Dr. Thomas Kinsora shared his public comment. He stated his concern is that there's been a lot of confusion in the field of psychologists and particularly neuropsychologists not knowing what section 9.04 means. He states some believe the moment somebody writes a response on the sheet, the whole answer sheet becomes releasable test data. Because the majority of psychologists and neuropsychologists say if there's any information on the test form that that reveals protected test information, it can't be released and even the examinees answers can reveal the test questions. For example, someone can share what answers they chose on the MMPI to qualify for disability. He stated that he doesn't think psychologist in general understand what section 9.04 even means, because it's written horribly and there needs to be some protection or some warning to the psychologist that if you release a test form that has answers on it, you are possibly creating a problem with regard to test security.

Dr. Lech stated he would be concerned that a narrow reading of what test data is would fly against NRS 629 and what seems to be the legislative formula for having patients have access to their information. If test data is released, it should be without the test materials. His recommendation would be to state that test material is distinguished from test data.

Dr. Holland suggested adding the term “protected” material to alert psychologists to copyrighted material.

Dr. Belmont suggested being explicit in the language saying this section includes protocols. Protocols are defined as..., and once information is placed on protocols that contain protected test material, they become protected test material.

Dr. Owens suggested the possibility of creating a subcommittee to work on this language to address the potential holes that could create potential problems. Dr. Owens stated anyone can be on the subcommittee and would have to be noticed at the next Board meeting. Dr. Chapple-Love expressed interest in being on the subcommittee. Dr. Owens pointed out the process of a subcommittee to address this issue could take several months. Dr. Lenkeit expressed concern regarding the length of time that could take. He made the suggestion for psychologists to submit suggestions in writing and he could put something together and distribute the draft to the Board prior to the next Board meeting. To keep from delaying this issue, Dr. Owens suggested making as few changes as possible to get it good enough to not risk the LCB returning the draft again. Dr. Lenkeit agreed with this suggestion. Dr. Lenkeit requested that individuals send their recommendations for wording changes as soon as possible. These would be submitted to nbop@govmail.state.nv.us.

Dr. Owens opened discussion to the Board to consider whether to bring R095-23 back to the Board for a continued hearing during the April meeting to give Dr. Lenkeit the opportunity to receive comments from those interested and prepare revisions that lessen the risk of LCB sending the draft back again.

On motion by Stephanie Holland, second by Catherine Pearson, the Nevada Board of Psychological Examiners approved continuing the hearing of R095-23 to the Board’s April 2024 meeting for further discussion and consideration. (Yea: Whitney Owens, Lorraine Benuto, Stephanie Holland, Catherine Pearson, and Stephanie Woodard.) Motion Carried: 5-0.

During public comment following the Board’s motion, Dr. Belmont added the following comment. She asked if the paragraph referring to sections 9.04 and 9.11 of the ethics code is necessary to have in there or can we make our own definition in place of that section. Stating, this is what data means..., this is what material means..., this is what protocols are, and make that the definitional paragraph.

Dr. Kinsora added the following comment. He stated that he has concerns referring to a specific section because the APA Ethical Guidelines are going to change. There are supposed to be some new ones out, a lot of people have complained about section 9.04, which may not even exist, and 9.11 may completely change. He questioned if a new Ethical Guideline comes out, does one have to rewrite the whole section. The other concern he shared was thinking of any instance in which giving a client a raw test form

with all of their answers doesn't reveal information that could compromise test security, even if it's just "1s" and "2s" on the forms. He ended by stating we are at a risk of losing the tools of our trade.

Dr. Owens emphasized that those who want to provide input on R095-23 to forward their comments and feedback to the executive director as soon as possible so that she can forward them to Dr. Lenkeit, and noted that the goal is to get the legislative revisions as good as possible for now so that there are at least some protections in place with the idea that the Board can return to them in the future to make further revisions as may be necessary.

Dr. Owens closed the hearing on R095-23.

4. Minutes. (For Possible Action) Discussion and Possible Approval of the Minutes of the State of Nevada Board of Psychological Examiners' February 9, 2024, Meeting

On motion by Catherine Pearson, second by Stephanie Woodard, the Nevada Board of Psychological Examiners approved the minutes of the Board's meeting on February 9, 2024. (Yea: Whitney Owens, Lorraine Benuto, Stephanie Holland, Catherine Pearson, and Stephanie Woodard. Dr. Lorraine Benuto approved the minutes as to form, but not content.) Motion Carried: 5-0.

5. Financials

- A. (For Possible Action) Discussion and Possible Action to Approve the Treasurer's Report for Fiscal Year 2024 (July 1, 2023, through June 30, 2024).

The Executive Director presented the Treasurer's report. As of February 29, 2024, the checking account balance was \$289,324.45. The Board continues to operate on the nearly \$161,500.00 in net revenue from the first and second biennium quarter deferred income distributions, and the nearly \$52,500.00 from other deferred revenue distributions such as late renewals, new licensures, and registrations that are allocated to the third biennium quarter (January – June 2024).

The savings account balance, which is the Board's reserve account, was \$105,077.92.

With the end of February being two thirds of the way through FY 2024, the Board is at 55% of budgeted expenditures and a little over 96% of expected revenue – most of which is the deferred income allocated to this biennium quarter.

The Board's bookkeeper, Michelle Fox, has verified and validated the information being provided in this Treasurer's report.

No questions or comments were presented by the Board.

On motion by Stephanie Woodard, second by Stephanie Holland, the Nevada Board of Psychological Examiners approved the Treasurer's Report for FY2024. (Yea: Whitney Owens, Lorraine Benuto, Stephanie Holland, Catherine Pearson, and Stephanie Woodard.) Motion Carried: 5-0.

- B. (For Possible Action) Discussion and Possible Action to Approve a Bank of America credit card to be issued in Administrative Director Sarah Restori's name with a \$5,000.00 limit.

Dr. Owens informed that Administrative Director Sarah Restori requires a credit card in order to conduct Board business from the Board's bank with a \$5,000 limit.

On motion by Catherine Pearson, second by Lorraine Benuto, the Nevada Board of Psychological Examiners approved a credit card from the Board's bank in Administrative Director Sarah Restori's name with a \$5,000.00 limit. (Yea: Whitney Owens, Lorraine Benuto, Stephanie Holland, Catherine Pearson, and Stephanie Woodard.) Motion Carried: 5-0.

- C. (For Possible Action) Discussion and Possible Action to Approve the Proposed Contract for a Hearing Officer in Complaint #19-0626 and Complaint #24-0103.

DAG Ward started by stating this is for possible action to approve the proposed contracts for hearing officer for Complaint #19-0626 and Complaint #24-0103, and as he suggested at the beginning of the meeting, Mr. Vogel would like to open up public comment and he would like to address this.

Mr. Brent Vogel shared the following concerns regarding the contract. First, he wanted to point out this proposed contract was posted on the Board's website and it contains the respondents name within that contract. He said he believes that is contrary to NRS 641.090's confidentiality requirements and would request that the Board immediately remove any reference to her name on a posted document. Second, approximately 3 years ago, he was requested to provide three names as potential hearing masters in this case and back on June 7th, 2021, he provided 3 names. They included retired US Magistrate Peggy Lean, hearing master Floyd Hale, as well as retired District Court Judge Jackie Glass. He never heard any response back to that and assumed that all three of those people were accepted. He went on to state, the next thing he heard on this particular issue is when he saw the agenda for this meeting that there is a signed

contract between Mr. Ward and Charles Burcham. It's done without his input and it is contrary to the prior discussions between the Board, Board's Counsel and respondent in this case. He asked that the Board reject this particular contract and consider the three names that he provided. Third, with respect to this contract, it appears to want to venue the case in Carson City, where none of the witnesses or events involved in this case are venued. All the issues in this case took place in Las Vegas, so almost all of the witnesses are located here in Las Vegas and Las Vegas is where the board is now located. He stated he believes Las Vegas would be the appropriate venue for this hearing. Finally, he shared, he's very concerned that the Board needs separate counsel on this matter. He stated Mr. Ward has been acting in two capacities: he's been acting as the Board's counsel as well as the prosecutor in this contested case. That is in direct violation of NRS 622A.200, which prohibits the deputy Attorney General's office from acting in both roles. Dr. Vogel would request that with respect to this matter, the Board retains separate counsel for one of those roles.

Dr. Owens opened the floor to any additional public comment on this matter.

DAG Ward responded by stating he disagrees with counsel. He said Mr. Vogel did give him three names, but he needs three names up north. It is his position that the proper venue is up north. DAG Ward's witnesses are from up north and Mr. Vogel's witnesses are from down south. They have a dispute on that, he stated. DAG Ward stated he is more than willing to have this matter set at another time if Mr. Vogel was willing to give him three hearing officers that are up north. Additionally, he shared, even though the Board office has moved down south, he thinks it is irrelevant since the board has recused itself in regard to this matter. Under the Open Meeting Law they are required to have a physical location for this hearing. The AG's office in Carson City in particular has a moot courtroom with electronics that can take witnesses from all over the state and all over the nation, so that would not only be a proper venue, but it also would be very functional as far as having a hearing in this matter in a full true courtroom.

DAG Ward addressed the concern from Mr. Vogel regarding dual roles as counsel for the Board. He stated this board has recused themselves and they're not acting on any motions or anything of that nature. He stated he is not making any recommendations to this Board regarding this case. This board would still have to approve any contract, whether it's a choice of one of his hearing office or DAG Ward's. He went on to state, the conflict would be if he was representing the Board and was also trying a case before the Board. He stated he does not agree with Mr. Vogel that he has a conflict in this matter because this Board has recused itself and he's not wearing two hats. He stated he advises this Board on the Open Meeting Law and he advises this Board on many other things and there is no conflict because this board has recused themselves from this matter.

DAG Ward addressed the concern regarding the confidentiality of the respondent's name posted on the contract in the Board's meeting materials. He stated this can be redacted. He stated there is already a charging document already filed that is public record in regard to her name. He stated her name underneath the case number in the contract can be redacted.

Mr. Vogel stated with respect to the need for separate counsel, whether or not the board has recused itself is actually irrelevant because Mr. Ward has participated in depositions in this case, which means he has acted in the prosecutorial role in this case and he's also advised this Board directly on the case. He went on to state while the Board has recused in the decision of the case, he is still acting dual roles. He is still advising this Board regardless of recusal and prosecuting the case that is frankly quite clearly prohibited by NRS 622A.200 and for further explanation he suggested the Board look at NRS 622A.300 which is the definition of a contested case which this case clearly is. With respect to where the case should be venued, and whether or not the hearing officer should be someone up north, the only witness that he's aware of with respect to Mr. Ward is Sheila Young. All the other witnesses are venued down here in Las Vegas, weighing the convenience and logistics of holding a hearing. It makes much more sense to have the hearing in a location where the bulk of the witnesses are, it seems to him it would be prejudicial to the respondent to have to bring numerous witnesses up to Reno. The hearing master could be in either location. He did not think it necessarily needs to be somebody from up north.

Dr. Owens checked with DAG Ward regarding the Board meeting with their counsel in a closed meeting even during their open meeting. DAG Ward confirmed this by stating the Board does have the option to meet with their Counsel. He went on to state, as of now, as Mr. Vogel has pointed out, they would not be able to do that right now and he advised the Board to get one of the other AG's in regard to making this decision on this matter. DAG Ward made the suggestion to table this matter. He will see if Mr. Vogel will give him three names of hearing officers up north. If not, he will then have this brought up at the next meeting or put this on the agenda. There will be counsel for the Board in regard to this matter at the next meeting and he suggested that the hearing officer then make the decision. The hearing officer will make a decision on the venue.

Dr. Owens opened the floor for comment from the Board on this matter and added her own comment on this case. She stated the Board has had to recuse itself for good reason as many of the members know the respondent personally and professionally. She went on to state, given the extraordinary circumstances, it's very complicated and very difficult. She stated that she is aware of the extremely long nature of this case and an understanding that all parties are anxious to get this completed.

Mr. Vogel stated it is his understanding that the Attorney General's Office is considered a law firm with respect to the ethical rules, and it is his recommendation the Board get

separate outside counsel because someone else from the Attorney General's office would be in the same conflict position as Mr. Ward, should one exist.

Dr. Owens responded to this stating they would have to consult with the governor's office as the governor has consistently recommended using the Attorney General's Office for Board's use. She went on to state if they were to consider that, they would need to contact the governor's office and determine whether or not they would approve of that.

There was no further comment from the Board. Dr. Owens tabled this matter until next month's April meeting.

6. Legislative Update

(For Possible Action) Report, Discussion and Possible Action on Legislative Activities, including the work of Interim Committees, of the Nevada Legislature, the Legislative Counsel Bureau, and any position or action the Board may take on or in response to Bills that have been signed into Law, Legislative Bills, and Bill Draft Requests that the Board is tracking, following, or that may impact the Board and its Operations.

The Executive Director shared the following Legislative Updates. She informed that they had their hearing on R051-23 (which was the Board's response to Executive Order 2023-003) during the February meeting, and now that the minutes from that meeting have been approved, she will be sending that regulation with what is required to be submitted with it to the LCB for final approval. The Joint Interim Standing Committee on Health and Human Services had a hearing on February 16, 2024, which included R051-23 on its agenda and which she attended in the event there were any questions, which there were not.

The Executive Director went on to share that the Board had its hearing during this meeting on R095-23, which was the response to AB244, and the notice for which has been posted. The Joint Interim Standing Committee on Health and Human Services is scheduled to have a hearing on March 11, 2024, that will include R095-23, and which she will attend in the event they have any questions.

The Board's proposed revisions to some of its supervision provisions and the definition of Psychometrist has been assigned a LCB file number (R002-24), and they are still waiting for a draft so that they can notice those revisions for a hearing.

Dr. Owens wanted to give the Board a general update. She shared that master's level licensure has been something that they've been talking about for a couple of years on this Board. She has been on the Masters Task Force for ASPPB and is aware that the writing group is still in the process of trying to write model legislation along with some

input from APA. She stated that she doesn't think that model language is going to be ready for the 2025 legislative session, which means they'll have to wait until 2027. Part of the rationale for waiting until they have some good model language from ASPPB or APA is to make sure that they can follow along with other states who are adopting master's level licensure to ensure better mobility and portability of licensure. She shared that in multiple ways this will be helpful for our state to adopt master's level licensure.

7. Board Needs and Operations

a. Report from the Nevada Psychological Association.

Dr. Chapple-Love provided an update on NPA. She informed they are moving forward with the legislative portion of their coming year. She shared there is lots of talk regarding the mental health parity portion that NPA is trying to get off the ground, as this concerns who and what type of access a person has to behavioral health services based on their insurance. She stated NPA is also eagerly awaiting how some of the hearings from the Board are moving forward. Dr. Chapple-Love also shared that they are looking at Any Willing Provider laws as it relates to parity language.

b. Report From the Executive Director on Board Office Operations.

The Executive Director presented the Board's office statistic spreadsheet. She shared that the Board licensed two new Psychologists in February, and received 12 applications, which is the most the Board has received in a month so far this fiscal year. The Board also administered seven State Exams. She also shared that applications for Psychological Interns and Psychological Trainees were pretty quiet.

She went on to update that as of the end of February, the board had 696 active licensees and 106 active licensee applications. As for those the Board registers – the psychological assistants, psychological interns, and psychological trainees – there are a total of 78 that are registered and 25 active applications, the breakdown of those being provided under Current Applications and Registrations.

The Executive Director provided the Board with an update on the Board office move to Las Vegas. She informed that the Board office is now located in Las Vegas. They moved in on March 1, 2024. The new board office address is 3080 South Durango Drive, Suite 102, Las Vegas, NV 89117. The new phone number is 702-276-0926. Sarah now primarily staffs the Board office and will be in charge of the Board's administrative tasks, and the Executive Director will primarily be working remotely as her focus shifts to the Board's more substantive regulations and policy work.

Dr. Lenkeit wanted to provide the Board with an update on PsyPact. He informed that the PsyPact Board met last week and has the following updates to share: there are currently 39 active jurisdictions with Vermont and South Dakota to become effective on July 1st 2024, bringing the total to 41 jurisdictions that PsyPact will be active in. There are also bills in Massachusetts, New York, California, Hawaii, and Mississippi, so there could be more states added soon. There are currently 12,500 holders of the APIT (Authorization to Practice Interjurisdictional Telepsychology) and 717 who hold the TAP (Temporary Authorization to Practice). There are over 100 APIT's in Nevada. PsyPact is in process of collecting data on how many people are practicing with their APIT in each state, information that could be of interest to this Board.

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

A. Complaint #19-0626

DAG Ward shared that last week he met with President Dr. Owens, the Executive Director, and the Board investigators regarding this complaint. DAG Ward wanted to start by addressing the public comment that was made during last month's Board meeting regarding why this complaint is taking so long. DAG Ward stated that he filed this back on February 3rd, 2021 and he set a hearing in March of 2021. Then the respondent hired counsel, and counsel wanted to continue it because he wanted to take depositions, as counsel has the right to take depositions. He went on to inform that they opened up discovery and then the Board recused itself. DAG Ward stated he didn't think he had a conflict because he's never advised the Board on this case because the Board recused itself from this matter. Therefore, he stated, this Board makes no decisions on this case. He went on to state, since it was filed in 2021, the administrative code follows the Nevada Civil Procedure, under that they would have five years to hear this case. So, this case should be heard by, under the statute of limitations, 2026. DAG Ward went on to state because there was a pandemic, they would probably extend that because under the Open Meeting Law, these meetings have to have a physical location where the public can come, and since they were under the Emergency Order of the Governor for people not to meet or expose themselves, he believes this would be even pushed further beyond 2026. He stated there is some progress being made, as now they're trying to get a hearing officer and they'll let the hearing officer make the decision on venue, discovery etc.

B. Complaint #23-0612

DAG Ward shared that they did review this complaint and there are no further recommendations. They are still waiting for a response from another board in regard to their response.

C. Complaint #23-0801

DAG Ward stated they prepared another letter to follow-up with this person. This is also an alleged unlicensed practice issue. DAG Ward stated he has no further information.

Dr. Young stated she'd like to carry this complaint over to next month. She's had to provide ongoing education to this individual about unlicensed practice. She stated their PsychologyToday.com profile has been taken down. She went on to say that she needs to check some other resources to make sure that they're in alignment with their recommendations.

D. Complaint #23-0905

Dr. Lenkeit stated he has no updates to share on this complaint at this time.

E. Complaint #23-0918

Dr. Lenkeit shared this is continuing to be investigated. They have some information they need to present to DAG Ward and there should be some updates on this in the next few months. DAG Ward added that the investigators have probably over 1000 pages of documents to review regarding this complaint. The Executive Director also shared that the Board recently received more documents that need to be sent to the investigators for review.

F. Complaint #24-0103

DAG Ward stated he does not show any changes regarding this complaint. Dr. Young had no updates to share.

G. Complaint #24-0202

Dr. Lenkeit shared his report on this complaint. He stated the complainant who is a licensed psychologist in Oregon and Washington made the following allegations regarding the subject of the complaint: (1) knowingly and intentionally participated and planned to bill for patients for whom they had no authorization to be providing psychological services; (2) double billed

healthcare insurance; (3) solicited patients in an unethical manner, and took patients from the complainant; (4) instigated the release of Healthcare Records for patients to whom no formal reason existed, which is a violation of confidentiality; (5) engaged in a manner that does not meet standards of practice for basic patient care. Dr. Lenkeit stated there has been no response elicited from the subject of the complaint. The complaint has been given to the subject of the complaint for information purposes. The subject of the complaint is an employee of a behavioral healthcare company headquartered in Nevada, which has apparently obtained a contract to treat high usage Medicaid patients in Washington. He went on to state that the subject is not licensed as a psychologist in Nevada and does not appear to be providing clinical services in Nevada. In conclusion, this complaint is not within the jurisdiction of the Nevada Board of Psychological Examiners, as the purported actions noted above did not occur in Nevada, and the subject of the complaint is not a licensed psychologist in Nevada. It is therefore recommended that this complaint is dismissed.

Dr. Owens asked if the Board forwarded this complaint to the person who has jurisdiction over that respondent.

Dr. Lenkeit stated that he is unsure if anyone has jurisdiction over this subject as this is an individual who works in Nevada in an administrative capacity. They happen hold a PhD in clinical psychology working for a behavioral healthcare company and providing administrative services.

DAG Ward stated that it is his suggestion that the Board take action and then, based on what whatever action is taken, that a letter come from the Executive Director to the complainant on what action was taken. He stated they cannot give the complainant any legal advice as to who next to complain to or file a complaint with.

Dr. Lenkeit stated that he's also composed a letter to the complainant stating that this is out of the Board's jurisdiction.

On motion by Stephanie Holland, second by Stephanie Woodard, the Nevada Board of Psychological Examiners dismissed Complaint #24-0202.

(Yea: Whitney Owens, Lorraine Benuto, Stephanie Holland, Catherine Pearson, and Stephanie Woodard.) Motion Carried: 5-0.

H. Complaint #24-0228

Dr. Young shared her update regarding this complaint. She stated this is regarding the behavior of a psychologist who's not licensed in Nevada but works in Nevada in federal service. So, this person is not within their jurisdiction to deal with. She went on to say federally employed psychologists can be licensed anywhere because the hiring criteria is usually higher than requirements for licensure, and it allows the DoD and other agencies some portability for their employees. She said the Board does not have jurisdiction in that case and she provided the Executive Director with the federal directive on how they proceed with following up with that case. Dr. Young asked DAG Ward if this is another situation wherein it is recommended that we don't suggest where to send the complaint.

DAG Ward stated it is his recommendation to the Board that they take action on this matter, and likewise send a letter to the complainant stating this Board has dismissed this matter. He stated he does not recommend suggesting anything because then it is a suggestion that this Board is practicing law.

On motion by Catherine Pearson, second by Stephanie Holland, the Nevada Board of Psychological Examiners dismissed Complaint #24-0228.

(Yea: Whitney Owens, Lorraine Benuto, Stephanie Holland, Catherine Pearson, and Stephanie Woodard.) Motion Carried: 5-0.

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.

The following applicants are recommended for approval of licensure contingent upon completion of licensure requirements: Debra Berry-Malmberg, Karen Fitzgerald, Lindsay Coyle, Sarah Sexton, Jacki Nesbitt, Laura Brown, and Sarah Sharp.

On motion by Lorraine Benuto, second by Stephanie Woodard, the Nevada Board of Psychological Examiners approved the following applicants for licensure contingent upon completion of licensure requirements: Debra Berry-Malmberg, Karen Fitzgerald, Lindsay Coyle, Sarah Sexton, Jacki Nesbitt, Laura Brown, and Sarah Sharp. (Yea: Whitney Owens, Lorraine Benuto, Stephanie Holland, Catherine Pearson, and Stephanie Woodard.) Motion Carried: 5-0.

- a. (For Possible Action) Discussion and Possible Action on Dr. Shantrice Gibson's application to reactivate her inactive license.

Dr. Owens presented the following applicant. Dr. Shantrice Gibson (PY0754) has applied to reactivate her inactive license. Dr. Gibson was licensed in Nevada in April 2015, placed it on inactive status during the 2020 renewal period, and renewed her inactive status during the 2022 renewal period. Dr. Gibson is also licensed in California (#PSY31619, issued 2/3/2020, expires 2/3/2026) and Nebraska (#795, issued 11/21/2011, expires 1/1/2025).

Dr. Gibson has completed more than enough CE credits to satisfy the 30 hour CE requirement, and the requirements for live, ethics, suicide P/A, and cultural competency. Of the CE credits that could be applied to her application (those listed that have supporting certificates and were taken for or during the 2023-2024 biennium), there are 71. Because Dr. Gibson submitted an older version of the reactivation application, there is not a column to identify which courses satisfy the cultural competency requirements. However, there are two courses listed for a total of 6 hours that Dr. Gibson has confirmed were cultural competency CE programs.

Dr. Gibson is prepared to pay the fees required to reactivate her license.

There were no questions from the Board regarding this applicant.

On motion by Stephanie Woodard, second by Lorraine Benuto, the Nevada Board of Psychological Examiners approved Dr. Shantrice Gibson's request to reactive her inactive license. (Yea: Whitney Owens, Lorraine Benuto, Stephanie Holland, Catherine Pearson, and Stephanie Woodard.) Motion Carried: 5-0.

- b. (For Possible Action) Discussion and Possible Action on Dr. Kathleen Krach's application to reactivate her inactive license.

Dr. Owens presented the following applicant. Dr. Shelley Kathleen Krach (PY0576) has applied to reactivate her inactive license. Dr. Krach was licensed in Nevada in March 2009, placed it on inactive status during the 2022 renewal period. Dr. Krach is also licensed in Florida (#PY9691, issued 9/26/2016, expires 5/31/2024) and Alabama (#1712, issued 9/9/2011, expires 10/15/2024).

Dr. Krach has completed more than enough CE credits to satisfy the 30 hour CE requirement, and the requirements for live, ethics, suicide P/A, and cultural competency. Of the CE credits that could be applied to her application (those listed that have supporting certificates and were taken for or during the 2023-2024 biennium), there are 35.

Dr. Krach is prepared to pay the fees required to reactivate her license.

There were no questions from the Board regarding this applicant.

On motion by Stephanie Holland, second by Catherine Pearson, the Nevada Board of Psychological Examiners approved Dr. Shelley Kathleen Krach's request to reactive her inactive license. (Yea: Whitney Owens, Lorraine Benuto, Stephanie Holland, Catherine Pearson, and Stephanie Woodard.) Motion Carried: 5-0.

10. (For Possible Action) Discussion and Possible Action on proposed revisions to the Board's Disciplinary and Complaints Policy.

The Executive Director shared the reworked and revised the Complaints and Discipline policy to include:

- adjust the flow and writing style
- clarify some of the processes to reflect how complaints are addressed in practice
- remove duplicate language
- add reference to complaints that involve court ordered evaluations and psychological services
- remove reference to appendices that did not exist and add reference to appendices that do and are proposed
- make revisions Dr. Lenkeit proposed in reference to adding "remedial" to some of the sections that involve discipline
- add a table of contents that includes page number references and is hyperlinked
- Add proposed Appendix C, which Dr. Young authored.

The Executive Director stated that during the November 3, 2023, meeting, there was a question in reference to proposed appendix C, as to whether there is a list of disciplinary supervisors. Dr. Young has stated that there is not a list of disciplinary supervisors, explaining that the Board should have a trained cohort of psychologists willing to serve in that role. The Board touched on appendix C during the February 9, 2024, meeting, and further inquired about adding a provision to the policy that would provide a timeline for conducting investigations and reporting to the Board. The proposed, revised policy now includes a 90-day deadline (subject to extension for cases in which more time is required) for the Board's investigators to undertake their investigations and report to the Board on complaints assigned to them. Further revisions to the proposed, revised policy are:

- an adjustment in the name of the policy to include remediation,
- reference throughout the policy to the ASPPB's code of conduct, which the Board adopted in R174-20.

The Executive Director clarified the 90-day deadline is triggered upon the Investigator's receipt of the respondent's response.

The Executive Director also stated in her re-review of the policy in advance of this meeting, one small change she would like to make is to move subsection H on page 7 down below what is now subsection J on page 8. Section I and J talk about content of the report, as this flows better chronologically. She also discussed including language pertaining to complaints received by the Board are confidential and citing this statute.

The Executive Director also changed the title to "Complaints, Discipline, and Remediation Policy" per a recommendation from Dr. Lenkeit. Dr. Owens commented on liking this change, as the Board strives to focus on remediation first where it is possible when the behavior from the respondent isn't egregious or significant harm to the public.

Dr. Owens added that whenever our Board investigators generate a report that they're presenting at the Board meetings, those reports are confidential. We want to maintain the confidentiality of individuals who have a complaint against them until the point where DAG Ward files a charging document then this information becomes public record. She went on to say that there are some complaints that are outside of the Board's jurisdiction, some complaints that are frivolous, some that are unfounded and to have those folks' names in our public record can only potentially do harm. So, we maintain the confidentiality of those folks until a charging document is filed.

Dr. Owens stated that this Complaints Policy document has been shared with the Board for review both during last month's Board meeting and prior to this meeting. Dr. Owens asked if any of the Board members have not had the chance to review this or if there are any additional questions.

There were no further questions from the Board.

On motion by Stephanie Woodard, second by Stephanie Holland, the Nevada Board of Psychological Examiners approved the revisions to its Complaints, Discipline, and Remediation Policy. (Yea: Whitney Owens, Lorraine Benuto, Stephanie Holland, Catherine Pearson, and Stephanie Woodard.) Motion Carried: 5-0.

11. (For Possible Action) Discussion and Possible Action on the Board hiring Dr. Whitney Owens as a Board Investigator on or after July 1, 2024, after her departure from the Board.

Dr. Owens opened discussion regarding the hiring of herself as a Board Investigator once her tenure as Board President has ended on June 30, 2024. Dr. Owens shared that she's spent the last eight years on the Board enjoying her service and learning a

lot. She shared that she wants to continue to serve the Board, and Dr. Lenkeit has agreed to mentor her as a Board Investigator.

Dr. Benuto stated that given Dr. Owens' service and extensive knowledge of Board operations, policies and procedures, and legislation, she would make an excellent addition to board investigation.

Dr. Holland sought clarification regarding if this would be in addition to Dr. Lenkeit and Dr. Young as Board investigators. Dr. Lenkeit informed that he would be stepping down at some point but has not set a date. Dr. Owens shared that it would not cost the board additional funds as the amount that is spent to pay investigators is dependent on the amount of complaints the Board receives. There is no guaranteed payment to investigators unless there is an investigation.

Dr. Woodard shared she understands how much emphasis the Board has put on ensuring that their review of complaints is as expedited as possible as evidenced by the new policy. She went on to state that ensuring they have a legacy plan knowing that Dr. Lenkeit will be departing from the Board eventually, it makes sense for Dr. Owens to fill this role. She went on to share that she echoes the sentiments of others and believes Dr. Owens has been exemplary and comes with a lot of knowledge and a depth of understanding and she would be an amazing asset to continue with the board in that capacity.

On motion by Lorraine Benuto, second by Stephanie Woodard, the Nevada Board of Psychological Examiners approved hiring Dr. Whitney Owens as a Board Investigator on or after July 1, 2024, after her departure from the Board. (Yea: Lorraine Benuto, Stephanie Holland, Catherine Pearson, and Stephanie Woodard.) Dr. Whitney Owens abstained from the vote. Motion Carried: 4-0.

12. (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.

The next regular meeting of the Nevada Board of Psychological Examiners is currently scheduled for Friday, April 12, 2024, beginning at 8:00 a.m.

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

No Agenda Items were requested at this time.

- 14. 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 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)

There was no public comment in the Board office.

15. (For Possible Action) Adjournment

There being no further business before the Board, President Dr. Owens adjourned the meeting at 10:01 a.m.

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

DATE: April 12, 2024

ITEM:

6A - (For Possible Action) Discussion and Possible Action to Approve the Treasurer's Report for Fiscal Year 2024 (July 1, 2023, through June 30, 2024).

SUMMARY:

As of March 31, 2024, the checking account balance was \$ 272,142.25. The Board continues to operate on the \$161,500.00 in net revenue from the first and second biennium quarter deferred income distributions, and the nearly \$52,500.00 from other deferred revenue distributions such as late renewals, new licensures, and registrations that are allocated to the third biennium quarter (January – June 2024).

The savings account balance, which is the Board's reserve account, was \$105,080.48.

With the end of March 2024 being a three quarters of the way through FY 2024, the Board is just under 69% of budgeted expenditures and a little over 98% of expected revenue – most of which is the deferred income allocated to this biennium quarter.

The Board's bookkeeper, Michelle Fox, has verified and validated the information being provided in this Treasurer's report.

NV State Board of Psychological Examiners
Budget to Actual - Fiscal Year 2024

3/31/24

		FY24 Budgeted Amount	FY24 Actual	% actual to budget		FY23-2 Biennial-Q1 January 2023-June 2023 Actual	FY24-1 Biennial-Q2 July 2023-December 2023 Actual	FY24-2 Biennial-Q3 January 2024 - June 2024 Budgeted	FY25-1 Biennial-Q4 July 2024-December 2024 Budgeted
INCOME									
Deferred Revenue									
	Renewals - 7/1/23 and 1/1/24	161,460.66	161,460.66	100.00%	Renewals 23-24 biennium (1/1/23)	80,730.33	80,730.33	80,730.33	80,730.33
	Late Renewals - 7/1/23	31,639.96	31,639.96	100.00%	Late Renewals 23-24 biennium (7/1/23)		15,819.98	15,819.98	15,819.98
	New Licensure and Registrations	20,823.25	20,823.25	100.00%	New Licensure, Registrations, Reinstatements		6,233.25	14,589.99	18,389.98
Regular Revenue	23-24 Biennium Q4 New Licensure and Registrations								1,800.00
	Applications								
	Psychologist Application	12,500.00	11,308.76	90.47%		10,001.18	6,586.36	5,913.64	6,000.00
	PA Application	3,500.00	2,475.83	70.74%		2,474.49	1,860.53	1,639.47	1,750.00
	Intern Application	1,100.00	1,079.93	98.18%		465.30	615.30	484.70	500.00
	Trainee Application	900.00	765.30	85.03%		2,420.40	155.10	744.90	450.00
	Reinstatement/Reactivation	400.00	302.95	75.74%					
	Non-Resident Consultant	600.00	811.80	135.30%		400.00	302.95	297.05	300.00
	CE App Fee	540.00	730.45	135.27%		822.75	331.54	208.46	300.00
	Other								
	Late Fees					3,600.00	0.00	0.00	0.00
	Psychologist State Exam	12,000.00	9,590.24	79.92%		7,372.56	6,326.06	5,673.94	6,000.00
	New and Duplicate License	1,750.00	1,575.00	90.00%		872.67	1,150.00	600.00	850.00
	Verification of Licensure	250.00	304.13	121.65%		81.33	161.77	88.23	100.00
	Cost Recovered (Disciplinary)		350.00			0.00	350.00	0.00	0.00
	Interest, Misc	35.00	31.63	90.37%		17.38	17.61	17.50	25.00
Total Income		\$247,498.87	\$243,249.89	98.28%	Income	\$ 109,241.01	\$ 120,640.78	\$ 126,808.19	\$ 133,015.29

Payroll Expenses		FY24 Budgeted Amount	FY24 Actual	% actual to budget		FY23-2 Biennial-Q1 January 2023-June 2023	FY24-1 Biennial-Q2 July 2023-December 2023	FY24-2 Biennial-Q3 January 2024 - June 2024	FY25-1 Biennial-Q4 July 2024-December 2024
						Actual	Actual	Budgeted	Budgeted
	Board Salary/Per Diem	9,000.00	5,400.00	60.00%		3,750.00	3,450.00	5,550.00	4,500.00
	Executive Director (net)	50,000.00	35,989.77	71.98%		27,181.81	23,420.09	26,579.91	30,600.00
	Administrative Director	16,700.00	3,749.97	22.45%				16,700.00	25,000.00
	Staff Salary (Part-Time)	7,500.00	4,267.95	56.91%		798.83	2,037.70	3,500.00	0.00
	Staff Benefits	2,000.00	0.00	0.00%		0.00	0.00	2,000.00	3,750.00
	Investigator Salary	12,000.00	9,446.88	78.72%		4,273.31	5,722.05	6,277.95	6,500.00
	Workers Compensation	1,000.00	583.71	58.37%		604.52	402.48	597.52	500.00
	PERS	32,000.00	19,854.60	62.05%		9,137.96	14,374.84	16,000.00	17,500.00
	Payroll Taxes (SS, Medicare)	10,000.00	11,486.11	114.86%		8,642.42	3,351.75	6,648.25	5,000.00
	Other Payroll Expenses	875.00	655.00	74.86%		320.00	430.00	445.00	450.00
	Total Payroll	141,075.00	91,433.99	64.81%		54,708.85	53,188.91	84,298.63	93,800.00
Operating Expenses		FY24 Budgeted Amount	FY24 Actual	% actual to budget		FY23-2 Biennial-Q1 January 2023-June 2023	FY24-1 Biennial-Q2 July 2023-December 2023	FY24-2 Biennial-Q3 January 2024 - June 2024	FY25-1 Biennial-Q4 July 2024-December 2024
						Actual	Actual	Budgeted	Budgeted
	Out of State	6,500.00	3,785.28	58.24%		2,590.32	2,718.11	3,781.89	3,500.00
	Meals								
	Lodging								
	Airfare								
	In-State Travel	1,000.00	884.98	88.50%			402.27	597.73	1,500.00
	Supplies	750.00	660.37	88.05%		340.28	316.01	433.99	375.00
	Office Expense (Office Furniture, Shredding, Office Equipment)	4,000.00	4,522.09	113.05%		484.18	2,591.39	1,408.61	1,000.00
	Print-Copy	100.00	27.35	27.35%		0.00	18.91	81.09	350.00
	Copy Lease	1,400.00	1,017.87	72.71%		554.26	678.12	721.88	750.00
	Rent	17,600.00	14,358.45	81.58%		5,572.30	5,572.30	10,915.00	8,500.00
	Postage	200.00	196.95	98.48%		3.18	81.80	118.20	300.00
	DoIt Web SV	1,200.00	917.52	76.46%		624.75	574.56	625.44	500.00
	Telephone & Internet	1,700.00	1,308.13	76.95%		862.99	815.07	884.93	625.00
	Software & Database	3,500.00	2,662.22	76.06%		3,566.14	1,278.61	2,221.39	3,500.00
	Legal & Professional Fees	30,000.00	20,687.79	68.96%		4,001.65	12,177.48	17,822.52	17,500.00
	Tort Claim	1,000.00	1,105.90	110.59%		0.00	0.00	1,000.00	0.00

April 02, 2024

Statement of Financial Position

As March 31, 2024

Nevada Board of Psychological Examiners

As verified by Michelle Fox .

The following accounts have been reconciled for the month of March 2024 and all transactions reviewed for accuracy.

Quarter 1 of 2024 payroll tax reports have been submitted to the IRS and DETR.

Main Checking Account per bank statement dated 03/31/2024 -\$272,142.25.

Savings Account per bank statement dated 03/31/2024-\$105,080.48.

Michelle Fox

NV State Board of Psychological Examiners

Balance Sheet As of March 31, 2024

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1100 Cash in Bank	272,142.25
3309 Savings	105,080.48
Total Bank Accounts	\$377,222.73
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
1400 Prepaid Expenses	1,108.00
Uncategorized Asset	0.00
Total Other Current Assets	\$1,108.00
Total Current Assets	\$378,330.73
Other Assets	
1300 Deferred outflows of resources	0.00
Total Other Assets	\$0.00
TOTAL ASSETS	\$378,330.73
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
1106 Accounts Payable	0.00
Total Accounts Payable	\$0.00
Other Current Liabilities	
2100 Federal Income Withholding	2,920.82
2100 Payroll Liabilities	1,992.06
2107 Federal Taxes (941/944)	142.53
2108 PERS	22,513.77
NV Unemployment Tax	0.00

NV State Board of Psychological Examiners

Balance Sheet As of March 31, 2024

	TOTAL
Total 2100 Payroll Liabilities	24,648.36
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	0.00
2302 Accrued PTO	0.00
2450 Deferred inflow-pension	0.00
2455 Net pension liability	0.00
2600 Deferred Revenue	-121,072.03
2700 Direct Deposit Payable	0.00
Total Other Current Liabilities	\$ -94,473.93
Total Current Liabilities	\$ -94,473.93
Total Liabilities	\$ -94,473.93
Equity	
3000 Opening Bal Equity	1,315.04
3900 2550 Fund Balance	434,724.43
Net Income	36,765.19
Total Equity	\$472,804.66
TOTAL LIABILITIES AND EQUITY	\$378,330.73

NV State Board of Psychological Examiners

Profit and Loss

July 2023 - March 2024

	TOTAL
Income	
4010 Psychologist Application	
40100 Psychologist Application	11,308.76
40101 PA Application	2,475.83
40102 Intern Application	1,079.93
40103 Trainee Application	765.30
Total 4010 Psychologist Application	15,629.82
4015 Psychologist State Exam	9,590.24
4020 Psych Biennial	167,781.44
40201 Prorated Psych Biennial	16,453.06
40203 Reinstatement of Psych	1,177.07
Total 4020 Psych Biennial	185,411.57
4025 Psychologist Licensing Fee	500.00
40251 New License	1,075.00
Total 4025 Psychologist Licensing Fee	1,575.00
4028 Registration Fee	154.43
40281 Psych Asst fee	4,919.61
40282 Psych Intern Fee	231.63
40283 Psych Trainee	123.56
Total 4028 Registration Fee	5,429.23
4030 Non-Resident Consultant	811.80
4040 CE App Fee	55.89
4045 Verification of Licensure	304.13
4055 Continuing Education	674.56
4075 Restitution of Legal Costs	350.00
4999 Interest	31.63
Total Income	\$219,863.87
GROSS PROFIT	\$219,863.87
Expenses	
307910 7210 Dolt Web SVb	917.52
5100 Board Sal	5,400.00
5175 Board Staf	
51752 Executive Assistant	290.90
51753 Investigator Salary	12,047.50
Total 5175 Board Staf	12,338.40
5250 Workers Compensation	583.71
5300 PERS	17,057.18
6100 Out of State Travel	2,582.84
6106 Air Tvl	511.20
6110 Out of State Travel Misc Costs	135.27
Total 6100 Out of State Travel	3,229.31

NV State Board of Psychological Examiners

Profit and Loss

July 2023 - March 2024

	TOTAL
6200 In State Travel	418.19
6250 Air Tvl	198.98
Total 6200 In State Travel	617.17
7015 Supplies	325.75
70202 Office Furniture	950.00
Total 7015 Supplies	1,275.75
7020 Office Expense	3,377.09
7040 Print-Copy	27.35
7050 Rent	11,358.45
85100 Shredding	195.00
Total 7020 Office Expense	14,957.89
7100 Postage	124.53
7200 Utilities	61.07
7290 Telephone	1,023.08
72902 Internet	223.98
Total 7290 Telephone	1,247.06
Total 7200 Utilities	1,308.13
7500 Copy Lease	1,017.87
7770 Software	870.55
7777 Database	782.70
8000 Legal & Professional Fees	23,507.79
8050 Prof Servs	7,904.35
8055 Lobbyist	9,375.75
Total 8050 Prof Servs	17,280.10
8500 Admin Serv	
8520 LCB	1,050.00
Total 8500 Admin Serv	1,050.00
9001 Banking Fees	53.49
9002 Bank Crgs	11.00
Total 9001 Banking Fees	64.49
9100 Payroll Expenses	655.00
9110 Company Contributions	
Retirement	9,927.30
Total 9110 Company Contributions	9,927.30
9130 Wages	62,214.58
Taxes	
9111 Federal Taxes (941/944)	5,681.03
NV Unemployment Tax	0.00
Total Taxes	5,681.03
Total 9100 Payroll Expenses	78,477.91

NV State Board of Psychological Examiners

Profit and Loss

July 2023 - March 2024

	TOTAL
PayPal Fees	1,416.24
Total Expenses	\$182,277.24
NET OPERATING INCOME	\$37,586.63
Other Income	
3390 Refund	-821.44
Total Other Income	\$ -821.44
NET OTHER INCOME	\$ -821.44
NET INCOME	\$36,765.19

NV State Board of Psychological Examiners

General Ledger

March 2024

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
3309 Savings							
	Beginning Balance						105,076.92
03/29/2024	Deposit		Interest		4999 Interest	3.56	105,080.48
Total for 3309 Savings						\$3.56	
1100 Cash in Bank							
	Beginning Balance						289,324.45
03/01/2024	Payroll Check	DD	Laura M. Arnold	Pay Period: 02/16/2024-02/29/2024	2700 Direct Deposit Payable	-1,795.67	287,528.78
03/01/2024	Payroll Check	DD	Gary C. Lenkeit	Pay Period: 02/16/2024-02/29/2024	2700 Direct Deposit Payable	-653.74	286,875.04
03/01/2024	Payroll Check	DD	Sarah J. Restori	Pay Period: 02/16/2024-02/29/2024	2700 Direct Deposit Payable	-599.66	286,275.38
03/04/2024	Expense				7015 Supplies:70202 Office Furniture	-950.00	285,325.38
03/04/2024	Expense		Google		7770 Software	-65.78	285,259.60
03/04/2024	Expense		Rose Mihata		7020 Office Expense	-450.00	284,809.60
03/04/2024	Expense		Laura M Arnold	Board office move - flight from LV to RNO	6200 In State Travel:6250 Air Tvl	-198.98	284,610.62
03/05/2024	Expense		Michelle Fox		8050 Prof Servs	-130.60	284,480.02
03/06/2024	Expense				6100 Out of State Travel:6106 Air Tvl	-511.20	283,968.82
03/06/2024	Expense				7020 Office Expense:85100 Shredding	-37.00	283,931.82
03/08/2024	Expense		Cox Communications		7200 Utilities:7290 Telephone:72902 Internet	-161.99	283,769.83
03/11/2024	Expense		PERS		5300 PERS	-1,853.04	281,916.79
03/12/2024	Expense		Office of the Attorney General		8000 Legal & Professional Fees	-1,193.48	280,723.31
03/12/2024	Expense		Bank of America		9001 Banking Fees:9002 Bank Crgs	-1.00	280,722.31
03/12/2024	Expense			Complaint and documents return to Andrea Blair	7100 Postage	-22.26	280,700.05
03/12/2024	Deposit				-Split-	1,620.11	282,320.16
03/13/2024	Expense		Information Technology		307910 7210 Dolt Web SVb	-69.50	282,250.66
03/13/2024	Expense			Certified mail - Complaint sent to respondent 24-0312(2)	7100 Postage	-9.37	282,241.29
03/13/2024	Deposit				7020 Office Expense	14.00	282,255.29
03/14/2024	Tax Payment		IRS	Tax Payment for Period: 02/01/2024-02/29/2024	2100 Federal Income Withholding	-1,813.39	280,441.90
03/14/2024	Deposit				-Split-	800.00	281,241.90
03/14/2024	Expense			Window sign holder	7015 Supplies	-9.74	281,232.16
03/14/2024	Expense		Information Technology		307910 7210 Dolt Web SVb	-69.50	281,162.66
03/14/2024	Expense		Information Technology		307910 7210 Dolt Web SVb	-16.24	281,146.42
03/15/2024	Expense				2108 Payroll Liabilities:PERS	-1,617.10	279,529.32
03/15/2024	Expense			office doorbell	7020 Office Expense	-13.24	279,516.08
03/15/2024	Deposit		So Park		4015 Psychologist State Exam	200.00	279,716.08
03/15/2024	Expense			Certified Mail - Complaint to Respondent	7100 Postage	-10.00	279,706.08
03/15/2024	Payroll Check	DD	Sarah J. Restori	Pay Period: 03/01/2024-03/14/2024	2700 Direct Deposit Payable	-1,575.15	278,130.93
03/15/2024	Payroll Check	DD	Laura M. Arnold	Pay Period: 03/01/2024-03/14/2024	2700 Direct Deposit Payable	-1,795.67	276,335.26

NV State Board of Psychological Examiners

General Ledger

March 2024

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
03/18/2024	Expense			Bookkeeper	8050 Prof Servs	-47.50	276,287.76
03/18/2024	Expense		QuickBooks Payroll Service		9100 Payroll Expenses	-75.00	276,212.76
03/20/2024	Deposit				-Split-	1,701.15	277,913.91
03/20/2024	Expense		Information Technology		307910 7210 Dolt Web SVb	-69.50	277,844.41
03/20/2024	Expense		Canon Financial Services, Inc.		7500 Copy Lease	-113.25	277,731.16
03/21/2024	Expense		Monique Abarca		5100 Board Sal	-150.00	277,581.16
03/21/2024	Expense		Stephanie Woodard		5100 Board Sal	-450.00	277,131.16
03/21/2024	Expense		Soseh Esmaeili		5100 Board Sal	-300.00	276,831.16
03/21/2024	Expense		Whitney Owens		5100 Board Sal	-450.00	276,381.16
03/21/2024	Expense		Catherine Choi-Pearson Ph. D.		5100 Board Sal	-300.00	276,081.16
03/21/2024	Expense		Stephanie Holland, Psy.D.		5100 Board Sal	-450.00	275,631.16
03/22/2024	Expense		Kathleen Laxalt		8050 Prof Servs:8055 Lobbyist	-1,041.75	274,589.41
03/25/2024	Expense		PERS		5300 PERS	-1,500.00	273,089.41
03/26/2024	Expense				9001 Banking Fees:9002 Bank Crgs	-1.00	273,088.41
03/26/2024	Deposit				5100 Board Sal	300.00	273,388.41
03/26/2024	Deposit				-Split-	380.00	273,768.41
03/27/2024	Expense		Information Technology		307910 7210 Dolt Web SVb	-16.24	273,752.17
03/27/2024	Expense				7020 Office Expense	-153.10	273,599.07
03/27/2024	Expense				7200 Utilities	-61.07	273,538.00
03/29/2024	Expense		Cox Communications		7200 Utilities:7290 Telephone:72902 Internet	-61.99	273,476.01
03/29/2024	Payroll Check	DD	Laura M. Arnold	Pay Period: 03/15/2024-03/28/2024	2700 Direct Deposit Payable	-1,795.67	271,680.34
03/29/2024	Deposit				-Split-	2,037.07	273,717.41
03/29/2024	Payroll Check	DD	Sarah J. Restori	Pay Period: 03/15/2024-03/28/2024	2700 Direct Deposit Payable	-1,575.16	272,142.25
Total for 1100 Cash in Bank						\$ - 17,182.20	
1400 Prepaid Expenses							
Beginning Balance							1,108.00
Total for 1400 Prepaid Expenses							
2100 Payroll Liabilities							
Beginning Balance							1,992.06
Total for 2100 Payroll Liabilities							
2107 Federal Taxes (941/944)							
Beginning Balance							142.53
Total for 2107 Federal Taxes (941/944)							
2108 PERS							
Beginning Balance							19,735.91
03/01/2024	Payroll Check	DD	Laura M. Arnold	PERS	2700 Direct Deposit Payable	463.26	20,199.17
03/01/2024	Payroll Check	DD	Laura M. Arnold	PERS - Company Contribution	2700 Direct Deposit Payable	463.26	20,662.43
03/15/2024	Payroll Check	DD	Sarah J. Restori	PERS - Company Contribution	2700 Direct Deposit Payable	403.85	21,066.28
03/15/2024	Payroll Check	DD	Sarah J. Restori	PERS	2700 Direct Deposit	403.85	21,470.13

NV State Board of Psychological Examiners

General Ledger

March 2024

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
03/15/2024	Expense			Online scheduled payment to CRD 4185 XXXXXX78884	Confirmation# Payable 1100 Cash in Bank	-1,617.10	19,853.03
03/15/2024	Payroll Check	DD	Laura M. Arnold	PERS	2700 Direct Deposit Payable	463.26	20,316.29
03/15/2024	Payroll Check	DD	Laura M. Arnold	PERS - Company Contribution	2700 Direct Deposit Payable	463.26	20,779.55
03/29/2024	Payroll Check	DD	Laura M. Arnold	PERS	2700 Direct Deposit Payable	463.26	21,242.81
03/29/2024	Payroll Check	DD	Sarah J. Restori	PERS - Company Contribution	2700 Direct Deposit Payable	403.85	21,646.66
03/29/2024	Payroll Check	DD	Laura M. Arnold	PERS - Company Contribution	2700 Direct Deposit Payable	463.26	22,109.92
03/29/2024	Payroll Check	DD	Sarah J. Restori	PERS	2700 Direct Deposit Payable	403.85	22,513.77
Total for 2108 PERS						\$2,777.86	
NV Unemployment Tax							
03/01/2024	Payroll Check	DD	Laura M. Arnold	NV Unemployment Tax	2700 Direct Deposit Payable	0.00	0.00
03/01/2024	Payroll Check	DD	Gary C. Lenkeit	NV Unemployment Tax	2700 Direct Deposit Payable	0.00	0.00
03/01/2024	Payroll Check	DD	Sarah J. Restori	NV Unemployment Tax	2700 Direct Deposit Payable	0.00	0.00
03/15/2024	Payroll Check	DD	Sarah J. Restori	NV Unemployment Tax	2700 Direct Deposit Payable	0.00	0.00
03/15/2024	Payroll Check	DD	Laura M. Arnold	NV Unemployment Tax	2700 Direct Deposit Payable	0.00	0.00
03/29/2024	Payroll Check	DD	Sarah J. Restori	NV Unemployment Tax	2700 Direct Deposit Payable	0.00	0.00
03/29/2024	Payroll Check	DD	Laura M. Arnold	NV Unemployment Tax	2700 Direct Deposit Payable	0.00	0.00
Total for NV Unemployment Tax						\$0.00	
Total for 2100 Payroll Liabilities with subs						\$2,777.86	
2600 Deferred Revenue							
Beginning							-
Balance							121,072.03
Total for 2600 Deferred Revenue							
2700 Direct Deposit Payable							
03/01/2024	Payroll Check	DD	Laura M. Arnold	Direct Deposit	1100 Cash in Bank	-1,795.67	-1,795.67
03/01/2024	Payroll Check	DD	Laura M. Arnold	Pay Period: 02/16/2024-02/29/2024	-Split-	1,795.67	0.00
03/01/2024	Payroll Check	DD	Gary C. Lenkeit	Direct Deposit	1100 Cash in Bank	-653.74	-653.74
03/01/2024	Payroll Check	DD	Gary C. Lenkeit	Pay Period: 02/16/2024-02/29/2024	-Split-	653.74	0.00
03/01/2024	Payroll Check	DD	Sarah J. Restori	Direct Deposit	1100 Cash in Bank	-599.66	-599.66
03/01/2024	Payroll Check	DD	Sarah J. Restori	Pay Period: 02/16/2024-02/29/2024	-Split-	599.66	0.00
03/15/2024	Payroll Check	DD	Laura M. Arnold	Pay Period: 03/01/2024-03/14/2024	-Split-	1,795.67	1,795.67
03/15/2024	Payroll Check	DD	Laura M. Arnold	Direct Deposit	1100 Cash in Bank	-1,795.67	0.00
03/15/2024	Payroll Check	DD	Sarah J. Restori	Pay Period: 03/01/2024-03/14/2024	-Split-	1,575.15	1,575.15
03/15/2024	Payroll Check	DD	Sarah J. Restori	Direct Deposit	1100 Cash in Bank	-1,575.15	0.00
03/29/2024	Payroll Check	DD	Sarah J. Restori	Direct Deposit	1100 Cash in Bank	-1,575.16	-1,575.16
03/29/2024	Payroll Check	DD	Laura M. Arnold	Pay Period: 03/15/2024-03/28/2024	-Split-	1,795.67	220.51
03/29/2024	Payroll Check	DD	Sarah J. Restori	Pay Period: 03/15/2024-03/28/2024	-Split-	1,575.16	1,795.67
03/29/2024	Payroll Check	DD	Laura M. Arnold	Direct Deposit	1100 Cash in Bank	-1,795.67	0.00
Total for 2700 Direct Deposit Payable						\$0.00	
2100 Federal Income Withholding							
Beginning							1,473.80
Balance							
03/01/2024	Payroll Check	DD	Laura M. Arnold	Federal Taxes (941/943/944)	2700 Direct Deposit Payable	590.79	2,064.59
03/01/2024	Payroll Check	DD	Sarah J. Restori	Federal Taxes (941/943/944)	2700 Direct Deposit Payable	110.83	2,175.42
03/01/2024	Payroll Check	DD	Gary C. Lenkeit	Federal Taxes (941/943/944)	2700 Direct Deposit Payable	366.77	2,542.19

NV State Board of Psychological Examiners

General Ledger

March 2024

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
03/14/2024	Tax Payment		IRS	Federal Taxes (941/943/944)	1100 Cash in Bank	-1,813.39	728.80
03/15/2024	Payroll Check	DD	Laura M. Arnold	Federal Taxes (941/943/944)	2700 Direct Deposit Payable	590.79	1,319.59
03/15/2024	Payroll Check	DD	Sarah J. Restori	Federal Taxes (941/943/944)	2700 Direct Deposit Payable	505.23	1,824.82
03/29/2024	Payroll Check	DD	Sarah J. Restori	Federal Taxes (941/943/944)	2700 Direct Deposit Payable	505.21	2,330.03
03/29/2024	Payroll Check	DD	Laura M. Arnold	Federal Taxes (941/943/944)	2700 Direct Deposit Payable	590.79	2,920.82
Total for 2100 Federal Income Withholding						\$1,447.02	
2300 Liability							
Beginning Balance							-971.08
Total for 2300 Liability							
3000 Opening Bal Equity							
Beginning Balance							1,315.04
Total for 3000 Opening Bal Equity							
3900 2550 Fund Balance							
Beginning Balance							434,724.43
Total for 3900 2550 Fund Balance							
4055 Continuing Education							
Beginning Balance							429.22
03/14/2024	Deposit			CE App fee	1100 Cash in Bank	30.00	459.22
03/26/2024	Deposit			CE Application	1100 Cash in Bank	30.00	489.22
03/29/2024	Deposit			Rebecca Sultan - CE App fee	1100 Cash in Bank	30.89	520.11
03/29/2024	Deposit			Amy Foley - CE App fee	1100 Cash in Bank	30.89	551.00
03/29/2024	Deposit			Troy Jorgensen - CE App fee x 4	1100 Cash in Bank	123.56	674.56
Total for 4055 Continuing Education						\$245.34	
4010 Psychologist Application							
40100 Psychologist Application							
Beginning Balance							9,307.76
03/12/2024	Deposit			Psych App fee	1100 Cash in Bank	155.10	9,462.86
03/12/2024	Deposit			Psych App fee	1100 Cash in Bank	155.10	9,617.96
03/12/2024	Deposit			Psych App fee	1100 Cash in Bank	155.10	9,773.06
03/12/2024	Deposit			Psych App fee	1100 Cash in Bank	155.10	9,928.16
03/14/2024	Deposit			Psych App fee	1100 Cash in Bank	150.00	10,078.16
03/14/2024	Deposit			Psych App fee	1100 Cash in Bank	150.00	10,228.16
03/20/2024	Deposit			Psych App fee	1100 Cash in Bank	155.10	10,383.26
03/20/2024	Deposit			Psych App fee	1100 Cash in Bank	155.10	10,538.36
03/26/2024	Deposit			Psych App fee	1100 Cash in Bank	150.00	10,688.36
03/29/2024	Deposit			Lisa Gunderson - Psych App fee	1100 Cash in Bank	155.10	10,843.46
03/29/2024	Deposit			Lauren Schwarz - Psych App fee	1100 Cash in Bank	155.10	10,998.56
03/29/2024	Deposit			Amy Swope - Psych App fee	1100 Cash in Bank	155.10	11,153.66
03/29/2024	Deposit			Robert Stephenson - Psych App fee	1100 Cash in Bank	155.10	11,308.76
Total for 40100 Psychologist Application						\$2,001.00	
40101 PA Application							
Beginning Balance							2,010.53
03/20/2024	Deposit			PA App fee	1100 Cash in Bank	155.10	2,165.63
03/20/2024	Deposit			PA App fee	1100 Cash in Bank	155.10	2,320.73
03/29/2024	Deposit			Mary Lou Ancheta - PA App fee	1100 Cash in Bank	155.10	2,475.83
Total for 40101 PA Application						\$465.30	
40102 Intern Application							
Beginning Balance							1,079.93
Total for 40102 Intern Application							
40103 Trainee Application							

NV State Board of Psychological Examiners

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DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
	Beginning Balance						455.10
03/20/2024	Deposit			PT App fee	1100 Cash in Bank	155.10	610.20
03/29/2024	Deposit			Melanie Rene PT App	1100 Cash in Bank	155.10	765.30
Total for 40103 Trainee Application						\$310.20	
Total for 4010 Psychologist Application						\$2,776.50	
4015 Psychologist State Exam							
	Beginning Balance						8,372.54
03/12/2024	Deposit			SE App fee	1100 Cash in Bank	205.90	8,578.44
03/14/2024	Deposit			SE App fee	1100 Cash in Bank	200.00	8,778.44
03/15/2024	Deposit		So Park	SE App fee	1100 Cash in Bank	200.00	8,978.44
03/26/2024	Deposit			SE App fee	1100 Cash in Bank	200.00	9,178.44
03/29/2024	Deposit			Sarah Sharp - State Exam fee	1100 Cash in Bank	205.90	9,384.34
03/29/2024	Deposit			Kathryn Pesch - State Exam fee	1100 Cash in Bank	205.90	9,590.24
Total for 4015 Psychologist State Exam						\$1,217.70	
4020 Psych Biennial							
	Beginning Balance						167,781.44
Total for 4020 Psych Biennial							
40201 Prorated Psych Biennial							
	Beginning Balance						14,954.24
03/12/2024	Deposit			License reinstatement	1100 Cash in Bank	625.08	15,579.32
03/20/2024	Deposit			New Licensure	1100 Cash in Bank	246.40	15,825.72
03/20/2024	Deposit			New licensure	1100 Cash in Bank	266.66	16,092.38
03/29/2024	Deposit			Leandrea Caver - New Licensure	1100 Cash in Bank	241.33	16,333.71
03/29/2024	Deposit			Ryan Sever - New Licensure	1100 Cash in Bank	119.35	16,453.06
Total for 40201 Prorated Psych Biennial						\$1,498.82	
40203 Reinstament of Psych							
	Beginning Balance						928.03
03/20/2024	Deposit			Psych reactivation	1100 Cash in Bank	249.04	1,177.07
Total for 40203 Reinstament of Psych						\$249.04	
Total for 4020 Psych Biennial with subs						\$1,747.86	
4025 Psychologist Licensing Fee							
	Beginning Balance						250.00
03/12/2024	Deposit			License restoration fee	1100 Cash in Bank	250.00	500.00
Total for 4025 Psychologist Licensing Fee						\$250.00	
40251 New License							
	Beginning Balance						975.00
03/20/2024	Deposit			New license certificate	1100 Cash in Bank	25.00	1,000.00
03/20/2024	Deposit			New License	1100 Cash in Bank	25.00	1,025.00
03/29/2024	Deposit			Ryan Sever - New License	1100 Cash in Bank	25.00	1,050.00
03/29/2024	Deposit			Leandrea Caver - New license	1100 Cash in Bank	25.00	1,075.00
Total for 40251 New License						\$100.00	
Total for 4025 Psychologist Licensing Fee with subs						\$350.00	
4028 Registration Fee							
	Beginning Balance						154.43
Total for 4028 Registration Fee							
40281 Psych Asst fee							
	Beginning Balance						4,460.75
03/14/2024	Deposit			PA Reg renewal fee	1100 Cash in Bank	150.00	4,610.75
03/20/2024	Deposit			PA Registration fee	1100 Cash in Bank	154.43	4,765.18
03/29/2024	Deposit			Althea Cook - PA Reg Extension fee	1100 Cash in Bank	154.43	4,919.61
Total for 40281 Psych Asst fee						\$458.86	

NV State Board of Psychological Examiners

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DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
40282	Psych Intern Fee						
	Beginning						231.63
	Balance						
Total for 40282 Psych Intern Fee							
40283	Psych Trainee						
	Beginning						123.56
	Balance						
Total for 40283 Psych Trainee							
Total for 4028 Registration Fee with subs						\$458.86	
4030	Non-Resident Consultant						
	Beginning						711.80
	Balance						
03/14/2024	Deposit			NRC App fee	1100 Cash in Bank	100.00	811.80
Total for 4030 Non-Resident Consultant						\$100.00	
4040	CE App Fee						
	Beginning						55.89
	Balance						
Total for 4040 CE App Fee							
4045	Verification of Licensure						
	Beginning						242.95
	Balance						
03/14/2024	Deposit			License Verification fee	1100 Cash in Bank	20.00	262.95
03/20/2024	Deposit			License Verif fee	1100 Cash in Bank	20.59	283.54
03/29/2024	Deposit			Huong Diep - NV License Verif	1100 Cash in Bank	20.59	304.13
Total for 4045 Verification of Licensure						\$61.18	
4075	Restitution of Legal Costs						
	Beginning						350.00
	Balance						
Total for 4075 Restitution of Legal Costs							
4999	Interest						
	Beginning						28.07
	Balance						
03/29/2024	Deposit		Interest	Interest Earned	3309 Savings	3.56	31.63
Total for 4999 Interest						\$3.56	
307910	7210 Dolt Web SVb						
	Beginning						676.54
	Balance						
03/13/2024	Expense		Information Technology	NV Information Technology Bill Payment	1100 Cash in Bank	69.50	746.04
03/14/2024	Expense		Information Technology	NV Information Technology Bill Payment	1100 Cash in Bank	69.50	815.54
03/14/2024	Expense		Information Technology	NV Information Technology Bill Payment	1100 Cash in Bank	16.24	831.78
03/20/2024	Expense		Information Technology	NV Information Technology Bill Payment	1100 Cash in Bank	69.50	901.28
03/27/2024	Expense		Information Technology	NV Information Technology Bill Payment	1100 Cash in Bank	16.24	917.52
Total for 307910 7210 Dolt Web SVb						\$240.98	
9100	Payroll Expenses						
	Beginning						580.00
	Balance						
03/18/2024	Expense		QuickBooks Payroll Service	INTUIT * DES:QBooks Pay ID:9290891 PSYCHOLGIC CO ID:XXXXX56346 CCD	INDN:NV BOARD OF 1100 Cash in Bank	75.00	655.00
Total for 9100 Payroll Expenses						\$75.00	
9110	Company Contributions						
	Retirement						
	Beginning						7,729.82
	Balance						
03/01/2024	Payroll Check	DD	Laura M. Arnold	Employer Retirement Contribution	2700 Direct Deposit Payable	463.26	8,193.08
03/15/2024	Payroll Check	DD	Laura M. Arnold	Employer Retirement Contribution	2700 Direct Deposit	463.26	8,656.34

NV State Board of Psychological Examiners

General Ledger
March 2024

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
03/15/2024	Payroll Check	DD	Sarah J. Restori	Employer Retirement Contribution	Payable 2700 Direct Deposit	403.85	9,060.19
03/29/2024	Payroll Check	DD	Sarah J. Restori	Employer Retirement Contribution	Payable 2700 Direct Deposit	403.85	9,464.04
03/29/2024	Payroll Check	DD	Laura M. Arnold	Employer Retirement Contribution	Payable 2700 Direct Deposit	463.26	9,927.30
Total for Retirement						\$2,197.48	
Total for 9110 Company Contributions						\$2,197.48	
9130 Wages							
Beginning Balance							48,997.57
03/01/2024	Payroll Check	DD	Laura M. Arnold	Gross Pay - This is not a legal pay stub	2700 Direct Deposit	2,647.21	51,644.78
03/01/2024	Payroll Check	DD	Sarah J. Restori	Gross Pay - This is not a legal pay stub	Payable 2700 Direct Deposit	660.00	52,304.78
03/15/2024	Payroll Check	DD	Sarah J. Restori	Gross Pay - This is not a legal pay stub	Payable 2700 Direct Deposit	2,307.69	54,612.47
03/15/2024	Payroll Check	DD	Laura M. Arnold	Gross Pay - This is not a legal pay stub	Payable 2700 Direct Deposit	2,647.21	57,259.68
03/29/2024	Payroll Check	DD	Sarah J. Restori	Gross Pay - This is not a legal pay stub	Payable 2700 Direct Deposit	2,307.69	59,567.37
03/29/2024	Payroll Check	DD	Laura M. Arnold	Gross Pay - This is not a legal pay stub	Payable 2700 Direct Deposit	2,647.21	62,214.58
Total for 9130 Wages						\$13,217.01	
Taxes							
9111 Federal Taxes (941/944)							
Beginning Balance							4,597.43
03/01/2024	Payroll Check	DD	Laura M. Arnold	Medicare Employer	2700 Direct Deposit	38.38	4,635.81
03/01/2024	Payroll Check	DD	Sarah J. Restori	Medicare Employer	Payable 2700 Direct Deposit	9.57	4,645.38
03/01/2024	Payroll Check	DD	Sarah J. Restori	Social Security Employer	Payable 2700 Direct Deposit	40.92	4,686.30
03/01/2024	Payroll Check	DD	Laura M. Arnold	Social Security Employer	Payable 2700 Direct Deposit	164.13	4,850.43
03/01/2024	Payroll Check	DD	Gary C. Lenkeit	Medicare Employer	Payable 2700 Direct Deposit	13.74	4,864.17
03/01/2024	Payroll Check	DD	Gary C. Lenkeit	Social Security Employer	Payable 2700 Direct Deposit	58.77	4,922.94
03/15/2024	Payroll Check	DD	Laura M. Arnold	Medicare Employer	Payable 2700 Direct Deposit	38.39	4,961.33
03/15/2024	Payroll Check	DD	Sarah J. Restori	Social Security Employer	Payable 2700 Direct Deposit	143.08	5,104.41
03/15/2024	Payroll Check	DD	Sarah J. Restori	Medicare Employer	Payable 2700 Direct Deposit	33.46	5,137.87
03/15/2024	Payroll Check	DD	Laura M. Arnold	Social Security Employer	Payable 2700 Direct Deposit	164.12	5,301.99
03/29/2024	Payroll Check	DD	Sarah J. Restori	Social Security Employer	Payable 2700 Direct Deposit	143.07	5,445.06
03/29/2024	Payroll Check	DD	Laura M. Arnold	Medicare Employer	Payable 2700 Direct Deposit	38.38	5,483.44
03/29/2024	Payroll Check	DD	Sarah J. Restori	Medicare Employer	Payable 2700 Direct Deposit	33.46	5,516.90
03/29/2024	Payroll Check	DD	Laura M. Arnold	Social Security Employer	Payable 2700 Direct Deposit	164.13	5,681.03
Total for 9111 Federal Taxes (941/944)						\$1,083.60	
NV Unemployment Tax							
03/01/2024	Payroll Check	DD	Gary C. Lenkeit	NV Career Enhancement Program	2700 Direct Deposit	0.00	0.00
03/01/2024	Payroll Check	DD	Gary C. Lenkeit	NV SUI Employer	Payable 2700 Direct Deposit	0.00	0.00

NV State Board of Psychological Examiners

General Ledger

March 2024

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
03/01/2024	Payroll Check	DD	Laura M. Arnold	NV SUI Employer	2700 Direct Deposit Payable	0.00	0.00
03/01/2024	Payroll Check	DD	Laura M. Arnold	NV Career Enhancement Program	2700 Direct Deposit Payable	0.00	0.00
03/01/2024	Payroll Check	DD	Sarah J. Restori	NV Career Enhancement Program	2700 Direct Deposit Payable	0.00	0.00
03/01/2024	Payroll Check	DD	Sarah J. Restori	NV SUI Employer	2700 Direct Deposit Payable	0.00	0.00
03/15/2024	Payroll Check	DD	Laura M. Arnold	NV Career Enhancement Program	2700 Direct Deposit Payable	0.00	0.00
03/15/2024	Payroll Check	DD	Laura M. Arnold	NV SUI Employer	2700 Direct Deposit Payable	0.00	0.00
03/15/2024	Payroll Check	DD	Sarah J. Restori	NV Career Enhancement Program	2700 Direct Deposit Payable	0.00	0.00
03/15/2024	Payroll Check	DD	Sarah J. Restori	NV SUI Employer	2700 Direct Deposit Payable	0.00	0.00
03/29/2024	Payroll Check	DD	Sarah J. Restori	NV SUI Employer	2700 Direct Deposit Payable	0.00	0.00
03/29/2024	Payroll Check	DD	Laura M. Arnold	NV Career Enhancement Program	2700 Direct Deposit Payable	0.00	0.00
03/29/2024	Payroll Check	DD	Laura M. Arnold	NV SUI Employer	2700 Direct Deposit Payable	0.00	0.00
03/29/2024	Payroll Check	DD	Sarah J. Restori	NV Career Enhancement Program	2700 Direct Deposit Payable	0.00	0.00
Total for NV Unemployment Tax						\$0.00	
Total for Taxes						\$1,083.60	
Total for 9100 Payroll Expenses with subs						\$16,573.09	
5100 Board Sal							
Beginning Balance							3,600.00
03/21/2024	Expense		Soseh Esmaeili	Soseh Esmaeili Bill Payment	1100 Cash in Bank	300.00	3,900.00
03/21/2024	Expense		Monique Abarca	Monique Abarca Bill Payment	1100 Cash in Bank	150.00	4,050.00
03/21/2024	Expense		Stephanie Holland, Psy.D.	Stephanie Holland Bill Payment	1100 Cash in Bank	450.00	4,500.00
03/21/2024	Expense		Whitney Owens	Whitney Owens Bill Payment	1100 Cash in Bank	450.00	4,950.00
03/21/2024	Expense		Stephanie Woodard	Stephanie Woodard Bill Payment	1100 Cash in Bank	450.00	5,400.00
03/21/2024	Expense		Catherine Choi-Pearson Ph. D.	Catherine Pearson Bill Payment	1100 Cash in Bank	300.00	5,700.00
03/26/2024	Deposit			RETURNED BILL PAYMENT FROM Stephanie Holland ISSUE DATE 12-26-23.	1100 Cash in Bank	-300.00	5,400.00
Total for 5100 Board Sal						\$1,800.00	
5175 Board Staf							
51752 Executive Assistant							
Beginning Balance							290.90
Total for 51752 Executive Assistant							
51753 Investigator Salary							
Beginning Balance							11,099.50
03/01/2024	Payroll Check	DD	Gary C. Lenkeit	Gross Pay - This is not a legal pay stub	2700 Direct Deposit Payable	948.00	12,047.50
Total for 51753 Investigator Salary						\$948.00	
Total for 5175 Board Staf						\$948.00	
5250 Workers Compensation							
Beginning Balance							583.71
Total for 5250 Workers Compensation							
5300 PERS							
Beginning Balance							13,704.14
03/11/2024	Expense		PERS	TRANSFER NV BOARD OF PSYCHOLO:Public Employee's Re	1100 Cash in Bank	1,853.04	15,557.18

NV State Board of Psychological Examiners

General Ledger

March 2024

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
03/25/2024	Expense		PERS	Confirmation# XXXXX43108 TRANSFER NV BOARD OF PSYCHOLO:Mihata Holdings Confirmation# XXXXX52060	1100 Cash in Bank	1,500.00	17,057.18
Total for 5300 PERS						\$3,353.04	
6100 Out of State Travel							
Beginning Balance							2,582.84
Total for 6100 Out of State Travel							
6106 Air Tvl							
03/06/2024	Expense			Gary Lenkeit Bill Payment	1100 Cash in Bank	511.20	511.20
Total for 6106 Air Tvl						\$511.20	
6110 Out of State Travel Misc Costs							
Beginning Balance							135.27
Total for 6110 Out of State Travel Misc Costs							
Total for 6100 Out of State Travel with subs						\$511.20	
6200 In State Travel							
Beginning Balance							418.19
Total for 6200 In State Travel							
6250 Air Tvl							
03/04/2024	Expense		Laura M Arnold	Board office move - flight from LV to RNO	1100 Cash in Bank	198.98	198.98
Total for 6250 Air Tvl						\$198.98	
Total for 6200 In State Travel with subs						\$198.98	
7015 Supplies							
Beginning Balance							316.01
03/14/2024	Expense			Window sign holder	1100 Cash in Bank	9.74	325.75
Total for 7015 Supplies						\$9.74	
70202 Office Furniture							
03/04/2024	Expense			Rose Mihata Bill Payment	1100 Cash in Bank	950.00	950.00
Total for 70202 Office Furniture						\$950.00	
Total for 7015 Supplies with subs						\$959.74	
7020 Office Expense							
Beginning Balance							2,774.75
03/04/2024	Expense		Rose Mihata	Rose Mihata Bill Payment	1100 Cash in Bank	450.00	3,224.75
03/13/2024	Deposit			CHECKCARD 0312 CULLIGAN WATER OF RENO NV XXXXX3040XXXXXXXXXX0652 CKCD 7299 XXXXXXXXXXXX484434	1100 Cash in Bank	-14.00	3,210.75
03/15/2024	Expense			office doorbell	1100 Cash in Bank	13.24	3,223.99
03/27/2024	Expense			FastSigns Bill Payment	1100 Cash in Bank	153.10	3,377.09
Total for 7020 Office Expense						\$602.34	
7040 Print-Copy							
Beginning Balance							27.35
Total for 7040 Print-Copy							
7050 Rent							
Beginning Balance							11,358.45
Total for 7050 Rent							
85100 Shredding							
Beginning Balance							158.00
03/06/2024	Expense			Stericycle, Inc. Bill Payment	1100 Cash in Bank	37.00	195.00
Total for 85100 Shredding						\$37.00	
Total for 7020 Office Expense with subs						\$639.34	
7100 Postage							
Beginning							82.90

NV State Board of Psychological Examiners

General Ledger

March 2024

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
Balance							
03/12/2024	Expense			Complaint and documents return to Andrea Blair	1100 Cash in Bank	22.26	105.16
03/13/2024	Expense			Certified mail - Complaint sent to respondent 24-0312(2)	1100 Cash in Bank	9.37	114.53
03/15/2024	Expense			Certified Mail - Complaint to Respondent	1100 Cash in Bank	10.00	124.53
Total for 7100 Postage						\$41.63	
7200 Utilities							
03/27/2024	Expense			NV ENERGY SOUTH DES:NPC PYMT ID:XXXXXXXXXX12081 INDN:NEVADA BOARD OF PSYCHO CO ID:XXXXX45330 CCD	1100 Cash in Bank	61.07	61.07
Total for 7200 Utilities						\$61.07	
7290 Telephone							
Beginning Balance							1,023.08
Total for 7290 Telephone							
72902 Internet							
03/08/2024	Expense		Cox Communications	CHECKCARD 0307 COX LAS VEGAS COMM SV 3993 NV XXXXX1640XXXXXXXXXX5272 XXXXXXXXXX484434	800-234-CKCD 4899	1100 Cash in Bank	161.99
03/29/2024	Expense		Cox Communications	CHECKCARD 0328 COX LAS VEGAS COMM SV 3993 NV XXXXX1640XXXXXXXXXX7397 XXXXXXXXXX484434	800-234-CKCD 4899	1100 Cash in Bank	61.99
Total for 72902 Internet						\$223.98	
Total for 7290 Telephone with subs						\$223.98	
Total for 7200 Utilities with subs						\$285.05	
7500 Copy Lease							
Beginning Balance							904.62
03/20/2024	Expense		Canon Financial Services, Inc.	Canon Financial Services Bill Payment	1100 Cash in Bank	113.25	1,017.87
Total for 7500 Copy Lease						\$113.25	
7770 Software							
Beginning Balance							784.78
03/04/2024	Expense		Google	CHECKCARD 0301 GOOGLE *GSUITE_nvbope. cc@google.comCA XXXXX1640XXXXXXXXXX9670 RECURRING CKCD 4816 XXXXXXXXXXXX484434	1100 Cash in Bank	65.78	850.56
03/12/2024	Deposit			PAYPAL DES:TRANSFER ID:XXXXX76386084 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	19.99	870.55
Total for 7770 Software						\$85.77	
7777 Database							
Beginning Balance							782.70
Total for 7777 Database							
8000 Legal & Professional Fees							
Beginning Balance							22,314.31
03/12/2024	Expense		Office of the Attorney General	NV Attorney General - AG Bill Payment	1100 Cash in Bank	1,193.48	23,507.79
Total for 8000 Legal & Professional Fees						\$1,193.48	
8050 Prof Servs							
Beginning Balance							7,726.25
03/05/2024	Expense		Michelle Fox	Zelle payment to for Michelle Fox "Invoice No. 365 3-4-24"; Conf# t4zpx5au	1100 Cash in Bank	130.60	7,856.85
03/18/2024	Expense			Bookkeeper	1100 Cash in Bank	47.50	7,904.35
Total for 8050 Prof Servs						\$178.10	
8055 Lobbyist							
Beginning Balance							8,334.00
03/22/2024	Expense		Kathleen Laxalt	Kathleen Laxalt Bill Payment	1100 Cash in Bank	1,041.75	9,375.75

NV State Board of Psychological Examiners

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March 2024

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
Total for 8055 Lobbyist						\$1,041.75	
Total for 8050 Prof Servs with subs						\$1,219.85	
8500 Admin Serv							
8520 LCB							
Beginning Balance							1,050.00
Total for 8520 LCB							
Total for 8500 Admin Serv							
9001 Banking Fees							
Beginning Balance							53.49
Total for 9001 Banking Fees							
9002 Bank Crgs							
Beginning Balance							9.00
03/12/2024	Expense		Bank of America	External transfer fee - 3 Day - XXXXX3224	03/11/2024 Confirmation: 1100 Cash in Bank	1.00	10.00
03/26/2024	Expense			External transfer fee - 3 Day - XXXXX8152	03/25/2024 Confirmation: 1100 Cash in Bank	1.00	11.00
Total for 9002 Bank Crgs						\$2.00	
Total for 9001 Banking Fees with subs						\$2.00	
PayPal Fees							
Beginning Balance							1,217.12
03/12/2024	Deposit			Deferred PP fee	1100 Cash in Bank	31.03	1,248.15
03/12/2024	Deposit			Regular PP fee	1100 Cash in Bank	5.90	1,254.05
03/12/2024	Deposit			Regular PP fee	1100 Cash in Bank	6.65	1,260.70
03/12/2024	Deposit			Regular PP fee	1100 Cash in Bank	5.90	1,266.60
03/12/2024	Deposit			Regular PP fee	1100 Cash in Bank	5.90	1,272.50
03/12/2024	Deposit			Regular PP fee	1100 Cash in Bank	5.90	1,278.40
03/20/2024	Deposit			Deferred PP fee	1100 Cash in Bank	5.11	1,283.51
03/20/2024	Deposit			Regular PP fee	1100 Cash in Bank	5.90	1,289.41
03/20/2024	Deposit			Deferred PP fees	1100 Cash in Bank	9.21	1,298.62
03/20/2024	Deposit			Regular PP fee	1100 Cash in Bank	5.90	1,304.52
03/20/2024	Deposit			Deferred PP fee	1100 Cash in Bank	7.94	1,312.46
03/20/2024	Deposit			Deferred PP fee	1100 Cash in Bank	8.60	1,321.06
03/20/2024	Deposit			Regular PP fee	1100 Cash in Bank	5.90	1,326.96
03/20/2024	Deposit			Regular PP fee	1100 Cash in Bank	5.90	1,332.86
03/20/2024	Deposit			Regular PP fee	1100 Cash in Bank	1.11	1,333.97
03/20/2024	Deposit			Regular PP fee	1100 Cash in Bank	5.90	1,339.87
03/29/2024	Deposit			Sarah Sharp - Regular PP fee	1100 Cash in Bank	6.65	1,346.52
03/29/2024	Deposit			Mary Lou Ancheta - Regular PP fee	1100 Cash in Bank	5.90	1,352.42
03/29/2024	Deposit			Troy Jorgensen - Regular PP fee	1100 Cash in Bank	4.18	1,356.60
03/29/2024	Deposit			Ryan Sever - Regular PP fee	1100 Cash in Bank	4.81	1,361.41
03/29/2024	Deposit			Lauren Schwarz - Regular PP fee	1100 Cash in Bank	5.90	1,367.31
03/29/2024	Deposit			Althea Cook - Deferred PP fee	1100 Cash in Bank	5.11	1,372.42
03/29/2024	Deposit			Rebecca Sultan - Regular PP fee	1100 Cash in Bank	1.41	1,373.83
03/29/2024	Deposit			Kathryn Pesch - Regular PP fee	1100 Cash in Bank	7.68	1,381.51
03/29/2024	Deposit			Amy Foley - Regular PP fee	1100 Cash in Bank	1.57	1,383.08
03/29/2024	Deposit			Amy Swope - Regular PP fee	1100 Cash in Bank	5.90	1,388.98
03/29/2024	Deposit			Lisa Gunderson - Regular PP fee	1100 Cash in Bank	5.90	1,394.88
03/29/2024	Deposit			Leandrea Caver - Deferred PP fee	1100 Cash in Bank	8.45	1,403.33
03/29/2024	Deposit			Huong Diep - Regular PP fee	1100 Cash in Bank	1.11	1,404.44
03/29/2024	Deposit			Melanie Rene - Regular PP fee	1100 Cash in Bank	5.90	1,410.34
03/29/2024	Deposit			Robert Stephenson - Regular PP fee	1100 Cash in Bank	5.90	1,416.24
Total for PayPal Fees						\$199.12	
3390 Refund							
Beginning Balance							-821.44
Total for 3390 Refund							

NV State Board of Psychological Examiners

General Ledger

March 2024

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

DATE: April 12, 2024

ITEM:

6B - (For Possible Action) Discussion and Possible Action to Approve the Treasurer's Report for Fiscal Year 2024 (July 1, 2023, through June 30, 2024).

SUMMARY:

As noted in the Treasurer's Report for FY24 (July 1, 2023, through March 31, 2024), the Board is currently at just under 69% of budgeted expenditures and a little over 98% of expended revenue. Despite overall expenditures being under budget, there are a few line items that are a little over budget. Adjustments have been made from expenditures that are far under budget to bring those over-budget items within what has been budgeted.

NV State Board of Psychological Examiners
Budget - Fiscal Year 2024

3/31/24

		FY24 Budgeted Amount	FY24 Actual	% actual to budget
INCOME				
Deferred Revenue				
	Renewals - 7/1/23 and 1/1/24	161,460.66	161,460.66	100.00%
	Late Renewals - 7/1/23	31,639.96	31,639.96	100.00%
	New Licensure and Registrations	20,823.25	20,823.25	100.00%
Regular Revenue	23-24 Biennium Q4 New Licensure and Registrations			
	Applications			
	Psychologist Application	12,500.00	11,308.76	90.47%
	PA Application	3,500.00	2,475.83	70.74%
	Intern Application	1,100.00	1,079.93	98.18%
	Trainee Application	900.00	765.30	85.03%
	Reinstatement/Reactivation	400.00	302.95	75.74%
	Non-Resident Consultant	600.00	811.80	135.30%

	CE App Fee	540.00	730.45	135.27%
	Other			
	Late Fees			
	Psychologist State Exam	12,000.00	9,590.24	79.92%
	New and Duplicate License	1,750.00	1,575.00	90.00%
	Verification of Licensure	250.00	304.13	121.65%
	Cost Recovered (Disciplinary)		350.00	
	Interest, Misc	35.00	31.63	90.37%
Total Income		\$247,498.87	\$243,249.89	98.28%

Payroll Expenses		FY24 Budgeted Amount	FY24 Actual	% actual to budget
	Board Salary/Per Diem	9,000.00	5,400.00	60.00%
	Executive Director (net)	50,000.00	35,989.77	71.98%
	Administrative Director	16,700.00	3,749.97	22.45%
	Staff Salary (Part-Time)	4,500.00	4,267.95	94.84%
	Staff Benefits	2,000.00	0.00	0.00%
	Investigator Salary	12,000.00	9,446.88	78.72%
	Workers Compensation	1,000.00	583.71	58.37%
	PERS	32,000.00	19,854.60	62.05%
	Payroll Taxes (SS, Medicare)	12,500.00	11,486.11	91.89%
	Other Payroll Expenses	875.00	655.00	74.86%
	Total Payroll	140,575.00	91,433.99	65.04%

Operating Expenses		FY24 Budgeted Amount	FY24 Actual	% actual to budget
	Out of State	6,500.00	3,785.28	58.24%
	Meals			
	Lodging			
	Airfare			
	In-State Travel	1,000.00	884.98	88.50%
	Supplies	750.00	660.37	88.05%
	Office Expense (Office Furniture, Shredding, Office Equipment)	4,750.00	4,522.09	95.20%
	Print-Copy	50.00	27.35	54.70%
	Copy Lease	1,400.00	1,017.87	72.71%
	Rent	17,600.00	14,358.45	81.58%
	Postage	200.00	196.95	98.48%
	DoIt Web SV	1,200.00	917.52	76.46%
	Telephone & Internet	1,700.00	1,308.13	76.95%
	Software & Database	3,500.00	2,662.22	76.06%
	Legal & Professional Fees	30,000.00	20,687.79	68.96%
	Tort Claim	1,200.00	1,105.90	92.16%
	Professional Services (Auditor, Bookkeeper, Lobbyist)	27,500.00	23,460.10	85.31%
	Dues & Reg (ASPPB, Conf, Continuing Ed)	5,000.00	560.00	11.20%
	Admin Services (LCB)	1,350.00	1,050.00	77.78%

	Banking Fees	100.00	64.49	64.49%
	PayPal Fees (against regular revenue)	1,000.00	749.00	74.90%
	Miscellaneous Expense	1,000.00	89.60	8.96%
	Uncategorized Expense	250.00		
	Total Expenses	\$106,050.00	\$78,108.09	73.65%
	Total Expenses + Payroll	\$246,625.00	\$169,542.08	68.74%
	Total Income	\$ 247,498.87	\$243,249.89	98.28%
	Final Balance	\$873.87	\$73,707.81	

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

DATE: April 12, 2024

ITEM:

6C - (For Possible Action) Discussion and Possible Action to Approve payment of the Board's ASPPB Dues in the Amount of \$2,429.00.

SUMMARY:

The ASPPB annual membership dues are due. While the invoice is dated January 18, 2024, the Board office had not received that invoice and, realizing that in early April, the executive director reached out the ASPPB to inquire about the invoice for Nevada. In response, the ASPPB forwarded the Nevada Board's invoice on April 8, 2024, and the Board office has advised the ASPPB it would submit payment after receiving Board approval during this meeting.

The cost is \$350 + \$3.00 for each licensee. At the time the ASPPB generated the invoice, the Board had 693 licensees.



Membership Dues

The Association of State and Provincial Psychology Boards

Invoice

Date	Invoice #
1/18/2024	300001050

Bill To

Laura Arnold
Nevada Board of Psychological Examiners
4600 Kietzke Lane
Bldg. B-116
Reno, NV 89502
United States

Member Information

Ms Laura Arnold
Nevada Board of Psychological Examiners
4600 Kietzke Lane
Bldg. B-116
Reno, NV 89502
United States

PO	Terms	Due Date
	Due on receipt	1/18/2024

Description	Amount
2024 Membership Dues	\$350.00
Number of Licensees (\$3 per licensee)	\$2,079.00
Total	\$2,429.00
Balance Due	\$2,429.00

Taxpayer ID: 83-6011630

Please remit payments to:

ASPPB
PO Box 849
Tyrone, GA 30290
Attn: Membership Dues

Regulation Revisions Table

<u>Legislative File No.</u>	<u>Description</u>	<u>Status</u>
R051-23	EO2023-003 Response	NBOPE Hearing and approval on 2/9/2024; Hearing of the Joint Interim Standing Committee on health and Human Services on 2/16/2024 – no questions regarding R051-23; Board approval of R051-23 forwarded to LCB with required documents on 3/14/2024, following the Board's approval of the 2/9/2024 meeting minutes.
R095-23	AB244 Response	LCB draft provided to Board office on 2/6/2024; Board hearing on R095-23 during 3/8/2024 meeting – hearing continued to 4/12/2024 meeting; Hearing of the Joint Interim Standing Committee on health and Human Services on 3/11/2024 – no questions regarding R095-23
R002-24	Supervision and Psychometrist	LCB draft provided to Board office on 3/5/2024; Hearing of the Joint Interim Standing Committee on health and Human Services on 4/8/2024 – no questions regarding R002-24; Board hearing scheduled for 4/12/2024.

Executive Director Report
Office Stats - Fiscal Year 24

		6/24	5/24	4/24	3/24	2/24	1/24	12/23	11/23	10/23	9/23	8/23	7/23	FY24 Totals
Psychologists	Licenses Issued				4	2	0	5	3	9	6	6	5	40
	Applications Received				13	12	4	8	7	5	4	11	6	70
Psychological Assistants	Registrations Issued				0	1	1	1	0	0	6	7	3	19
	Applications Received				3	0	1	0	1	1	1	1	7	15
Psychological Interns	Registrations Issued				0	0	0	0	1	0	0	0	2	3
	Applications Received				0	0	3	0	0	1	0	2	0	6
Psychological Trainees	Registrations Issued				0	0	0	0	1	0	1	1	0	3
	Applications Received				2	0	1	0	0	0	0	1	0	4
Non-Resident Consultants	Registrations Issued				1	0	3	1	1	1	0	0	1	8
Background Checks	Reviewed				0	0	0	0	0	1	0	2	1	4
Continuing Education	Applications Reviewed				5	1	4	0	3	2	3	4	0	22
State Exams	Administered				6	7	3	1	1	8	9	6	6	47
Complaints	Received				3	2	1	1	3	2	2	2	4	20
	Informal				0	0	0	0	0	0	0	0	0	0
Totals		0	0	0	37	25	21	17	21	30	32	43	35	261
Licensees	Active Licensees				702	696	694	694	689	686	677	671	665	
	Inactive - 59													
	Expired - 292													

Current Applications and Registrations:

	APP	REG
Psychologists	111	
Psychological Assistants	13	37
Psychological Interns	11	8
Psychological Trainees	5	30

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

DATE: April 12, 2024

ITEM:

- 11 - (For Possible Action) Discussion and Possible Action to Approve revisions to the Board's Policies and Procedures for Psychological Assistant, Psychological Intern, and Psychological Trainee Application and Registration.

SUMMARY:

As part of the Board's ongoing effort to keep policies up to date with regulation and practice, the executive director reviewed the policies and procedures for applications and the registration of psychological assistants, psychological interns, and psychological trainees. The various revisions noted throughout the policies:

- Add NAC or NRS citations where appropriate
- Create more active, and less passive, language
- Provide points of clarity
- Ensure consistency in their references to applicants and those who are registered
- Align with practice or suggested adjustments in practice for efficiency
- Create consistency in and eliminated discrepancies from the various portions of the 3 policies that overlap with each other

These policies will require re-review once R002-24 is approved by the Board and then by the LCB, as there will be sections that require changes and/or clarification. At that time, the Board will also be creating a supervisor handbook to align with the R002-24 and the updated policies.



POLICY OF THE NEVADA STATE BOARD OF PSYCHOLOGICAL EXAMINERS

Psychological Assistant (Post-Doctoral) Application and Registration Policy *and Procedure*

Purpose

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

Procedure

1. General

- a. A person who wishes to obtain any postdoctoral supervised experience that is required for licensure as a psychologist must register with the Board as a psychological assistant. (NRS 641.226, *NAC 641.151*)
- b. Unless otherwise approved by the Board, a person may be registered as a psychological assistant only after providing proof of having:*
 - i. graduated from a doctoral program that is accredited by the American Psychological Association or is equivalent to an APA-accredited program. Accredited institutions may also include:*
 - 1. In the United States, all institutions which are regionally accredited by regulatory bodies approved by the Council for Higher Education Accreditation and the United States Department of Education;*
 - 2. In Canada, all institutions holding membership in the Association of Universities and Colleges of Canada; or*
 - 3. In any other country, all institutions accredited by the respective official organization having such authority.*
 - ii. completed not less than 2,000 supervised hours as a psychological intern in an internship that is accredited by the American Psychological Association (APA) or that otherwise complies with Nevada Administrative Code (NAC) Chapter 641, and specifically NAC 641.080, such as that of the Association of Psychology Postdoctoral and Internship Centers (APPIC).*
- c. Eligible candidates must register as a psychological assistant under the license of a Nevada psychologist who will serve as the primary supervisor. *A psychological assistant may not provide* ~~Psychological services~~ ~~may not be provided by a psychological assistant~~ *unless they are the psychological assistant is properly* supervised and registered ~~properly~~.

- d. *Psychological assistant* candidates are encouraged to apply for registration once *they have met* all requirements for the doctoral degree ~~have been met~~ [641.151] and *have found and secured* a supervisor ~~found~~. Registration ~~shall~~ *can* take a minimum of three weeks to complete and may take eight weeks or more.
- e. It is the *psychological assistant candidate's* responsibility to ensure all provisions of Nevada state laws and regulations, as well as this policy *and accompanying procedures*, have been met and approved by the Board *and/or its designee* ~~office~~ prior to providing psychological services and accruing training hours.

2. Application.

- a. *Those who wish to apply to register* ~~The application for registration~~ as a psychological assistant may *submit their applications* ~~be submitted~~ online, by mail, or in person at the Board office. *A \$150 application fee must accompany* the application ~~must be accompanied by the application fee of \$150~~.
- b. Upon ~~approval by~~ the Board office *'s approval of the psychological assistant candidate's application*, the ~~applicant~~ *Board office shall provide the psychological assistant with* ~~shall be provided~~ a registration number, *after which the psychological assistant* ~~and~~ may begin providing services and accruing training hours. Should a *psychological assistant* candidate's application indicate the need for referral to the Board's Application Tracking Equivalency and Mobility (ATEAM) Committee, registration shall not be approved and hours shall not be accrued until the *ATEAM Committee recommends approval and the Board approves* registration. ~~is approved by the Committee~~. *Additional information regarding the Board's ATEAM Committee is more fully addressed below.*
- c. Registration requires submission of information and/or documents including, but not limited to:
 - i. *Verification of Credentials including, but not limited to, education, internship experience, conduct, and character references;*
 - ii. Verification of fingerprinting, generally in the form of a dated receipt from a recognized fingerprinting provider;
 - iii. Fingerprinting / background check waiver;
 - iv. Registration fee (\$150) for the initial registration of a psychological assistant (~~Note~~ the registration fee is separate from the application fee);
 - v. Supervised Practice Plan (SPP);
 - vi. Employment Agreement; and

- vii. Any other documents or information the Board deems necessary to make a determination of eligibility for registration, ~~—This~~ *which* may include, but is not limited to, educational transcripts, course guides, and/or course syllabi.
- d. *Psychological assistant* ~~C~~ candidates:
 - i. *whose applications do not require ATEAM review and approval* shall be provided a 60-day grace period to complete *the process of credential verification through the* Psychology Licensure Universal System (PLUS) report *and, if necessary, for the return of their background check results; and*
 - ii. *whose applications have received ATEAM review and approval but have not yet satisfied the background check requirements shall be provided a 60-day grace period for the return of their background check results.*

If a psychological assistant who is provided a 60-day grace period fails ~~Failure~~ *to complete and submit the PLUS report and/or satisfy the background check requirements within the grace period* ~~that time~~, that psychological assistant's registration may *be suspended.* ~~result in suspension of the registration.~~ The Board office may provide an extension to the grace period when appropriate.

- e. ~~If, U~~ Upon receipt of the application, PLUS report, or background check report, ~~if~~ any potentially disqualifying information is found, the registration may be suspended until a determination *on that information* is made. Such determination may require referral to the ATEAM Committee and/or Board. Examples of reasons for suspension of registration and/or referral to the ATEAM/Board include, but are not limited to:
 - i. Educational program is not accredited by the American Psychological Association (APA) ~~or is not equivalent to an accredited program;~~
 - ii. Insufficient internship training and/or supervised hours; and/or
 - iii. A significant finding on the background check report.
 - f. Suspension of registration *prohibits a psychological assistant from providing any services or accruing any training hours* ~~means no services may be provided nor training hours accrued~~ until the matter is resolved and the *Board office notifies the psychological assistant accordingly.* ~~is applicant notified by the Board office.~~
3. Registration Packet Defined.
- a. *Credential Verification / PLUS Report.* The Board shall verify the educational program, internship, and professional references through PLUS, administered by the Association of State and Provincial Psychology Boards

(ASPPB). *The psychological assistant candidate is responsible for any* ~~Any~~ costs associated with the use of PLUS. ~~are the responsibility of the applicant.~~

- b. Background Check / Fingerprinting. In accordance with Nevada state law (NRS 641.226), all *psychological assistant candidates* ~~applicants~~ are required to pass a criminal background check.
 - i. Fingerprints shall be taken at an approved location and at the candidate's own expense.
 1. Fingerprints taken in Nevada are generally submitted electronically to the Nevada Department of Public Safety (NDPS) by the agency taking the fingerprints.
 2. Applicants having their fingerprints taken outside of Nevada will be provided a fingerprint card and are responsible for submitting the fingerprint card and fee to the NDPS.
 - ii. A fingerprinting waiver (provided by the Board Office) and proof that the fingerprints were sent to the Nevada Department of Public Safety (NDPS) must be submitted to the Board office before registration will be completed. Without proof of fingerprinting, registration cannot be completed *with a grace period pending until the Board office's receipt of the final background check report, which generally takes 4 to 8 weeks from fingerprint submission.* ~~has been received by the Board office. Such reports generally take 4-8 weeks.~~
 - iii. A background check that reflects a finding of an arrest, conviction, or registration on the sexual offender's registry shall be reviewed by the Board's background check review *panel* ~~team~~ in accordance with established procedures.
- ~~c.~~ Supervised Practice Plan (SPP). *Psychological assistant candidates shall submit a completed Supervised Practice Plan, by which the psychological assistant candidate and the supervisor acknowledge the training requirements.* ~~The SPP documents acknowledgement by the supervisee and supervisor of training requirements.~~
- d. Employment Agreement (641.153).
 - i. *The Board requires an* employment agreement ~~is required~~ to ensure *that* appropriate standards are in place for the supervision of the *psychological assistant*, that the supervisor is qualified, and that the supervisor and *psychological assistant* have agreed to terms relating to salary, supervision, and workload.
 - ii. An employment agreement must acknowledge that *the psychological assistant's* ~~such~~ employment complies with *the Board's adopted*

regulations ~~adopted by the Board~~ relating to the practice of psychological assistants.

- iii. A psychological assistant is entitled to be paid a fixed wage on a periodic basis and may not be paid based on the number of clients treated or assessed, the amount of money reimbursed by an insurance plan, or a percentage of the fees received. A psychological assistant may not receive fees for professional services except as the agent of the employing supervisor or agency.

4. Supervision

- a. A psychological assistant shall be employed by the supervisor. If not employed by the supervisor, the *psychological assistant* ~~supervisee~~ must be subject to the control and direction of a supervisor who is affiliated with the same agency or institution at which the *psychological assistant* ~~supervisee~~ works. Evidence of the supervisor's contractual relationship with the ~~facility~~ *agency or institution* must be submitted to the Board *along with the SPP and employment agreement*.
- b. A ~~S~~*supervisor of psychological assistants* shall:
 - i. Employ methods of proper and diligent oversight of a psychological assistant ~~who is under his/her/~~their supervision to meet ~~his/her/~~their ethical and legal responsibilities. Such methods must include the implementation of policies and procedures that ensure the accessibility of the supervisor to the psychological assistant commensurate with the *psychological assistant's* professional developmental level. ~~of the psychological assistant~~.
 - ii. Maintain primary responsibility for the *psychological assistant's* treatment plan ~~of for~~ each client and patient the *psychological assistant* ~~treated or assessed by the psychological assistant~~.
 - iii. Review and sign all clinical documentation, including, but not limited to, reports, treatment plans, and progress notes for all services *the psychological assistant* ~~provides by the psychological assistant~~, including, but not limited to, those services for which reimbursement will be sought under the State Plan for Medicaid.
 - iv. Be available to the psychological assistant while the psychological assistant is providing services to a client or patient. A supervisor shall arrange for the availability of another appropriate licensed medical or behavioral health provider to be on site in the case of the *supervisor's* absence ~~of the supervisor~~.
 - v. Provide a full-time psychological assistant with at least 1 hour of face-to-face individual supervision each week or a proportional level of supervision for a part-time psychological assistant.

c. *Supervisor* Qualifications.

- i. *A psychological assistant's* ~~The~~ primary supervisor ~~of a psychological assistant~~ must:
 - 1. have been licensed by the Board for at least three (3) years. Any exception must be approved by the Board; *and*
 - 2. *have* had training in clinical supervisor (e.g., continuing education courses, independent study, formal coursework).
- d. The Board does not preapprove supervisors and does not assist with finding a supervisor for a candidate.
- e. Change of supervision. Any change of supervisor must be submitted to the Board Office with a new SPP and employment agreement. The requested change may be referred to the Board for approval at the Executive Director's discretion.
- f. Where applicable, the term "supervisor," as used in this procedure and Nevada Administrative Code, includes primary and secondary supervisors.

5. Expiration or Withdrawal of Application

- a. *An* application *to register* as a psychological assistant is valid for two years.
- b. An application *to register* ~~for registration~~ as a psychological assistant shall be deemed withdrawn and all fees forfeited if registration is not completed within 2 years after the date on which the Board first received the application materials.
- c. If an application is deemed withdrawn, the applicant may reapply and must pay any application fees in effect at the time of ~~the~~ reapplication.

6. Expiration and/or Renewal of Application/Registration (NAC 641.151)

- a. Once registered as a psychological assistant, registration is valid for one year after the date of registration. A candidate may indicate upon initial application that the registration is for two years. This must be noted on the SPP and, if applicable, the employment agreement.
- b. To renew registration *for an additional year beyond the initial registration period* ~~for a second year~~, the psychological assistant shall, *on or before the expiration of the registration:*
 - i. submit a request, in writing, to the Board office *that includes* ~~The request must include~~ confirmation that the supervisor of record, supervised practice plan, and employment agreement will not change;
 - ii. *Pay the \$150 registration renewal fee pursuant to NAC 641.019; and*

- iii. *Provide any other information the Board may require to complete the renewal.*

Requests *to renew registration for an additional year beyond the initial registration period* ~~for a second year of registration~~ shall be processed by the Board Office but may be referred to the Board at the Executive Director's discretion.

- c. ~~To renew registration for a third year, the psychological assistant shall submit a request, in writing, to the Board office. Requests for a third year of registration shall be processed by the Board Office but may be referred to the Board for approval at the Executive Director's discretion.~~
- d. Where renewal would result in *a psychological assistant* ~~the candidate~~ being registered for more than three years, *Board approval is required.* ~~of the Board must be sought.~~
- e. A *psychological assistant candidate* who has obtained the required amount of postdoctoral supervised experience in another jurisdiction, but has not completed the other requirements for licensure as a psychologist, must register as a psychological assistant. *Unless otherwise approved by the Board,* registration under those circumstances ~~Such registration~~ shall not be approved if it would cause the psychological assistant to be registered for more than 2 years ~~unless otherwise approved by the Board.~~

7. Requirements for Licensure as a Psychologist

- a. Supervised Hours. To be considered for licensure, a psychological assistant shall accrue not less than 1,750 supervised hours. The Board shall monitor progress through the submission and review of quarterly hour logs. Logs may be submitted electronically, by mail, or in person at the Board office.
- b. Exams
 - i. EPPP Part-1. Candidates may take the EPPP Part-1 at any time as a registered psychological intern or psychological assistant. Contact the Board office to request access to register for the exam.
 - ii. EPPP Part-2. Candidates who have passed the EPPP Part-1 and are a registered psychological assistant may request access to register for the EPPP Part-2.
 - iii. Nevada State Examination in Psychology (Jurisprudence and Ethics). Registered psychological assistants who have accrued at least 1,400 of the required 1,750 training hours may apply to take the state exam. *Qualifying psychological assistants will need to* contact the Board office for information.

- 8. *A psychological assistant candidate's* ~~F~~ failure to register may result in ~~the~~ following:

- a. any hours accrued in Nevada prior to registration not being ~~may not be~~ accepted for licensure; *and*
- b. ~~The~~ Board ~~may take~~ action against a candidate for unlicensed practice in the state and the supervising psychologist for supporting unlicensed activity.

Revision History

Adopted August 13, 2021; *revised TBD*

Addendums

1. Addendum A - Employment Contract Guidelines

ADDENDUM A – Employment Contract Guidelines

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

See the "APA Guidelines for Clinical Supervision in Health Service Psychology" for additional information.



POLICY OF THE NEVADA STATE BOARD OF PSYCHOLOGICAL EXAMINERS

Psychological Intern Application and Registration *Policy and Procedures*

Purpose

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

Procedure

1. General

- a. A person who is in a doctoral training program in psychology approved by the Board in both subject matter and extent of training and who wishes to engage in a predoctoral internship pursuant to the requirements of the training program may register with the Board as a psychological intern.
(NRS 641.226, NAC 641.1515)
- b. ~~The procedures described in this document refer to those candidates wishing to register as a psychological intern.~~ Registration *as a psychological intern* is not mandatory unless participating in a federally-regulated internship program. *(NAC 641.1515)*
- c. The Board recommends participation in an internship program ~~that which~~ is accredited by the American Psychological Association (APA). An internship that is not APA-accredited must include training that complies with Nevada Administrative Code (NAC) Chapter 641, and specifically NAC 641.080, such as that of the Association of Psychology Postdoctoral and Internship Centers (APPIC).
- d. *Unless otherwise approved by the Board, a person may be registered as a psychological intern only after providing proof of being currently enrolled in a doctoral program that is accredited by the American Psychological Association or is equivalent to an APA-accredited program. Accredited institutions may also include:*
 - i. *In the United States, all institutions which are regionally accredited by regulatory bodies approved by the Council for Higher Education Accreditation and the United States Department of Education;*
 - ii. *In Canada, all institutions holding membership in the Association of Universities and Colleges of Canada; or*
 - iii. *In any other country, all institutions accredited by the respective official organization having such authority.*

- e. Eligible candidates wishing to register as a psychological intern must do so under the license of a Nevada psychologist who will serve as the primary supervisor. Any activity or service performed by a psychological intern must be performed under the supervision of a psychologist in accordance with *the Board's adopted* regulations ~~adopted by the Board~~.
- f. Candidates are encouraged to apply for registration once all requirements have been met and a supervisor found. Registration *can* take a minimum of ~~two~~ *three* weeks to complete and may take eight weeks or more.
- g. It is the *psychological intern candidate's* responsibility ~~of the candidate~~ to ensure all provisions of Nevada state laws and regulations, as well as ~~this document~~ *this policy and accompanying procedures*, have been met and approved by the Board *and/or* ~~their~~ *its* designee prior to providing psychological services and accruing training hours.

2. Application.

- a. *Those who wish to apply to register* ~~The application for registration~~ as a psychological intern may *submit their applications* ~~be submitted~~ online, by mail, or in person at the Board office. *A \$150 application fee must accompany* the application. ~~must be accompanied by the application fee of \$150.~~
- b. Upon ~~approval by~~ the Board office *'s approval of the psychological intern candidate's application*, the ~~applicant~~ *Board office shall provide the psychological intern with* ~~shall be provided~~ a registration number, *after which the psychological intern* ~~and~~ may begin providing services and accruing training hours. Should a *psychological intern* candidate's application indicate the need for referral to the Board's Application Tracking Equivalency and Mobility (ATEAM) Committee, registration shall not be ~~issued~~ *approved and hours shall not be accrued* until ~~approved by the Committee~~ *the ATEAM Committee recommends approval and the Board approves registration*.
- c. Registration requires submission of information and/or documents including, but not limited to:
 - i. Verification of Credentials including, but not limited to, education, conduct, and character references;
 - ii. Verification of fingerprinting, generally in the form of a dated receipt from a recognized fingerprinting provider;
 - iii. Fingerprinting / background check waiver;
 - iv. Registration fee (\$75) for the initial registration of a psychological intern (~~Note~~—the registration fee is separate from the application fee);

- v. Supervised Practice Plan (SPP);
 - vi. Employment Agreement;
 - vii. Training Program Verification Form; and
 - viii. Any other documents or information the Board deems necessary to make a determination of eligibility for registration, *which This* may include, but is not limited to, educational transcripts, course guides, and/or course syllabi.
- d. *Psychological intern* €candidates:
- i. *Whose applications do not require ATEAM review and approval* shall ~~have 60-days~~ *be provided a 60-day grace period* to complete the process of credential verification through the Psychology Licensure Universal System (PLUS) report *and, if necessary, for the return of their background check results; and*
 - ii. *whose applications have received ATEAM review and approval but have not yet satisfied the background check requirements shall be provided a 60-day grace period for the return of their background check results.*
- If a psychological intern who is provided a 60-day grace period fails Failure* to complete and submit the *PLUS* report *and/or satisfy the background check requirements* within *the grace period that time, that psychological intern's registration* may *be suspended. result in-* ~~suspension of the registration.~~ The Board office may provide *an extension to the grace period when additional time as* appropriate.
- e. *If, U*pon receipt of the application, PLUS report, or background check report, ~~if~~ any potentially disqualifying information is found, the registration may be suspended until a determination *on that information* is made. Such determination may require referral to the ATEAM Committee and/or Board. Examples of reasons for suspension of registration and/or referral to the ATEAM/Board include, but are not limited to:
- i. Educational program is not accredited by the American Psychological Association (APA); and/or
 - ii. A significant finding ~~occurs~~ on the background check report.
- f. ~~In the case of a s~~ Suspension of registration *prohibits a psychological intern from providing any services or accruing any training hours no services should be provided nor training hours accrued* until the matter is resolved and the *Board office notifies the psychological intern accordingly. applicant notified by the Board office.*

3. Registration Packet Defined.

- a. Credential Verification / PLUS Report. The Board shall verify the educational program and professional references through PLUS, administered by the Association of State and Provincial Psychology Boards (ASPPB). *The psychological intern candidate is responsible for any* costs associated with the use of PLUS ~~are the responsibility of the applicant~~.
- b. Background Check / Fingerprinting. In accordance with Nevada state law (NRS 641.226), all *psychological intern candidates* ~~applicants~~ are required to pass a criminal background check.
 - i. Fingerprints shall be taken at an approved location and at the candidate's own expense.
 1. Fingerprints taken in Nevada are generally submitted electronically to the Nevada Department of Public Safety (NDPS) by the agency taking the fingerprints.
 2. Applicants having their fingerprints taken outside of Nevada will be provided a fingerprint card and are responsible for submitting the fingerprint card and fee to the NDPS.
 - ii. A fingerprinting waiver (provided by the Board Office) and proof that the fingerprints were sent to the Nevada Department of Public Safety (NDPS) must be submitted to the Board office before registration will be completed. Without proof of fingerprinting, registration cannot be completed *with a grace period pending until the Board office's receipt of the* final background check report ~~has been received by the Board office, which. Such reports~~ generally takes 4-8 weeks *from fingerprint submission*.
 - iii. A background check that reflects a finding of an arrest, conviction, or registration on the sexual offender's registry shall be reviewed by the Board's background check review *panel* ~~team~~, in accordance with established procedures.
- c. Supervised Practice Plan (SPP). *Psychological intern candidates shall submit a completed Supervised Practice Plan, by which the psychological intern candidate and the supervisor acknowledge the training requirements.* ~~The SPP documents acknowledgement by the supervisee and supervisor of training requirements.~~
- d. Employment Agreement (641.153).
 - i. *The Board requires* an employment agreement ~~is required~~ to ensure *that* appropriate standards are in place for the supervision of the *psychological* intern, that the supervisor is qualified, and that the supervisor and *psychological* intern have agreed to terms relating to salary, supervision, and workload.

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

4. Supervision

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

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- iv. Be available to the psychological intern while the psychological intern is providing services to a client or patient. A supervisor shall arrange for the availability of another appropriate licensed medical or behavioral health provider to be on site in the case of the *supervisor's* absence ~~of the supervisor~~.
 - v. Provide *regularly scheduled* supervision ~~in a regularly scheduled manner~~ and ensure that ~~the~~ *psychological* interns:
 - 1. Have ~~es~~ access to consultation and supervision while clinical services are being provided; and
 - 2. Receives not less than 4 hours per week of supervision, including not less than 2 hours per week of face-to-face individual supervision by one or more doctoral-level licensed psychologists who are involved in an ongoing supervisory relationship with the *psychological* intern and have primary professional responsibility for the cases on which face-to-face individual supervision is provided.
 - c. *Supervisor* Qualifications. *A psychological intern's* primary supervisor ~~of a psychological intern~~ must:
 - i. Be licensed by the Board to practice psychology. Any exception must be approved by the Board; and
 - ii. Have had training in clinical supervision (e.g., continuing education courses, independent study, formal coursework).
 - d. The Board does not preapprove supervisors and does not assist with finding a supervisor for a candidate.
 - e. Change of supervision. Any change of supervisor must be submitted to the Board Office with a new SPP and employment agreement. The requested change may be referred to the Board for approval at the Executive Director's discretion.
 - f. Where applicable, the term "supervisor," as used in this procedure and Nevada Administrative Code, includes primary and secondary supervisors.
5. Expiration or Withdrawal of Application
- a. *An a* application *to register* as a psychological intern is valid for two years.
 - b. An application *to register* ~~for registration~~ as a psychological intern shall be deemed withdrawn and all fees forfeited if registration is not completed within 2 years after the date on which the Board first received the application materials.
 - c. If an application is deemed withdrawn, the applicant may reapply and must pay any application fees in effect at the time of ~~the~~ reapplication.

6. Expiration and/or Renewal of Application/Registration

- a. Once registered as a psychological intern, registration is valid for two years after the date of registration and may not be renewed unless otherwise approved by the Board.
- b. To renew registration *for an additional year* beyond the initial two years~~s-~~
regisration, the psychological intern registrant must, on or before the expiration of the registration:
 - i. Submit a request, in writing, to the Board office *that includes* ~~The request must include~~ confirmation that the supervisor of record, supervised practice plan, and employment agreement will not change;
 - ii. Pay the ~~registration fee of~~ \$75 *registration renewal fee pursuant to NAC 641.019 for the additional year*; and
 - iii. ~~Submit~~ *Provide* any other information ~~requested by~~ the Board *may* required to complete the renewal.

Requests *to renew registration beyond the initial registration period for a second year of registration* shall be processed by the Board Office but may be referred to the Board at the Executive Director's discretion.

- c. ~~After~~ *A* psychological intern *who* has obtained the required amount of predoctoral supervised experience, ~~he/she~~ may not apply ~~for~~ *to* renewal of registration as a psychological intern.

7. Requirements for Licensure as a Psychologist

- a. Supervised Hours. To be considered for licensure, *and unless otherwise approved by the Board, a candidate shall accrue*:
 - i. ~~A psychological intern shall accrue~~ not less than 2,000 supervised hours *as a psychological intern; and*
 - ii. ~~A psychological assistant shall accrue~~ not less than 1,750 supervised hours *as a psychological assistant..*
- b. Exams
 - i. EPPP Part-1. Candidates may take the EPPP Part-1 at any time as a registered psychological intern or psychological assistant. *The candidate will need to* contact the Board office to request access to register for the exam.
 - ii. EPPP Part-2. Candidates who have passed the EPPP Part-1 and are a registered *psychological assistant* may request access to register for the EPPP Part-2.
 - iii. Nevada State Examination in Psychology (Jurisprudence and Ethics). Registered *psychological assistants* who have accrued at least 1,400 of the required 1,750 training hours may apply to take the state exam. *Qualifying psychological assistants will need to* contact the Board office for information.

1. *If a psychological intern candidate is required, but fails, to register as a psychological interns, it may result in the following:*
 - a. *any hours accrued in Nevada prior to registration not being may not be accepted for licensure; and*
 - b. *The Board may take action against a candidate for unlicensed practice in the state and the supervising psychologist for supporting unlicensed activity.*

Revision History

Adopted: October 8, 2021; *revised TBD*

Addendums

1. Addendum A - Employment Contract Guidelines

ADDENDUM A – Employment Contract Guidelines

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



POLICY OF THE NEVADA STATE BOARD OF PSYCHOLOGICAL EXAMINERS

Psychological Trainee Application and Registration Policy *and Procedure*

Purpose

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

Procedure

1. General

- a. A person who is in a doctoral training program in psychology approved by the Board in both subject matter and extent of training and who wishes to perform professional activities or services under the supervision of a psychologist may register with the Board as a psychological trainee. (*NRS 641.226*)
- b. ~~The procedures described in this document refer to those candidates wishing to register as a psychological trainee.~~ Registration *as a psychological trainee* is not mandatory *unless participating in a federally-regulated program.* ~~although~~
- c. *The Board recommends* ~~It is advised~~ that training programs follow the guidelines recommended by the American Psychological Association (APA).
- d. Unless otherwise approved by the Board, a person may be registered as a psychological trainee only after providing proof ~~that he/she is~~ *of being* currently enrolled on at least a part-time basis to obtain a doctoral degree from a program ~~which~~ *that* is accredited by the American Psychological Association or is ~~an~~ equivalent *to an APA-accredited* program. Accredited institutions may also include:
 - i. In the United States, all institutions which are regionally accredited by regulatory bodies approved by the Council for Higher Education Accreditation and the United States Department of Education;
 - ii. In Canada, all institutions holding membership in the Association of Universities and Colleges of Canada; or
 - iii. In any other country, all institutions accredited by the respective official organization having such authority.
- e. Eligible candidates wishing to register as a psychological trainee must do so under the license of a Nevada psychologist who will serve as the primary supervisor. Any activity or service performed by a psychological trainee must be performed under the supervision of a psychologist in accordance with *the Board's adopted* regulations ~~adopted by the Board.~~

- f. Candidates are encouraged to apply for registration once all requirements have been met and a supervisor found. Registration *can* take a minimum of ~~two~~ *three* weeks to complete and may take eight weeks or more.
- g. It is the *psychological trainee candidate's* responsibility ~~of the candidate~~ to ensure all provisions of Nevada state laws and regulations, as well as ~~this document~~ *this policy and accompanying procedures*, have been met and approved by the Board office prior to providing psychological services and accruing training hours.

2. Application.

- a. *Those who wish to apply to register* ~~The application for registration~~ as a psychological trainee may *submit their applications* ~~be submitted~~ online, by mail or in person at the Board office. *A \$150 application fee must accompany* the application ~~must be accompanied by the application fee of \$150.~~
- b. Upon ~~approval by~~ the Board office *'s approval of the psychological trainee candidate's application*, the ~~applicant~~ *Board office shall provide the psychological trainee with* ~~shall be provided~~ a registration number, *after which the psychological trainee* ~~and~~ may begin providing services and accruing training hours. Should a *psychological trainee* candidate's application indicate the need for referral to the Board's Application Tracking Equivalency and Mobility (ATEAM) Committee, registration shall not be approved *and hours shall not be accrued* until ~~registration is recommended by~~ the *ATEAM* Committee *recommends approval and the Board approves registration.*
- c. Registration requires submission of information and/or documents including, but not limited to:
 - i. Verification of Credentials including, but not limited to, education, conduct, and character references;
 - ii. Verification of fingerprinting, generally in the form of a dated receipt from a recognized fingerprinting provider;
 - iii. Fingerprinting / background check waiver;
 - iv. Registration fee (\$30) for the initial registration of a psychological trainee (~~Note~~—the registration fee is separate from the application fee);
 - v. Supervised Practice Plan (SPP);
 - vi. Employment Agreement;
 - vii. *Training Program Verification Form; and*

- viii. Any other documents or information the Board deems necessary to make a determination of eligibility for registration, *which This* may include, but is not limited to, educational transcripts, course guides, and/or course syllabi.
- d. *Psychological trainee candidates:*
 - i. *Whose applications do not require ATEAM review and approval shall be provided a 60-day grace period for the return of their background check results; and*
 - ii. *Whose applications have received ATEAM review and approval but have not yet satisfied the background check requirements shall be provided a 60-day grace period for the return of their background check results.*

If a psychological trainee who is provided a 60-day grace period fails to satisfy the background check requirements within the grace period, that psychological trainee's registration may be suspended. The Board office may provide an extension to the grace period when appropriate.
- e. *If, Upon receipt of the application or background check report, if any* potentially disqualifying information is found, the registration may be suspended until a determination *on that information* is made. Such determination may require referral to the ATEAM Committee and/or Board. Examples of reasons for suspension of registration and/or referral to the ATEAM/Board include, but are not limited to:
 - i. Educational program is not accredited by the American Psychological Association (APA) or is not equivalent to an accredited program; and/or
 - ii. A significant finding on the background check report.
- f. ~~In the case of a s~~ Suspension of registration *prohibits a psychological trainee from providing any services or accruing any training hours no services should be provided nor training hours accrued* until the matter is resolved and the ~~applicant notified by the~~ Board office *notifies the psychological trainee accordingly.*

3. Registration Packet Defined.

- a. Background Check / Fingerprinting. In accordance with Nevada state law (NRS 641.226), all *psychological trainee candidates* ~~applicants~~ are required to pass a criminal background check.
 - i. Fingerprints shall be taken at an approved location and at the candidate's own expense.

1. Fingerprints taken in Nevada are generally submitted electronically to the Nevada Department of Public Safety (NDPS) by the agency taking the fingerprints.
 2. Applicants having their fingerprints taken outside of Nevada will be provided a fingerprint card and are responsible for submitting the fingerprint card and fee to the NDPS.
- ii. A fingerprinting waiver (provided by the Board Office) and proof that the fingerprints were sent to the Nevada Department of Public Safety (NDPS) must be submitted to the Board office before registration will be completed. Without proof of fingerprinting, registration cannot be completed *with a grace period pending until the Board office's receipt of the* final background check report ~~has been received by the Board office. Such reports,~~ which generally take 4-8 weeks *from fingerprint submission.*
 - iii. A background check that reflects a finding of an arrest, conviction, or registration on the sexual offender's registry shall be reviewed by the Board's background check review ~~panel~~*team*, in accordance with established procedures.
- b. Supervised Practice Plan (SPP). *Psychological trainee candidates shall submit a completed Supervised Practice Plan, by which the psychological trainee candidate and the supervisor acknowledge the training requirements.* ~~The SPP documents acknowledgement by the supervisee and supervisor of training requirements.~~
 - c. Employment Agreement (641.153).
 - i. *The Board requires* an employment agreement ~~is required~~ to ensure appropriate standards are in place for the supervision of the *psychological* trainee, that the supervisor is qualified, and that the supervisor and *psychological* trainee have agreed to terms relating to salary, supervision, and workload.
 - ii. An employment agreement must acknowledge that *the psychological trainee's* ~~such~~ employment complies with *the Board's* regulations ~~adopted by the Board~~ relating to the practice of psychological trainees.
 - iii. A psychological trainee *who is paid* is entitled to be paid a fixed wage on a periodic basis and may not be paid based on the number of clients treated or assessed, the amount of money reimbursed by an insurance plan, or a percentage of the fees received. A psychological trainee may not receive fees for professional services except as the agent of the employing supervisor or agency.

4. Supervision

- a. A psychological trainee shall be employed by the supervisor. If not employed by the supervisor, the ~~supervisee~~ *psychological trainee* must be subject to the control and direction of a supervisor who is affiliated with the same agency or institution at which the ~~supervisee~~ *psychological trainee* works. Evidence of the supervisor's contractual relationship with the ~~facility~~ *agency or institution* must be submitted to the Board *along* with the SPP and employment agreement.
- b. ~~A~~*s* Supervisors *of psychological trainees* shall:
 - i. Employ methods of proper and diligent oversight of a psychological trainee ~~who is~~ under ~~his/her~~ their supervision to meet ~~his/her~~ their ethical and legal responsibilities. Such methods must include the implementation of policies and procedures that ensure the accessibility of the supervisor to the psychological trainee commensurate with the *psychological trainee's* professional developmental level ~~of the psychological trainee~~.
 - ii. Maintain primary responsibility for the *psychological trainee's* treatment plan ~~of~~ *for* each client and patient *the psychological trainee* treat~~ed~~ or assess~~ed by the psychological trainee~~.
 - iii. Review and sign all clinical documentation, including, but not limited to, reports, treatment plans and progress notes, for all services *the psychological trainee* provid~~ed by the psychological trainee~~, including, but not limited to, those services for which reimbursement will be sought under the State Plan for Medicaid.
 - iv. Be available to the psychological trainee while the psychological trainee is providing services to a client or patient. A supervisor shall arrange for the availability of another appropriate licensed medical or behavioral health provider to be on site in the case of the *supervisor's* absence ~~of the supervisor~~.
 - v. Provide *regularly scheduled* supervision ~~in a regularly scheduled manner~~ and ensure that ~~the~~ *psychological* trainees:
 1. Ha~~ve~~*ves* access to consultation and supervision while clinical services are being provided; and
 2. Receiv~~e~~*es* at least 1 hour per week of face-to-face individual supervision for every 10 hours of *a psychological trainee's* placement ~~of the psychological trainee~~ at ~~his/her~~ *the* assigned training site.
- c. *Supervisor* Qualifications. *A psychological trainee's* ~~The~~ primary supervisor ~~of a psychological trainee~~ must:

- i. Be licensed by the Board to practice psychology. Any exception must be approved by the Board; and
 - ii. Have had d training in clinical supervision (e.g., continuing education courses, independent study, formal coursework).
 - d. The Board does not preapprove supervisors and does not assist with finding a supervisor for a candidate.
 - e. Change of supervision. Any change of supervisor must be submitted to the Board Office with a new SPP and employment agreement. The requested change may be referred to the Board for approval at the Executive Director's discretion.
 - f. Where applicable, the term "supervisor," as used in this procedure and Nevada Administrative Code, includes primary and secondary supervisors.
5. Expiration or Withdrawal of Application
- a. *An* application *to register* as a psychological trainee is valid for two years.
 - b. An application *to register* ~~for registration~~ as a psychological trainee shall be deemed withdrawn and all fees forfeited if registration is not completed within 2 years after the date on which the Board first received the application materials.
 - c. If an application is deemed withdrawn, the applicant may reapply and must pay any application fees in effect at the time of ~~the~~ reapplication.
6. Expiration and/or Renewal of Application/Registration (NAC 641.151)
- a. Once registered as a psychological trainee, registration is valid for two years after the date of registration. Registration may be renewed once for a two-year period and for a second renewal period of 1 year.
 - b. To *renew* ~~apply for renewal of the~~ registration beyond the initial two years *registration*, the *psychological trainee* ~~registrant~~ must, on or before the expiration of the registration:
 - i. Submit a request, in writing, to the Board office *that includes* ~~The request must include~~ confirmation that the supervisor of record, supervised practice plan, and employment agreement will not change; ~~and~~
 - ii. *Pay the \$30 registration renewal fee pursuant to NAC 641.019; and*
 - iii. ~~Submit~~ *Provide* any other information ~~requested by~~ the Board *may* ~~required~~ to complete the renewal.
 - c. Registration as a psychological trainee may not be renewed if the renewal would cause the psychological trainee to be registered as a psychological trainee for more than 5 years unless otherwise approved by the Board.

7. Requirements for Licensure as a Psychologist

- a. Supervised Hours. To be considered for licensure, and unless otherwise approved by the Board, ~~the~~ *a* candidate shall accrue:
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