

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

DATE OF MEETING: Friday, June 7, 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/89880956168>. To access the meeting via audio only, dial 1-669-900-6833 and enter the meeting ID: **898 8095 6168**. (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, R002-24, and R084-24); 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 Regulations – Attachment A)

- A. R095-23 (R095-23RP1) – 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 (R002-24RP1) – Revises various NAC Chapter 641 provisions relating to Psychologists’ supervision of Psychological Assistants, Psychological Interns, and Psychological Trainees.
- C. R084-24 – Revises NAC 641.019 to provide for an incremental increase the biennial renewal fee from \$600 to \$650.

4. Minutes. (For Possible Action) Discussion and Possible Approval of the Minutes of the State of Nevada Board of Psychological Examiners’ May 10, 2024, Meeting

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).
- B. (For Possible Action) Discussion and Possible Action to Approve Revisions to the Budget for Fiscal Year 2024 (July 1, 2023 – June 30, 2024).
- C. (For Possible Action) Discussion and Possible Action to Approve the Proposed Budget for Fiscal Year 2025 (July 1, 2024 - June 30, 2025).

6. Legislative/Regulation Update

(For Possible Action) Report, Discussion and Possible Action on Regulation Activities and 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.

7. Board Needs and Operations

A. Report from the Nevada Psychological Association.

B. Report From the Board Office on Operations.

C. Board Officer Voting.

- i. (For Possible Action) Discussion and Possible Action to Select Officers for the State of Nevada Board of Psychological Examiners for a One-Year Term from July 1, 2024, through June 30, 2025, from the Current Board Membership:

Monique Abarca
Lorraine Benuto
Soseh Esmaeili

Stephanie Holland
Catherine Pearson
Stephanie Woodard

Officers to be selected may include:

- Board President
- Secretary/Treasurer
- Continuing Education Review Officer
- Non-Resident Consultant Application Review Officer
- Exam Officer

- ii. For Possible Action) Discussion and Possible Action to Select the Membership of the Application Tracking Equivalency and Mobility (ATEAM) Committee for a One year Term from July 1, 2024, through June 30, 2025, from the Current Board Membership:

Monique Abarca
Lorraine Benuto
Soseh Esmaeili

Stephanie Holland
Catherine Pearson
Stephanie Woodard

Current Members of the ATEAM Committee are Soseh Esmaeili, Catherine Pearson, and Stephanie Woodard.

8. (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 #23-0918
- E. Complaint #24-0103
- F. Complaint #24-0312(1)
- G. Complaint #24-0312(2)
- H. Complaint #24-0313
- I. Complaint #24-0501
- J. Complaint #24-0522

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

PSYCHOLOGISTS

Dalea Alawar	Cheryl Arutt	Kimberly Bergman	Laura Brown
Mary Lou Ancheta	Quintin Bailey	Debra Berry-Malmberg	Robert Burr
Robert Antonacci	Rachel Bangit	Leah Bonilla	Ramona Burroughs
Onyinyechi Anukem	John Barona	Sarah Brennan	Jonathan Campos
Erick Arguello	Cortney Beasley	RaeLynn Brister	Cassandra Cannon-Smith

DeAnn Cary
Hu Chia-Chi
Chad Christensen
Filippo Cieri
David Contreras
Steven Covelluzzi
Lindsay Coyle
Candy Crawford
Pegeen Cronin
Kaleb Cusack
Nicola De Paul
Kendra Devor
Adrienne DiFabio
Mark Dillon
Shannon Dillon
Elizabeth Dimovski-Jackson
Alana Duschane
Christopher Estep
Megan Farnsworth
Karen Fitzgerald
Nichole Flowers
Judy Fluor Runels
Gratia Foerster
Stephen Francis
Gila Frank
Vanessa Fuentes
Maiken Gale
Gina Gallivan
Elena Gavrilova
Teresa George
Matthew Gibbons
Peter Grover

Lisa Gunderson
Michelle Haines
Dehnad Hakimi
Tarramaz Harris
Chia-Chi Hu
Clairissa Hunter
Rachel Irish
Tina Jimenez
Saira Jhorn
Deborah Johnson
Lori Johnson
Samantha Johnson
Margaret Jones
Natalie Jones
Ta Tanisha Jones
Kayla Kaiser
William Kaiser
Carolynne Karr
Patricia Keeler
Daphne Kendricks
Kristopher Kern
Christine Kim
Donald Kincaid
John King
Brian Klinck
Monica Larson
Timothy Law
George Lazo
Micol Levi-Minzi
Karen Levine
Angela Lewis
Jessica Liberman

George Lough
Vanessa Ma
James Madero
Cheryl Malinowski
James Maltzahn
Karen Martinez
Alexandra Matthews
Serena Mazzola
Jessica McClintock
Paul McLaughlin
Viola Mejia
Samuel Montano
Alexandra Montesi
Luzviminda Morrow
Jonine Nazar-Biesman
Mary Nelson
Yuliana Nelson
Jacki Nesbitt
Ana Ochoa
So Park
Kathryn Pesch
Daniel Pott-Pepperman
Kilynda Ray
Rachelle Rene
Rebecca Richey
April Roberts
Eric Rogers
Eric Rosmith
Keri Ross
Taraneh Rostami
Benjamin Rubin
Malia Sanchez

Riddhi Sandil
Mary Schuberg
Lauren Schwarz
Sarah Sexton
Sarah Sharp
David Shoup
Dianne Shumay
Katelyn Steele
Tricia Steeves
Robert Stephenson
Tony Strickland
Amy Swope
David Tatera
Matthew Tatum
Alicia Tolerico
Donna Truong
John Tsanadis
Lee Underwood
Christine Vaughan
Michael Villanueva
Ina Von Ber
Bethany Walters
Jessica Weis
Michael Whitman
Andre Wielemaker
Jennifer Wilcox
Michele Wilkens
Christine Winter
Elisa Youngblood
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
Joseph Henrich
Akiko Hinds
Bernadette Hinojos
Kelly Humphreys
Courtney Hutchinson

Kayla Kaiser
Shoshana Katz
Richelle Konczak
Dorota Krotkiewicz
Taylor Levine
Angela Lewis
Anna Lujan-Sondgroth
James Maltzahn
Erica Marino
Alexandra Miguel
Desiree Misanko
Luzviminda Morrow
Blake Oldfield
Dylena Pierce

Eric Prince
Leilani Puentes
Shannon Rojas
Yana Ryjova
Farnaz Samavi
Coreen Schwartz Starr
Sharon Simington
Michelle Strong
Katherine Stypulkowski
Heather Thompson
Christine Vaughan
Marijo Villano
Andre Wielemaker

PSYCHOLOGICAL INTERNS

Lorraine Apodaca
Shannon Colon
Mario De Souza

Sussan Fung
Paola Garcia Betancourt
Michelle Gaston

Daniel Gonzalez
Tiffany Hunter
Jessica Jensen

Lauren Johnson
Shalini Kabeer
Erica Marino

Michael McNamara
Ruby Sharma
Barbara Sommer

Megan Tedrow
Candice Thomas
Miriam Vela-Sanchez

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
Kaelyn Griffin
Michelle Harden
Brandon Hunley
Madison Hurley
Todd Jennings
Cynthia Johnston
Jordan Kaye

Haeun Lee
Julia Maranville
Nicole Martinez
Michael McNamara
Sara Moore
Karisa Deandra Odrunia
Ananda Peixoto-Couto
Sherley Pierre
Bianca Reaves

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

- A. (For Possible Action) Discussion and Possible Action to Approve Candis Carswell-Mitchell's Request to Extend her Registration as a Psychological Assistant.
- B. (For Possible Action) Discussion and Possible Action to Approve James Maltzahn's Request to Extend his Registration as a Psychological Assistant.

- 10. (For Possible Action) Discussion and Possible Action to Approve the Administrative Director Employment Agreement.**
- 11. (For Possible Action) Discussion and Possible Action to Approve the Nevada Board of Psychological Examiners' Language Access Plan.**
- 12. (For Possible Action) Discussion and Possible Action to Approve the Proposed Revised Licensure Application Processes.**
- 13. (For Possible Action) Discussion and Possible Action to Approve Beginning the Process of Revising NAC Chapter 641 to Resurrect an Updated Version of Repealed NAC 641.120 (National Exam regulation).**
- 14. (For Possible Action) Discussion and Possible Action to Approve Beginning the Process of Including Continuing Professional Development in Continuing Education Requirements.**
- 15. (For Possible Action) Discussion and Possible Action to Approve the Executive Director's and Board Investigators' Performance Evaluations.**

16. (For Possible Action) Schedule of Future Board Meetings, Hearings, and Workshops. The Board May Discuss and Decide Future Meeting Dates, Hearing Dates, and Workshop Dates.

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

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

18. Public Comment - Public comment is welcomed by the Board and may be limited to three minutes per person at the discretion of the Board President. Public comment will be allowed at the beginning and end of the meeting, as noted on the agenda. The Board President may allow additional time to be given a speaker as time allows and in 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)

19. (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, June 6, 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, June 4, 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).

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

DATE: June 7, 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.

In February 2024, after the Board submitted its proposed revisions to the Legislative Counsel Bureau (LCB), the LCB provided its draft of those proposed changes in LCB file number R095-23. The Board conducted a hearing on the LCB's draft during its March and April 2024 meetings, after which the Board submitted its revisions to R095-23 to the LCB.

The LCB has provided its revised draft that incorporates the revisions the Board requested by:

- Adding "or psychological test data" following the term "psychological test material" in NAC 641.234(3); and
- Adding the definition of "psychological test data" in NAC 641.234(6) and removing reference to any specific provision of the Ethical Principles of Psychologists and Code of Conduct.

Those revisions are reflected and highlighted below.

641.234 Assessment procedures: Communication of results to patient or client; limitations on use.

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 or psychological test 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 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:*
- (a) *“Psychological test data” has the meaning ascribed to the term “test data” in the Ethical Principles of Psychologists and Code of Conduct adopted by reference pursuant to subsection 1 of NAC 641.250.*
- (b) *“Psychological test material” has the meaning ascribed to the term “test material” in the Ethical Principles of Psychologists and Code of Conduct adopted by reference pursuant to subsection 1 of NAC 641.250.*

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

LCB File No. R095-23

May 1, 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 or psychological test data 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, Assembly Bill No. 244 of the 2023 Legislative Session established certain substantive rights for persons 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 those requirements, the Board of Psychological Examiners will interpret the term “mental examination” to mean a comprehensive clinical interview in which psychosocial data is collected.

Assembly Bill No. 267 (A.B. 267) of the 2023 Legislative Session 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 or psychological test data 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 current 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 ~~2~~ 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 or where otherwise required by specific federal or state law, a person who is licensed or registered by the Board shall not disclose psychological test material or psychological test 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 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:

(a) *“Psychological test data” has the meaning ascribed to the term “test data” in the Ethical Principles of Psychologists and Code of Conduct adopted by reference pursuant to subsection 1 of NAC 641.250.*

(b) *“Psychological test material” has the meaning ascribed to the term “test material” in 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: June 7, 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. After the Board submitted its proposed revisions to the Legislative Counsel Bureau (LCB), the LCB provided a draft of those proposed changes in LCB file number R002-24, in response to which the Board conducted a hearing during its April 12, 2024 meeting.

Because the LCB's draft of the revisions to NAC 641.152 and NAC 641.158 were not consistent with the intent of the Board's revisions or how supervision works in Nevada, the Board made further revisions to portions of those two regulations and resubmitted R002-24 to the LCB for further review. After its review of the Board's revisions to the LCB draft and a meeting with members of the LCB, the Board President, and the Board's executive director, the LCB proposed further revisions to NAC 641.152 and NAC 641.158.

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

R002-24 –Supervision Regulations – Revised Draft

NAC Provision	LCB’s Initial Draft	NBOPE’s Proposed Revision	LCB’s Revised Draft
<p>641.152</p> <p>Supervision: assignment of psychological assistant to specialist</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] this section and NAC 641.161 †:</p> <p style="padding-left: 20px;">(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 <i>Standards of Accreditation for Health Service Psychology</i> 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 style="padding-left: 20px;">(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 <i>Standards of Accreditation for Health Service Psychology</i> of the American Psychological</p>		<p>1. Except as otherwise provided in subsection [5] 9, 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. <i>The Board hereby adopts by reference the following publications:</i></p> <p style="padding-left: 20px;"><i>(a) The Standards of Accreditation for Health Service Psychology, as approved by the American Psychological Association in February 2015, which is available, free of charge, at the Internet address https://www.apa.org/ed/accreditation/standards-of-accreditation.pdf, or, if that Internet address ceases to exist, from the Board.</i></p> <p style="padding-left: 20px;"><i>(b) Section C of the Implementing Regulations of the Commission on Accreditation of the American Psychological Association, as revised most recently by the Commission in February 2024, which is available, free of charge, at the Internet address https://accreditation.apa.org/policies, or, if that Internet address ceases to exist, from the Board.</i></p> <p>3. <i>If a publication adopted by reference in subsection 2 is revised, the Board will review the revision to determine 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 and give notice of that hearing within 90 days after the date of the publication of the revision. If, after the hearing, the Board does not revise its determination, the Board will give notice that the revision is not suitable for this State within 90</i></p>

~~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. [REDACTED]

5. A supervisor who uses a nested model of supervision described in subsection 3 shall, at least once each week, [REDACTED] 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

NBOPE requested that proposed NAC 641.152(4) be revised to consolidate or otherwise align with NAC 641.152(3), as follows:

[REDACTED]

5. A supervisor who uses a nested model of supervision described in subsection 3 shall, at least once each week, [REDACTED] [REDACTED] 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.

days after the hearing. If the Board does not give such notice, the revision becomes part of the publication adopted by reference pursuant to subsection 2.

4. Except as otherwise provided in subsection ~~[5,]9~~, 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.]~~ publications adopted by reference in subsection 2.

~~[3.]~~ 5. Subject to the conditions set forth in ~~[subsection 5]~~ this section and NAC 641.161 ~~†~~:
(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.]~~;

[REDACTED]

the psychological assistant or psychological intern, as applicable, pursuant to subsection 3.

~~5.7.~~ **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

(a) A psychological assistant who is under

7. 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.~~

~~5.8.~~ **8. 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

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
- (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

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 5. 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 5.*

(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.

9. 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,

	<p>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>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.</p> <p>6.10 10. A psychological assistant or psychological intern must be:</p> <p>(a) An employee of the supervisor; or</p> <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</p>
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			<p>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 [: (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.</p> <p>2. <i>A psychologist shall not supervise:</i> <i>(a) A person described in subsection 1 for more than 40 hours in any week;</i> <i>(b) A person described in subsection 1 with whom the psychologist has a familial or other multiple relationship; or</i> <i>(c) More persons described in subsection 1 than the psychologist is capable of ensuring adequate supervision.</i></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>2. <i>A psychologist shall not supervise:</i> <i>(a) A person described in subsection 1 for more than 40 hours in any week more than the equivalent of a total of four full time supervisees (full time being defined as 40 hours in a work week);</i> <i>(b) A person described in subsection 1 with whom the psychologist has a familial or other multiple relationship; or</i> <i>(c) More persons described in subsection 1 than the psychologist is capable of ensuring adequate supervision.</i></p>	<p>1. A psychologist may serve as a supervisor to [: (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 full-time equivalent 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> <i>(a) A person described in subsection 1 with whom the psychologist has a familial or other multiple relationship; or</i> <i>(b) More persons described in subsection 1 than the psychologist is capable of ensuring adequate supervision.</i></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>5. <i>As used in this section, "multiple relationship" means a professional relationship</i></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>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>

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

LCB File No. R002-24

May 8, 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 wishes to serve 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 has 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. **Section 2** also adopts by reference certain publications that prescribe standards for the assignment of a psychological trainee to a supervisor.

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 full-time equivalent 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 the 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 the 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 ~~15.1~~ 9, 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. *The Board hereby adopts by reference the following publications:*

(a) *The Standards of Accreditation for Health Service Psychology, as approved by the American Psychological Association in February 2015, which is available, free of charge, at the Internet address <https://www.apa.org/ed/accreditation/standards-of-accreditation.pdf>, or, if that Internet address ceases to exist, from the Board.*

(b) *Section C of the Implementing Regulations of the Commission on Accreditation of the American Psychological Association, as revised most recently by the Commission in February 2024, which is available, free of charge, at the Internet address <https://accreditation.apa.org/policies>, or, if that Internet address ceases to exist, from the Board.*

3. *If a publication adopted by reference in subsection 2 is revised, the Board will review the revision to determine 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 and give notice of that hearing within 90 days after the date of the publication of the revision. If, after the hearing, the Board does not revise its determination, the Board will give notice that the revision is not suitable for this State within 90 days after the hearing. If the Board does not give such notice, the revision becomes part of the publication adopted by reference pursuant to subsection 2.*

4. Except as otherwise provided in subsection ~~5~~ **9**, 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.~~ **publications adopted by reference in subsection 2.**

~~3~~ **5.** Subject to the conditions set forth in ~~subsection 5~~ **this section** and NAC 641.161 ~~:~~—
~~(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~~ **6.** **A supervisor who uses a nested model of supervision described in subsection 5 shall, at least once each week, engage in supervision activities with a psychological assistant**

or psychological intern who is providing supervision pursuant to paragraph (a) or (b) of subsection 5, as applicable. Such supervision activities:

(a) May occur at a time other than when the psychological assistant or psychological intern is actively providing supervision; and

(b) May include, without limitation:

(1) One-on-one or group supervision;

(2) Face-to-face supervision; and

(3) Didactic teaching.

7. 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 ~~13.1~~ 5.

~~15.1~~ 8. *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 5. 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 5.

(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.

9. 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~~ **10.** 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 full-time equivalent* 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 with whom the psychologist has a familial or other multiple relationship; or

(b) 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, ~~or~~ 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, ~~or~~ 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;
- (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: June 7, 2024

ITEM:

3C - (For Possible Action) Public Hearing to Solicit Comments on a Proposed Regulation (Legislative Counsel Bureau File Number R084-24); 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, and February 9, 2024, meetings, the Board began considering and discussing an incremental increase to its biennial renewal fees based on a number of factors that had been addressed when the Board last discussed raising its renewal fees in 2019 (including the 20 year plan of incremental increases in light of the statutory amount the Board is permitted to charge) as well as current factors that impact the Board and its office operations (including inflation and the increased demand on the Board office). To that end, the Board considered raising renewal fees from \$600 to \$650. During its April 12, 2024, meeting, the Board conducted a workshop to solicit public comment on the proposed revision to NAC 641.019 (the regulation that includes the Board's biennial renewal fees) and raising those fees to \$650. Following that workshop, the Board forwarded its proposed revision to the LCB and requested a draft.

The LCB has provided its draft to the Board, which is R084-24 and which has been noticed for a hearing during the Board's June 7, 2024, meeting.

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

LCB File No. R084-24

May 3, 2024

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

AUTHORITY: § 1, NRS 641.228.

A REGULATION relating to psychologists; increasing the fee for the biennial renewal or reinstatement of a license as a psychologist; and providing other matters properly relating thereto.

Legislative Counsel’s Digest:

Existing law requires the Board of Psychological Examiners to charge and collect a fee of not more than \$850 for the biennial renewal of a license as a psychologist. (NRS 641.228) Existing regulations require the Board to charge and collect a fee in the amount of \$600 for the biennial renewal or reinstatement of a license as a psychologist. (NAC 641.019) This regulation increases this fee from \$600 to \$650.

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

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

For an application for licensure.....	\$150
For an application for registration as a psychological assistant, psychological intern or psychological trainee	150
For the state examination for licensure administered by the Board pursuant to NAC 641.112.....	Actual costs

	to the Board
	plus \$100
For the issuance of an initial license	25
For the biennial renewal or reinstatement of a license as a psychologist	600 650
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 initial registration of a psychological intern	75
For the initial registration of a psychological trainee.....	30
For the renewal of a registration of a psychological assistant.....	150
For the renewal of a registration of a psychological intern.....	75
For the renewal of a registration of a psychological trainee	30
For the restoration to active status of a license as a psychologist on inactive status	250
For the registration of a nonresident consultant	100
For reproduction and mailing of material for an application	30
For a change of name on a license	30
For a duplicate license.....	30
For copies of the provisions of NRS relating to the practice of psychology and the rules and regulations adopted by the Board.....	30
For a letter of good standing	20
For the review and approval of a course or program of continuing	30

education.....

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 \$62.50 for the issuance of an initial license.

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

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

**PUBLIC NOTICE OF A MEETING FOR
STATE OF NEVADA BOARD OF PSYCHOLOGICAL EXAMINDERS
MEETING MINUTES**

May 10, 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 8:07 a.m. on May 10, 2024, online via "Zoom" and physically at the office of the Board of Psychological Examiners, 3080 S. Durango Drive, Suite 102, Las Vegas, Nevada 89117.

Roll Call: Board President, Whitney Owens, Psy.D.; members, Monique Abarca, LCSW; Lorraine Benuto, Ph.D.; and Stephanie Woodard, Psy.D. were present at roll call. Soseh Esmaili, Ph.D., Stephanie Holland, Psy.D., and Catherine Pearson, Ph.D., were absent. Despite the three-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: Becky Anne Savio and Donald Hoier.

2. Public Comment. The Board wants to remind those who participate in public comment that you are limited to three minutes per person, and that public comment is reserved for comment only. It will not be used as a platform for questions and answers. If you have a statement that is longer than three minutes, please submit your statement in writing and the Board will include it in the written materials that are posted. If you have questions for which you would like answers, please email the Board office at nbop@govmail.state.nv.us.

There was no public comment at this time.

3. Minutes. (For Possible Action) Discussion and Possible Approval of the Minutes of the State of Nevada Board of Psychological Examiners' April 12, 2024, Meeting

There were no comments or changes suggested for the minutes of the April 12, 2024, meeting.

On motion by Lorraine Benuto, second by Stephanie Woodard, the Nevada State Board of Psychological Examiners approved the meeting minutes of the

Regular Meeting of the Board held on April 12, 2024. (Yea: Whitney Owens, Monique Abarca, Lorraine Benuto, and Stephanie Woodard.) Motion Carried: 4-0.

4. Financials

- (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 April 30, 2024, the checking account balance was \$249,986.60. 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 \$105,083.92. With the end of April 2024 being 5/6 of the way through FY 2024, the Board is just about 77.5% of budgeted expenditures and almost 100% of revenue.

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 Monique Abarca, the Nevada State Board of Psychological Examiners approved the Treasurer's Report for Fiscal Year 2024. (Yea: Whitney Owens, Monique Abarca, Lorraine Benuto, and Stephanie Woodard.) Motion Carried: 4-0.

5. 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 R051-23, which is the Board's response to Executive Order 2023-23 and is the Board's effort to remove references to Behavior Analysts, which it no longer governs, was

included in the Legislative Commission's April 18, 2024, meeting. The Executive Director was available during that meeting in the event the Commission had any questions about it, which it did not. During that meeting, R051-23 was summarily approved, and it has now been loaded to the Board's website as among the NAC Chapter 641 revisions.

Moving on to R095-23, which is the Board's efforts to respond to AB244, the Board had a hearing on that draft during its March and April meetings, and after hearing input from members of the public on the regulation, made a determination on the language to re-submit to the Legislative Counsel Bureau. On May 1, 2024, after a bit of dialog with the Legislative Counsel Bureau on a follow up question they had, the Legislative Counsel Bureau has forwarded its revised R095-23 draft, which has been noticed for a hearing during the Board's June 7, 2024, meeting.

R002-24, which is primarily the Board's proposed revisions to its supervision regulations, the Board had a hearing on that draft during its April meeting, and thereafter forwarded the Legislative Counsel Bureau with its revisions to the draft that the LCB provided. The Executive Director shared that she met with representatives of the LCB on April 22, 2024, in reference to questions they had on the Board's revisions, and Dr. Owens followed up via email with additional explanations and answers for the LCB's questions. The LCB's revisions have been received and are noticed for the hearing during the Board's June 7, 2024, Meeting.

R084-24 is the Board's revision to the regulation that provides for fees to provide for a small increase in the biennial renewal and reinstatement fee from \$600 to \$650. The Board conducted a workshop on that revision during its April meeting, and thereafter sent a request to the LCB for a draft and file number. The LCB provided its draft and assigned the draft number on May 3, 2024. R084-24 has been noticed for a hearing during the Board's June 7, 2024, meeting.

The Executive Director said she inquired with the LCB last week regarding the status of incorporating and codifying the numerous regulation revisions that have been approved and adopted since 2017 so that the version of NAC Chapter 641 that is publicly available is more up to date (the current version predating 2017). The LCB advises that the updated version of NAC Chapter 641 with the revisions that had been approved when they began their reconciliation (which was in January) will be available for the Board's review the week of May 6. She shared that she is not yet in receipt of that reconciled version of NAC Chapter 641.

6. Board Needs and Operations

A. Report from the Nevada Psychological Association.

There was no report from NPA.

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

The Executive Director presented the Board's office statistic spreadsheet. She informed that the Board licensed 6 new Psychologists in April and received 16 applications for licensure, making April the busiest month of the fiscal year so far for applications. They received 2 applications for Psychological Intern registration, and registered 1 Psychological Assistant and 1 Psychological Trainee. At the end of April, the Board had 709 active licensees and 121 active applications.

She went on to share that for those the Board registers – the psychological assistants, psychological interns, and psychological trainees – there are a total of 75 that are registered and 27 active applications, the breakdown of those being provided under Current Applications and Registrations.

The Administrative Director, Ms. Restori, informed that things are still running smoothly at the new location. She shared that she's had more applicants drop by the Board office to turn in application forms or ask questions, showing moving the Board office to a more accessible location is a definite plus. She informed she is currently enrolled in several state agency training programs that pertain to some of the administrative business the board conducts, such as their monthly and quarterly reporting procedures.

There were no further updates.

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

A. Complaint #19-0626

DAG Ward informed that the Board approved a contract for a hearing officer not to exceed \$10,000; DAG Ward and opposing counsel continue to look for a hearing officer. DAG Ward informed they are still going back and forth on choosing a hearing officer.

B. Complaint #23-0612

DAG Ward shared that the follow up cease and desist letter sent to respondent; response from respondent confirming all problematic language removed; DAG Ward to confirm that respondent needs to provide documents confirming removal of language.

C. Complaint #23-0801

DAG Ward informed that Dr. Young continues to monitor the respondent's various social media and websites.

D. Complaint #23-0905

DAG Ward informed that a Cease and Desist letter was sent to respondent. Executive Director has advised complainant and respondent that the cease and desist letter and basis for complaint was forwarded to the MFT Board. Dr. Lenkeit informed he completed their investigation and recommended closing the case. DAG Ward informed no action needs to be taken and they will close this and remove it from the agenda.

E. Complaint #23-0918

DAG Ward prepared and forwarded draft complaint and requested additional factual information from investigators; DAG Ward to prepare finalized draft upon receipt of same. He will be issuing a complaint in this matter and hopes in the next week they will have something to file with the Board and serve to opposing council.

F. Complaint #24-0103

DAG Ward informed the response to complaint received; Board approved contract for a hearing officer not to exceed \$10,000. DAG Ward and opposing counsel continue to look for a hearing officer.

G. Complaint #24-0312(1)

DAG Ward informed this was referred from MFT Board; complaint and summary information forwarded to Dr. Lenkeit. It is under investigation for probable cease and desist letter and recommendation to forward information to the NY and CA Boards, as well as possibly to the Dept. of Justice. Dr. Lenkeit informed this person is practicing without a license and it his recommendation to issue a cease and desist letter, send this case along with the cease and desist letter to the NY and CA Boards, and also refer this to the Department of Justice for investigation of wire fraud.

H. Complaint #24-0312(2)

DAG Ward informed timely response to complaint received and forwarded to Dr. Young. Violations warrant formal complaint, a draft of which DAG Ward expects to have by June 7, 2024, meeting. The 90 day deadline is July 31, 2024.

I. Complaint #24-0313

DAG Ward informed the response to complaint received. Dr. Lenkeit's investigation is ongoing – needs additional factual information. The 90-day deadline is June 14, 2024.

J. Complaint #24-0501

DAG Ward informed that the complaint was forwarded to Dr. Young. Dr. Young considering complainant's standing to bring complaint; information forwarded to Dr. Young regarding CA license revocation as reported to NV board. Executive Director to request release of records from correct client and to advise that CA license revocation was properly reported to NV Board.

8. (For Possible Action) Review and Possible Action on Applications for Licensure as a Psychologist or Registration as a Psychological Assistant, Intern or Trainee. The Board May Convene in Closed Session to Receive Information Regarding Applicants, Which May Involve Considering the Character, Alleged Misconduct, Professional Competence or Physical or Mental Health of the Applicant (NRS 241.030). All Deliberation and Action Will Occur in an Open Session.

The following applicants are recommended for approval of licensure contingent upon completion of licensure requirements: Lee Underwood, Michelle Haines, Elisa Youngblood, Eric Rosmith, Elizabeth Dimovski-Jackson, Alicia Tolerico, David Tatera, Onyinyechi Anukem, Micol Levi-Minzi, and Bethany Walters.

On motion by Stephanie Woodard, second by Lorraine Benuto, the Nevada State Board of Psychological Examiners approved the following applicants for licensure contingent upon completion of licensure requirements: Lee Underwood, Michelle Haines, Elisa Youngblood, Eric Rosmith, Elizabeth Dimovski-Jackson, Alicia Tolerico, David Tatera, Onyinyechi Anukem, Micol Levi-Minzi, and Bethany Walters. (Yea: Whitney Owens, Monique Abarca, Lorraine Benuto, and Stephanie Woodard.) Motion Carried: 4-0.

- **(For Possible Action) Discussion and Possible Action on the ATEAM's recommendation to approve Bianca Reaves application to register as a Psychological Trainee.**

Dr. Owens shared that Bianca Reaves has applied to register as a Psychological Trainee. She is currently pursuing her Ph.D. in psychology at Walden University. Ms. Reaves' application was reviewed by the ATEAM committee during its April 12, 2024, meeting. Based on the ATEAM's review of Ms. Reaves' transcripts, the applicant and training verification form from her director of clinical training, and other information in her application file, the ATEAM recommended that Ms. Reaves' application to register as a psychological trainee be approved. The ATEAM also stated that because Ms. Reaves is still pursuing her degree, its recommendation for approval does not extend beyond registration as a psychological trainee, as she would be required to satisfy the requirements for pre- and post-doctoral supervised training and licensure moving forward.

On motion by Lorraine Benuto, second by Monique Abarca, the Nevada State Board of Psychological Examiners approved Bianca Reaves' application to register as a Psychological Trainee. (Yea: Whitney Owens, Monique Abarca, Lorraine Benuto, and Stephanie Woodard.) Motion Carried: 4-0.

9. (For Possible Action) Discussion and Possible Action to:

- **Provide the Board's Application Tracking Equivalency and Mobility (ATEAM) Committee with the Authority to Approve Applicants it Reviews, and**
- **Approve Revisions to the ATEAM policy.**

The Executive Director reviewed the ATEAM process. She informed that under current practice, the Board's ATEAM reviews applications for equivalency and either recommends approval to the Board (with or without contingencies), or denies the application (subject to appeal to the Board).

She went on to share that during the April 12, 2024, Board meeting, the Board inquired about the propriety of having the ATEAM recommend application approval to the Board as opposed to the ATEAM having the authority to simply approve applications, with or without contingencies, and avoid what seemed to be an unnecessary second step. Upon confirmation from Board counsel that the Board had the authority to vest the ATEAM with the authority to approve applications rather than recommending approval to the Board, that revision to the Board's ATEAM Policy is before the Board for approval. Those changes are indicated in Section II (pages 3 and 4) and Section III(c) (page 5).

In making that revision to the Policy, she reviewed the ATEAM Policy in reference to the ATEAM's practices, and proposed some additional revisions including offering more active, and less passive, language, ensure consistency in how the Policy refers to applicants and those who are registered and align with practice or suggested adjustments in practice for efficiency.

Dr. Owens and Dr. Woodard expressed their gratitude towards the work the Executive Director put in with regards to the ATEAM policy and procedures.

On motion by Monique Abarca, second by Lorraine Benuto, the Nevada State Board of Psychological Examiners approved the ATEAM's authority the ability to grant the applicants it reviews, and the proposed revisions to the ATEAM policy. (Yea: Whitney Owens, Monique Abarca, Lorraine Benuto, and Stephanie Woodard.) Motion Carried: 4-0.

10. (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.

The Executive Director informed that revisions in the three registration policies are the same that she reviewed during the April meeting, except she also made sure that they referenced the ATEAM's now approved authority to approve applications (as opposed to recommending approval to the Board).

She informed she intends to re-review these policies once R002-24 is approved, as there will be some changes in reference to, for example, supervisor qualifications. At that time, they can also move forward in creating the supervisor handbook, which the Board previously approved her being able to do, to align with the R002-24 and the updated policies.

On motion by Stephanie Woodard, second by Lorraine Benuto, the Nevada State Board of Psychological Examiners approved the revisions to the Board's policies and procedures for Psychological Assistant, Psychological Intern, and Psychological Trainee application and registration. (Yea: Whitney Owens, Monique Abarca, Lorraine Benuto, and Stephanie Woodard.) Motion Carried: 4-0.

11. (For Possible Action) Discussion and Possible Action to Approve Revisions to the Board's Endorsement Policy to Further Clarify the

Expedited Process for Certain Applicants who apply for Licensure by Endorsement.

The Executive Director shared that based on information that Dr. Owens recently forwarded to the Board office regarding the ASPPB's requirements of jurisdictions who accept a Certificate of Professional Qualification (CPQ) from the ASPPB as verification of the information it verifies (Board has an agreement with the ASPPB not to impose additional requirements on CPQ holders except for locally requirement assessments), she reviewed and proposed revisions to the Board's Licensure by Endorsement Policy to clarify and specify which applicants are eligible for the expedited application and licensure process, and how the expedited application process is applied to those applicants.

She went on to state because the CPQ, NR, and ABPP each provide verification of information that is different from the others (the CPQ verifying the most information, and the ABPP appearing to verify the least), the information the Board seeks from those applicants would depend on the credential they hold. For an applicant who holds more than one credential, the information the Board would seek from that applicant would be based on the credential that verifies the most information. For applicants who have been continuously and actively licensed in good standing for 20 years or more, the Board would require that the applicant fill out an applicant form in which the applicant provides abbreviated information regarding education, supervised experience, and employment history, and would only be required to provide verification of licensure.

Lastly, she informed that regardless of what qualifies an applicant for the expedited application process, all applicants are required to submit to a background check, provide character references, sign required waivers, and pass the Nevada State Exam.

On motion by Stephanie Woodard, second by Monique Abarca, the Nevada State Board of Psychological Examiners approved the revisions to the Board's Licensure by Endorsement Policy. (Yea: Whitney Owens, Monique Abarca, Lorraine Benuto, and Stephanie Woodard.) Motion Carried: 4-0.

12. (For Possible Action) Discussion and Possible Action to Make a Determination on and Policy Regarding Interjurisdictional Supervision Practice.

The Board office recently received an inquiry from one of its licensees who lives, is licensed, and practices in another state. That licensee has and supervises an intern in that other state that sees a client who is moving to Nevada. The question that licensee posed was whether her intern is able to continue to see that client under the licensee's Nevada license once that client is in Nevada. Because there does not appear to be a rule or policy that would address this inquiry, it is being posed to the Board to decide

whether to make a determination on and policy regarding interjurisdictional supervision practice.

No action or policy is needed by the Board as Nevada Law provides sufficient guidance for the circumstances described in the inquiry, and the inquiring licensee is to follow Nevada supervision laws and policies as they currently stand.

13. (For Possible Action) Discussion and Possible Action to Approve Revisions to the Board's Employment and Staff Performance Review Policies.

Dr. Owens shared that during its February 9, 2024, meeting, the Board approved revisions to its Employment and Staff Performance Review policies that, among other things, added Board Investigators to those policies. It was discussed during that meeting that a performance review form specific to the Board's investigators was needed.

She went on to state that during the creation and review of the proposed Board Investigator performance review form, questions regarding the staff performance review process were raised. According to the Board's Staff Performance Review Policy, the Board President conducts the evaluation of the executive director and the Board's investigators, and then the Board formally reviews and takes action on the annual evaluation in a publicly noticed meeting. The questions raised regarding the formal review and action during a public meeting concerned the extent and detail of the information about the Board staff member that the Board formally reviews and on which it takes action in a public forum. Those questions are being brought to the Board for further discussion and consideration, and for any potential revisions to its Employment (as applicable) and, more specifically, Staff Performance Review policy.

Dr. Owens went on to share that she wants transparency among the Board but also privacy for Board and staff members. She suggested completing the reviews in private then providing an overview to Board during public meeting that goes over general performance review.

Dr. Woodard agreed that the review should be done in privacy and then general outcomes of the review be presented during the public meeting.

Dr. Benuto agreed that it is important to protect the privacy of those who are being evaluated and there is not a need for it to be a public process.

Monique Abarca agreed with the other Board members to protect privacy.

DAG Ward informed that as long as Open Meeting Law is followed and overview of the review is shared, he has no other concerns.

No further action is required by the Board.

14. (For Possible Action) Discussion and Possible Action to Approve Proposed Board Investigator Performance Review Evaluation Tool.

The Executive Director shared that after the Board approved adding Board Investigators to its Employment and Staff Performance Review policies, the executive director created a proposed review form specific to the Board's investigators to fully implement those revisions. Having first been circulated to the Board's investigators and DAG Ward for review and input, the proposed performance review form for the Board's investigators is before this Board for its approval.

On motion by Lorraine Benuto, second by Monique Abarca, the Nevada Board of Psychological Examiners approved the proposed Board Investigator Performance Review and Evaluation Tool. (Yea: Whitney Owens, Monique Abarca, Lorraine Benuto, and Stephanie Woodard.) Motion Carried: 4-0.

15. (For Possible Action) Discussion and Possible Action to Approve the Executive Director's Vacation Request.

The Board's Employment Policy requires that Executive Director get Board approval for requests for vacation time of five (5) days or more. She requested that approval for her planned vacation June 19, 2024, through July 1, 2024.

On motion by Lorraine Benuto, second by Monique Abarca, the Nevada Board of Psychological Examiners approved the executive director's vacation request. (Yea: Whitney Owens, Monique Abarca, Lorraine Benuto, and Stephanie Woodard.) Motion Carried: 4-0.

16. (For Possible Action) Schedule of Future Board Meetings, Hearings, and Workshops. The Board May Discuss and Decide Future Meeting Dates, Hearing Dates, and Workshop Dates.

The next regular meeting of the Nevada Board of Psychological Examiners is currently scheduled for Friday, June 7, 2024, beginning at 8:00 a.m.

Dr. Owens informed it will be her last meeting as Board President and Board member. The June meeting will include voting for new Board officers (Board President, Secretary/Treasurer, Continuing Education officer, Non-Resident Consultant officer, and Exam officer) and members of the ATEAM committee.

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

Dr. Owens requested adding continuing professional development credits, and the election to the next agenda.

18. Public Comment. The Board wants to remind those who participate in public comment that you are limited to three minutes per person, and that public comment is reserved for comment only. It will not be used as a platform for questions and answers. If you have a statement that is longer than three minutes, please submit your statement in writing and the Board will include it in the written materials that are posted. If you have questions for which you would like answers, please email the Board office at nbop@govmail.state.nv.us.

Donald Hoier shared his comment. He stated the Board should consider a standard for each performance grade on the evaluation sheet. He went on to share that there is not value in discussing the evaluations of staff publicly, as personal privacy trumps the public needing to know this information.

There was no further public comment at this time.

18. (For Possible Action) Adjournment

There being no further business before the Board, President Dr. Owens adjourned the meeting at 9:27 a.m.

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

DATE: June 7, 2024

ITEM:

5A - (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 May 31, 2024, the checking account balance was \$ 230,802.15. 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 \$ 105,087.48.

With the end of May 2024 being 11/12 of the way through FY 2024, the Board is at about 89% of budgeted expenditures and more than 102% of expected revenue.

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**

5/31/24

		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	15,154.99	121.24%		10,001.18	6,586.36	5,913.64	6,000.00
	PA Application	3,500.00	3,091.13	88.32%		2,474.49	1,860.53	1,639.47	1,750.00
	Intern Application	1,100.00	1,385.03	125.91%		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	402.95	100.74%					
	Non-Resident Consultant	600.00	1,011.80	168.63%		400.00	302.95	297.05	300.00
	CE App Fee	540.00	882.23	163.38%		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	14,097.18	117.48%		7,372.56	6,326.06	5,673.94	6,000.00
	New and Duplicate License	1,750.00	1,780.89	101.77%		872.67	1,150.00	600.00	850.00
	Verification of Licensure	250.00	426.49	170.60%		81.33	161.77	88.23	100.00
	Reactivation Fee		498.08						
	Cost Recovered (Disciplinary)		350.00			0.00	350.00	0.00	0.00
	Interest, Misc	35.00	38.63	110.37%		17.38	17.61	17.50	25.00

Total Income		\$247,498.87	\$253,808.57	102.55%	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 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
	Board Salary/Per Diem	9,000.00	5,700.00	63.33%		3,750.00	3,450.00	5,550.00	4,500.00
	Executive Director (net)	50,000.00	43,172.44	86.34%		27,181.81	23,420.09	26,579.91	30,600.00
	Administrative Director (net)	16,700.00	11,989.92	71.80%				16,700.00	25,000.00
	Staff Salary (Part-Time)	4,500.00	3,977.05	88.38%		798.83	2,037.70	3,500.00	0.00
	Staff Benefits	2,000.00	2,825.04	141.25%		0.00	0.00	2,000.00	3,750.00
	Investigator Salary	12,000.00	12,717.23	105.98%		4,273.31	5,722.05	6,277.95	6,500.00
	Workers Compensation	1,000.00	764.94	76.49%		604.52	402.48	597.52	500.00
	PERS	32,000.00	26,791.48	83.72%		9,137.96	14,374.84	16,000.00	17,500.00
	Payroll Taxes (SS, Medicare)	12,500.00	15,112.66	120.90%		8,642.42	3,351.75	6,648.25	5,000.00
	Other Payroll Expenses	875.00	799.00	91.31%		320.00	430.00	445.00	450.00
	Total Payroll	140,575.00	123,849.76	88.10%		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 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
	Out of State	6,500.00	3,975.63	61.16%		2,590.32	2,718.11	3,781.89	3,500.00
	In-State Travel	1,000.00	884.98	88.50%			402.27	597.73	1,500.00
	Supplies	750.00	706.94	94.26%		340.28	316.01	433.99	375.00
	Office Expense (Office Furniture, Shredding, Office Equipment)	4,750.00	4,733.13	99.64%		484.18	2,591.39	1,408.61	1,000.00
	Print-Copy	50.00	36.68	73.36%		0.00	18.91	81.09	350.00
	Copy Lease	1,400.00	1,259.16	89.94%		554.26	678.12	721.88	750.00
	Rent	17,600.00	17,358.45	98.63%		5,572.30	5,572.30	10,915.00	8,500.00
	Postage	200.00	248.71	124.36%		3.18	81.80	118.20	300.00
	DoIt Web SV	1,200.00	1,019.50	84.96%		624.75	574.56	625.44	500.00
	Telephone & Internet Utilities	1,700.00	1,594.69	93.81%		862.99	815.07	884.93	625.00
	Software & Database	3,500.00	3,822.67	109.22%		3,566.14	1,278.61	2,221.39	3,500.00
	Legal & Professional Fees	30,000.00	25,283.59	84.28%		4,001.65	12,177.48	17,822.52	17,500.00
	Tort Claim	1,200.00	1,105.90	92.16%		0.00	0.00	1,000.00	0.00

Professional Services (Auditor, Bookkeeper, Lobbyist)	27,500.00	25,304.85	92.02%		10,213.00	13,205.50	14,294.50	17,500.00	
Dues & Reg (ASPPB, Conf, Continuing Ed)	5,000.00	4,159.00	83.18%		3,328.00	0.00	5,000.00	4,000.00	
Admin Services (LCB)	1,350.00	1,050.00	77.78%		73.84	0.00	500.00	500.00	
Banking Fees	100.00	91.16	91.16%		76.38	29.49	70.51	125.00	
PayPal Fees (against regular revenue)	1,000.00	1,052.13	105.21%		589.55	452.80	547.20	500.00	
Miscellaneous Expense	1,000.00	997.98	99.80%		0.00	0.00	1,500.00	250.00	
Uncategorized Expense	250.00				451.10	0.00	500.00	150.00	
Total Expenses	\$106,050.00	\$94,685.15	89.28%		\$33,381.92	\$40,962.42	\$63,074.88	\$61,475.00	
Total Expenses + Payroll	\$246,625.00	\$218,534.91	88.61%		\$88,090.77	\$94,151.33	\$147,373.51	\$155,275.00	
Total Income	\$ 247,498.87	\$253,808.57	102.55%		\$ 109,241.01	\$ 120,640.78	\$ 126,808.19	\$ 133,015.29	
Final Balance	\$873.87	\$35,273.67							
					Balance	\$21,150.24	\$26,489.45	-\$20,565.32	-\$22,259.71
					Adjustment	-\$20,000.00	-\$25,000.00	\$21,500.00	\$23,500.00
					Final Balance	\$1,150.24	\$1,489.45	\$934.68	\$1,240.29

June 05, 2024

Statement of Financial Position

As May 31, 2024

Nevada Board of Psychological Examiners

As verified by Michelle Fox .

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

Main Checking Account per bank statement dated 05/31/2024 -\$230,802.15

Savings Account per bank statement dated 05/31/2024-\$105,087.49

Michelle Fox

Michelle Fox

NV State Board of Psychological Examiners

Item 5A

Balance Sheet As of May 31, 2024

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1100 Cash in Bank	230,802.15
3309 Savings	105,087.48
Total Bank Accounts	\$335,889.63
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	\$336,997.63
Other Assets	
1300 Deferred outflows of resources	0.00
Total Other Assets	\$0.00
TOTAL ASSETS	\$336,997.63
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	2,498.11
2100 Payroll Liabilities	1,992.06
2107 Federal Taxes (941/944)	142.53
2108 PERS	34,840.04
NV Unemployment Tax	0.00

NV State Board of Psychological Examiners

Item 5A

Balance Sheet As of May 31, 2024

	TOTAL
Total 2100 Payroll Liabilities	36,974.63
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	\$ -82,570.37
Total Current Liabilities	\$ -82,570.37
Total Liabilities	\$ -82,570.37
Equity	
3000 Opening Bal Equity	1,315.04
3900 2550 Fund Balance	434,724.43
Net Income	-16,471.47
Total Equity	\$419,568.00
TOTAL LIABILITIES AND EQUITY	\$336,997.63

NV State Board of Psychological Examiners

Profit and Loss July 2023 - May 2024

	TOTAL
Income	
4010 Psychologist Application	
40100 Psychologist Application	15,154.99
40101 PA Application	3,091.13
40102 Intern Application	1,385.03
40103 Trainee Application	765.30
Total 4010 Psychologist Application	20,396.45
4015 Psychologist State Exam	14,097.18
4020 Psych Biennial	167,781.44
40201 Prorated Psych Biennial	17,914.74
40203 Reinstatement of Psych	1,426.11
Total 4020 Psych Biennial	187,122.29
4025 Psychologist Licensing Fee	500.00
40251 New License	1,250.00
40252 Change/Duplicate/Reinstatement	30.89
Total 4025 Psychologist Licensing Fee	1,780.89
4028 Registration Fee	154.43
40281 Psych Asst fee	5,228.47
40282 Psych Intern Fee	231.63
40283 Psych Trainee	154.45
Total 4028 Registration Fee	5,768.98
4030 Non-Resident Consultant	1,011.80
4040 CE App Fee	177.67
4045 Verification of Licensure	426.49
4055 Continuing Education	704.56
4075 Restitution of Legal Costs	350.00
4999 Interest	38.63
Total Income	\$231,874.94
GROSS PROFIT	\$231,874.94
Expenses	
307910 7210 Dolt Web SVb	1,019.50
5100 Board Sal	5,700.00
5175 Board Staf	
51752 Executive Assistant	290.90
51753 Investigator Salary	16,076.50
Total 5175 Board Staf	16,367.40
5250 Workers Compensation	764.94
5300 PERS	22,728.28

NV State Board of Psychological Examiners

Profit and Loss July 2023 - May 2024

	TOTAL
6100 Out of State Travel	2,773.19
6106 Air Tvl	1,067.17
6110 Out of State Travel Misc Costs	135.27
Total 6100 Out of State Travel	3,975.63
6200 In State Travel	686.00
6250 Air Tvl	198.98
Total 6200 In State Travel	884.98
7015 Supplies	706.94
70202 Office Furniture	950.00
Total 7015 Supplies	1,656.94
7020 Office Expense	3,521.17
7040 Print-Copy	36.68
7050 Rent	17,358.45
85100 Shredding	261.96
Total 7020 Office Expense	21,178.26
7100 Postage	248.71
7200 Utilities	141.79
7290 Telephone	1,166.93
72902 Internet	285.97
Total 7290 Telephone	1,452.90
Total 7200 Utilities	1,594.69
7500 Copy Lease	1,259.16
7770 Software	2,284.46
7777 Database	1,538.21
8000 Legal & Professional Fees	29,389.49
8050 Prof Servs	10,845.60
8055 Lobbyist	11,459.25
Total 8050 Prof Servs	22,304.85
8250 Dues & Reg	560.00
8255 Membership	3,599.00
Total 8250 Dues & Reg	4,159.00
8500 Admin Serv	
8520 LCB	1,050.00
Total 8500 Admin Serv	1,050.00
9001 Banking Fees	76.16
9002 Bank Crgs	15.00
Total 9001 Banking Fees	91.16
90100 Miscellaneous Expense	997.98

NV State Board of Psychological Examiners

Item 5A

Profit and Loss July 2023 - May 2024

	TOTAL
9100 Payroll Expenses	799.00
9110 Company Contributions	
Health Insurance	2,825.04
Retirement	13,395.74
Total 9110 Company Contributions	16,220.78
9130 Wages	82,034.18
Taxes	
9111 Federal Taxes (941/944)	7,505.46
NV Unemployment Tax	0.00
Total Taxes	7,505.46
Total 9100 Payroll Expenses	106,559.42
PayPal Fees	1,771.91
Total Expenses	\$247,524.97
NET OPERATING INCOME	\$ -15,650.03
Other Income	
3390 Refund	-821.44
Total Other Income	\$ -821.44
NET OTHER INCOME	\$ -821.44
NET INCOME	\$ -16,471.47

NV State Board of Psychological Examiners

General Ledger

May 2024

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
3309 Savings							
	Beginning Balance						105,083.92
05/31/2024	Deposit		Interest		4999 Interest	3.56	105,087.48
Total for 3309 Savings						\$3.56	
1100 Cash in Bank							
	Beginning Balance						249,986.60
05/01/2024	Deposit				-Split-	596.34	250,582.94
05/01/2024	Deposit		Matthew Tatum		-Split-	198.22	250,781.16
05/02/2024	Expense		Information Technology		307910 7210 Dolt Web SVb	-16.24	250,764.92
05/03/2024	Deposit		Kendra Devor		-Split-	231.64	250,996.56
05/03/2024	Deposit				-Split-	261.64	251,258.20
05/03/2024	Expense		Michelle Fox	Bookkeeper	8050 Prof Servs	-118.75	251,139.45
05/06/2024	Expense		Amazon	Office Label Maker	7020 Office Expense	-48.76	251,090.69
05/07/2024	Expense		State Farm Insurance		5250 Workers Compensation	-181.23	250,909.46
05/08/2024	Expense		Office of the Attorney General		8000 Legal & Professional Fees	-2,057.21	248,852.25
05/09/2024	Expense				7020 Office Expense:7040 Print-Copy	-9.33	248,842.92
05/10/2024	Expense		PERS		5300 PERS	-3,468.44	245,374.48
05/10/2024	Payroll Check	DD	Sheila G. Young	Pay Period: 04/26/2024-05/09/2024	2700 Direct Deposit Payable	-693.08	244,681.40
05/10/2024	Deposit				-Split-	500.00	245,181.40
05/10/2024	Payroll Check	DD	Gary C. Lenkeit	Pay Period: 04/26/2024-05/09/2024	2700 Direct Deposit Payable	-653.74	244,527.66
05/10/2024	Payroll Check	DD	Laura M. Arnold	Pay Period: 04/26/2024-05/09/2024	2700 Direct Deposit Payable	-1,795.66	242,732.00
05/10/2024	Expense		Bank of America Credit Card		-Split-	-2,059.17	240,672.83
05/10/2024	Payroll Check	DD	Sarah J. Restori	Pay Period: 04/26/2024-05/09/2024	2700 Direct Deposit Payable	-1,575.16	239,097.67
05/10/2024	Expense		Laura M Arnold	Reimbursement - Lyft ASPPB Conference Boston	6100 Out of State Travel	-165.97	238,931.70
05/13/2024	Tax Payment		IRS	Tax Payment for Period: 04/01/2024-04/30/2024	2100 Federal Income Withholding	-2,613.27	236,318.43
05/13/2024	Expense				9001 Banking Fees:9002 Bank Crgs	-1.00	236,317.43
05/14/2024	Expense		Canon Financial Services, Inc.		7500 Copy Lease	-14.79	236,302.64
05/17/2024	Expense		QuickBooks Payroll Service		9100 Payroll Expenses	-69.00	236,233.64
05/17/2024	Deposit				-Split-	210.00	236,443.64
05/17/2024	Deposit				-Split-	2,195.86	238,639.50
05/20/2024	Expense		Canon Financial Services, Inc.		7500 Copy Lease	-113.25	238,526.25
05/20/2024	Expense		NV Energy		7200 Utilities	-36.41	238,489.84
05/21/2024	Expense				7020 Office Expense	-9.00	238,480.84
05/21/2024	Expense				7020 Office Expense	-128.71	238,352.13
05/23/2024	Expense		Information Technology		307910 7210 Dolt Web SVb	-69.50	238,282.63
05/23/2024	Expense		Kathleen Laxalt		8050 Prof Servs:8055 Lobbyist	-1,041.75	237,240.88
05/24/2024	Payroll Check	DD	Sarah J. Restori	Pay Period: 05/10/2024-05/23/2024	2700 Direct Deposit Payable	-1,575.15	235,665.73
05/24/2024	Expense		Mihata Holdings, LP		7020 Office Expense:7050 Rent	-1,500.00	234,165.73
05/24/2024	Payroll Check	DD	Laura M. Arnold	Pay Period: 05/10/2024-05/23/2024	2700 Direct Deposit Payable	-1,795.67	232,370.06
05/24/2024	Payroll Check	DD	Sheila G. Young	Pay Period: 05/10/2024-05/23/2024	2700 Direct Deposit Payable	-941.51	231,428.55
05/28/2024	Expense				9001 Banking Fees:9002	-1.00	231,427.55

NV State Board of Psychological Examiners

General Ledger

May 2024

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
					Bank Crgs		
05/29/2024	Expense				7100 Postage	-38.00	231,389.55
05/29/2024	Deposit				-Split-	1,401.40	232,790.95
05/29/2024	Deposit				-Split-	850.00	233,640.95
05/31/2024	Expense				7100 Postage	-13.76	233,627.19
05/31/2024	Expense		Public Employees' Benefits Program (PEBP)		Payroll Expenses:Company Contributions:Health Insurance	-2,825.04	230,802.15
Total for 1100 Cash in Bank						\$ -	
						19,184.45	
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							31,371.60
05/10/2024	Payroll Check	DD	Laura M. Arnold	PERS	2700 Direct Deposit Payable	463.26	31,834.86
05/10/2024	Payroll Check	DD	Sarah J. Restori	PERS - Company Contribution	2700 Direct Deposit Payable	403.85	32,238.71
05/10/2024	Payroll Check	DD	Sarah J. Restori	PERS	2700 Direct Deposit Payable	403.85	32,642.56
05/10/2024	Payroll Check	DD	Laura M. Arnold	PERS - Company Contribution	2700 Direct Deposit Payable	463.26	33,105.82
05/24/2024	Payroll Check	DD	Laura M. Arnold	PERS	2700 Direct Deposit Payable	463.26	33,569.08
05/24/2024	Payroll Check	DD	Sarah J. Restori	PERS	2700 Direct Deposit Payable	403.85	33,972.93
05/24/2024	Payroll Check	DD	Laura M. Arnold	PERS - Company Contribution	2700 Direct Deposit Payable	463.26	34,436.19
05/24/2024	Payroll Check	DD	Sarah J. Restori	PERS - Company Contribution	2700 Direct Deposit Payable	403.85	34,840.04
Total for 2108 PERS						\$3,468.44	
NV Unemployment Tax							
05/10/2024	Payroll Check	DD	Laura M. Arnold	NV Unemployment Tax	2700 Direct Deposit Payable	0.00	0.00
05/10/2024	Payroll Check	DD	Sarah J. Restori	NV Unemployment Tax	2700 Direct Deposit Payable	0.00	0.00
05/10/2024	Payroll Check	DD	Sheila G. Young	NV Unemployment Tax	2700 Direct Deposit Payable	0.00	0.00
05/10/2024	Payroll Check	DD	Gary C. Lenkeit	NV Unemployment Tax	2700 Direct Deposit Payable	0.00	0.00
05/24/2024	Payroll Check	DD	Sarah J. Restori	NV Unemployment Tax	2700 Direct Deposit Payable	0.00	0.00
05/24/2024	Payroll Check	DD	Laura M. Arnold	NV Unemployment Tax	2700 Direct Deposit Payable	0.00	0.00
05/24/2024	Payroll Check	DD	Sheila G. Young	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						\$3,468.44	
2600 Deferred Revenue							
Beginning							-

NV State Board of Psychological Examiners

General Ledger

May 2024

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
Balance							121,072.03
Total for 2600 Deferred Revenue							
2700 Direct Deposit Payable							
05/10/2024	Payroll Check	DD	Sarah J. Restori	Direct Deposit	1100 Cash in Bank	-1,575.16	-1,575.16
05/10/2024	Payroll Check	DD	Sheila G. Young	Pay Period: 04/26/2024-05/09/2024	-Split-	693.08	-882.08
05/10/2024	Payroll Check	DD	Sheila G. Young	Direct Deposit	1100 Cash in Bank	-693.08	-1,575.16
05/10/2024	Payroll Check	DD	Sarah J. Restori	Pay Period: 04/26/2024-05/09/2024	-Split-	1,575.16	0.00
05/10/2024	Payroll Check	DD	Laura M. Arnold	Pay Period: 04/26/2024-05/09/2024	-Split-	1,795.66	1,795.66
05/10/2024	Payroll Check	DD	Laura M. Arnold	Direct Deposit	1100 Cash in Bank	-1,795.66	0.00
05/10/2024	Payroll Check	DD	Gary C. Lenkeit	Pay Period: 04/26/2024-05/09/2024	-Split-	653.74	653.74
05/10/2024	Payroll Check	DD	Gary C. Lenkeit	Direct Deposit	1100 Cash in Bank	-653.74	0.00
05/24/2024	Payroll Check	DD	Sheila G. Young	Pay Period: 05/10/2024-05/23/2024	-Split-	941.51	941.51
05/24/2024	Payroll Check	DD	Sarah J. Restori	Direct Deposit	1100 Cash in Bank	-1,575.15	-633.64
05/24/2024	Payroll Check	DD	Laura M. Arnold	Pay Period: 05/10/2024-05/23/2024	-Split-	1,795.67	1,162.03
05/24/2024	Payroll Check	DD	Sheila G. Young	Direct Deposit	1100 Cash in Bank	-941.51	220.52
05/24/2024	Payroll Check	DD	Sarah J. Restori	Pay Period: 05/10/2024-05/23/2024	-Split-	1,575.15	1,795.67
05/24/2024	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 Balance							2,273.68
05/10/2024	Payroll Check	DD	Gary C. Lenkeit	Federal Taxes (941/943/944)	2700 Direct Deposit Payable	366.77	2,640.45
05/10/2024	Payroll Check	DD	Sarah J. Restori	Federal Taxes (941/943/944)	2700 Direct Deposit Payable	505.21	3,145.66
05/10/2024	Payroll Check	DD	Sheila G. Young	Federal Taxes (941/943/944)	2700 Direct Deposit Payable	114.84	3,260.50
05/10/2024	Payroll Check	DD	Laura M. Arnold	Federal Taxes (941/943/944)	2700 Direct Deposit Payable	590.81	3,851.31
05/13/2024	Tax Payment		IRS	Federal Taxes (941/943/944)	1100 Cash in Bank	-2,613.27	1,238.04
05/24/2024	Payroll Check	DD	Laura M. Arnold	Federal Taxes (941/943/944)	2700 Direct Deposit Payable	590.79	1,828.83
05/24/2024	Payroll Check	DD	Sarah J. Restori	Federal Taxes (941/943/944)	2700 Direct Deposit Payable	505.23	2,334.06
05/24/2024	Payroll Check	DD	Sheila G. Young	Federal Taxes (941/943/944)	2700 Direct Deposit Payable	164.05	2,498.11
Total for 2100 Federal Income Withholding							\$224.43
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							674.56
05/03/2024	Deposit			CE App fee	1100 Cash in Bank	30.00	704.56
Total for 4055 Continuing Education							\$30.00
4010 Psychologist Application							
40100 Psychologist Application							
Beginning Balance							13,309.09
05/01/2024	Deposit			Psych App fee	1100 Cash in Bank	155.10	13,464.19
05/01/2024	Deposit			Psych App fee	1100 Cash in Bank	155.10	13,619.29
05/01/2024	Deposit			Psych App fee	1100 Cash in Bank	155.10	13,774.39

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DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
05/10/2024	Deposit			Psych App fee	1100 Cash in Bank	150.00	13,924.39
05/10/2024	Deposit			Psych App fee	1100 Cash in Bank	150.00	14,074.39
05/17/2024	Deposit			Psych App fee	1100 Cash in Bank	155.10	14,229.49
05/17/2024	Deposit			Psych App fee	1100 Cash in Bank	155.10	14,384.59
05/17/2024	Deposit			Psych App fee	1100 Cash in Bank	155.10	14,539.69
05/29/2024	Deposit			Psych App fee	1100 Cash in Bank	155.10	14,694.79
05/29/2024	Deposit			Psych App fee	1100 Cash in Bank	150.00	14,844.79
05/29/2024	Deposit			Psych App fee	1100 Cash in Bank	155.10	14,999.89
05/29/2024	Deposit			Psych App fee	1100 Cash in Bank	155.10	15,154.99
Total for 40100 Psychologist Application						\$1,845.90	
40101 PA Application							
Beginning Balance							
							2,475.83
05/17/2024	Deposit			PA App fee	1100 Cash in Bank	150.00	2,625.83
05/17/2024	Deposit			PA App fee	1100 Cash in Bank	155.10	2,780.93
05/17/2024	Deposit			PA App fee	1100 Cash in Bank	155.10	2,936.03
05/17/2024	Deposit			PA App fee refund	1100 Cash in Bank	-155.10	2,780.93
05/29/2024	Deposit			PA App fee	1100 Cash in Bank	155.10	2,936.03
05/29/2024	Deposit			PA App fee	1100 Cash in Bank	155.10	3,091.13
Total for 40101 PA Application						\$615.30	
40102 Intern Application							
Beginning Balance							
							1,385.03
Total for 40102 Intern Application							
40103 Trainee Application							
Beginning Balance							
							765.30
05/29/2024	Deposit			PT App fee refund	1100 Cash in Bank	-155.10	610.20
05/29/2024	Deposit			PT App fee	1100 Cash in Bank	155.10	765.30
Total for 40103 Trainee Application						\$0.00	
Total for 4010 Psychologist Application						\$2,461.20	
4015 Psychologist State Exam							
Beginning Balance							
							10,620.48
05/01/2024	Deposit		Matthew Tatum	SE App fee	1100 Cash in Bank	205.90	10,826.38
05/01/2024	Deposit			SE App fee	1100 Cash in Bank	205.90	11,032.28
05/10/2024	Deposit			SE App fee	1100 Cash in Bank	200.00	11,232.28
05/17/2024	Deposit			SE App fee - wrong amount	1100 Cash in Bank	517.20	11,749.48
05/17/2024	Deposit			SE App fee	1100 Cash in Bank	205.90	11,955.38
05/17/2024	Deposit			SE App fee	1100 Cash in Bank	205.90	12,161.28
05/17/2024	Deposit			SE App Fee	1100 Cash in Bank	205.90	12,367.18
05/17/2024	Deposit			SE App fee - refund for wrong amt	1100 Cash in Bank	-517.20	11,849.98
05/17/2024	Deposit			SE App fee	1100 Cash in Bank	205.90	12,055.88
05/17/2024	Deposit			SE App fee	1100 Cash in Bank	205.90	12,261.78
05/17/2024	Deposit			SE App fee	1100 Cash in Bank	205.90	12,467.68
05/17/2024	Deposit			SE App fee	1100 Cash in Bank	205.90	12,673.58
05/17/2024	Deposit			SE App fee	1100 Cash in Bank	205.90	12,879.48
05/29/2024	Deposit			SE App fee	1100 Cash in Bank	205.90	13,085.38
05/29/2024	Deposit			SE App fee	1100 Cash in Bank	205.90	13,291.28
05/29/2024	Deposit			SE App fee	1100 Cash in Bank	200.00	13,491.28
05/29/2024	Deposit			SE App fee	1100 Cash in Bank	200.00	13,691.28
05/29/2024	Deposit			SE App fee	1100 Cash in Bank	205.90	13,897.18
05/29/2024	Deposit			SE App fee	1100 Cash in Bank	200.00	14,097.18
Total for 4015 Psychologist State Exam						\$3,476.70	
4020 Psych Biennial							
Beginning Balance							
							167,781.44
Total for 4020 Psych Biennial							
40201 Prorated Psych Biennial							
Beginning							
							17,309.93

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Balance							
05/03/2024	Deposit			New Licensure	1100 Cash in Bank	206.64	17,516.57
05/03/2024	Deposit		Kendra Devor	New licensure	1100 Cash in Bank	206.64	17,723.21
05/29/2024	Deposit			New licensure	1100 Cash in Bank	191.53	17,914.74
Total for 40201 Prorated Psych Biennial						\$604.81	
40203 Reinstament of Psych							
Beginning							
Balance							
Total for 40203 Reinstament of Psych							1,426.11
Total for 4020 Psych Biennial with subs						\$604.81	
4025 Psychologist Licensing Fee							
Beginning							
Balance							
Total for 4025 Psychologist Licensing Fee							500.00
40251 New License							
Beginning							
Balance							
05/03/2024	Deposit			New license	1100 Cash in Bank	25.00	1,200.00
05/03/2024	Deposit		Kendra Devor	New license certificate	1100 Cash in Bank	25.00	1,225.00
05/29/2024	Deposit			New License	1100 Cash in Bank	25.00	1,250.00
Total for 40251 New License						\$75.00	
40252 Change/Duplicate/Reinstatement							
Beginning							
Balance							
Total for 40252 Change/Duplicate/Reinstatement							30.89
Total for 4025 Psychologist Licensing Fee with subs						\$75.00	
4028 Registration Fee							
Beginning							
Balance							
Total for 4028 Registration Fee							154.43
40281 Psych Asst fee							
Beginning							
Balance							
Total for 40281 Psych Asst fee							5,228.47
40282 Psych Intern Fee							
Beginning							
Balance							
Total for 40282 Psych Intern Fee							231.63
40283 Psych Trainee							
Beginning							
Balance							
Total for 40283 Psych Trainee							154.45
Total for 4028 Registration Fee with subs							
4030 Non-Resident Consultant							
Beginning							
Balance							
05/29/2024	Deposit			NRC App fee	1100 Cash in Bank	100.00	1,011.80
Total for 4030 Non-Resident Consultant						\$100.00	
4040 CE App Fee							
Beginning							
Balance							
05/17/2024	Deposit			2 CE Apps	1100 Cash in Bank	60.00	146.78
05/17/2024	Deposit			CE App fee	1100 Cash in Bank	30.89	177.67
Total for 4040 CE App Fee						\$90.89	
4045 Verification of Licensure							
Beginning							
Balance							
05/01/2024	Deposit			NV License Verif fee	1100 Cash in Bank	20.59	405.90
05/17/2024	Deposit			NV License Verif request	1100 Cash in Bank	20.59	426.49

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Total for 4045 Verification of Licensure						\$41.18	
4075 Restitution of Legal Costs							
Beginning Balance							
							350.00
Total for 4075 Restitution of Legal Costs							
4999 Interest							
Beginning Balance							
							35.07
05/31/2024	Deposit		Interest	Interest Earned	3309 Savings	3.56	38.63
Total for 4999 Interest						\$3.56	
307910 7210 Dolt Web SVb							
Beginning Balance							
							933.76
05/02/2024	Expense		Information Technology	NV Information Technology Bill Payment	1100 Cash in Bank	16.24	950.00
05/23/2024	Expense		Information Technology	NV Information Technology Bill Payment	1100 Cash in Bank	69.50	1,019.50
Total for 307910 7210 Dolt Web SVb						\$85.74	
9100 Payroll Expenses							
Beginning Balance							
							730.00
05/17/2024	Expense		QuickBooks Payroll Service	INTUIT * DES:QBooks Pay ID:8181271 BOARD OF PSYCHOLGIC CO ID:XXXXX56346 CCD	INDN:NV 1100 Cash in Bank	69.00	799.00
Total for 9100 Payroll Expenses						\$69.00	
9110 Company Contributions							
Health Insurance							
05/31/2024	Expense		Public Employees' Benefits Program (PEBP)	Public Employees' Benefits Prgm Bill Payment	1100 Cash in Bank	2,825.04	2,825.04
Total for Health Insurance						\$2,825.04	
Retirement							
Beginning Balance							
							11,661.52
05/10/2024	Payroll Check	DD	Sarah J. Restori	Employer Retirement Contribution	2700 Direct Deposit Payable	403.85	12,065.37
05/10/2024	Payroll Check	DD	Laura M. Arnold	Employer Retirement Contribution	2700 Direct Deposit Payable	463.26	12,528.63
05/24/2024	Payroll Check	DD	Sarah J. Restori	Employer Retirement Contribution	2700 Direct Deposit Payable	403.85	12,932.48
05/24/2024	Payroll Check	DD	Laura M. Arnold	Employer Retirement Contribution	2700 Direct Deposit Payable	463.26	13,395.74
Total for Retirement						\$1,734.22	
Total for 9110 Company Contributions						\$4,559.26	
9130 Wages							
Beginning Balance							
							72,124.38
05/10/2024	Payroll Check	DD	Sarah J. Restori	Gross Pay - This is not a legal pay stub	2700 Direct Deposit Payable	2,307.69	74,432.07
05/10/2024	Payroll Check	DD	Laura M. Arnold	Gross Pay - This is not a legal pay stub	2700 Direct Deposit Payable	2,647.21	77,079.28
05/24/2024	Payroll Check	DD	Sarah J. Restori	Gross Pay - This is not a legal pay stub	2700 Direct Deposit Payable	2,307.69	79,386.97
05/24/2024	Payroll Check	DD	Laura M. Arnold	Gross Pay - This is not a legal pay stub	2700 Direct Deposit Payable	2,647.21	82,034.18
Total for 9130 Wages						\$9,909.80	
Taxes							
9111 Federal Taxes (941/944)							
Beginning Balance							
							6,538.87
05/10/2024	Payroll Check	DD	Laura M. Arnold	Social Security Employer	2700 Direct Deposit Payable	164.13	6,703.00

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05/10/2024	Payroll Check	DD	Sheila G. Young	Medicare Employer	2700 Direct Deposit Payable	10.88	6,713.88
05/10/2024	Payroll Check	DD	Gary C. Lenkeit	Social Security Employer	2700 Direct Deposit Payable	58.77	6,772.65
05/10/2024	Payroll Check	DD	Sarah J. Restori	Social Security Employer	2700 Direct Deposit Payable	143.07	6,915.72
05/10/2024	Payroll Check	DD	Laura M. Arnold	Medicare Employer	2700 Direct Deposit Payable	38.39	6,954.11
05/10/2024	Payroll Check	DD	Sheila G. Young	Social Security Employer	2700 Direct Deposit Payable	46.54	7,000.65
05/10/2024	Payroll Check	DD	Sarah J. Restori	Medicare Employer	2700 Direct Deposit Payable	33.46	7,034.11
05/10/2024	Payroll Check	DD	Gary C. Lenkeit	Medicare Employer	2700 Direct Deposit Payable	13.74	7,047.85
05/24/2024	Payroll Check	DD	Laura M. Arnold	Medicare Employer	2700 Direct Deposit Payable	38.38	7,086.23
05/24/2024	Payroll Check	DD	Sheila G. Young	Medicare Employer	2700 Direct Deposit Payable	14.89	7,101.12
05/24/2024	Payroll Check	DD	Sarah J. Restori	Medicare Employer	2700 Direct Deposit Payable	33.46	7,134.58
05/24/2024	Payroll Check	DD	Sheila G. Young	Social Security Employer	2700 Direct Deposit Payable	63.67	7,198.25
05/24/2024	Payroll Check	DD	Sarah J. Restori	Social Security Employer	2700 Direct Deposit Payable	143.08	7,341.33
05/24/2024	Payroll Check	DD	Laura M. Arnold	Social Security Employer	2700 Direct Deposit Payable	164.13	7,505.46
Total for 9111 Federal Taxes (941/944)						\$966.59	
NV Unemployment Tax							
05/10/2024	Payroll Check	DD	Sheila G. Young	NV SUI Employer	2700 Direct Deposit Payable	0.00	0.00
05/10/2024	Payroll Check	DD	Sarah J. Restori	NV SUI Employer	2700 Direct Deposit Payable	0.00	0.00
05/10/2024	Payroll Check	DD	Gary C. Lenkeit	NV SUI Employer	2700 Direct Deposit Payable	0.00	0.00
05/10/2024	Payroll Check	DD	Sheila G. Young	NV Career Enhancement Program	2700 Direct Deposit Payable	0.00	0.00
05/10/2024	Payroll Check	DD	Sarah J. Restori	NV Career Enhancement Program	2700 Direct Deposit Payable	0.00	0.00
05/10/2024	Payroll Check	DD	Laura M. Arnold	NV SUI Employer	2700 Direct Deposit Payable	0.00	0.00
05/10/2024	Payroll Check	DD	Gary C. Lenkeit	NV Career Enhancement Program	2700 Direct Deposit Payable	0.00	0.00
05/10/2024	Payroll Check	DD	Laura M. Arnold	NV Career Enhancement Program	2700 Direct Deposit Payable	0.00	0.00
05/24/2024	Payroll Check	DD	Laura M. Arnold	NV Career Enhancement Program	2700 Direct Deposit Payable	0.00	0.00
05/24/2024	Payroll Check	DD	Sarah J. Restori	NV SUI Employer	2700 Direct Deposit Payable	0.00	0.00
05/24/2024	Payroll Check	DD	Sarah J. Restori	NV Career Enhancement Program	2700 Direct Deposit Payable	0.00	0.00
05/24/2024	Payroll Check	DD	Sheila G. Young	NV SUI Employer	2700 Direct Deposit Payable	0.00	0.00
05/24/2024	Payroll Check	DD	Sheila G. Young	NV Career Enhancement Program	2700 Direct Deposit Payable	0.00	0.00
05/24/2024	Payroll Check	DD	Laura M. Arnold	NV SUI Employer	2700 Direct Deposit Payable	0.00	0.00
Total for NV Unemployment Tax						\$0.00	
Total for Taxes						\$966.59	
Total for 9100 Payroll Expenses with subs						\$15,504.65	
5100 Board Sal							
Beginning Balance							5,700.00
Total for 5100 Board Sal							

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DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
5175 Board Staf							
51752 Executive Assistant							
Beginning Balance							290.90
Total for 51752 Executive Assistant							
51753 Investigator Salary							
Beginning Balance							13,351.00
05/10/2024	Payroll Check	DD	Sheila G. Young	Gross Pay - This is not a legal pay stub	2700 Direct Deposit Payable	750.50	14,101.50
05/10/2024	Payroll Check	DD	Gary C. Lenkeit	Gross Pay - This is not a legal pay stub	2700 Direct Deposit Payable	948.00	15,049.50
05/24/2024	Payroll Check	DD	Sheila G. Young	Gross Pay - This is not a legal pay stub	2700 Direct Deposit Payable	1,027.00	16,076.50
Total for 51753 Investigator Salary							\$2,725.50
Total for 5175 Board Staf							\$2,725.50
5250 Workers Compensation							
Beginning Balance							583.71
05/07/2024	Expense		State Farm Insurance	State Farm Insurance Bill Payment	1100 Cash in Bank	181.23	764.94
Total for 5250 Workers Compensation							\$181.23
5300 PERS							
Beginning Balance							19,259.84
05/10/2024	Expense		PERS	TRANSFER NV BOARD OF PSYCHOLO:Public Employee's Re Confirmation# XXXXX27773	1100 Cash in Bank	3,468.44	22,728.28
Total for 5300 PERS							\$3,468.44
6100 Out of State Travel							
Beginning Balance							2,607.22
05/10/2024	Expense		Laura M Arnold	Reimbursement - Lyft ASPPB Conference Boston	1100 Cash in Bank	165.97	2,773.19
Total for 6100 Out of State Travel							\$165.97
6106 Air Tvl							
Beginning Balance							1,067.17
Total for 6106 Air Tvl							
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							\$165.97
6200 In State Travel							
Beginning Balance							686.00
Total for 6200 In State Travel							
6250 Air Tvl							
Beginning Balance							198.98
Total for 6250 Air Tvl							
Total for 6200 In State Travel with subs							
7015 Supplies							
Beginning Balance							706.94
Total for 7015 Supplies							
70202 Office Furniture							
Beginning Balance							950.00
Total for 70202 Office Furniture							
Total for 7015 Supplies with subs							

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7020 Office Expense							
	Beginning Balance						3,334.70
05/06/2024	Expense		Amazon	Office Label Maker	1100 Cash in Bank	48.76	3,383.46
05/21/2024	Expense			CHECKCARD 0520 CRYSTALPLUS AWARDS 779-8803 CA XXXXX4141XXXXXXXXXX4070 5947 XXXXXXXXXXXX238587	888- 1100 Cash in Bank CKCD	128.71	3,512.17
05/21/2024	Expense			CHECKCARD 0520 CRYSTALPLUS AWARDS 779-8803 CA XXXXX4141XXXXXXXXXX2568 5947 XXXXXXXXXXXX238587	888- 1100 Cash in Bank CKCD	9.00	3,521.17
Total for 7020 Office Expense						\$186.47	
7040 Print-Copy							
	Beginning Balance						27.35
05/09/2024	Expense			Ubeo Business Services Bill Payment	1100 Cash in Bank	9.33	36.68
Total for 7040 Print-Copy						\$9.33	
7050 Rent							
	Beginning Balance						15,858.45
05/24/2024	Expense		Mihata Holdings, LP	TRANSFER NV BOARD OF PSYCHOLO:Mihata Holdings Confirmation# XXXXX85602	1100 Cash in Bank	1,500.00	17,358.45
Total for 7050 Rent						\$1,500.00	
85100 Shredding							
	Beginning Balance						261.96
Total for 85100 Shredding							
Total for 7020 Office Expense with subs						\$1,695.80	
7100 Postage							
	Beginning Balance						196.95
05/29/2024	Expense			PostNet NV119 05/29 #XXXXX5209 PURCHASE PostNet NV119 Las Vegas NV CKCD 7399 XXXXXXXXXX238587	1100 Cash in Bank	38.00	234.95
05/31/2024	Expense			PostNet NV119 05/31 #XXXXX8897 PURCHASE PostNet NV119 Las Vegas NV CKCD 7399 XXXXXXXXXX238587	1100 Cash in Bank	13.76	248.71
Total for 7100 Postage						\$51.76	
7200 Utilities							
	Beginning Balance						105.38
05/20/2024	Expense		NV Energy	NV ENERGY SOUTH DES:NPC PYMT ID:XXXXXXXXXX12081 INDN:NEVADA BOARD OF PSYCHO CO ID:XXXXX45330 CCD	1100 Cash in Bank	36.41	141.79
Total for 7200 Utilities						\$36.41	
7290 Telephone							
	Beginning Balance						1,166.93
Total for 7290 Telephone							
72902 Internet							
	Beginning Balance						285.97
Total for 72902 Internet							
Total for 7290 Telephone with subs							
Total for 7200 Utilities with subs						\$36.41	
7500 Copy Lease							
	Beginning Balance						1,131.12
05/14/2024	Expense		Canon Financial Services, Inc.	Canon Financial Services Bill Payment	1100 Cash in Bank	14.79	1,145.91
05/20/2024	Expense		Canon Financial Services, Inc.	Canon Financial Services Bill Payment	1100 Cash in Bank	113.25	1,259.16
Total for 7500 Copy Lease						\$128.04	

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7770 Software							
	Beginning Balance						1,938.50
05/01/2024	Deposit			MS Subscription	1100 Cash in Bank	69.99	2,008.49
05/10/2024	Expense		Bank of America Credit Card	Adobe	1100 Cash in Bank	19.99	2,028.48
05/10/2024	Expense		Bank of America Credit Card	Jotform	1100 Cash in Bank	19.00	2,047.48
05/10/2024	Expense		Bank of America Credit Card	Google	1100 Cash in Bank	72.00	2,119.48
05/17/2024	Deposit			Adobe	1100 Cash in Bank	19.99	2,139.47
05/29/2024	Deposit			Norton Renewal fee	1100 Cash in Bank	144.99	2,284.46
05/29/2024	Deposit			Norton Renewal fee	1100 Cash in Bank	144.99	2,429.45
05/29/2024	Deposit			Norton Renewal fee	1100 Cash in Bank	-144.99	2,284.46
Total for 7770 Software						\$345.96	
7777 Database							
	Beginning Balance						782.70
05/10/2024	Expense		Bank of America Credit Card	Savvy Ltd.	1100 Cash in Bank	755.51	1,538.21
Total for 7777 Database						\$755.51	
8000 Legal & Professional Fees							
	Beginning Balance						27,332.28
05/08/2024	Expense		Office of the Attorney General	NV Attorney General - AG Bill Payment	1100 Cash in Bank	2,057.21	29,389.49
Total for 8000 Legal & Professional Fees						\$2,057.21	
8050 Prof Servs							
	Beginning Balance						10,726.85
05/03/2024	Expense		Michelle Fox	Bookkeeper	1100 Cash in Bank	118.75	10,845.60
Total for 8050 Prof Servs						\$118.75	
8055 Lobbyist							
	Beginning Balance						10,417.50
05/23/2024	Expense		Kathleen Laxalt	Kathleen Laxalt Bill Payment	1100 Cash in Bank	1,041.75	11,459.25
Total for 8055 Lobbyist						\$1,041.75	
Total for 8050 Prof Servs with subs						\$1,160.50	
8250 Dues & Reg							
	Beginning Balance						560.00
Total for 8250 Dues & Reg							
8255 Membership							
	Beginning Balance						2,429.00
05/10/2024	Expense		Bank of America Credit Card	PsyPact	1100 Cash in Bank	1,170.00	3,599.00
Total for 8255 Membership						\$1,170.00	
Total for 8250 Dues & Reg with subs						\$1,170.00	
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
05/10/2024	Expense		Bank of America Credit Card	International Transaction fee	1100 Cash in Bank	22.67	76.16

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Total for 9001 Banking Fees						\$22.67	
9002 Bank Crgs							
Beginning Balance							
							13.00
05/13/2024	Expense			External transfer fee - 3 Day - 05/10/2024 XXXXX0850	Confirmation: 1100 Cash in Bank	1.00	14.00
05/28/2024	Expense			External transfer fee - 3 Day - 05/24/2024 XXXXX5816	Confirmation: 1100 Cash in Bank	1.00	15.00
Total for 9002 Bank Crgs						\$2.00	
Total for 9001 Banking Fees with subs						\$24.67	
90100 Miscellaneous Expense							
Beginning Balance							
							997.98
Total for 90100 Miscellaneous Expense							
PayPal Fees							
Beginning Balance							
							1,572.20
05/01/2024	Deposit			Regular PP fee	1100 Cash in Bank	5.90	1,578.10
05/01/2024	Deposit		Matthew Tatum	Regular PP fee	1100 Cash in Bank	7.68	1,585.78
05/01/2024	Deposit			Regular PP fee	1100 Cash in Bank	6.65	1,592.43
05/01/2024	Deposit			Regular PP fee	1100 Cash in Bank	5.90	1,598.33
05/01/2024	Deposit			Regular PP fee	1100 Cash in Bank	1.11	1,599.44
05/01/2024	Deposit			Regular PP fee	1100 Cash in Bank	5.90	1,605.34
05/17/2024	Deposit			Regular PP fee	1100 Cash in Bank	6.65	1,611.99
05/17/2024	Deposit			Regular PP fee	1100 Cash in Bank	6.65	1,618.64
05/17/2024	Deposit			Regular PP fee	1100 Cash in Bank	1.41	1,620.05
05/17/2024	Deposit			Regular PP fee	1100 Cash in Bank	7.68	1,627.73
05/17/2024	Deposit			Regular PP fee	1100 Cash in Bank	6.65	1,634.38
05/17/2024	Deposit			Regular PP fee - wrong amount	1100 Cash in Bank	15.95	1,650.33
05/17/2024	Deposit			Regular PP fee	1100 Cash in Bank	5.90	1,656.23
05/17/2024	Deposit			Regular PP fee	1100 Cash in Bank	7.68	1,663.91
05/17/2024	Deposit			Regular PP fee	1100 Cash in Bank	5.90	1,669.81
05/17/2024	Deposit			Regular PP fee	1100 Cash in Bank	6.65	1,676.46
05/17/2024	Deposit			Regular PP fee	1100 Cash in Bank	5.90	1,682.36
05/17/2024	Deposit			Regular PP fee	1100 Cash in Bank	5.90	1,688.26
05/17/2024	Deposit			Regular PP fee	1100 Cash in Bank	6.65	1,694.91
05/17/2024	Deposit			Regular PP fee	1100 Cash in Bank	6.65	1,701.56
05/17/2024	Deposit			Regular PP fee	1100 Cash in Bank	5.90	1,707.46
05/17/2024	Deposit			Regular PP fee	1100 Cash in Bank	1.11	1,708.57
05/29/2024	Deposit			Regular PP fee	1100 Cash in Bank	5.90	1,714.47
05/29/2024	Deposit			Regular PP fee	1100 Cash in Bank	5.90	1,720.37
05/29/2024	Deposit			Regular PP fee	1100 Cash in Bank	5.90	1,726.27
05/29/2024	Deposit			Regular PP fee	1100 Cash in Bank	7.68	1,733.95
05/29/2024	Deposit			Regular PP fee	1100 Cash in Bank	5.90	1,739.85
05/29/2024	Deposit			deferred PP fee	1100 Cash in Bank	6.96	1,746.81
05/29/2024	Deposit			Regular PP fee	1100 Cash in Bank	6.65	1,753.46
05/29/2024	Deposit			Regular PP fee	1100 Cash in Bank	6.65	1,760.11
05/29/2024	Deposit			Regular PP fee	1100 Cash in Bank	5.90	1,766.01
05/29/2024	Deposit			Regular PP fee	1100 Cash in Bank	5.90	1,771.91
Total for PayPal Fees						\$199.71	
3390 Refund							
Beginning Balance							
							-821.44
Total for 3390 Refund							

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

DATE: June 7, 2024

ITEM:

5B - (For Possible Action) Discussion and Possible Action to Approve Revisions to the Budget for Fiscal Year 2024 (July 1, 2023, through June 30, 2024).

SUMMARY:

Revisions to the FY 2024 Budget include:

- Adjustments, both up and down, to the revenue to bring each item to just over 100% of revenue received at this point in the fiscal year. Each of those will either remain the same or increase by the end of June 2024, which is the end of the fiscal year, maintaining budgeted revenue in excess of 100% for the fiscal year
- Adjustments to expenditures from the positive net revenue adjustment, from decreasing the amount budgeted for certain expenditures to reflect amounts that are more accurate based on actual numbers, and from the final balance

The revisions and adjustments reflect a projected FY 2024 budget that remains balanced overall, and that leaves the Board with financials that are projected to do better than budgeted.

**NV State Board of Psychological Examiners
Budget - Fiscal Year 2024**

5/31/24

		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	20,823.24	20,823.24	100.00%
Regular Revenue	23-24 Biennium Q4 New Licensure and Registrations			
	Applications			
	Psychologist Application	15,000.00	15,154.99	101.03%
	PA Application	3,000.00	3,091.13	103.04%
	Intern Application	1,350.00	1,385.03	102.59%
	Trainee Application	750.00	765.30	102.04%
	Reinstatement/Reactivation	400.00	402.95	100.74%
	Non-Resident Consultant	1,000.00	1,011.80	101.18%

	CE App Fee	800.00	882.23	110.28%
	Other			
	Late Fees			
	Psychologist State Exam	14,000.00	14,097.18	100.69%
	New and Duplicate License	1,750.00	1,780.89	101.77%
	Verification of Licensure	400.00	426.49	106.62%
	Reactivation Fee		500.00	
	Cost Recovered (Disciplinary)		350.00	
	Interest, Misc	35.00	38.63	110.37%
	Total Income	\$252,408.86	\$253,810.48	100.56%

Payroll Expenses		FY24 Budgeted Amount	FY24 Actual	% actual to budget
	Board Salary/Per Diem	9,000.00	5,700.00	63.33%
	Executive Director (net)	48,000.00	43,172.44	89.94%
	Administrative Director (net)	15,750.00	11,989.92	76.13%
	Staff Salary (Part-Time)	4,500.00	3,977.05	88.38%
	Staff Benefits	4,000.00	2,825.04	70.63%
	Investigator Salary	14,910.00	12,717.23	85.29%
	Workers Compensation	1,000.00	764.94	76.49%
	PERS	30,000.00	26,791.48	89.30%
	Payroll Taxes (SS, Medicare)	18,000.00	15,112.66	83.96%
	Other Payroll Expenses	875.00	799.00	91.31%
	Total Payroll	146,035.00	123,849.76	84.81%

Operating Expenses		FY24 Budgeted Amount	FY24 Actual	% actual to budget
	Out of State	4,500.00	3,975.63	88.35%
	In-State Travel	1,000.00	884.98	88.50%
	Supplies	750.00	706.94	94.26%
	Office Expense (Office Furniture, Shredding, Office Equipment)	4,750.00	4,733.13	99.64%
	Print-Copy	50.00	36.68	73.36%
	Copy Lease	1,400.00	1,259.16	89.94%
	Rent	19,000.00	17,358.45	91.36%
	Postage	250.00	248.71	99.48%
	DoIt Web SV	1,200.00	1,019.50	84.96%
	Telephone & Internet Utilities	1,700.00	1,594.69	93.81%
	Software & Database	4,000.00	3,822.67	95.57%
	Legal & Professional Fees	30,000.00	25,283.59	84.28%
	Tort Claim	1,200.00	1,105.90	92.16%
	Professional Services (Auditor, Bookkeeper, Lobbyist)	27,500.00	25,304.85	92.02%
	Dues & Reg (ASPPB, Conf, Continuing Ed)	5,000.00	4,159.00	83.18%
	Admin Services (LCB)	1,350.00	1,050.00	77.78%
	Banking Fees	100.00	91.16	91.16%
	PayPal Fees (against regular revenue)	1,100.00	1,052.13	95.65%

	Miscellaneous Expense	1,000.00	997.98	99.80%
	Uncategorized Expense	250.00		
	Total Expenses	\$106,100.00	\$94,685.15	89.24%
	Total Expenses + Payroll	\$252,135.00	\$218,534.91	86.67%
	Total Income	\$ 252,408.86	\$253,810.48	100.56%
	Final Balance	\$273.86	\$35,275.58	

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

DATE: June 7, 2024

ITEM:

5C - (For Possible Action) Discussion and Possible Action to Approve the proposed Budget for Fiscal Year 2025 (July 1, 2024, through June 30, 2025).

SUMMARY:

The preliminary proposed budget for Fiscal Year 2025 has been prepared for the Board's review. It reflects projections of revenue (deferred and regular) and expenses based upon data from FY2024.

Included in the budget is an accounting of money the Board has "on hand" (in its checking account) – money that is in addition to the deferred revenue amounts that are allocated to last 2023-2024 biennium quarter (first half of FY2025) and first 2025-2026 biennium quarter (second half of FY2025). The cash on hand will absorb the deferred revenue that the board will have in its account from, among other things, renewals for the 2025-2026 biennium, but from which it does not immediately benefit for the first quarter of the next biennium (second half of the fiscal year). Thereafter, it will recover and grow from the deferred income allocated to the second through fourth 2025-2026 biennium quarters and will maintain a financially healthy Board.

**NV State Board of Psychological Examiners
Budget - Fiscal Year 2025**

		FY25 Budgeted Amount	FY25 Actual	% actual to budget		FY25-1 Biennial-Q4 July 2024-December 2024 Budgeted	FY25-2 Biennial-Q1 January 2025-June 2025 Budgeted	FY26-1 Biennial-Q2 July 2025-December 2025 Budgeted	FY26-2 Biennial-Q3 January 2026-June 2026 Budgeted	FY27-1 Biennial-Q4 July 2026-December 2026 Budgeted
INCOME										
Money on hand (Checking)		89,900.00				\$89,900.00	\$64,935.00			
Deferred Revenue										
	Renewals - 7/1/24 and 1/1/25	170,105.33		0.00%	Renewals 25-26 biennium (1/1/23)	80,730.33	89,375.00	89,375.00	89,375.00	89,375.00
	Late Renewals - 7/1/25	15,819.98		0.00%	Late Renewals 25-26 biennium (7/1/25)	15,819.98		30,333.33	30,333.33	30,333.33
	New Licensure and Registrations	18,389.98		0.00%	New Licensure, Registrations, Reinstatements	18,389.98		7,000.00	7,000.00	7,000.00
Regular Revenue	23-24 Biennium Q4 New Licensure and Registrations	1,800.00				1,800.00				
	Applications									
	Psychologist Application	16,250.00		0.00%		8,125.00	8,125.00			
	PA Application	3,000.00		0.00%		1,500.00	1,500.00			
	Intern Application	1,500.00		0.00%		750.00	750.00			
	Trainee Application	900.00		0.00%		450.00	450.00			
	Reinstatement/Reactivation	500.00		0.00%			500.00			
	Non-Resident Consultant	900.00		0.00%		450.00	450.00			
	CE App Fee	850.00		0.00%		425.00	425.00			
	Other									
	Late Fees	3,500.00				0.00	3,500.00			
	Psychologist State Exam	15,000.00		0.00%		7,500.00	7,500.00			
	New and Duplicate License	1,750.00		0.00%		875.00	875.00			
	Verification of Licensure	400.00		0.00%		200.00	200.00			
	Reactivation Fee									
	Cost Recovered (Disciplinary)					0.00	0.00			
	Interest, Misc	40.00		0.00%		20.00	20.00			
Total Income		\$340,605.29	\$0.00	0.00%	Income	\$ 226,935.29	\$ 178,605.00			

Projected \$435,000 in renewal fees for 25/26 biennium - 690 renewals (7.5% attrition)
550 timely - \$357,500
140 late - \$91,000

Payroll Expenses		FY24 Budgeted Amount	FY24 Actual	% actual to budget	FY25-1	FY25-1
					Biennial-Q4 July 2024-December 2024 Budgeted	Biennial-Q4 July 2024-December 2024 Budgeted
	Board Salary/Per Diem	9,000.00		0.00%		
	Executive Director (net)	50,000.00		0.00%		
	Administrative Director (net)	45,000.00		0.00%		
	Staff Salary (Part-Time)					
	Staff Benefits	12,000.00		0.00%		
	Investigator Salary	15,000.00		0.00%		
	Workers Compensation	1,000.00		0.00%		
	PERS	45,000.00		0.00%		
	Payroll Taxes (SS, Medicare)	24,000.00		0.00%		
	Other Payroll Expenses	875.00		0.00%		
	Total Payroll	201,875.00	0.00	0.00%		
Operating Expenses		FY24 Budgeted Amount	FY24 Actual	% actual to budget		
	Out of State	6,500.00		0.00%		
	In-State Travel	1,500.00		0.00%		
	Supplies	750.00		0.00%		
	Office Expense (Office Furniture, Shredding, Office Equipment)	2,500.00		0.00%		
	Print-Copy	50.00		0.00%		
	Copy Lease	1,500.00		0.00%		
	Rent	18,500.00		0.00%		
	Postage	600.00		0.00%		
	DoIt Web SV	1,200.00		0.00%		
	Telephone & Internet	1,500.00		0.00%	750.00	750.00
	Software & Database	4,500.00		0.00%	2,250.00	2,250.00
	Legal & Professional Fees	35,000.00		0.00%	17,500.00	17,500.00
	Tort Claim	1,200.00		0.00%	600.00	600.00
	Professional Services (Auditor, Bookkeeper, Lobbyist)	28,000.00		0.00%	19,000.00	19,000.00
	Dues & Reg (ASPPB, Conf, Continuing Ed)	5,000.00		0.00%	2,500.00	2,500.00
	Admin Services (LCB)	1,350.00		0.00%	675.00	675.00
	Banking Fees	100.00		0.00%	50.00	50.00
	PayPal Fees (against regular revenue)	1,000.00		0.00%	500.00	500.00
	Miscellaneous Expense	500.00		0.00%	250.00	250.00
	Uncategorized Expense	250.00			125.00	125.00
	Total Expenses	\$111,500.00	\$0.00	0.00%	\$61,050.00	\$60,550.00
	Total Expenses + Payroll	\$313,375.00	\$0.00	0.00%	\$162,000.00	\$161,500.00
	Total Income	\$ 340,605.29	\$0.00	0.00%	\$226,935.29	\$178,605.00
	Final Balance	\$27,230.29	\$0.00		Final Balance \$64,935.29	\$17,105.00

Regulation Revisions Table

<u>Legislative File No.</u>	<u>Description</u>	<u>Status</u>
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. 4/12/2024 Board hearing – approved revisions, which were forwarded to LCB; LCB had suggested revision to address potential conflict with HIPPA; LCB revisions noticed for Board hearing during 6/7/2024 meeting.
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 conducted during 4/12/2024 meeting. Provided LCB with Board’s requested revisions 4/17/2024. Meeting with LCB on 4/22/2024 regarding additional questions; Board President provided email explanations / answers for their questions; LCB revisions noticed for Board hearing during the 6/7/2024 meeting, and it will again go before the Hearing of the Joint Interim Standing Committee on health and Human Services on 6/10/2024.
R084-24	Biennial Renewal and Reinstatement Fee Increase	Workshop conducted during April 12, 2024, Board meeting; request sent to the LCB for draft and file number on 4/17/2024. LCB Draft number assigned 4/17/2024 and draft provided on 5/3/2024; Noticed for hearing during 6/7/2024 Board meeting, and will go before the Hearing of the Joint Interim Standing Committee on health and Human Services on 6/10/2024.

Chapter 641 Codification		<p>May 15, 2024, the LCB forwarded the codification of with revisions that had been approved when they began the reconciliation. A review of that codification revealed a couple of discrepancies regarding NAC 641.120, which had been repealed and then later amended, and NAC 641.1685, which the LCB had adopted in two different versions at two different times. The LCB explained how it resolved those discrepancies based upon deciphering the intent of the Board at the time and fully addressed and answered questions that had been raised.</p>
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		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		2	6	4	2	0	5	3	9	6	6	5	48
	Applications Received		11	16	13	12	4	8	7	5	4	11	6	97
Psychological Assistants	Registrations Issued		1	1	0	1	1	1	0	0	6	7	3	21
	Applications Received		5	0	3	0	1	0	1	1	1	1	7	20
Psychological Interns	Registrations Issued		0	0	0	0	0	0	1	0	0	0	2	3
	Applications Received		0	2	0	0	3	0	0	1	0	2	0	8
Psychological Trainees	Registrations Issued		0	1	0	0	0	0	1	0	1	1	0	4
	Applications Received		1	0	2	0	1	0	0	0	0	1	0	5
Non-Resident Consultants	Registrations Issued		1	1	1	0	3	1	1	1	0	0	1	10
Background Checks	Reviewed		1	0	0	0	0	0	0	1	0	2	1	5
Continuing Education	Applications Reviewed		4	1	5	1	4	0	3	2	3	4	0	27
State Exams	Administered		10	6	6	7	3	1	1	8	9	6	6	63
Complaints	Received		2	0	3	2	1	1	3	2	2	2	4	22
	Informal		0	0	0	0	0	0	0	0	0	0	0	0
Totals		0	38	34	37	25	21	17	21	30	32	43	35	333

Licenses:

Active	711
Inactive	59
Expired	292

Current Applications and Registrations:

	APP	REG
Psychologists	123	
Psychological Assistants	14	36
Psychological Interns	12	7
Psychological Trainees	4	30

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

DATE: June 7, 2024

ITEM:

10 - (For Possible Action) Discussion and Possible Action to Approve the Administrative Director Employment Agreement.

SUMMARY:

Prior to taking on her position as the Board's Administrative Director, Sarah worked as a clinical executive director for a psychological services practice in which Dr. Owens was a partner. Sarah continues to work in a limited and part time administrative capacity for Dr. Owens and another psychologist in their new practice. In order to protect the Board, Dr. Owens wanted to ensure that Sarah's prior employment and current limited, part time role did not overlap or intermingle with her current role with the Board as its Administrative Director.

In an effort to ensure a separation of any duties in her current role with the Board that would overlap or intermingle with Ms. Restori's prior employment or current limited part time role outside of her role with the Board office, the executive director prepared an employment agreement that, among other things, provided for the separation of certain duties that would otherwise be within the Administrative Director's role, but will be redirected to the executive director to be solely and exclusively handled by her. That provision is paragraph 7 of the proposed employment agreement (and is highlighted for ease of reference).

Dr. Owens, Ms. Restori, and DAG Ward have all reviewed and approved the proposed employment agreement. It is now before the Board for final approval.

**NEVADA BOARD OF PSYCHOLOGICAL EXAMINERS
ADMINISTRATIVE DIRECTOR**

EMPLOYMENT AGREEMENT

This Employment Agreement ("Agreement") is entered into by and between the Nevada Board of Psychological Examiners ("Nevada Board"), Laura M. Arnold, Executive Director for the Nevada Board of Psychological Examiners ("Executive Director"), and Sarah J. Restori ("Employee") (collectively referred to as "Parties").

- 1) **Employment:** On behalf of the Nevada Board, the Executive Director hereby employs Employee, and Employee hereby accepts employment by the Executive Director, to serve as the Nevada Board's Administrative Director, under the Executive Director's supervision, to perform such administrative and other duties the Executive Director may specify during the term of this Agreement. Employee acknowledges and agrees that her employment is primary to all other services or business interests and that any other such services or business interests shall not interfere with Employee carrying out her duties as the Nevada Board's Administrative Director.
- 2) **Term:** The term of employment under this Agreement is effective and retroactive from March 1, 2024, and continuing thereafter until terminated pursuant to the provisions of Section 9 (Termination).
- 3) **Review:** Employee's performance will be reviewed annually and pursuant to the Nevada Board's Staff Performance Review Policy. At that time, Employee will be eligible for consideration for adjustment to salary and/or benefits as determined by the Executive Director in her discretion.
- 4) **Performance of Duties:** Employee shall perform assigned duties and responsibilities in a professional manner, in good faith, and to the best of the Employee's skills, abilities, talents and experience.
 - a) **Attendance.** Employee shall work a 40-hour work week, generally Monday through Friday. For specific purposes, such as a Board work session or conference, work on a Saturday/Sunday may be necessary. Employee is expected to work in the office during office hours as stated in this Agreement. In the event there are unforeseeable circumstances such as inclement weather or other health and safety reasons, such as a pandemic, that prevents the Employee from being physically in the office, Employee may work remotely. Employee shall notify the Executive Director if the Employee is prevented from being in the office and/or is working remotely.
 - b) **Office Hours.** The office shall be open Monday-Friday with exceptions for approved holidays and employee leave time. The office hours, with specific hours for visitors to the office, shall be recommended by Employee and require approval by the Board. Once approved by the Board, such information shall be posted at the Office location and to the Board's website.
- 5) **Compensation and Leave:**
 - a) **Base Salary.** As compensation for the services Employee provides under this Agreement, the Nevada Board will pay Employee based on the adopted Salary Scheduled within the Nevada Board's Employment, Compensation, and Evaluation Policy. The amount will be paid to Employee on a bi-weekly basis, subject to deductions and withholdings for any and all Public Employees Retirement System ("PERS") deductions and/or taxes as required by law.
 - b) **Overtime.** Employee shall not receive overtime compensation for services performed as a salaried or exempt employee.
 - c) **Additional Compensation.** Any additional compensation or bonuses paid by the Nevada Board to Employee shall be paid at the Executive Director's discretion with the Nevada Board's approval.
 - d) **Benefits.** The Nevada Board offers benefits, including paid time off, as described in the Nevada Board's Employment, Compensation, and Evaluation Policy.

- e) **Leave.** Employee shall receive paid time off and sick leave as described in the Nevada Board's Employment, Compensation, and Evaluation Policy.

6) **Confidentiality:**

As part of the course and scope of employment, Employee may have access to confidential information, including personally identifiable information of licensees and applicants.

For purposes of this Agreement, "Confidential Information" means any data of information that is proprietary to the Disclosing Party and not generally known to the public, whether in tangible or intangible form, whenever and however disclosed.

Employee shall limit disclosure of any Confidential Information to the Board, employees, or representatives (collectively "Representatives") who have a need to know such Confidential Information in connection with the current or contemplated professional relationship between the parties in question, and only for that purpose.

Employee shall keep all Confidential Information strictly confidential by using a reasonable degree of care, but not less than the degree of care used by it in safeguarding its own confidential information; and shall not disclose any Confidential Information received by it to any third parties (except as otherwise allowable.)

- 7) **Separation of Certain Duties:** Employee and the Executive Director agree that the Executive Director shall solely and exclusively handle any and all duties that are otherwise within the Employee's Administrative Director duties where those duties in any way concern, intermingle with, or overlap Employee's prior employment with a psychological services provider that immediately preceded her Administrative Director role with the Nevada Board and/or any current work she does for any psychological services providers. This provision is intended to ensure that the Administrative Director is not making determinations on or assisting with applications that come before the Board by those with whom Employee had or has interactions through and as a result of her prior employment and/or current work outside of her Administrative Role with the Nevada Board.

- 8) **Benefits:** Employee shall be eligible for all benefits as provided in the Nevada Board's Employment, Compensation, and Evaluation Policy as they may be from time to time adopted, modified, or be amended.

- 9) **Termination:** Subject to the Nevada Board's approval, the Executive Director may terminate this Agreement at any time with or without cause.

- a) **Termination with Cause.** Termination with cause means termination of employment because of: i) conviction by a court of competent jurisdiction of fraud, misappropriation, or embezzlement of Board property or funds; ii) conviction of, or pleading nolo contendere to, any felony; iii) failure to perform the duties required of Employee; iv) material breach of this Agreement, or v) any other reason constituting cause for discharge. A determination of cause is within the Executive Director's discretion, subject to Board approval, provided that such discretion is exercised in good faith.

The Nevada Board's liability to Employee for payment of compensation and accrued benefits shall end upon date of termination. Employee shall be entitled to payment of base compensation and accrued but unused personal time off, pro-rated to date of termination.

- b) **Termination without Cause.** The Executive Director, with the approval of the Nevada Board, may terminate this Agreement without cause upon thirty (30) days written notice to Employee. The Nevada Board's and/or Executive Director's sole liability to Employee upon such termination will be as follows:

Employee shall receive normal compensation for the period worked by mutual agreement after any such notice of termination; plus an amount equal to current base compensation for two (2) weeks as severance pay, less applicable withholdings.

- c) In the event the Executive Director at any time during the term of the Agreement reduces the salary or other financial benefits of Employee in a greater percentage than an applicable across-the-board

reduction for other employees, Employee may, at her option, be deemed to be "terminated without cause" as of the effective date of such reduction.

- 10) **Employee Resignation:** In the event Employee voluntarily resigns her position with the Nevada Board, unless the parties otherwise agree, Employee shall give the Executive Director two (2) weeks advance written notice. Employee shall be paid through the effective date of her resignation plus all accrued benefits. If the Executive Director accepts Employee's resignation and terminates Employee prior to the effective date of resignation, then Employee shall be paid in accordance with Section 9(b), Termination without Cause, herein.
- 11) **Notice:** All notices and other communications under this Agreement shall be in writing and shall be given to the other party by hand delivery, USPS registered or certified mail, return receipt requested, or by electronic mail, addressed as follows:

If to Employee:

Sarah J. Restori
 Administrative Director
 Nevada Board of Psychological
 Examiners
 3080 South Durango Drive, Suite 102
 Las Vegas, NV 89117
nbop.admin@govmail.state.nv.us

If to Executive Director:

Attn: Executive Director
 Nevada Board of Nevada Psychological
 Examiners
 3080 South Durango Drive, Suite 102
 Las Vegas, NV 89117
nbop@govmail.state.nv.us

12) **General Provisions:**

- a) Governing Law. The laws of the state of Nevada shall govern this Agreement.
- b) Entire Agreement; Modification. This Agreement constitutes the entire Agreement between the Parties and may only be amended by written documentation signed by both Parties.
- c) Successors and Assigns. This Agreement shall be binding upon and inure to the benefit of Nevada Board's and/or Executive Director's successors and assigns.
- d) Severability. If any provision(s), or any portion thereof, contained in this Agreement is held unconstitutional, invalid, or unenforceable, the remainder of this Agreement, or portion thereof, shall be deemed severable, shall not be affected, and shall remain in full force and effect.

- 13) **Effective Date:** This Agreement shall be effective and retroactive as of March 1, 2024, upon approval of the Nevada Board.

IN WITNESS WHEREOF, the Nevada Board of Psychological Examiners, the Executive Director, and Employee have executed this Agreement on the ____ day of _____ 2024.

By: _____

 President [or] Secretary/Treasurer
 Nevada Board of Psychological Examiners

By: _____

Laura M. Arnold
 Executive Director
 Nevada Board of Psychological Examiners

By: _____

Sarah J. Restori
 Administrative Director
 Nevada Board of Psychological Examiners

Nevada Board of Psychological Examiners
Board Meeting Staff Report

DATE: June 7, 2024

ITEM:

11- (For Possible Action) Discussion and Possible Action to Approve the Nevada Board of Psychological Examiners' Language Access Plan.

On May 2, 2024, the executive director attended a training that the Language Access Coordinator for the Governor's Office for New Americans provided regarding 2021 SB 318's requirement that each agency of the Executive Department of the State Government (which includes Boards and Commissions) develop a language access plan.

After attending that training, the executive director looked into the Language Access Plans that have been submitted and available on the Governor's Office for New American's website (https://ona.nv.gov/Programs/Language_Access/), and reviewed plans from Boards that were similarly-situated to the Psychology Board. In reviewing those Boards' plans, it appeared they were all very similar to each other and had probably been based on a template that may have been circulated among, for instance, the Board collaborative. The executive director inquired with another Board about whether a template had circulated, and received confirmation that one had and that the Board is free to use and customize that template. What is proposed for approval to be provided to the Governor's ONA's website is that template customized for the Board.



Joe Lombardo
Governor

STATE OF NEVADA
BOARD OF PSYCHOLOGICAL EXAMINERS

3080 South Durango Drive, Suite 102
Las Vegas, Nevada 89117

702.276.0926

nbop@govmail.state.nv.us

nbop.admin@govmail.state.nv.us

www.Psyexam.nv.gov

Whitney E. Koch Owens, Psy.D.
President, Henderson

Lorraine Benuto, Ph.D.
Secretary/Treasurer, Reno

Stephanie Holland, Psy.D.
Board Member, Las Vegas

Monique Abarca, MSW, LSW, CCTP
Board Member, Las Vegas

Soseh Esmaeili, PsyD
Board Member, Las Vegas

Stephanie Woodard, Psy.D.
Board Member, Reno

Catherine Pearson, Ph.D.
Board Member, Reno

Language Access Plan

I. Purpose and Authority

Nevada Revised Statutes Chapter 232 and federal guidance on Title VI address the barriers persons with limited English proficiency face in accessing governmental programs and services. Persons with Limited English Proficiency (LEP) require and deserve meaningful, timely access to government services in their preferred language. To that end, it is the responsibility of government to provide that access:

State and local agencies and entities that receive public money have an obligation to provide meaningful, timely access for persons with limited English proficiency to the programs and services of those agencies and entities.

The Nevada Board of Psychological Examiners is committed to complying with NRS 232.0081 and Title VI of the Civil Rights Act of 1964, 2 C.S. § 561 et seq. (Act 172 of 2006) to ensure meaningful access to State services and programs for individuals with limited English proficiency.

The purpose of this document is to establish an effective plan and protocol for employees of the Nevada Board of Psychological Examiners to follow when providing services to, or interacting with, individuals who have limited English proficiency. Following this plan and protocol is essential to the success of our mission to protect the public health, safety and welfare by ensuring that only competent practitioners of Psychology are licensed in this State.

II. General Policy

The Nevada Board of Psychological Examiners recognizes that the population eligible to receive its services may include limited English proficiency (LEP) individuals. It is the policy of the Board to ensure meaningful access to LEP individuals. The Board will adopt the following policies and procedures to ensure that LEP individuals can gain equal access to the services the Nevada Board of Psychological Examiners provides and regulates.

It is Nevada’s policy to grant access to services or programs to every person regardless of their ability to speak, understand, read, or write English. The Nevada Board of Psychological Examiners intends to take all reasonable steps to provide LEP individuals with meaningful access to its services and programs. The Board seeks to reduce barriers by increasing its capacity to deliver services and benefits to people in their preferred languages.

The Nevada Board of Psychological Examiners endorses the following policies:

- The Board is committed to equity and will take all reasonable steps to provide LEP individuals with meaningful access to all its services, programs, and activities.
- The Board, rather than the LEP individual, bears the responsibility for providing appropriate language services, regardless of the LEP individual’s preferred language, at no cost to the LEP individual.
- Staff at the initial points of contact have the specific duty to identify and record language needs.
- The use of informal interpreters such as family, friends of the person seeking service, or other customers is not allowed. Minor children are prohibited from acting as interpreters.
- Staff may not suggest or require that an LEP individual provide an interpreter in order to receive Board services.

Nevada Board of Psychological Examiners Language Access Coordinator:

Executive Director

702-276-0926

nbop@govmail.state.nv.us

III. Profile of Clients of the Board of Psychological Examiners

Our preliminary assessment is that the Board has a limited LEP constituency. Our primary “service” is licensing and regulating Psychologists. All applicants must meet eligibility requirements, including educational, experience, and national and state examination requirements, for licensure as a Psychologist.

The Board currently collects limited demographic information from individuals applying for a license. That demographic information does not include LEP status, or whether they identify as indigenous or as a refugee.

Going forward, the Board will periodically conduct a demographic survey to include questions about applicant’s and licensees preferred language(s) to better assess language access needs and to determine whether an individual identifies as indigenous or as a refugee.

The Board is committed to tracking the languages preferred for communication among the individuals with limited English proficiency whom the Board serves, so that the Board can better provide meaningful, timely access to the Board’s services without regard to any language impediments.

The preferred language of the public and individual receiving services from the Board is US English. The most common methods for the public to access services are through the Board website and email communication.

IV. Language Access Services and Procedures

The Board does not have staff who can provide language assistance services, and it does not have any known LEP applicants, registrants, or licensees. Currently, it is not known whether any applicants, registrants, or licensees identify as indigenous or refugee. The Board has never received a request for translation or American Sign Language Services from LEP applicants, registrants, licensees, or the public.

The Board will address language access needs by:

- utilizing one of the active statewide contracts for translation and interpreter services offered by the state, which can be found here:
https://purchasing.nv.gov/Contracts/Documents/Translation_Interpretation/
- providing Notice of Language Assistance Services

All staff will be made aware of appropriate language assistance services. Those seeking services may also request language assistance by contacting the Board by email, which is posted on the Board's website.

V. Implementing The Language Access Services

In order to fulfill the goals of this Plan, the Language Access Coordinator will provide staff with the necessary training to ensure that staff are familiar with the Language Access Plan and its related policies. This training will include:

- How to respond to LEP individuals via phone, writing, or in person.
- How to seek assistance with internal or state sanctioned language access resources.
- How to document the mode of communication and preferred language of an LEP individual to better understand the needs of those accessing services and ensure that equitable access is available throughout the duration of their interactions with the Board.
- How to report these interactions to the Language Access Coordinator.

In addition to staff training, the Board will use the internal and state sanctioned resources to provide information in languages other than English.

VI. Evaluation of and Recommendations for the Language Access Plan

The Board is committed to providing our limited English proficient individuals full access to its services and is committed to monitoring the policies and procedures stated above to ensure that limited English proficiency Nevadans are receiving equitable access to Board services.

The Language Access Coordinator will continue to develop and monitor this plan, and update it biennially based on applicant data and language accommodation requests documented by staff and demographic data obtained through surveys. The Board will also track any costs it may incur by using external, state sanctioned resources.

The Board is exempt from the State Budget Act; all expenses are paid from fees received from registered and licensed individuals.

Suggested Legislative Amendments:

Independent regulatory Boards that do not have staff capacity to perform language access roles could benefit from a State assigned liaison that works for the Governor's Office of New Americans to provide those duties for the Boards on an as needed basis, similar to an assigned Deputy Attorney General (DAG).

Nevada Board of Psychological Examiners

Board Meeting Staff Report

DATE: June 7, 2024

ITEM:

12- (For Possible Action) Discussion and Possible Action to Approve the proposed Revised Licensure Application Processes.

During its May 10, 2024, meeting, the Board approved revisions to its Licensure by Endorsement Policy, including the addition of a provision regarding expedited applications. According to that new provision, there is an expedited application process for licensure applicants who have:

- a Certificate of Professional Qualification (CPQ) in Psychology
- a National Register of Health Science Psychologists (NR) Credential;
- an American Board of Professional Psychology (ABPP) Credential; and/or
- been continuously and actively licensed in good standing in one or more jurisdictions for 20 or more years

Applicants with one or more credential (a CPQ, NR, and/or ABPP credential) will not be required to provide information that those credentials verify, so long as the Board receives verification from the credentialing agency(ies) of the credential(s) they hold.

Applicants who have been continuously and actively licensed in good standing in one or more jurisdictions for 20 or more years will be required to complete an application form that provides abbreviated information regarding education, supervised experience, and employment information, as well as verification of continuous and active licensure in good standing in the jurisdiction(s) in which they are licensed.

All applicants for licensure by endorsement who are eligible for an expedited application process are required to submit to a background check, provide character references, sign certain required waivers, pass the Nevada State Exam, and provide verifications not provided by any credential(s) they hold.

Because each credential verifies different information from the others, and because applicants with 20+ years will be asked to provide information those with credentials will not, the executive director designed an application process by which all applicants for licensure – those eligible for licensure by endorsement and those who are not – will fill out an initial screening application that will determine what application process is appropriate for each applicant.

The Applicant Screening Information Form obtains from every applicant:

- an acknowledgement regarding the information being provided, and
- personal information, such as name, SSN, citizenship, contact information, etc.

The Screening Information Form then asks whether the applicant is licensed in another jurisdiction and, if so, whether they have been licensed for five years or more.

- If the applicant is not licensed in another jurisdiction or has not been licensed for five years or more, that applicant will be required to complete the Psychology Licensure Universal System (PLUS) through the ASPPB, which, among other things, verifies applicants' education, training, examinations, and (if applicable) licensure. Those applicants are instructed to complete the portion of the Screening Information Form that asks for doctoral degree information (section 5) and to submit the screening form with the application fee.

- Applicants who have been licensed in another jurisdiction for at least five years are asked to complete the section designed for those who are eligible for licensure by endorsement (section 4). That section will inform as to the applicable application they will be asked to complete, as follows:
 - o **Expedited Applications:**
 - If they have a **CPQ credential**, they will be asked to complete the application for CPQ holders that asks only for their personal/professional conduct history, and will be required to submit to a background check, take and pass the state exam, provide three character references, and sign the Board's waiver forms. The CPQ credential will have verified education, predoctoral experience, postdoctoral experience, EPPP examination, licensure, and employment.
 - If they have an **NR credential**, they will be asked to complete the application for NR credential holders that asks only for their personal/professional conduct history and employment history for the past 5 years. They will also be required to submit to a background check, take and pass the state exam, provide three character references, and sign the Board's waiver forms. The NR credential will have verified education, predoctoral experience, postdoctoral experience, EPPP examination, and licensure.
 - If they have an **ABPP credential**, they will be asked to complete the application for ABPP credential holders that asks for their personal/professional conduct history, post-doctoral supervised experience, EPPP information, and employment history for the past 5 years. They will also be required to submit to a background check, take and pass the state exam, provide three character references, and sign the Board's waiver forms. The NR credential will have verified education, predoctoral experience, and licensure.
 - If they have been actively and continuously licensed in another jurisdiction for 20 or more years, they will be asked to complete the application that asks for their personal/professional conduct history and that simply asks them to provide general information about their licensure history, graduate education, pre- and

post-doctoral training, EPPP information, and employment history. They will also be required to submit to a background check, take and pass the state exam, provide three character references, provide licensure verification, and sign the Board's waiver forms.

- **Abbreviated¹ Applications:**

- If they have been actively and continuously licensed in another jurisdiction for five or more years but less than 20 years, they will be asked to complete the application that asks for their personal/professional conduct history and that asks them to provide more detailed information about their licensure history, graduate education, pre- and post-doctoral training, EPPP information, and employment history. They will also be required to submit to a background check, take and pass the state exam, provide three character references, provide licensure verification, and sign the Board's waiver forms.

¹ The term "abbreviated" is in reference to these applicants not being required to go through the ASPPB's PLUS program.



**NEVADA STATE
BOARD OF PSYCHOLOGICAL EXAMINERS**

**Applicant Screening Information Form
For Licensure as a Psychologist**

This Applicant Screening Information Form serves to inform the Board of the application process for which your application qualifies. Upon the Board's receipt of this screening information form and the application fee, you will receive information and further instruction on what you will be required to complete for licensure.

For additional information about licensure in the State of Nevada, contact the Board office at nbop.admin@govmail.state.nv.us or go to <https://psyexam.nv.gov/Forms/ALL/PsychologistAppInfo/>.

Type or Print Legibly in Ink

Date: _____

1. Acknowledgement:

Any omissions or false or misleading information in, or connected with, this application, its attachments or other communications with the Board may be cause for denial or revocation of licensure. Initials _____

2. Personal Information:

Applicant Name: _____
Last Maiden (if applicable)

_____ First Middle

Social Security #: ____ - ____ - ____ U.S. Citizen: Yes ___ No ___ Preferred Pronouns: _____

Place of Birth: _____ Date of Birth: _____

U.S. Armed Services: Are you an active member or veteran of the U.S. Armed Forces? Yes ___ No ___
Are you the current/surviving spouse of an active member/veteran? Yes ___ No ___

Email Address: _____

Preferred Mailing Address: Home _____ Business _____

Home Address: _____

City, State, Zip: _____

Home Phone: _____

Business Address: _____

City, State, Zip: _____

Business Phone: _____

3. Licensure:

1. Are you licensed in another jurisdiction? Yes___ No___

- *If you answered "No", please skip to and complete **Sections 5 and 6**, and submit this initial screening application with the application fee to the Board office.*

2. If you are licensed in another jurisdiction, have you been licensed for **five years or more**? Yes___ No___

- *If you answered "No", please skip to and complete **Sections 5 and 6**, and submit this initial screening application with the application fee to the Board office.*

Applicants who are **not licensed in another jurisdiction** or **have not been licensed in another jurisdiction for at least five years** will be required to complete the Psychology Licensure Universal System (PLUS) online documentation process, and will be provided further instruction and information by the Board upon submission of this initial screening application and application fee.

For Applicants who have been licensed in one or more jurisdictions for at least five years, please complete **Sections 4 and 6** and submit this this initial screening application with the application fee to the Board office

4. Qualifications for Licensure by Endorsement:

A. Expedited Application Process: The expedited application process is available to eligible licensed applicants who have certain credentials and/or have been continuously licensed for 20 years or more.

1. Do you have:

- A Certificate of Professional Qualification (CPQ) in Psychology? Yes___ No___
- A National Register of Health Science Psychologists (NR) Credential? Yes___ No___
- An American Board of Professional Psychology (ABPP) Credential? Yes___ No___

2. Have you been continuously and actively licensed and in good standing in one or more jurisdictions for **20 years or more**? Yes___ No___

B. Abbreviated Application Process: The abbreviated application process is available to eligible applicants who have been licensed in one or more jurisdictions for five years or more, but less than 20 years.

Have you been continuously and actively licensed and in good standing in one or more jurisdictions for *five years or more* but *less than 20 years*? Yes___ No___

Applicants who **have been licensed in another jurisdiction for five years or more, but less than 20** may be referred to the ASPPB to complete the Psychology Licensure Universal System (PLUS) online documentation process, and will be provided further instruction and information by the Board upon submission of this initial screening application and application fee.

5. Doctoral Degree Information:

If you are **not licensed in another jurisdiction** or **have not been licensed in another jurisdiction for at least five years**, please complete this section.

Was your graduate program accredited by the American Psychological Association (APA) at the time of graduation? Yes ___ No ___

Name of Graduate University: _____

Name of Graduate University's Program: _____

Applicants who have graduated from a doctoral program that is not accredited by the American Psychological Association will be subject to an equivalency evaluation.

Degree: Ph.D. ___ Psy.D. ___ Ed.D. ___

Psychology Degree Program: Clinical ___ Counseling ___ School ___ Other* ___

**If you marked "other" for your degree program, please specify: _____*

Applicants who have a doctoral degree in a program other than Clinical, Counseling, or School Psychology may be subject to an equivalency evaluation.

Submission Information and Instructions on next page

6. Submission:

I agree that my name may be published as an applicant for licensure in the State of Nevada. I affirm, under penalty of perjury, that the information provided herein is, to the best of my knowledge and belief, true, accurate and complete, and that I have not withheld, misrepresented, or falsely stated any information I have provided.

Signature: _____ Date: _____

Upon its receipt of this form and payment, the Nevada Board of Psychological Examiners will evaluate which application process applies to you and will provide further instruction and information accordingly. The Board office will also communicate any other requirements for licensure, including, but not limited to, a criminal background check and the Nevada State Examination.

When submitting this form, please include:

- \$150 application fee, payable by:
 - check or money order to Nevada Board of Psychological Examiners, or
 - online by requesting a PayPal link from nbop.admin@govmail.state.nv.us (please note, PayPal charges an additional 2.95% fee)
- Two passport-style photos, with one attached where indicated below.

Return to: State of Nevada Board of Psychological Examiners
3080 South Durango Drive, Suite 102
Las Vegas, NV 89117

or

email to: nbop.admin@govmail.state.nv.us

Affix
Photo
Here



**NEVADA STATE
BOARD OF PSYCHOLOGICAL EXAMINERS**

**Application for Licensure as a Psychologist
For Holders of a
Certificate of Professional Qualification (CPQ) Credential**

For additional information about licensure in the State of Nevada, contact the Board office at nbop.admin@govmail.state.nv.us or go to <https://psyexam.nv.gov/Forms/ALL/PsychologistAppInfo/>.

Type or Print Legibly in Ink

Applicant Name: _____
Last Maiden (if applicable)
First Middle

Date: _____

1. Acknowledgement

Any omissions or false or misleading information in, or connected with, this application, its attachments, or other communications with the Board may because for denial or revocation of licensure.	Initials _____
--	----------------

2. Personal / Professional Conduct History

	YES	NO
a) Is there currently or has there ever been any investigation or action taken against you for any ethical, moral, legal or malpractice action?	<input type="checkbox"/>	<input type="checkbox"/>
b) Have you ever been found guilty, convicted, or held liable in any moral, ethical, legal, or malpractice action?	<input type="checkbox"/>	<input type="checkbox"/>
c) Have you ever had a professional license or certificate denied, restricted, suspended or revoked in any jurisdiction for any profession?	<input type="checkbox"/>	<input type="checkbox"/>
d) Have you ever relinquished responsibilities, let your license lapse, resigned a position, or been fired due to an action pending or threatened?	<input type="checkbox"/>	<input type="checkbox"/>
e) Have you ever resigned or been terminated from a professional organization or surrendered a license while a complaint against you was being investigated or pending?	<input type="checkbox"/>	<input type="checkbox"/>
f) Have you ever been notified by any state, territory, district, country, U.S. government agency, or state certification/licensing board of any complaint filed against you relative to the practice of psychotherapy and/or assessment (including, but not limited to, any allegations currently pending)?	<input type="checkbox"/>	<input type="checkbox"/>

g) Have you ever been convicted of, or pled guilty or nolo contendere, to a violation of any federal or state statute, or any city or county ordinance, or any law of a foreign country? (This includes misdemeanors and felonies and includes convictions subsequently dismissed and deferred judgments. Exclude minor traffic violations only.)		
h) Are you subject to a court order for the support of one or more children and not in compliance with the order or with a repayment plan approved by the public agency authorized to enforce the order?		
i) Are you required to register as a sex offender?		
j) Have you ever been suspended, disqualified, censured, or disciplined as a member of any professional organization?		
k) Have you ever been dismissed from or asked to resign from any education, training, or employment due to negligence, professional misconduct or academic dishonest?		
l) Have you ever been subject to review and/or action by the ethics committee of any organization?		

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

3. Submission

I agree that my name may be published as an applicant for licensure or registration in the State of Nevada. I affirm, under penalty of perjury, that all of the information supplied herein is to the best of my knowledge true, accurate and complete and that I have not withheld, misrepresented, or falsely stated any information relevant to my fitness to practice psychology. I authorize the exchange of any and all information concerning any and all complaints adjudicated, stipulated or pending against me with licensing boards or professional associations. I understand such complaints may constitute grounds for disciplinary action or denial of my application by the Board.

Signature: _____ Date: _____

Please return to: State of Nevada Board of Psychological Examiners
 3080 South Durango Drive, Suite 102
 Las Vegas, NV 89117
or
 email to: nbop.admin@govmail.state.nv.us



**NEVADA STATE
BOARD OF PSYCHOLOGICAL EXAMINERS**

**Application for Licensure as a Psychologist
For Holders of a
National Register of Health Science Psychologists (NR) Credential**

For additional information about licensure in the State of Nevada, contact the Board office at nbop.admin@govmail.state.nv.us or go to <https://psyexam.nv.gov/Forms/ALL/PsychologistAppInfo/>.

Type or Print Legibly in Ink

Applicant Name: _____
Last Maiden (if applicable)
First Middle

Date: _____

1. Acknowledgement

Any omissions or false or misleading information in, or connected with, this application, its attachments, or other communications with the Board may because for denial or revocation of licensure. Initials _____

2. Personal / Professional Conduct History

	YES	NO
a) Is there currently or has there ever been any investigation or action taken against you for any ethical, moral, legal or malpractice action?		
b) Have you ever been found guilty, convicted, or held liable in any moral, ethical, legal, or malpractice action?		
c) Have you ever had a professional license or certificate denied, restricted, suspended or revoked in any jurisdiction for any profession?		
d) Have you ever relinquished responsibilities, let your license lapse, resigned a position, or been fired due to an action pending or threatened?		
e) Have you ever resigned or been terminated from a professional organization or surrendered a license while a complaint against you was being investigated or pending?		
f) Have you ever been notified by any state, territory, district, country, U.S. government agency, or state certification/licensing board of any complaint filed against you relative to the practice of psychotherapy and/or assessment (including, but not limited to, any allegations currently pending)?		

g) Have you ever been convicted of, or pled guilty or nolo contendere, to a violation of any federal or state statute, or any city or county ordinance, or any law of a foreign country? (This includes misdemeanors and felonies and includes convictions subsequently dismissed and deferred judgments. Exclude minor traffic violations only.)		
h) Are you subject to a court order for the support of one or more children and not in compliance with the order or with a repayment plan approved by the public agency authorized to enforce the order?		
i) Are you required to register as a sex offender?		
j) Have you ever been suspended, disqualified, censured, or disciplined as a member of any professional organization?		
k) Have you ever been dismissed from or asked to resign from any education, training, or employment due to negligence, professional misconduct or academic dishonest?		
l) Have you ever been subject to review and/or action by the ethics committee of any organization?		

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

3. Employment History (List employment history as a licensed psychologist)

Please provide your employment history for the past five (5) years.

- Employer / Group / Agency: _____

Location: _____ Begin/End Dates: _____

Was/Is this a full-time position? Yes _____ No _____
- Employer / Group / Agency: _____

Location: _____ Begin/End Dates: _____

Was/Is this a full-time position? Yes _____ No _____

-
3. Employer / Group / Agency: _____
Location: _____ Begin/End Dates: _____
Was/Is this a full-time position? Yes _____ No _____

4. Submission

I agree that my name may be published as an applicant for licensure or registration in the State of Nevada. I affirm, under penalty of perjury, that all of the information supplied herein is to the best of my knowledge true, accurate and complete and that I have not withheld, misrepresented, or falsely stated any information relevant to my experience or fitness to practice psychology. I authorize the exchange of any and all information concerning any and all complaints adjudicated, stipulated or pending against me with licensing boards or professional associations. I understand such complaints may constitute grounds for disciplinary action or denial of my application by the Board.

Signature: _____ Date: _____

Please return to: State of Nevada Board of Psychological Examiners
3080 South Durango Drive, Suite 102
Las Vegas, NV 89117
or
email to: nbop.admin@govmail.state.nv.us



NEVADA STATE BOARD OF PSYCHOLOGICAL EXAMINERS

Application for Licensure as a Psychologist For Holders of an American Board of Professional Psychology (ABPP) Credential

For additional information about licensure in the State of Nevada, contact the Board office at nbop.admin@govmail.state.nv.us or go to https://psyexam.nv.gov/Forms/ALL/PsychologistAppInfo/.

Type or Print Legibly in Ink

Applicant Name: Last Maiden (if applicable) First Middle

Date:

1. Acknowledgement

Any omissions or false or misleading information in, or connected with, this application, its attachments, or other communications with the Board may because for denial or revocation of licensure. Initials

2. Personal / Professional Conduct History

Table with 3 columns: Question, YES, NO. Rows a-f regarding ethical, moral, legal, and malpractice actions.

g) Have you ever been convicted of, or pled guilty or nolo contendere, to a violation of any federal or state statute, or any city or county ordinance, or any law of a foreign country? (This includes misdemeanors and felonies and includes convictions subsequently dismissed and deferred judgments. Exclude minor traffic violations only.)		
h) Are you subject to a court order for the support of one or more children and not in compliance with the order or with a repayment plan approved by the public agency authorized to enforce the order?		
i) Are you required to register as a sex offender?		
j) Have you ever been suspended, disqualified, censured, or disciplined as a member of any professional organization?		
k) Have you ever been dismissed from or asked to resign from any education, training, or employment due to negligence, professional misconduct or academic dishonest?		
l) Have you ever been subject to review and/or action by the ethics committee of any organization?		

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

3. Post-Doctoral Supervised Experience

- Institution: _____

Location (City, State, Zip): _____

Supervisor: _____ Dates: _____

Hours Accrued: _____ # Hours Accrued that were Supervised: _____
- Institution: _____

Location (City, State, Zip): _____

Supervisor: _____ Dates: _____

Hours Accrued: _____ # Hours Accrued that were Supervised: _____

4. National Examination

EPPP Part-1	EPPP Part-2
Have you passed the EPPP Part-1? Yes___ No___	Have you passed the EPPP Part-2? Yes___ No___ <i>*The EPPP-2 is required for applicants who were not licensed in another jurisdiction prior to November 1, 2020.</i>
Raw Score Earned (if known): _____	Raw Score Earned (if known): _____
Form Number (if known): _____	Form Number (if known): _____
Place Taken / Jurisdiction: _____	Place Taken / Jurisdiction: _____
Date Taken: _____	Date Taken: _____

5. Employment History (List employment history as a licensed psychologist)

Please provide your employment history for the past five (5) years.

1. Employer / Group / Agency: _____
 Location: _____ Begin/End Dates: _____
 Was/Is this a full-time position? Yes _____ No _____

2. Employer / Group / Agency: _____
 Location: _____ Begin/End Dates: _____
 Was/Is this a full-time position? Yes _____ No _____

3. Employer / Group / Agency: _____
 Location: _____ Begin/End Dates: _____
 Was/Is this a full-time position? Yes _____ No _____

6. Submission

I agree that my name may be published as an applicant for licensure or registration in the State of Nevada. I affirm, under penalty of perjury, that all of the information supplied herein is to the best of my knowledge true, accurate and complete and that I have not withheld, misrepresented, or falsely stated any information relevant to my experience or my fitness to practice psychology. I authorize the exchange of any and all information concerning any and all complaints adjudicated, stipulated or pending against me with licensing boards or professional associations. I understand such complaints may constitute grounds for disciplinary action or denial of my application by the Board.

Signature: _____ Date: _____

Please return to: State of Nevada Board of Psychological Examiners
3080 South Durango Drive, Suite 102
Las Vegas, NV 89117
or
email to: nbop.admin@govmail.state.nv.us



NEVADA STATE BOARD OF PSYCHOLOGICAL EXAMINERS

Application for Licensure as a Psychologist for Psychologists Licensed in One or More Jurisdictions for 20 Years or More

For additional information about licensure in the State of Nevada, contact the Board office at nbop.admin@govmail.state.nv.us or go to <https://psyexam.nv.gov/Forms/ALL/PsychologistAppInfo/>.

Type or Print Legibly in Ink

Applicant Name: _____

Last Maiden (if applicable)

First Middle

Date: _____

1. Acknowledgement

Any omissions or false or misleading information in, or connected with, this application, its attachments, or other communications with the Board may because for denial or revocation of licensure. Initials _____

2. Personal / Professional Conduct History

	YES	NO
a) Is there currently or has there ever been any investigation or action taken against you for any ethical, moral, legal or malpractice action?		
b) Have you ever been found guilty, convicted, or held liable in any moral, ethical, legal, or malpractice action?		
c) Have you ever had a professional license or certificate denied, restricted, suspended or revoked in any jurisdiction for any profession?		
d) Have you ever relinquished responsibilities, let your license lapse, resigned a position, or been fired due to an action pending or threatened?		
e) Have you ever resigned or been terminated from a professional organization or surrendered a license while a complaint against you was being investigated or pending?		
f) Have you ever been notified by any state, territory, district, country, U.S. government agency, or state certification/licensing board of any complaint filed against you relative to the practice of psychotherapy and/or assessment (including, but not limited to, any allegations currently pending)?		

g) Have you ever been convicted of, or pled guilty or nolo contendere, to a violation of any federal or state statute, or any city or county ordinance, or any law of a foreign country? (This includes misdemeanors and felonies and includes convictions subsequently dismissed and deferred judgments. Exclude minor traffic violations only.)		
h) Are you subject to a court order for the support of one or more children and not in compliance with the order or with a repayment plan approved by the public agency authorized to enforce the order?		
i) Are you required to register as a sex offender?		
j) Have you ever been suspended, disqualified, censured, or disciplined as a member of any professional organization?		
k) Have you ever been dismissed from or asked to resign from any education, training, or employment due to negligence, professional misconduct or academic dishonest?		
l) Have you ever been subject to review and/or action by the ethics committee of any organization?		

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

3. Licensure History

1. State / Jurisdiction: _____ License Type: _____
Date Acquired: _____ License End Date (if applicable): _____

2. State / Jurisdiction: _____ License Type: _____
Date Acquired: _____ License End Date (if applicable): _____

3. State / Jurisdiction: _____ License Type: _____
Date Acquired: _____ License End Date (if applicable): _____

If licensed as a psychologist in additional states/jurisdictions, please list jurisdictions below:

4. Graduate Education

Name of Graduate University: _____

Name of Graduate University's Program: _____

Degree: Ph.D. ____ Psy.D. ____ Ed.D. ____

Psychology
Degree Program: Clinical ____ Counseling ____ School ____ Other* ____

**If you marked "other" for your degree program, please specify:* _____

5. Pre-Doctoral Internship

1. Institution: _____

Location (City, State, Zip): _____

Dates: _____ # Supervised Hours Accrued: _____

2. Institution: _____

Location (City, State, Zip): _____

Dates: _____ # Supervised Hours Accrued: _____

6. Post-Doctoral Supervised Experience

1. Institution: _____

Location (City, State, Zip): _____

Dates: _____ # Supervised Hours Accrued: _____

2. Institution: _____
Location (City, State, Zip): _____
Dates: _____ # Supervised Hours Accrued: _____

7. National Examination - EPPP

Date Taken and Passed: _____ Place Taken / Jurisdiction: _____

8. Employment History (List employment history as a licensed psychologist)

Please provide your employment history for the past five (5) years.

1. Employer / Group / Agency: _____
Location: _____ Begin/End Dates: _____
2. Employer / Group / Agency: _____
Location: _____ Begin/End Dates: _____
3. Employer / Group / Agency: _____
Location: _____ Begin/End Dates: _____

9. Submission

I agree that my name may be published as an applicant for licensure or registration in the State of Nevada. I affirm, under penalty of perjury, that all of the information supplied herein is to the best of my knowledge true, accurate and complete and that I have not withheld, misrepresented, or falsely stated any information relevant to my education, experience, or my fitness to practice psychology. I authorize the exchange of any and all information concerning any and all complaints adjudicated, stipulated or pending against me with licensing boards or professional associations. I understand such complaints may constitute grounds for disciplinary action or denial of my application by the Board.

Signature: _____ Date: _____

Please return to: State of Nevada Board of Psychological Examiners
3080 South Durango Drive, Suite 102
Las Vegas, NV 89117
or
email to: nbop.admin@govmail.state.nv.us



**NEVADA STATE
BOARD OF PSYCHOLOGICAL EXAMINERS**

**Application for Licensure as a Psychologist
for Psychologists Licensed in One or More Jurisdictions
for 5 Years or More but Less than 20 Years**

For additional information about licensure in the State of Nevada, contact the Board office at nbop.admin@govmail.state.nv.us or go to <https://psyexam.nv.gov/Forms/ALL/PsychologistAppInfo/>.

Type or Print Legibly in Ink

Applicant Name: _____
Last Maiden (if applicable)

First Middle

Date: _____

1. Acknowledgement

Any omissions or false or misleading information in, or connected with, this application, its attachments, or other communications with the Board may because for denial or revocation of licensure. Initials _____

2. Personal / Professional Conduct History

	YES	NO
a) Is there currently or has there ever been any investigation or action taken against you for any ethical, moral, legal or malpractice action?		
b) Have you ever been found guilty, convicted, or held liable in any moral, ethical, legal, or malpractice action?		
c) Have you ever had a professional license or certificate denied, restricted, suspended or revoked in any jurisdiction for any profession?		
d) Have you ever relinquished responsibilities, let your license lapse, resigned a position, or been fired due to an action pending or threatened?		
e) Have you ever resigned or been terminated from a professional organization or surrendered a license while a complaint against you was being investigated or pending?		
f) Have you ever been notified by any state, territory, district, country, U.S. government agency, or state certification/licensing board of any complaint filed against you relative to the practice of psychotherapy and/or assessment (including, but not limited to, any allegations currently pending)?		

g) Have you ever been convicted of, or pled guilty or nolo contendere, to a violation of any federal or state statute, or any city or county ordinance, or any law of a foreign country? (This includes misdemeanors and felonies and includes convictions subsequently dismissed and deferred judgments. Exclude minor traffic violations only.)		
h) Are you subject to a court order for the support of one or more children and not in compliance with the order or with a repayment plan approved by the public agency authorized to enforce the order?		
i) Are you required to register as a sex offender?		
j) Have you ever been suspended, disqualified, censured, or disciplined as a member of any professional organization?		
k) Have you ever been dismissed from or asked to resign from any education, training, or employment due to negligence, professional misconduct or academic dishonest?		
l) Have you ever been subject to review and/or action by the ethics committee of any organization?		

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

3. Licensure History

1. State / Jurisdiction: _____ License Type: _____
 Date Acquired: _____ License End Date (if applicable): _____

2. State / Jurisdiction: _____ License Type: _____
 Date Acquired: _____ License End Date (if applicable): _____

3. State / Jurisdiction: _____ License Type: _____
 Date Acquired: _____ License End Date (if applicable): _____

If licensed as a psychologist in additional states/jurisdictions, please list jurisdictions below:

4. Graduate Education

Name of Graduate University: _____

Name of Graduate University's Program: _____

Was your graduate program accredited by the American Psychological Association (APA) at the time of graduation? Yes ____ No ____

Degree: Ph.D. ____ Psy.D. ____ Ed.D. ____

Psychology Degree Program: Clinical ____ Counseling ____ School ____ Other* ____

**If you marked "other" for your degree program, please specify:* _____

5. Pre-Doctoral Internship

1. Institution: _____
Location (City, State, Zip): _____
Supervisor: _____ Dates: _____
Hours Accrued: _____ # Hours Accrued that were Supervised: _____

2. Institution: _____
Location (City, State, Zip): _____
Supervisor: _____ Dates: _____
Hours Accrued: _____ # Hours Accrued that were Supervised: _____

6. Post-Doctoral Supervised Experience

1. Institution: _____
Location (City, State, Zip): _____
Supervisor: _____ Dates: _____
Hours Accrued: _____ # Hours Accrued that were Supervised: _____
2. Institution: _____
Location (City, State, Zip): _____
Supervisor: _____ Dates: _____
Hours Accrued: _____ # Hours Accrued that were Supervised: _____

7. Training/Experience Qualifying Applicant to Provide Specific Services to Certain Populations

1. Population: _____ Service: _____
Training Experience: _____
2. Population: _____ Service: _____
Training Experience: _____

8. National Examination - EPPP

Score: _____ Date Taken: _____ Place Taken / Jurisdiction: _____

9. Employment History (List employment history as a licensed psychologist)

Please provide your employment history for the past five (5) years.

1. Employer / Group / Agency: _____
Location: _____ Begin/End Dates: _____
Was/Is this a full-time position? Yes _____ No _____
2. Employer / Group / Agency: _____
Location: _____ Begin/End Dates: _____
Was/Is this a full-time position? Yes _____ No _____

3. Employer / Group / Agency: _____
Location: _____ Begin/End Dates: _____
Was/Is this a full-time position? Yes _____ No _____

10. Submission

I agree that my name may be published as an applicant for licensure or registration in the State of Nevada. I affirm, under penalty of perjury, that all of the information supplied herein is to the best of my knowledge true, accurate and complete and that I have not withheld, misrepresented, or falsely stated any information relevant to my education, experience, or my fitness to practice psychology. I authorize the exchange of any and all information concerning any and all complaints adjudicated, stipulated or pending against me with licensing boards or professional associations. I understand such complaints may constitute grounds for disciplinary action or denial of my application by the Board.

Signature: _____ Date: _____

Please return to: State of Nevada Board of Psychological Examiners
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Las Vegas, NV 89117
or
email to: nbop.admin@govmail.state.nv.us

Nevada Board of Psychological Examiners

Board Meeting Staff Report

DATE: June 7, 2024

ITEM:

- 13- (For Possible Action) Discussion and Possible Action to Approve beginning the process of revising NAC Chapter 641 to resurrect an updated version of repealed NAC 641.120 (National Exam regulation).

On May 15, 2024, the Legislative Counsel Bureau (LCB) forwarded its completed codification of NAC Chapter 641 to include thirteen regulation revisions that had been approved between 2017 and 2022. The executive director, having done her own unofficial reconciliation of those revisions, reviewed the codification draft in the event there were any questions or requests for clarification. That review revealed a couple of discrepancies for which she sought and received clarification.

One of those discrepancies concerned NAC 641.120, which was the national examination regulation. The executive director had noted in her own reconciliation that the Board had repealed NAC 641.120 in a 2017 regulation revision, but that it later appeared in a different version in a 2019 regulation revision without anything having happened between those two events. Because the LCB's codification did not include NAC 641.120, the executive director inquired with the LCB about how they resolved that discrepancy. In a thorough and comprehensive analysis, the LCB explained that the 2017 repeal was requested by the Board, whereas the 2019 revision was not, but rather inadvertently included by the LCB to make conforming changes, apparently overlooking that it had been repealed. To that end, the LCB determined that it was the Board's intent to repeal NAC 641.120.

Prior to its repeal, NAC 641.120 stated:

NAC 641.120 National examination: Use; prerequisite for taking; reexamination. ([NRS 641.100](#), [641.180](#))

1. The national examination constitutes one portion of the examination for licensure as a psychologist.
2. Except as otherwise provided in subsection 3, an applicant for a license may take the national examination after the applicant has graduated with a doctoral degree from:
 - (a) A training program which is accredited by the American Psychological Association or a program which meets the requirements of:
 - (1) [NAC 641.061](#) if the applicant graduated before January 1, 2018; or
 - (2) [NAC 641.062](#) if the applicant graduated on or after January 1, 2018; or
 - (b) An institution which meets the requirements of subsection 3 of [NAC 641.050](#).
3. An applicant who fails the national examination:
 - (a) Once or twice may retake the examination.
 - (b) Three times may not retake the examination unless the applicant requests permission and obtains approval from the Board to retake the examination for a fourth time. The applicant must submit to the Board a written request to retake the examination and a written plan explaining the

steps the applicant will take to pass the examination. The Board will approve the request to retake the examination if the Board determines that the written plan submitted by the applicant is likely to result in the applicant passing the examination.

(c) Four or more times may not retake the examination except as otherwise provided in this paragraph, and his or her application for licensure pursuant to [NRS 641.160](#) or [NAC 641.062](#), as applicable, is deemed denied. A person whose application is deemed denied pursuant to this paragraph may, not earlier than 18 months after the date on which he or she notified the Board that he or she failed the examination for the immediately preceding time, request permission in writing from the Board to reapply for licensure and retake the examination. The Board will, if good cause is shown, approve the request.

That regulation is similar to [NAC 641.112](#), which is the Board's state exam regulation, in that both regulations address the number of times an applicant can retake the exam. Because the repeal of NAC 641.120 will be reflected in the LCB's codification (i.e., it will not exist), the question is whether the Board wants to take action to resurrect that regulation, but with a version that either revises subsection 2 (regarding when an applicant can take the exam) with current practice or eliminates subsection 2 altogether.

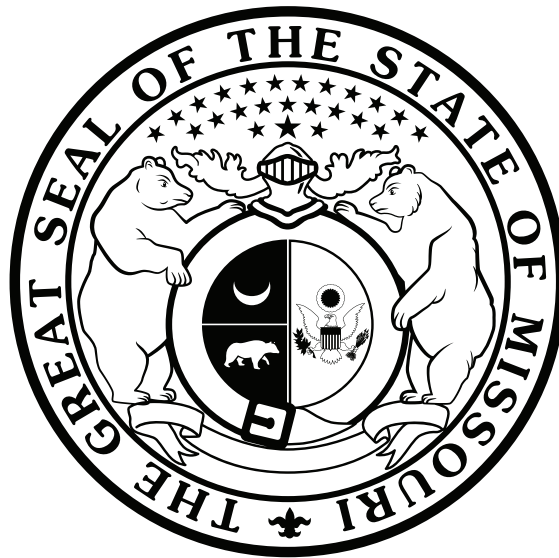
STATE COMMITTEE OF PSYCHOLOGISTS

PSYCHOLOGY PRACTICE ACT AND RULES

STATUTES: 337.010 TO 337.093

RULES: 20 CSR 2235-1.010 TO 20 CSR 2235-7.050

STATE OF MISSOURI



ISSUED BY:

STATE COMMITTEE OF PSYCHOLOGISTS

3605 MISSOURI BOULEVARD

P.O. BOX 1335

JEFFERSON CITY, MISSOURI 65102

(573) 751-0099

FAX (573) 526-0661

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VOICE RELAY 800-735-2466

<http://www.pr.mo.gov/psychologists>

E-MAIL: scop@pr.mo.gov

Chapter 7

Continuing Education

**Title 20—DEPARTMENT OF COMMERCE AND
INSURANCE**

**Division 2235—State Committee of Psychologists
Chapter 7—Continuing Education**

1981, 1989, 1993, 1995, 1996, 1998, 1999.

20 CSR 2235-7.010 Continuing Education

PURPOSE: This rule implements the continuing education mandates.

20 CSR 2235-7.005 Definitions

PURPOSE: This rule defines terms used in 20 CSR 2235 Chapter 7.

(1) “Accredited program, seminar, or activity”—Is a program, seminar, or activity presented under the auspices of—

(A) Regionally accredited institution of higher education;

(B) American psychology association;

(C) Regional psychological association;

(D) State psychological association;

(E) Local psychological association;

(F) American Medical Association; and

(G) Other professional bodies or groups.

(2) “Committee”—The Missouri State Committee of Psychologists.

(3) “Credit hour”—At least fifty (50) minutes of instruction or the equivalent.

(4) “Psychologist”—A psychologist licensed to practice in the state of Missouri pursuant to section 337.010, RSMo et seq.

(5) “Accredited sponsor”—A sponsor all of whose programs, seminars, or activities are accredited.

(6) “Continuing education credit”—One (1) credit hour.

(7) “Recognized educational institution”—A school, college, university, or other institution of higher learning in the United States which has a graduate program in psychology and is accredited by one of the regional accrediting associations approved by the council on postsecondary accreditation, or one of the regional accrediting associations recognized by the Department of Education.

(8) “Reporting cycle”—Two (2) years from December 1, 1999 through November 30, 2001, and every two (2)-year period thereafter.

AUTHORITY: section 337.050.12, RSMo 2000. This rule originally filed as 4 CSR 235-7.005. Original rule filed Dec. 31, 1998, effective Aug. 30, 1999. Moved to 20 CSR 2235-7.005, effective Aug. 28, 2006. Amended: Filed July 9, 2008, effective Jan. 30, 2009.*

**Original authority: 337.050, RSMo 1977, amended*

(1) Every psychologist licensed in Missouri shall, complete for each two- (2-) year reporting cycle at least forty (40) hours, of accredited “continuing education credits” (herein CE credits) relevant to the practice of psychology. The continuing education reporting cycle is the twenty-four- (24-) month period beginning on December 1 of odd numbered years and ending on November 30 of odd numbered years. Continuing education credits earned after November 30 for the immediately preceding reporting cycle shall not be applied to the next two- (2-) year reporting cycle.

(2) At least fifteen (15) of the forty (40) CE credits must be completed within Category A (i.e., formal programs which meet the requirements of 20 CSR 2235-7.030(1) (A)); and the remaining twenty-five (25) CE credits must be completed in either Category A or in Category B (i.e., informal programs or hours which meet the requirements of 20 CSR 2235-7.030(1)(B)).

(A) Three (3) of the forty (40) CE credits are to be in ethics (ethics credits). The three (3) ethics credits can be in either Category A or in Category B.

(3) A psychologist who becomes licensed during the middle of a reporting cycle shall be entitled to receive a “pro-rata” reduction in the number of required credits at the rate of five (5) hours for every three (3) full months between the date of licensing and what would be the normal date of commencement for the reporting cycle.

(4) If in any two- (2-) year cycle, the number of continuing education credits earned from Category A in 20 CSR 2235-7.030 exceeds forty (40) credits, the excess credits over forty (40) may be carried over to the next two- (2-) year cycle, up to a maximum of fifteen (15) hours.

AUTHORITY: section 337.050.12, RSMo Supp. 2020. This rule originally filed as 4 CSR 235-7.010. Original rule filed Dec. 31, 1998, effective Aug. 30, 1999. Moved to 20 CSR 2235-7.010, effective Aug. 28, 2006. Amended: Filed July 9, 2008, effective Jan. 30, 2009. Amended: Filed March 2, 2021, effective Sept. 30, 2021.*

**Original authority: 337.050, RSMo 1977, amended 1981, 1989, 1993, 1995, 1996, 1998, 1999, 2020.*

20 CSR 2235-7.020 Continuing Education Reports

PURPOSE: This rule establishes the criteria for maintaining record of continuing education claimed.

(1) Every psychologist shall maintain for a period of four (4) years from the completion of each reporting cycle full and complete records of all accredited continuing education (CE) programs attended or accredited continuing education credit hours earned during the immediately preceding two (2)-year reporting cycle.

(2) Such records shall be made available, upon reasonable request during regular business hours, to the committee or to such authorized representative as the committee may hereafter appoint from time-to-time for inspection, photocopying, or audit.

(3) For all Category A programs, such records shall, at a minimum, contain a listing of all programs attended by course name and for all accredited programs information showing either that the program sponsor is an accredited CE sponsor or that such individual program had been properly accredited, the number of CE hours awarded or earned for each such program or activity, and a copy of the program agenda, outline, or other course description.

(4) For the license renewal period commencing February 1, 2001 and every renewal period each two (2) years thereafter every psychologist shall attest on the license renewal application form, compliance with 20 CSR 2235-7.010. The committee may audit as deemed necessary.

AUTHORITY: section 337.030, RSMo Supp. 2007 and section 337.050.12, RSMo 2000. This rule originally filed as 4 CSR 235-7.020. Original rule filed Dec. 31, 1998, effective Aug. 30, 1999. Moved to 20 CSR 2235-7.020, effective Aug. 28, 2006. Amended: Filed July 17, 2006, effective Feb. 28, 2007. Amended: Filed July 9, 2008, effective Jan. 30, 2009.*

**Original authority: 337.030, RSMo 1977, amended 1981, 1989, 1996, 2003 and 337.050, RSMo 1977, amended 1981, 1989, 1993, 1995, 1996, 1998, 1999.*

20 CSR 2235-7.030 Categories of Continuing Education Programs and Credits

PURPOSE: This rule implements the continuing education mandates.

(1) The committee recognizes the following categories of continuing education programs, seminars or activities and established credit hours.

(A) Category A formal activities, a minimum of fifteen (15) credits per reporting cycle. Category A

activities are defined as—

1. Formal continuing education programs that may consist of programs, seminars, or activities accredited by any accredited or identified sponsor listed in 20 CSR 2235-7.005(1). The number of continuing education credits assigned by an association as defined in these rules will be accepted.

2. Regularly scheduled postgraduate courses offered by a “recognized educational institution” as defined in 20 CSR 2235-7.005(7), which are relevant to the practice of psychology. One (1) credit hour or the equivalent of academic credit constitutes fifteen (15) continuing education credits.

3. Writing or speaking, including a paper or other presentation at a formal professional meeting, a paper published in a professional journal, or a book or an original chapter in an edited book in the area of psychology or a related field. Credit will be granted for the year of publication or presentation in the case of a paper. Continuing education credits will be granted at the rate of two (2) per presentation, eight (8) for each published journal article or chapter in a published book, ten (10) for editing a published book, and fifteen (15) for the authorship of a published book.

4. Preparation and teaching a graduate level course at a recognized educational institution where the contents of which are primarily psychological. Continuing education credits will be granted at the rate of five (5) hours per class with a maximum of ten (10) per reporting cycle. No single course shall be reported more than one (1) time per reporting cycle.

(B) Category B other programs, seminars, or activities, a maximum of twenty-five (25) credits per reporting cycle of Category B activities may count towards the two (2)-year, forty (40) continuing education credit hour requirement in 20 CSR 2235-7.010. Category B programs, seminars, or activities are defined as—

1. The categories of continuing education experiences and the number of hours of continuing education for each category are as follows:

A. Meetings. Registered attendance at relevant professional meetings (international, national, regional, state, local). Three (3) hours per day;

B. Workshops, seminars and courses. Registered attendance at relevant nonaccredited workshops, seminars, colloquium, grand rounds or academic courses. Number of actual attendance hours;

C. Preparation and teaching of an undergraduate level course at a recognized educational institution where the contents of which are primarily psychological, three (3) hours per class, nine (9) maximum per reporting cycle. No single course shall be reported more than one (1) time per reporting cycle; and

D. Individual study. Self-study of professional material including relevant books,

journals, periodicals, other forms of media, and other materials and preparation of relevant lectures and talks to public groups. Preparation credit may not be claimed under this category for presentations credited under paragraph 1. of this subsection. The committee will accept a maximum of ten (10) hours continuing education credits in individual study.

(2) Experience Not Acceptable for Continuing Education. The committee will not consider personal psychotherapy, workshops for personal growth, services to professional associations, providing supervision or case conference as meeting the requirements for continuing education.

AUTHORITY: section 337.030, RSMo Supp. 2007 and section 337.050.12, RSMo 2000. This rule originally filed as 4 CSR 235-7.030. Original rule filed Dec. 31, 1998, effective Aug. 30, 1999. Moved to 20 CSR 2235-7.030, effective Aug. 28, 2006. Amended: Filed July 17, 2006, effective Feb. 28, 2007. Amended: Filed July 9, 2008, effective Jan. 30, 2009.*

**Original authority: 337.030, RSMo 1977, amended 1981, 1989, 1996, 2003 and 337.050, RSMo 1977, amended 1981, 1989, 1993, 1995, 1996, 1998, 1999.*

20 CSR 2235-7.040 Verification of Continuing Education Credits and Programs

PURPOSE: This rule implements the continuing education mandates.

(1) At the end of each two (2)-year reporting cycle, each licensee shall attest on the license renewal application provided by the committee the continuing education requirements by the first of February immediately following the completion of the recording cycle.

(2) The licensee need not submit the specific verification of each continuing education experience claimed, but the individual licensee shall maintain records of continuing education credits as would substantiate meeting these regulations for five (5) years following the submission of the reporting form.

(3) The committee may require the licensee to submit documents for proof of compliance. Upon receipt of the notification requesting said documents the licensee shall forward documents to the committee's office within thirty (30) days.

(4) Failure to provide the committee with proof of compliance with the continuing education credit requirement when requested will be considered a violation of the practice act and shall be cause for discipline pursuant to section 337.035, RSMo.

*AUTHORITY: section 337.050.12, RSMo Supp. 1998.**

This rule originally filed as 4 CSR 235-7.040. Original rule filed Dec. 31, 1998, effective Aug. 30, 1999. Moved to 20 CSR 2235-7.040, effective Aug. 28, 2006.

**Original authority: 337.050, RSMo 1977, amended 1981, 1989, 1993, 1995, 1996, 1998.*

20 CSR 2235-7.050 Variances

PURPOSE: This rule implements the continuing education mandates.

Variances will be granted on a case-by-case basis upon written petition to the committee. The committee will review requests at the next regularly scheduled quarterly meeting following receipt of the request for a variance.

AUTHORITY: section 337.050.12, RSMo Supp. 1998. This rule originally filed as 4 CSR 235-7.050. Original rule filed Dec. 31, 1998, effective Aug. 30, 1999. Moved to 20 CSR 2235-7.050, effective Aug. 28, 2006.*

**Original authority: 337.050, RSMo 1977, amended 1981, 1989, 1993, 1995, 1996, 1998.*



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Regulation Advisory: Continuing Professional Development

Effective January 1, 2023, the California Board of Psychology (Board) will be requiring licensees to complete 36 hours of Continuing Professional Development (CPD) biennially. This regulatory change amends Title 16 of the California Code of Regulations Sections 1381.9, 1397.60, 1397.61, 1397.62, 1397.67.

HISTORY

In 2012, the Association of State and Provincial Psychology Boards presented a new model of Continuing Education – Continuing Professional Development (CPD). That same year, the Legislature asked the Board to discuss with the business and professions committees of efforts to date to address continuing competency and what it expects to accomplish in the near future regarding this issue. The Board's response to this was that it was working to replace the single requirement of traditional continuing education courses with a more robust continued competency model. In 2015, the Board noticed a regulatory change that established the framework for CPD, but later withdrew the proposed regulatory package to make substantive modifications based on licensee concerns. The Sunset Extension Bill in 2017 established the four different categories of learning activities that met the requirements for CPD. In June of 2017, the Board approved regulatory language for Notice. Board staff drafted the regulatory package and submitted it to DCA to start the initial review phase. The CPD regulatory package has been approved and the new professional development options become available January 1, 2023.

WHAT IS CPD? CPD is a broader concept, referring to the continuing development of the multi-faceted abilities needed for quality professional performance in one's area of practice. This model consists of 15 continuing professional development activities grouped under four different categories. This change does not affect the required 36 hours required for renewal.

Please note, licenses that expire between January 1, 2023 and December 31, 2023, can be renewed by completing either traditional Continuing Education or CPD.

SUMMARY OF CHANGES:

[Specific Topic Areas Required](#)

Laws and Ethics

Licensees must complete a minimum of 4 hours of training in the subject of laws and ethics as they apply to the practice of Psychology. The requirement can be met using any combination of CPD categories.

Cultural Diversity/Social Justice

Licensees must complete a minimum of 4 hours of training in the subject of cultural diversity and/or social justice as they apply to the practice of Psychology. The requirement can be met using any combination of the four CPD categories.

[Remaining CPD Activities Available](#)

The following is a summary of CPD learning activities:

CE/CPD Activity	Maximum # of Hours Allowed Each Renewal Period	Hours Credited by Activity
CPD Learning Category #1 – Professional Activity		
<p style="text-align: center;">Peer Consultation</p> <p>Including, but not limited to case consultation, reading or research groups.</p> <p>Licensees shall maintain a record of hours. The record shall include the following: date(s), type of activity, and total number of hours.</p>	<p>1 hour minimum, if used 18 hours maximum</p>	<p>1 hour of activity = 1 hour credited</p>
<p style="text-align: center;">Practice Outcome Monitoring</p> <p>Assessing patient/client outcomes via protocol, including the use of repeated standardized outcome assessment protocols to assess patient/client outcomes.</p> <p>Licensees shall maintain a record of this activity as documentation of compliance. This record shall include the following: date(s) of monitoring, client identifier, and how outcomes were measured.</p>	<p>9 hours maximum</p>	<p>1 patient/client of practice outcome monitoring = 1 hour credited</p>

CE/CPD Activity	Maximum # of Hours Allowed Each Renewal Period	Hours Credited by Activity
<p align="center">Professional Services</p> <p>Including, but not limited to, serving on psychological association boards or committees, editorial boards or peer-reviewed journals related to psychology, scientific grant review teams or board member of regulatory body, program development and/or activities in service of psychology.</p> <p>Licensees shall maintain a record of this activity as documentation of compliance. This record shall include the following: board or program name, role of licensee, dates of service, and term of service (six months or one year).</p>	4.5 hours minimum, if used 12 hours maximum	1 year = 9 hours credited 6 months = 4.5 hours credited
<p align="center">Conference/Convention Attendance</p> <p>Attendance at professional gatherings, either in person or via electronic means, that consists of multiple concurrent or sequential free-standing presentations related to the practice of psychology.</p> <p>Licensees shall maintain a record of this activity as documentation of compliance. This record shall include the following: name of conference/convention attended, proof of registration, and date(s) of conference/convention attended.</p>	6 hours maximum	1 full conference day attendance = 1 hour credited
<p align="center">Examination Functions</p> <p>Serving in any function related to examination development for the Board or for the development of the EPPP.</p> <p>Licensees shall maintain a record of this activity as documentation of compliance. This record shall include the following: name of exam, dates of service, and number of hours.</p>	12 hours maximum	1 hour of service = 1 hour credited
<p align="center">Expert Review/Consultation</p> <p>Expert Review/Consultation means serving in any expert capacity for the Board.</p> <p>Licensees shall maintain a record of this activity as documentation of compliance. This record shall include the following: dates of service and number of hours.</p>	12 hours maximum	1 hour of service in expert capacity = 1 hour credited
<p align="center">Attendance at a California Board of Psychology Meeting</p> <p>Attendance at a California Board of Psychology Meeting (full Board or Committee).</p> <p>Licensees shall maintain a record of hours as documentation of compliance. This record shall include the following: date of meeting, name of meeting, and number of hours attended. A psychologist requesting CPD credit pursuant to this subdivision shall have signed in and out on an attendance sheet providing their first and last name, license number, time of arrival and time of departure from the meeting.</p>	8 hours maximum	1 day of Board of Committee meeting = 6 hours credited For Board or Committee meetings that are 3 hours or less, 1 hour of attendance = 1 hour credited
CPD Learning Category #2 – Academic		
<p align="center">Academic Coursework</p> <p>Completing and earning credit for a graduate-level course related to psychology from an institution whose degree meets the requirements of section 2914 of the Code.</p> <p>Licensees shall maintain a record of this activity. This record shall include a transcript with evidence of a passing grade (C or higher or "pass").</p>	18 hours maximum Each course counts only once for each renewal period	1 semester unit course = 6 hours credited 1 quarter unit course = 4.5 hours credited
<p align="center">Academic/Sponsor-Approved CE Instruction</p> <p>Academic Instruction means teaching a graduate-level course that is part of a degree program that meets the requirements of section 2914(c) of the Code. Sponsor-Approved CE Instruction means teaching a sponsored CE course that relates to the practice of psychology as defined in 1397.60(c).</p> <p>Licensees shall maintain a record of this activity. This record shall include the following: course syllabus, title of course, name of institution, and dates of instruction.</p>	18 hours maximum	1 quarter or semester academic course = 18 hours credited
<p align="center">Supervision</p> <p>Overseeing the professional experience of a trainee who is accruing hours towards licensure as a Psychologist, Marriage and Family Therapist, Licensed Clinical Social Worker, Licensed Professional Clinical Counselor, Licensed Educational Psychologist, or Physician and Surgeon.</p> <p>Licensees shall maintain a record of this activity. This record shall include the following: dates of supervision and a trainee identifier.</p>	18 hours maximum	1 hour of supervision = 1 hour credited
<p align="center">Publications</p> <p>Publications means authoring or co-authoring peer-reviewed journal articles, book chapters, book(s), or editing or co-editing a book, related to psychology or related discipline.</p>	9 hours maximum	1 publication = 9 hours credited

CE/CPD Activity	Maximum # of Hours Allowed Each Renewal Period	Hours Credited by Activity
<p>Licensees shall maintain a record of this activity. This record shall include the following: either a letter of acceptance for publication, or proof of publication with publication date in the renewal period for which it is being submitted.</p>		
<p align="center">Self-Directed Learning</p> <p>Independent educational activities focused on maintaining, developing, or increasing conceptual and applied competencies that are relevant to psychological practice, education, or science, such as reading peer-review journal articles or books, watching videos or webcasts, or listening to podcasts.</p> <p>Licensees shall maintain a record of this activity. This record shall include the following: date(s), medium (e.g. webinar), topic or title, and total number of hours.</p>	6 hours maximum	1 hour of activity = 1 hour credited
CPD Learning Category #3 – Sponsored Continuing Education		
<p>Includes any approved structured, sequenced learning activity, whether conducted in-person or online.</p> <p>The licensee shall maintain proof of attendance provided by the sponsor of the continuing education.</p>	27 hours maximum	1 hour of sponsored continuing education = 1 hour credited
CPD Learning Activity #4 – Board Certification		
<p align="center">American Board of Professional Psychology (ABPP) Board Certification</p> <p>Can count for 100% of required CE in the renewal cycle that certification is awarded.</p> <p>The licensee shall maintain proof of specialty certification.</p>	36 hours	Certification awarded = 36 hours credited
<p align="center">“Senior Option” ABPP Board Certification</p> <p>Can count for 50% of required CE in the renewal cycle that certification is awarded.</p> <p>The licensee shall maintain proof of specialty certification.</p>	18 hours	Certification awarded – 18 hours credited

For the full text of CPD Regulations: [Notice of Approval, Stamped Form 400, and Order of Adoption \(ca.gov\)](#).

For more detailed information regarding the learning activities, please see the, CPD Initial Statement of Reasons: [Continuing Professional Development – Initial Statement of Reasons \(ca.gov\)](#).

Courtesy CPD Reporting Form: [Continuing Professional Development Reporting Form - California Board of Psychology](#).

CPD RESOURCES

The Continuing Professional Development (CPD) Video and CPD Frequently Asked Questions (FAQ) Webinar are valuable resources designed to help licensees understand the new model for accruing 36 hours for renewal. The CPD Video is an engaging visual guide that explains the key elements of the CPD model and provides helpful tips for planning and completing CPD activities. The CPD FAQ provides concise answers to common questions about the CPD requirements and helps licensees understand how to meet their CPD obligations.

[Continuing Professional Development Video](#)

[Continuing Professional Development Frequently Asked Questions](#)

If you have any further questions, please email BOPCE@dca.ca.gov.



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Continuing Professional Development Information

As of January 1, 2024, licenses expiring thereafter must adhere to Continuing Professional Development (CPD) to fulfill the 36-hour renewal requirement.

LAWS & ETHICS REQUIREMENT

Licensees must complete a minimum of 4 hours in the subject of laws and ethics as they apply to the practice of Psychology. This requirement can be met using any combination of CPD categories. The 4 hours are considered part of the 36-hour CPD requirement.

CULTURAL DIVERSITY AND/OR SOCIAL JUSTICE

Licensees must complete a minimum of 4 hours in the subject of Cultural Diversity/Social Justice as they apply to the practice of Psychology. **Cultural Diversity** pertains to differences in age, race, culture, ethnicity, nationality, immigration status, gender identity, sexual orientation, socioeconomic status, religion/spirituality, and physical ability. **Social Justice** pertains to the historical, social, and political inequities in the treatment of people from non-dominant groups, while addressing the various injustices and different types of oppression that contribute to individual, family and community psychological concerns. This requirement can be met using any combination of CPD categories. The 4 hours are considered part of the 36-hour CPD requirement.

CPD ACTIVITIES

With the exception of 100% American Board of Professional Psychology (ABPP) Board Certification, a licensee shall accrue hours during each renewal period from at least two of the four CPD activity categories.

CPD Activity	Maximum # of Hours Allowed Each Renewal Period	Hours Credited by Activity
CPD Learning Category #1 – Professional Activity		
<p>Peer Consultation</p> <p>Including, but not limited to case consultation, reading or research groups.</p> <p>Licensees shall maintain a record of hours. The record shall include the following: date(s), type of activity, and total number of hours.</p>	1 hour minimum, if used 18 hours maximum	1 hour of activity = 1 hour credited
<p>Practice Outcome Monitoring</p> <p>Assessing patient/client outcomes via protocol, including the use of repeated standardized outcome assessment protocols to assess patient/client outcomes.</p> <p>Licensees shall maintain a record of this activity as documentation of compliance. This record shall include the following: date(s) of monitoring, client identifier, and how outcomes were measured.</p>	9 hours maximum	1 patient/client of practice outcome monitoring = 1 hour credited
<p>Professional Services</p> <p>Including, but not limited to, serving on psychological association boards or committees, editorial boards or peer-reviewed journals related to psychology, scientific grant review teams or board member of regulatory body, program development and/or activities in service of psychology, separate and apart from a fee-for-service arrangement.</p> <p>Licensees shall maintain a record of this activity as documentation of compliance. This record shall include the following: board or program name, role of licensee, dates of service, and term of service (six months or one year).</p>	4.5 hours minimum, if used 12 hours maximum	1 year = 9 hours credited 6 months = 4.5 hours credited
<p>Conference/Convention Attendance</p> <p>Attendance at professional gatherings, either in person or via electronic means, that consists of multiple concurrent or sequential free-standing presentations related to the practice of psychology.</p> <p>Hours in this activity are in addition to hours provided at the conference or convention.</p> <p>Licensees shall maintain a record of this activity as documentation of compliance. This record shall include the following: name of conference/convention attended, proof of registration, and date(s) of conference/convention attended.</p>	6 hours maximum	1 full convention day attendance = 1 hour credited
<p>Examination Functions</p> <p>Serving in any function related to examination development for the Board or for the development of the EPPP.</p> <p>For information on becoming a Subject Matter Expert, please visit https://www.psychology.ca.gov/licensees/sme.shtml.</p> <p>Licensees shall maintain a record of this activity as documentation of compliance. This record shall include the following: name of exam, dates of service, and number of hours.</p>	12 hours maximum	1 hour of service = 1 hour credited
<p>Expert Review/Consultation</p>	12 hours maximum	1 hour of service in expert capacity = 1 hour credited

CPD Activity	Maximum # of Hours Allowed Each Renewal Period	Hours Credited by Activity
CPD Learning Category #1 – Professional Activity		
<p>Expert Review/Consultation means serving in any expert capacity for the Board.</p> <p>For information on becoming an Expert Reviewer, please visit https://www.psychology.ca.gov/licensees/expertrev.shtml.</p> <p>Licensees shall maintain a record of this activity as documentation of compliance. This record shall include the following: dates of service and number of hours.</p>		
<p>Attendance at a California Board of Psychology Meeting</p> <p>Attendance at a California Board of Psychology Meeting (full Board or Committee).</p> <p>For upcoming meeting dates, please visit https://psychology.ca.gov/about_us/meetings/index.shtml.</p> <p>Licensees shall maintain a record of hours as documentation of compliance. This record shall include the following: date of meeting, name of meeting, and number of hours attended. A psychologist requesting CPD credit pursuant to this subdivision shall have signed in and out on an attendance sheet providing their first and last name, license number, time of arrival and time of departure from the meeting.</p>	8 hours maximum	1 day of Board of Committee meeting = 6 hours credited For Board or Committee meetings that are 3 hours or less, 1 hour of attendance = 1 hour credited
CPD Learning Category #2 – Academic		
<p>Academic Coursework</p> <p>Completing and earning credit for a doctoral-level course related to psychology.</p> <p>Licensees shall maintain a record of this activity. This record shall include a transcript with evidence of a passing grade (C or higher or "pass").</p>	18 hours maximum Each course counts only once for each renewal period	1 semester unit course = 6 hours credited 1 quarter unit course = 4.5 hours credited
<p>Academic/Sponsor-Approved CE Instruction</p> <p>Academic Instruction means teaching a doctoral-level course.</p> <p>Sponsor-Approved CE Instruction means teaching a sponsored CE course that relates to the practice of psychology as defined in 1397.60.1(c) of the California Code of Regulations. Refer to CPD activity Sponsored Continuing Education for approved entities.</p> <p>Licensees shall maintain a record of this activity. This record shall include the following: course syllabus, title of course, name of institution, and dates of instruction.</p>	18 hours maximum	Academic instruction: 1 quarter or semester academic course = 18 hours credited Sponsor-Approved CE Instruction: 1 hour of instruction = 1.5 hours credited
<p>Supervision</p> <p>Overseeing the professional experience of a trainee who is accruing hours towards licensure as a Psychologist, Marriage and Family Therapist, Licensed Clinical Social Worker, Licensed Professional Clinical Counselor, Licensed Educational Psychologist, or Physician and Surgeon.</p> <p>Licensees shall maintain a record of this activity. This record shall include the following: dates of supervision and a trainee identifier.</p>	18 hours maximum	1 hour of supervision = 1 hour credited
<p>Publications</p> <p>Publications means authoring or co-authoring peer-reviewed journal articles, book chapters, book(s), or editing or co-editing a book, related to psychology or related discipline within the licensee's applicable renewal period.</p> <p>Licensees shall maintain a record of this activity. This record shall include the following: either a letter of acceptance for publication, or proof of publication with publication date in the renewal period for which it is being submitted.</p>	9 hours maximum	1 publication = 9 hours credited
<p>Self-Directed Learning</p> <p>Independent educational activities focused on maintaining, developing, or increasing conceptual and applied competencies that are relevant to psychological practice, education, or science, such as reading peer-review journal articles or books, watching videos or webcasts, or listening to podcasts.</p> <p>Licensees shall maintain a record of this activity. This record shall include the following: date(s), medium (e.g. webinar), topic or title, and total number of hours.</p>	6 hours maximum	1 hour of activity = 1 hour credited
CPD Learning Category #3 – Sponsored Continuing Education		
<p>Includes any approved structured, sequenced learning activity, whether conducted in-person or online. Approved entities include:</p> <p>American Psychological Association (APA) California Psychological Association (CPA) Association of Black Psychologists (ABPs) California Medical Association (CMA) Accreditation Council for Continuing Medical Education (ACCME)</p> <p>There is no live requirement.</p> <p>The licensee shall maintain proof of attendance provided by the sponsor of the continuing education.</p>	27 hours maximum	1 hour of sponsored continuing education = 1 hour credited
CPD Learning Activity #4 – Board Certification		

CPD Activity	Maximum # of Hours Allowed Each Renewal Period	Hours Credited by Activity
CPD Learning Category #1 – Professional Activity		
American Board of Professional Psychology (ABPP) Board Certification Can count for 100% of required CPD in the renewal cycle that certification is awarded. The licensee shall maintain proof of specialty certification.	36 hours	Certification awarded = 36 hours credited
“Senior Option” ABPP Board Certification Can count for 50% of required CPD in the renewal cycle that certification is awarded. The licensee shall maintain proof of specialty certification.	18 hours	Certification awarded = 18 hours credited

CPD RESOURCES

The CPD Video, CPD Frequently Asked Questions (FAQ), and Attendance at a California Board of Psychology Meeting FAQ, Recordings of CPD Informational Webinars held on March 3, 2023 and January 22, 2024, Presentation Slides from the CPD Informational Webinar, CPD Reporting Form, and full text of CPD regulations are valuable resources designed to help licensees understand the new model for accruing 36 hours for renewal. The CPD Video is an engaging visual guide that explains the key elements of the CPD model and provides helpful tips for planning and completing CPD activities. The CPD FAQ provides concise answers to common questions about the CPD requirements and helps licensees understand how to meet their CPD obligations. Additionally, the Attendance at a California Board of Psychology Meeting FAQ offers further information and guidance specific to attending Board and Committee Meetings. The CPD Reporting Form provides the necessary information to track and report CPD credits. It is important to keep accurate records of CPD activities as the Board conducts audits on the 36 hours required for renewal.

- [Continuing Professional Development Video](#)
- [Continuing Professional Development Frequently Asked Questions](#)
- [Attendance at a California Board of Psychology Meeting FAQ](#)
- [Recording of CPD Informational Webinar — March 3, 2023](#)
- [Recording of CPD Informational Webinar – January 22, 2024](#)
- [Presentation Slides from the CPD Informational Webinar](#)
- [CPD Reporting Form](#)
- [Full Text of Continuing Professional Development Regulations](#)

AUDITS & RETENTION OF RECORDS

Licensees must retain their CPD records for a minimum of four (4) years; the Board conducts random audits and, if selected, will contact the licensee for proof of completion. (1397.61.1(k)(1))

REACTIVATION

If a license is inactive, the licensee must provide proof of 36 hours of CPD in order to reactivate. The hours must be completed in the 24 months immediately preceding reactivation. Additional information regarding reactivation can be found on the License Reactivation Application Form.

For more information regarding CPD, see [§1397.60.1 through 1397.70](#) in the California Code of Regulations (CCR), Title 16. If you have questions, you may contact the board by email at BOPCE@dca.ca.gov.



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