

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

DATE OF MEETING: Friday, March 7, 2025

Time: 8:00 a.m.

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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/84124273127>. To access the meeting via audio only, dial 1-669-900-6833 and enter the meeting ID: **841 2427 3127**. (The Board office recommends that individuals unfamiliar with ZOOM 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, located at 3080 South Durango Drive, Suite 102, Las Vegas, NV 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](mailto:nbop@govmail.state.nv.us). Written public comments must be received prior to the start of the meeting and will be forwarded to the Board for their consideration. Public comments will be included in the public record (meeting minutes) but will not necessarily be read aloud during the meeting. In compliance with Nevada Revised Statutes (NRS) Chapter 241 (Open Meeting Law), the Board is precluded from taking action on items raised by public comment which are not already on the agenda.

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

**AGENDA**

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

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

**3. Minutes. (For Possible Action) Discussion and Possible Action to Approve the Minutes of the State of Nevada Board of Psychological Examiners' February 14, 2025, Meeting.**

#### **4. Financials**

- A. (For Possible Action) Discussion and Possible Action to Approve the Treasurer's Report for Fiscal Year 2025 (July 1, 2024 - June 30, 2025).
- B. (For Possible Action) Discussion and Possible Action to Approve Revisions to the Budget for Fiscal Year 2025 (July 1, 2024 – June 30, 2025).
- C. (For Possible Action) Discussion and Possible Action to approve paying the 2024 Nevada State Assessment Fee for PsyPact in the amount of \$1,300.
- D. (For Possible Action) Discussion and Possible Action to approve paying the Board's ASPPB fees, which are expected to be approximately \$2,500.

#### **5. Legislative/Regulation Update**

- A. (For Possible Action) Report, Discussion and Possible Action on Regulation Activities and Legislative Activities, including the work of Interim Committees, 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.
- B. (For Possible Action) Discussion and Possible Action to Identify one or more Board representatives to Engage with the Legislature during the Legislative Session without Prior Board approval when Necessary to Address Proposed Legislation.

**6. Report from the Nevada Psychological Association.**

**7. Report from the Board Office on Operations.**

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

- A. Complaint #19-0626
- B. Complaint #23-0918
- C. Complaint #24-0103
- D. Complaint #24-0312(1)
- E. Complaint #24-0312(2)
- F. Complaint #24-0605
- G. Complaint #24-0607
- H. Complaints #24-0711  
#24-0719  
#24-0726  
#24-0823
- I. Complaint #24-0730
- J. Complaint #24-0829
- K. Complaint #24-0903
- L. Complaint #24-0924
- M. Complaint #24-1202
- N. Complaint #25-0110
- O. Complaint #25-0128

**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

Kaitlyn Abrams	Christina Figueroa	Kele Kirschenbaum	Erick Rogers
Jeffrey Aguiar	Julian Filoteo	Monica Larson	Jessica Roos
Andrew Ahrendt	Glory Finnegan	George Lazo	Eric Rosmith
Dalea Alawar	John Fite	Robert Leach	Taraneh Rostami
Robert Antonacci	Nichole Flowers	Andrew Leone	Benjamin Rubin
Onyinyechi Anukem	Judy Fluor Runels	Jessica Liberman	Malia Sanchez
Erick Arguello	Gratia Foerster	Benjamin Loew	Liza San Muguel-Montes
Anna Arya	Amy Fox	Vanessa Ma	Mary Schuberg
Elsa Baena	Sylva Frock	Chelsea Mackey	Shaina Shepherd
Quintin Bailey	Vanessa Fuentes	James Madero	Dianne Shumay
Rachel Bangit	Tyson Furr	Heather Manor	Laljit Sidhu
Adam Barkey	Maiken Gale	Alexandra Matthews	Alexis Sliva
John Barona	Daniel Garrett	Sarah Mauck	Katelyn Steele
Ramy Bassioni	Teresa George	Katherine McKenzie	Willann Stone
Debra Berry-Malmberg	Matthew Gibbons	Paul McLaughlin	Tony Strickland
Charles Bichajian	Shahla Gorovoy	Carol McLean	Amy Swope
Jennifer Blitz	Kimberly Gray	Linda McWhorter	Tara Tanaka
Leah Bonilla	Peter Grover	Iris Melo	Matthew Tatum
Linda Bortell	Lisa Gunderson	Lorena Michel	Michelle Tatum
Michelle Brandon	Michelle Haines	Stacey Mizokawa	Alicia Tolerico
Andrew Buchanan	Fredrica Hendrix	Christine Moberg	John Tsanadis
Lauren Buchanan	Bernadette Hinojos	Mark Mochin	Lee Underwood
Brian Burgess	Beverly Howze	Shanna Mohler	Amy Vail
Ramona Burroughs	Chia-Chi Hu	Alexandra Montesi	Keith Valone
Jonathan Campos	Kelly Humphreys	Luzviminda Morrow	Ina Von Ber
DeAnn Cary	Clairissa Hunter	Mary Nelson	Michelle Vorwerk
Jerry Chen	Mark Ingram	Robert Nemerovski	Corinne Votaw
Dominique Cheung	Rachel Irish	Stephanie Northington	Allison Vreeland
Christine Chew	Tina Jimenez	Beverly Paschal	Bethany Walters
Chad Christensen	Deborah Johnson	Jessica Peltan	Nelson Walters
David Contreras	Margaret Jones	Renata Pleshchuk-Kowalski	Frank Weber
Candy Crawford	Natalie Jones	Daniel Pott-Pepperman	Justine Weber
Shannon Dillon	Kathi Jones-Lorenz	Stephanie Procell	Andre Wielemaker
Elizabeth Dimovski-Jackson	Jorge Juarez-Asturias	Lee Rather	Stephen Winston
Anna Dolatabadi	Cody Kaneshiro	Rachelle Rene	Kayli Wrenn
Christine Dozier	Robin Kay	Danielle Richards	Elisa Youngblood
Alana Duschane	Kristopher Kern	Kristin Robinson	Gordon Zilberman
Megan Farnsworth	Donald Kincaid	Tera Robison	

## PSYCHOLOGICAL ASSISTANTS

Jeffrey Aguiar	Althea Cook	Richelle Konczak	Eric Prince
Rachel Ballard	Emerson Epstein	Dimitra Kourtesi	Jacquelyn Rinaldi
Rosalind Banks	Amelia Evans	Dorota Krotkiewicz	Yana Ryjova
Tracy Basile	Milagro Gonzalez	Taylor Levine	Sharon Simington
Ramy Bassioni	Kimberly Gray	Anna Lujan-Sondgroth	Michelle Strong
Mark Beverly	Jennifer Grimes-Vawters	Erica Marino	Michelle Tatum
Judit Brissette	Aeriel Halstead	Genna Mashinchi	Andre Wielemaker
Andrew Buchanan	Akiko Hinds	Michellane Mouton	Monica Zepeda Rojo
Candis Carswell Mitchell	Tiffany Hunter	Blake Oldfield	
Taylor Chille	Madison Hurley	Dylena Pierce	
Althea Clark	Courtney Hutchinson	Amy Prescott	
	Shoshana Katz Shumaker		

## PSYCHOLOGICAL INTERNS

Lallabrigida Cooper-Singleton	Daniel Gonzalez	Shalini Kabeer	Richard Warmke
Jacqueline Eddy	Tiffany Hunter	Michael McNamara	
Jacqueline Friar	Chiante' Jemison	Bianca Reaves	
Sussan Fung	Lauren Johnson	Miriam Vela-Sanchez	

## PSYCHOLOGICAL TRAINEES

Hoor Ul Ain	Monica Done	Sierra Ann Jarvis	Bianca Reaves
Lily Akana	Ashley Dorsey	Todd Jennings	Melanie Rede
Marissa Alvarez	Erin Dunn	Jordan Kaye	Shannon Sagert
Vanni Arcaina	Kinsey Ellis	Julia Maranville	Christine Salva
Linnea Bacon	Tatev Gaboyan	Sara Moore	Madison Thomasson
Adaeze Chike-Okoli	Kaelyn Griffin	Maegan Nation	Angelos Tsalafos
Kieffer Christianson	Michelle Harden	Karisa Deandra Odrunia	Teresa Walker
Anna Cole	Haleigh Harris	Ananda Peixoto-Couto	Jessica Woodyatt
Delaney Collins	Brandon Hunley	Mattea Pezza	Lidia Wossen
Regine Deguzman	Bianca Islas	Sherley Pierre	

**10. (For Possible Action) Discussion and Possible Action to Approve the Proposed Examination Retake Application Policy.**

**11. (For Possible Action) Discussion and Possible Action to Approve a Revision to the Board's Employment, Compensation, and Evaluation Policy to add a Board Consultant position.**

**12. (For Possible Action) Discussion and Possible Action on revising Question No. 20 on the Board's License Renewal Application Form to comply with 2013 SB338.**

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

- The next regular meeting of the Nevada Board of Psychological Examiners is currently scheduled for Friday, April 11, 2025, beginning at 8:00 a.m.

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

**15. 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)

## **16. (For Possible Action) Adjournment**

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

The Board is pleased to make reasonable accommodations for members of the public who are disabled and wish to participate in the meeting. If such arrangements are necessary, please contact the board office at (702) 276-0926 no later than 4 p.m. on Thursday, March 6, 2025.

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](mailto: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, March 4, 2025, 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/2025/2025\\_BOARD\\_MEETINGS/](https://psyexam.nv.gov/Board/2025/2025_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).

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

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**February 14, 2025**

**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 Lorraine Benuto, PhD, at 8:04 a.m. on February 14, 2025, 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, Lorraine Benuto, Ph.D., Secretary/Treasurer, Stephanie Woodard, Psy.D., members, Stephanie Holland, Psy.D.; Catherine Pearson, Ph.D.; and Robert Moering, Psy.D. were present at roll call. There was a quorum of the Board members.

Also present were Deputy Attorney General (DAG) Harry Ward; Board Investigators Dr. Sheila Young, and Dr. Whitney Owens; Executive Director Laura Arnold; Administrative Director Sarah Restori; members of the public: Karen Kampf, Brian Lech, Akiko Hinds, Mary Marcu, Hao Song, Teri Belmont, Mariann Burnett-Atwell, Sara Hunt, Thomas Kinsora, Taylor Chille, Jodi Thomas, Andrew Buchanan, Abigail Baily, Jodi Thomas, Lewis Etcoff, Yana Ryjova, Sara Hunt, Shera Bradley, Bernadette Hinojos, Caller 1.

**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](mailto:nbop@govmail.state.nv.us).

DAG Ward wanted to remind any members of the public who may be here to comment on a pending complaint that our Deputy Attorney General has requested that no public comment be made on pending complaints.

There was no public comment.

**3. Minutes. (For Possible Action) Discussion and Possible Action to Approve the Minutes of the State of Nevada Board of Psychological Examiners' January 10, 2025, Meeting.**

There were no comments or changes suggested for the minutes of the January 10, 2025, meeting.

*On motion by Stephanie Woodard, second by Catherine Pearson, the Nevada State Board of Psychological Examiners approved the meeting minutes of the Regular Meeting of the Board held on December 6, 2024. Robert Moering and Stephanie Holland approved the minutes as to form, but not content. (Yea: Lorraine Benuto, Stephanie Holland, Robert Moering, Catherine Pearson, and Stephanie Woodard.) Motion Carried: 5-0.*

#### **4. Financials**

- A. (For Possible Action) Discussion and Possible Action to Approve the Treasurer's Report for Fiscal Year 2025 (July 1, 2024 - June 30, 2025).

Tabled for a future agenda item.

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

Tabled for a future agenda item.

- C. (For Possible Action) Discussion and Possible Action to approve paying the 2024 Nevada State Assessment Fee for PsyPact in the amount of \$1,300.

Tabled for a future agenda item.

- D. (For Possible Action) Discussion and Possible Action to designate Board Members and/or Staff to Attend the Association of State and Provincial Psychology Boards (ASPPB) annual meeting, April 24-27, 2025, in Montreal, QC, Canada for a combined total expenditure of approximately \$5,000.

The Executive Director shared that ASPPB's Mid-Year Meeting will be held on April 24-27, 2025, in Montreal, QC, Canada. The combined total expenditure for three members/staff to go would be approximately \$5,000, and the budget allows for this expense. She shared that historically, the board budgeted to be able to send 2 Board representatives to the conference, but this year, Dr. Benuto expressed an interest in going, the Executive Director has a presentation to give at the conference, and it's recommended the Administrative Director attend. This would be Dr. Benuto's and Sarah's first ASPPB conference, and given that the ASPPB is the national regulatory body for psychology boards, she shared that she believes this is an important conference for both of them to attend based on their respective roles with the Board. The request is for Dr. Benuto, Sarah, and Laura to go.



*On motion by Robert Moering, second by Stephanie Woodard, the Nevada State Board of Psychological Examiners approved sending Lorraine Benuto, Laura Arnold, and Sarah Restori to the ASPPB Annual Meeting in April 2025, for a combined total expenditure of approximately \$5,000. (Yea: Stephanie Holland, Robert Moering, Catherine Pearson, and Stephanie Woodard.) Lorraine Benuto abstained from the vote. Motion Carried: 4-0.*

## **5. Legislative/Regulation Update**

There were no updates provided on this agenda item and it was tabled for the next meeting.

## **6. Report from the Nevada Psychological Association**

There were no updates from the Nevada Psychological Association.

Akiko Hinds sought clarification surrounding the EPPP Part-2 motion from the Board. She wanted to know what the next steps were for those that passed the EPPP Part-1 and did not pass the EPPP Part-2. Dr. Benuto addressed this by saying since the EPPP Part-2 is no longer required for those that graduated from an APA-accredited doctoral program, only need to pass the EPPP Part-1 and the jurisprudence exam.

## **7. Report from the Board Office on Operations.**

There were no updates provided on this agenda item and it was tabled for the next meeting.

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

### A. Complaint #19-0626

DAG Ward informed there is ongoing litigation. The hearing is set for November 12<sup>th</sup>-4<sup>th</sup>, 2025.

### B. Complaint #23-0918

DAG Ward informed formal Complaint and Notice of Hearing was served on respondent. Respondent is represented by counsel, who has answered the complaint. DAG Ward is in the process of trying to resolve this matter via consent decree with opposing counsel.

### C. Complaint #24-0103

DAG Ward informed there is ongoing litigation. The hearing is set for November 12<sup>th</sup>-4<sup>th</sup>, 2025.

### D. Complaint #24-0312(1)

DAG Ward informed this matter has been referred to the MFT Board. The cease-and-desist letter has been sent to the respondent to which the respondent has provided a response. DAG Ward to send follow up cease and desist to remove additional language

from all online presence. The cease-and-desist letter and response will be forwarded to the New York and California Board.

E. Complaint #24-0312(2)

DAG Ward informed this is a complaint regarding timely reporting. Complaint and notice of hearing served on respondent. The respondent, through counsel, answered the complaint. DAG Ward will forward the draft consent decree to investigator for review and feedback.

F. Complaint #24-0605

DAG Ward informed this complaint was received regarding misrepresentation of credentials and practicing without a license. Cease and desist letter has been sent, with response due in early March.

G. Complaint #24-0607

DAG Ward informed this was a self-report from a licensee regarding two misdemeanor convictions. Respondent has agreed to the Investigator's terms for resolution and draft consent decree are pending.

H. Complaints #24-0711

#24-0719

#24-0726

#24-0823

DAG Ward informed these four complaints are against the same psychologist. All complaints have been forwarded to the respondent and appropriate federal agencies. Respondent has an attorney and has provided an informal response to the complaints, and DAG has been in communication with counsel for respondent. Investigation continues, including meeting with witnesses.

I. Complaint #24-0730

DAG Ward informed Cease and Dease letter was sent from DAG Ward regarding unlicensed practice, but no response from respondent. DAG Ward to resend cease and desist with restricted delivery specific to respondent.

J. Complaint #24-0829

DAG Ward informed this complaint is regarding documentation and the investigation is complete. DAG Ward will prepare proposed disciplinary consent decree per investigator's recommendations.

K. Complaint #24-0903

DAG Ward informed this complaint was received regarding advertising unlicensed activity and forwarded to investigator for review. DAG Ward prepared and served a Cease and Desist letter, to which respondent provided a response. The investigator will continue to monitor respondent's social media for the next few months.

## L. Complaint #24-0924

DAG Ward informed this complaint was received and forwarded to the investigator for review. The Cease and Desist letter was sent to the respondent but returned without being delivered. DAG Ward will try to contact respondent through website to perfect service of cease and desist.

## M. Complaint #24-1023

DAG Ward shared the report on this complaint. In June of 2022, the complainant in this case had their child evaluated by a psychologist as a part of a legal suit against an educational institution. The respondent was retained by the defense to provide an evaluation of the child. The complainant alleges that violations of the APA Ethical Principles of Psychologists and Code of Conduct by the respondent. After an extensive review of the information provided by both the complainant and respondent, it appears that the respondent followed typical evaluation procedures and practices. Given that there is not sufficient evidence to suggest any violation of the Nevada Revised Statutes, Nevada Administrative Code, or the APA Ethical Principles of Psychologists and Code of Conduct in this case, it is recommended that this case be dismissed. He shared that in regards to civil liability and civil cases, there is a question of immunity defense that the respondent can assert. DAG Ward stated that given that there is not sufficient evidence to suggest any violation of the Nevada Revised Statutes, Nevada Administrative Code, or the APA Ethical Principles of Psychologists and Code of Conduct in this case, it is his recommendation that this case be dismissed.

***On motion by Stephanie Woodard, second by Robert Moering, the Nevada State Board of Psychological Examiners approved dismissing Complaint #24-1023. (Yea: Lorraine Benuto, Stephanie Holland, Robert Moering, Catherine Pearson, and Stephanie Woodard.) Motion Carried: 5-0.***

## N. Complaint #24-1125

DAG Ward informed email complaint received regarding misrepresentation of credentials and forwarded to investigator. Respondent is an applicant for licensure in NV and response to complaint received and all online information updated. DAG Ward requested to close this complaint.

***On motion by Robert Moering, second by Stephanie Holland, the Nevada State Board of Psychological Examiners approved closing Complaint #24-1125. (Yea: Lorraine Benuto, Stephanie Holland, Robert Moering, Catherine Pearson, and Stephanie Woodard.) Motion Carried: 5-0.***

## O. Complaint #24-1202

DAG Ward informed complaint received and forwarded to and reviewed by investigator. Complaint forwarded to respondent for response. DAG Ward stated cease-and-desist letter is pending.

P. Complaint #25-0110

DAG Ward informed this is a complaint for unlicensed practice. The complaint was forwarded to the respondent for response. They are pending receipt of response.

Q. Complaint #25-0128

DAG Ward informed this is a complaint for unlicensed practice. The complaint was forwarded to respondent for response. They are pending receipt of response.

DAG Ward shared that just because they are asserting a complaint for unlicensed practice, that is one of the allegations that they do make in their cease-and-desist letter, he stated often it's their incorrect, whether intentional or unintentional, advertising in their social media. He states these are the majority of cases that he spoke about today.

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

The following applicants are recommended for approval of licensure contingent upon completion of licensure requirements: **Kele Kirschenbaum, Lorena Michel, Sarah Mauch, Shahla Gorovoy, Andrew Ahrendt, Iris Melo, Erick Rogers, Nelson Walters, Shanna Mohler, and Justine Weber.**

*On motion by Stephanie Woodard, second by Catherine Pearson, the Nevada State Board of Psychological Examiners approved the following applicants for licensure contingent upon completion of licensure requirements: Kele Kirschenbaum, Lorena Michel, Sarah Mauch, Shahla Gorovoy, Andrew Ahrendt, Iris Melo, Erick Rogers, Nelson Walters, Shanna Mohler, and Justine Weber. (Yea: Lorraine Benuto, Stephanie Holland, Robert Moering, Catherine Pearson, and Stephanie Woodard.) Motion Carried: 5-0.*

- A. (For Possible Action) Discussion and Possible Action to Approve Dr. Jennifer Grimes-Vawters' request to be employed without compensation under her registration as a Psychological Assistant.

Dr. Benuto shared that this was an agenda item that was tabled from last month's meeting to permit Dr. Jennifer Grimes-Vawters, who is approved as a Psychological Assistant, to specify the approval she is seeking to be exempted from NAC 641.154's salary requirements for Psychological Assistants. She shared that Dr. Grimes-Vawters provided an updated letter in support of her request, which is in the meeting materials

provided to the Board. She shared that as a reminder from our last meeting, NAC 641.154 states that a Psychological Assistant is entitled to compensation paid in equal amounts on a fixed schedule over the course of his or her training. However, an employment agreement that does not provide for the payment of a salary or stipend may be approved by the Board if the Board determines that the agreement is in the best interest of the Psychological Assistant. According to her updated letter, Dr. Grimes-Vawters is seeking to be employed without compensation under her registration as a Psychological Assistant.

Dr. Moering noted that Dr. Grimes-Vawter's request includes wanting to gain experience in business management and administration to continue to expand her private practice using her doctoral training. He noted that in her Supervised Practice Plan, it focuses on receiving clinical training.

Dr. Woodard shared that the updated letter still has some confusion regarding what is being requested. She stated she feels the updated letter does not address the concerns the Board previously had.

Dr. Benuto agreed that she also feels the updated letter does not address the concerns the Board previously had. She recommended tabling this issue for a future Board meeting so Dr. Grimes-Vawters can attend and answer questions the Board may have.

***On motion by Robert Moering, second by Stephanie Woodard, the Nevada State Board of Psychological Examiners approved tabling this for a future agenda item. (Yea: Lorraine Benuto, Stephanie Holland, Robert Moering, Catherine Pearson, and Stephanie Woodard.) Motion Carried: 5-0.***

- B. (For Possible Action) Discussion and Possible Action to Approve Dr. Milagro Gonzalez's request to extend her Registration as a Psychological Assistant for a Fourth Year.

Dr. Benuto shared that Dr. Milagro Gonzalez, who is registered as a Psychological Assistant, has requested Board approval to extend her registration for a fourth year. She shared that Dr. Gonzalez was initially registered as a Psychological Assistant on February 18, 2022, under Dr. Kara Cross's supervision, and has been granted extensions since then under the same supervision. Dr. Gonzalez's current registration as a Psychological Assistant is scheduled to expire on February 17, 2025. She shared that because an extension of Dr. Gonzalez's registration would extend her registration into a fourth year, NAC 641.151(3) requires that the Board approve the registration extension request.

Dr. Woodard wanted to confirm that there was a supervision agreement in place and in effect. The Administrator Director confirmed there is.

*On motion by Robert Moering, second by Catherine Pearson, the Nevada State Board of Psychological Examiners approved Dr. Milagro Gonzalez request to extend her registration as a psychological assistant for a fourth year. (Yea: Lorraine Benuto, Stephanie Holland, Robert Moering, Catherine Pearson, and Stephanie Woodard.) Motion Carried: 5-0.*

**10. (For Possible Action) Discussion and Possible Action Regarding Licensure Examination Requirements, including, but not limited to:**

- A. Update from BeHere NV regarding Potential Financial Assistance that Could be Provided to Certain Applicants for EPPP Study Materials.

Dr. Hunt provided an update on BeHere NV. She stated that BeHere NV was created through state legislation in 2023 and they are state funded with their purpose to grow the workforce pipeline especially in the K-12 system, and then connecting those individuals into the higher education program in Nevada, train them, then work on the retention. She stated she would like to add financial assistance along the way for the early career professionals that are going to start their internship or postdoc and offer financial assistance to cover test preparation materials. She stated they are getting closer and having the final conversations on how to disburse the funds. She's hoping they can put out an announcement in the spring to apply for that assistant.

- B. Information Regarding the EPPP-2 from Dr. Hao Song, Associate Executive Officer of Examination Services for the ASPPB.

The Executive Director informed that all written public comments have been distributed to the Board members.

Dr. Burnetti-Atwell provided the Board with information and data she has regarding the EPPP-2. She shared that she is with ASPPB and serves as their Chief Executive Officer for their association. Dr. Song shared that she is the associate Executive Officer for examination services for ASPPB.

Dr. Burnetti-Atwell provided information regarding the development and validation of the EPPP Part-2 and the work underway to develop a reimagined EPPP. She shared that this revision to the EPPP began in 2015. The EPPP Part-1 being a foundational knowledge exam, other fields in the healthcare arena were moving towards competency-based exams at the time of licensing. This was their motivation to start looking at a competency-based exam. She shared that this was not something that ASPPB came upon to work on its own, it was something that was done by its support of its membership. She stated this idea was also happening alongside APA putting significant work in this area along within efforts in the training community. Dr. Burnetti-Atwell shared that the EPPP Part-2 was developed due to skills not being universally assessed in a standardized manner, most current competency assessment methods have known concerns, for 3 consecutive years APPIC has seen an increase in



competency consultation requests, and due to COVID, the impacts on training are unknown.

She went on to share that for decades, Nevada has required a skills-based exam in addition to a knowledge-based exam for licensure. Starting in 2020, Nevada moved forward with the use of the EPPP Part-2. She stated that from 2021-January 3, 2025, 65 candidates have taken the Part-2 with a total of 98 exams having been administered.

Dr. Song provided the Board with information regarding validity of EPPP Part-1 and 2. She stated their content validity is established through subject matter experts, job task analysis, test specification, multiple levels of content review, psychometric evaluation, and standard setting. She stated these have been performed for both the Part 1 and 2 and these methodologies complies with guidelines from APA, AERA, and NCME, which are the highest testing standards that they follow and best practice. She went on to state they also have an external validation and endorsement. She stated the California Office of Professional Examination Services (OPES) Review reviewed the exams and found that the EPPP Part-2 met professional guidelines and technical standards. The review also concluded that the Subject Matter Experts concluded that the EPPP Part 2 more thoroughly assesses skills than those measured by the EPPP Part 1. She stated the data showed that the EPPP1 and EPPP2 scores were moderately positively correlated.

Regarding a biased exam, Dr. Song stated that bias refers to construct underrepresentation or construct-irrelevant components of test scores, and you want to see a bell-shaped curve performance distribution. She stated every exam will see differential performance, but that does mean bias. She stated that in every high-stake examination, they look very carefully at differential performance factors. She stated that ASPPB data consistently shows substantial performance difference between candidates who graduated from and APA or CPA-accredited doctoral program than those from non-accredited programs. She shared that demographic, social, cultural backgrounds as well as training, internship are correlated with each other. She stated that it is misleading to attribute performance differences on the EPPP solely to demographic background factors. She stated that iterative development and quality assurance process is done by Subject Matter Experts from diverse background with extensive training to prevent potential bias. Dr. Song stated that people from marginalized groups are more likely to be from non-APA accredited programs. She stated she has not gotten very clean data in terms of the demographics, as the demographic are self-reported and they only started to collect in the recent years. Dr. Song stated information on demographics are just hypotheses at this point, as they don't have consistent data on demographics.

Dr. Burnett-Atwell stated they have information from APA and CPA programs, which is published annually on their website. She stated that the demographics that have been shared with ASPPB is from an optional form, therefore they cannot speak to the data in a clean perspective.

Dr. Moering stated that a lot of the public comment as been related to those demographics and not whether they are from an accredited program.

Dr. Song confirmed this by saying that is correct, demographic representation is more of a rumor, and not based on the data.

Dr. Burnetti-Atwell went on to discuss the sample exam. She stated the sample exam became available in May 2023 which consisted of 65 items which are available online or at a testing site. She stated they have seen upwards of 15% in pass rates when individuals have accessed the sample exam. They are making two modifications where they are making two new sample exams. These practice exams will include the answer and explanation of why that answer is correct.

She went on to share that in October 2024, the ASPPB Board of Directors announced that they would pause the implementation of the EPPP Part-1 and Part-2 in 2026, and instead work on a single-session EPPP that combines both versions, knowledge and skills. She stated that the Collaborative Implementation Task Force was implemented and this will include townhall meetings to enhance collaboration. In addition, the Job Task Analysis Task Force is scheduled to meet throughout 2025 to identify competency areas that are needed for psychologists to practice independently. Both of those task forces will work together to guide the trajectory of the exam. She anticipates that new exam be able to stand up in early 2027. Dr. Burnetti-Atwell reiterated that there are a lot of steps that have to be taken.

Dr. Moering stated that with ASPPB essentially abandoning the Part-2, or putting it on pause, why should Nevada continue to implement the Part-2.

Dr. Burnetti-Atwell addressed this question and stated they have not abandoned the Part-2, as ASPPB continues to develop the skills questions for this exam as that work will continue to go on. She went on to state that what has changed is the January 2026 date to be a two-part exam has changed. She stated the work and investment continues to build those questions in the Part-2. She stated what will change is the results of feedback from the job tasks forces. She stated the EPPP Part-2 is not obsolete.

Dr. Song stated they are continuing the development and administration of the Part-2 as the Part-2 will get implemented into the combined version, therefore, it is not obsolete.

Dr. Pearson asked that if the EPPP Part-2 is in the process of being reimaged, is it the ASPPB's recommendation to continue to administer the EPPP Part-2.



Dr. Burnetti-Atwell stated the ASPPB has said that the EPPP Part-2 continues to be available and actively updated and maintained and overseen. She stated just this month they have added another practice exam. She stated that they recognize every jurisdiction is unique and facing a number of challenges. She stated there are three jurisdictions that are utilizing the EPPP Part-2 today.

Dr. Pearson noted that since there were 98 exams given and 65 test takers of the EPPP Part-2, that many had to retake the exam. Dr. Song confirmed this and stated that some people take it more than once. And more than 60% of people passed on the first attempt and close to 70% passed on the second attempt. Less than 20% are not passing. She stated this could be due to familiarity with the exam. Those who took the practice exam performed better on their first attempt. Dr. Song confirmed that they are continuing to develop the Part-2.

Dr. Woodard sought to understand what other jurisdictions are doing as it related to skill-based examination.

Dr. Burnetti-Atwell answered this by stating they have a document called the In Focus 2023, and within that document there is information that has been provided by 60 jurisdictional members and within that you would be able to see that there are variety of requirements for licensure. Some are using oral exams, some are using jurisprudence exams, and other variations they've created.

Dr. Woodard sought to understand the potential risks of not evaluating skills.

Dr. Burnetti-Atwell stated they are the only profession that is not assessing skills and knowledge in a unified way. She stated that there is currently such a variation of ways of assessing those skills upon entering licensure that is happening across jurisdictions. She stated that their responsibility in the regulatory field is the public and their safety.

Dr. Song added that when she looked at Nevada's data, they only had 65 individuals that were required to take the Part-2. She did not see this number as a block to the workforce in Nevada. She stated that the number of those who get licensed in Nevada continue to go up. She stated when she looks at those test takers, many of the ones who had to retake the Part 2, had to retake the Part 1. She stated if you don't have this additional gatekeeping, then you sacrifice the quality of service.

Dr. Benuto stated that one of the comments that the Board received was regarding whether computerized tests can simulate the skill and nuance required in the application of clinical knowledge.

- C. Continued discussion regarding the EPPP-2, including, but not limited to, whether to update and implement/reinstate the Board's previous skills-based competency examination pending the ASPPB's implementation of the combined EPPP exam.

Dr. Benuto shared that in the context of the EPPP-2 requirement and the concerns that have been raised about it, the Board may also want to continue the discussion it had during the December meeting regarding Nevada reinstating its previous skills-based test. She shared that at that time, it was unknown whether the Board still had that archived exam. Since then, Sarah, Laura, and Dr. Holland have worked to try to find what Nevada previously required for a skills-based assessment, and were able to find the archived skills-based competency examination that had been required prior to the Board becoming an early adopter of the EPPP-2 to replace that exam. She shared that since then, Dr. Holland, Sarah, and Laura have done some initial collaborating, but need to know where the Board may be on that idea before putting further effort into it, as the prior exam will require updating and a determination made as to how it could be implemented.

Dr. Holland shared that in considering the options, the Board has the two options if they consider halting the EPPP Part-2. She stated the less complicated would be to reinstate the State Exam. She stated it combines the law and ethics and skills component. She stated when the Board was an early adopter of the EPPP Part-2, they decided to carve out the law and ethics portion of the exam and make that open book. She has some concerns that it would take more time to look at the skills questions they have in their item bank that were constructed by Comira and pull those to develop a skills-based exam in conjunction with the jurisprudence exam. She believes that will take more time.

Dr. Benuto summarized the three options being: continue with the EPPP Part-2 as is, the second being to reinstate the State Exam that included the jurisprudence portion, and the third option would be to revise the old exam that only contains the skills portion and leave the jurisprudence exam as it is now.

Dr. Holland added that when they were in the process of updating the items on the old State Exam just prior to the adoption of the EPPP Part-2, they put that one on pause because they adopted the EPPP Part-2, so they would still need to go back and ensure the items are current.

Dr. Young wanted the Board to consider the cost associated with updating the exam and it's a very expensive process. And the only funds the Board has for staff, office space, counsel, comes from license renewal and application fees. She expressed being worried about it exceeding what they have in their budget and it will be important to know what that cost is.

Dr. Moering suggested deciding on keeping the EPPP Part-2 or not, keep the current jurisprudence exam, and three, drop the skills-based exam until ASPPB comes up with their new combined version. He stated other states do not require a skills-based exam. He agrees that the costs associated with redeveloping the exam and the costs on applicants are a concern.

Dr. Woodard states she does not have enough information as it related to cost and timeline. She stated the Board can decide to pursue additional information as it relates to the cost and logistics of implementing the State Exam.

The Executive Director recommended the Board consider going into closed session with the Board's counsel regarding risks dropping the EPPP Part-2, if that is something they want to consider.

Dr. Holland shared that she thinks the option to pull the old skills based questions and turn that into a new exam would require outside assistance, and that the costs to create a new exam would be upwards of \$20,000. She added that the prior State Exam's skills based exam made up 14 percent of the exam. She stated these questions make up about 6-7 questions and they are very basic questions.

Dr. Benuto shared that they believed the exam consisting of 14 percent of skills-based questions was sufficient to test competency. She wondered if there was an increase in the number of complaints or incidence of malpractice as the reason for shifting the to the EPPP Part-2. She shared that there is sentiment that there is a new standard that new psychologists are being held to having to take this exam, if there was not a reason to implement it.

Dr. Pearson asked if she knew the reason why the Board moved from the State Exam to the EPPP Part-2.

Dr. Holland stated she does not recall that there were concerns regarding the State Exam, and she thinks the Board felt it would be a good idea to support a national exam.

The Executive Director stated that the meeting minutes from the April, 2019, Board meeting does discuss why they made that change. She stated that the April meeting also refers to the August, 2018, Board meeting.

Dr. Woodard confirmed this by saying they do have thorough documentation as to why the Board was an early adopter of the EPPP Part-2 which coincides with the Board needing to update their current State Exam. As a part of that meeting, they discussed the time and money it would take to update the State Exam, versus adopting the national exam.

Dr. Moering wondered how much skills assessment was being done with only 14 percent of the State Exam consisting of skills questions. He stated he is in favor of having a skill-based assessment, but it needs to be reasonable.

Dr. Young stated that they developed the paper skills exam to replace the oral exam, as there were concerns the oral exam was not objective.

Dr. Akiko Hinds stated it would be important for the Board to make a decision on the EPPP Part-2, as for the last two or three Board meetings its been a continuing discussion that hasn't gone anywhere, and they're stuck in limbo. She stated they could lose those individuals to other states where the EPPP Part-2 is not required. She feels it is not fair that they're held to a higher standard. She also felt that those on the Board who have not taken the EPPP Part-2 need to take it.

Dr. Bernadette Hinojos mentioned the possibility of adjusting the score since there are not a lot of prep materials.

Dr. Woodard stated she believes the Board also needs to deliberate on unintended consequences of moving towards no skills-based exam, if that's the direction the Board wants to go.

Dr. Moering stated there are a minority of states that require a skills-based exam and he does not think he's heard negative consequences of not having that competent. He believes he should not have that requirement of the EPPP Part-2 and should discuss at a future date whether they want to add back in the former skills-based exam.

Dr. Benuto stated there are 42 PsyPact states and eight require a competency-based exam.

Dr. Young stated all PsyPact requires APA-accredited training, and Nevada does not as you have to prove equivalency.

Dr. Woodard stated she thinks the APA-accredited requirement through PsyPact adds a different nuance to the conversation especially based off the information ASPPB is seeing from individuals that come from accredited programs and their pass rates on the national exams versus those that are coming from unaccredited programs.

Dr. Pearson stated some states offer a waiver for the EPPP Part-2 and wondered how those states were using the waiver.

The Executive Director recommended the Board go into closed session with Board counsel to discuss any unintended consequences or potential Board exposure by lowering the EPPP Part-2 pass rate or waiving the EPPP Part-2.

The Board paused the open meeting and removed members of the public from it to consult with Board counsel on potential legal consequences and exposure regarding the EPPP-2 decision. After consulting with Board counsel, the Board reconvened the open meeting to continue its discussion regarding the EPPP-2.

Dr. Benuto stated that she was surprised to learn that over 80 percent of PsyPact states do not have a competency-based exam. She was curious about the choice to allow those providers to practice in the state while also feeling strongly about requiring a competency-based exam.

The Executive Director stated that the Board has two different types of applicants, one being those who are licensed by endorsement and those applicants, who make up the majority of the Board's applicants, do not take the EPPP Part-2. She stated it's only new licensees or those that have not been licensed somewhere else prior to November 1, 2020, that are required to take the EPPP Part-2. Historically, that has been about 16 applicants per year for the last four years.

Dr. Young wondered how many of those individuals the ATEAM is working with each year to bring them up to equivalency before they're allowed to sit for exams.

The Executive Director stated very few applications go before ATEAM equivalency review. Many are not eligible because they don't meet the standard requirements to begin with.

Dr. Woodard wanted to address a point about skills-based exams for those that are PsyPact is that they are required to come from an APA-accredited program.

Dr. Owens stated that along with APA-accredited programs come with standards in both education and training including during the internship year. The PsyPact commission created those minimum standards to allow that mobility to licensure.

Dr. Moering stated he is not opposed to a skill-based exam, and need to address the concerns with the EPPP Part-2. He considered the idea of moving back to the skills based exam.

Dr. Woodard suggested the alternative of only requiring a skills-based exam for those applicants that are coming from non-APA accredited programs.

Dr. Benuto and Dr. Moering expressed agreement in Dr. Woodard's proposal, as it creates congruency with PsyPact.

Dr. Woodard stated this would mean they might have two separate exams, the skills exam and the jurisprudence exam.

Dr. Benuto recommended the jurisprudence exam could remain how it is, and the skill exam would be required for those that are going through ATEAM or coming from a non-APA accredited program.

Dr. Holland stated if the Board were to create a separate skills exam, it would take a lot more time and resources. She reiterated that psychologists in Nevada have a generalist license.

Dr. Woodard stated following the potential to waive the EPPP Part-2 recognizing that in early 2027, the combined EPPP Part-1 and 2 will be in effect, they would need something in the interim. So, if APA-accredited applicants were waived for the EPPP Part-2 and it is the Board's opinion that a skills-based exam needs to remain, they may need to do it in a step-wise approach where they maintain the EPPP Part-2 for a period of time, until the test construction and validation is completed for reinstating a skills-based exam.

Dr. Benuto suggested that all applicants take the EPPP Part-1 and the jurisprudence exam, and ATEAM applicants take the EPPP Part-2. That would leave a competency-based exam that would be congruent with some degree of PsyPact, and not create a large financial burden for the Board.

Dr. Woodard stated because they were at a crossroads with the old State Exam when they were early adopters and now there has been a move nationally to move back to a state exam, she stated she wonders if it would be worth the Board taking on the additional work to establish a skills-based exam.

Dr. Young wanted the Board to consider the costs and time associated with developing an exam that they may end up only using for about a year.

Dr. Pearson wanted to clarify that if the Board were to move in the direction of requiring the EPPP Part-2 just for those that attended non-APA accreditation program, that this would not prevent the Board from looking into the costs of reinstating the exam, but would allow them to make a decision today.

***On motion by Robert Moering, second by Stephanie Woodard, the Nevada State Board of Psychological Examiners approved requiring the EPPP Part-2 only for those that graduated from a non APA-accredited doctoral program who were not licensed elsewhere prior to November 1, 2020. (Yea: Lorraine Benuto, Stephanie Holland, Robert Moering, Catherine Pearson, and Stephanie Woodard.) Motion Carried: 5-0.***

***On motion by Stephanie Woodard, second by Robert Moering, the Nevada State Board of Psychological Examiners approved Board staff exploring the cost and possibility of reinstating two versions of the state-based***

*competency exam. (Yea: Lorraine Benuto, Stephanie Holland, Robert Moering, Catherine Pearson, and Stephanie Woodard.) Motion Carried: 5-0.*

- D. Whether the Board should request an Opinion from the Attorney General's Office Regarding the EPPP-2.

The Executive Director shared that the Board had received a request that it obtain an opinion from the Attorney General's Office regarding the Board's EPPP-2 requirement for licensure, a request that the Board office circulated to the Board members. She stated as she read the request, the premise was that the EPPP Part-2 was obsolete, and having heard from ASPPB during this meeting, the information the ASPPB provided is contrary to that.

Dr. Benuto shared that given the motion that was made regarding the EPPP Part-2, she does not believe it is necessary.

Dr. Woodard agreed that due to the most recent motion on the EPPP Part-2, she does not believe that is necessary.

Dr. Moering informed that he also agreed that is it not necessary.

No action needed on this agenda item.

**11. (For Possible Action) Discussion and Possible Action regarding Regulatory Guidance on R095-23 and the Release of Test Data (Response to 2023 AB244), including whether the Board should request an opinion from the Attorney General's Office.**

Dr. Thomas Kinsora shared public comment. He stated that he believes the Iowa ruling is helpful as it is similar to R095-23. He stated that there are ongoing attempts from attorneys to get test materials, and the Board needs to remain vigilant. He stated it may be helpful to have a letter from the Board that reiterates the Board's concerns. He also shared that teaching psychologists in the state the importance of test security is important.

Dr. Benuto stated that the Board had a couple of requests to provide guidance regarding the protection of psychological testing materials. She shared that Laura had forwarded those requests to each of the Board members, and she requested and received some input from their Board counsel. She shared that it has also been suggested that the Board request an Attorney General's opinion on the requests and the scope of what the Board can do in response to these requests.

Dr. Moering stated that he would like to know what DAG Ward's opinion is on the matter and how to proceed.



DAG Ward stated that he would not be giving the formal Attorney General's opinion, and it would be up to the Board to do that. He can give guidance as to what questions they can ask of the Attorney General's opinion. He stated it is a lot easier for the AG's office to respond if the question is specific. He stated he the question would be, if the law states psychologists have to submit this test by a judges court order, but they are in conflict with their adopted ethics and code of conduct, there is a conflict between the code of ethics and a court order, what should one do. It will be up to the Board what they want to do.

Dr. Woodard shared that she is leaning in favor of requesting an opinion from the Attorney General's office as there is some inherent conflict between the current law and their standards of the Board and its nearly impossible to resolve themselves, as this has direct impact on their licensees.

DAG Ward added that he would not advise anyone to violate a court order. He stated there may be conflict with their code of ethics, but he would suggest someone follow a court order, and ensure one gets releases that they won't release it and agreements in writing that tests stay sealed. DAG Ward stated he can help draft a more specific question. He stated responses from the Attorney General's office can often take up to 6 months and costs the Board around \$5,000.

Dr. Pearson had concerns about making sure the question is drafted appropriately.

Dr. Lewis Etcoff shared public comment. He stated that he and other neuropsychologists have had this problem for years. He shared there are a number of attorneys that will behave unethically and would be more than happy to have every test question made available to them so train their clients on how to answer these questions. He stated if you can interfere with a psychologist and their evaluation, the attorneys have a lot to gain financially from doing so.

Dr. Kinsora added that whatever question is posed to the AG's office, that it not be in the form of "should someone follow or not follow a court order" because they know the answer to that. He stated there are other options a psychologist has such as leaving the case, etcetera.

Dr. Belmont stated she would like to see some inclusion of language to protect psychologists from leaving a case and avoiding repercussions. Dr. Belmont added that it really seems to be neuropsych testing that is at most risk.

Dr. Holland stated she does family court evaluations and she is not asked or required to record their sessions.



Dr. Baily stated her work has primarily been in criminal forensic work and they have not been asked to turn over raw data or materials. She also requested that if the question to the Attorney General could specifically address the conflict between the court order and other legal and ethical codes.

There was no additional public comment.

***On motion by Robert Moering, second by Stephanie Woodard, the Nevada State Board of Psychological Examiners approved seeking guidance from the Attorney General's office by way of requesting an opinion regarding the protection of psychological test materials in the manner prescribed by Board Counsel. (Yea: Lorraine Benuto, Stephanie Holland, Robert Moering, Catherine Pearson, and Stephanie Woodard.) Motion Carried: 5-0.***

The Executive Director presented the regulatory guidance document for R095-23. She shared that in 2024, the Board worked diligently to respond to 2023 AB244, which established certain rights to a person compelled to submit to a mental or physical examination, including that person's ability to have a third-party observer present during the examination. Included in the Board's response were regulation revisions that passed through the Legislative Commission as R095-23. The Board's Regulation Workshops and Hearings on the various proposed draft versions of R095-23 included a lot of public comment that sought clarity and distinctions in the terminology suggested and proposed for the regulation. She went on to share that the Board ultimately decided to approve a version of the regulation that would allow it to address its regulatory intent with guidance if that was deemed necessary. With Dr. Benuto's assistance, they have a draft document for that purpose. She shared that the first and second sections are just a background for the document and a recap of what the regulation revisions say and the third is some proposed regulatory guidance. She shared that in prior meetings on this proposed regulation guidance, there was a suggestion that they eliminate the first and second sections, and just have the third section as the guidance.

***On motion by Robert Moering, second by Stephanie Holland, the Nevada State Board of Psychological Examiners approved the proposed regulatory guidance language for R095-23 and including the first two sections. (Yea: Lorraine Benuto, Stephanie Holland, Robert Moering, Catherine Pearson, and Stephanie Woodard.) Motion Carried: 5-0.***

**12. (For Possible Action) Discussion and Possible Action to Approve the Proposed Examination Retake Application Policy.**

There were no updates provided on this agenda item and it was tabled for the next meeting.

**13. (For Possible Action) Discussion and Possible Action to Approve a Revision to the Board's Employment, Compensation, and Evaluation Policy to add a Board Consultant position.**

There were no updates provided on this agenda item and it was tabled for the next meeting.

**14. (For Possible Action) Discussion and Possible Action on revising Question No. 20 on the Board's License Renewal Application Form to comply with 2013 SB338.**

There were no updates provided on this agenda item and it was tabled for the next meeting.

**15. (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, March 7, 2025, beginning at 8:00 a.m.

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

There were no requests for future Board meeting agenda items.

**17. 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](mailto:nbop@govmail.state.nv.us).

Dr. Benuto wanted to remind members of the public that our Deputy Attorney General has requested that no public comment be made on any pending complaints.

Dr. Bernadette Hinojos shared public comment. They stated that they appreciated the Board making the decision regarding the EPPP Part-2. They stated the score or

adjusting the passing score was not something the Board discussed and believes this is something that is important to consider because often those that come from non-APA accredited programs are those that are marginalized and may not have access to certain resources, which becomes a barrier to licensure and limits the pool of diverse practitioners.

There was no further comment in the Board office.

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

There being no further business before the Board, President Dr. Benuto adjourned the meeting at 11:36 a.m.

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

**DATE:** March 7, 2025

**ITEM:**

4A - (For Possible Action) Discussion and Possible Action to Approve the Treasurer's Report for Fiscal Year 2025 (July 1, 2024, through June 30, 2025).

**SUMMARY:**

As of February 28, 2025, the checking account balance was \$ 497,608.15. With the end of February being in the second half of FY2025, the Board is operating on a total of \$182,055.52 in deferred revenue from licensure renewals, which includes those received prior to December 31, 2024, for the 2025-26 biennium and that is distributed to the first 2025-26 biennium quarter (second half of FY2025). The Board is also operating on \$55,960.36 that was received in:

- late renewals in the first quarter of the 2023-24 biennium and distributed to the fourth 2023-24 biennium quarter (which is the first half of FY2025), and
- new licensures, registrations, and reinstatements during the 1<sup>st</sup> half of FY25 (also the 4<sup>th</sup> 2023-24 biennium) and what it has received so far in the 2<sup>nd</sup> half of FY25 (also the 1<sup>st</sup> 2025-26 biennium quarter).

The savings account balance, which is the Board's reserve account, was \$105,118.87. With the end of February being 2/3 of the way through FY2025, the Board is a little over 61% of budgeted expenditures and little over 103% of expected revenue and cash based on the current budget.

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 2025**

2/28/25

		FY25 Budgeted Amount	FY25 Actual	% actual to budget
<b>INCOME</b>				
<b>Net Money on hand (Checking)</b> as of 7/1/2024		<b>90,831.85</b>	<b>90,831.85</b>	
<b>Deferred Revenue</b>				
2600	Renewals - 7/1/24 and 1/1/25	<b>170,105.33</b>	<b>182,055.52</b>	107.03%
2600	Late Renewals - 1Q 23-24	<b>15,819.98</b>	<b>15,819.98</b>	100.00%
2600	Late Renewals - 1Q 25-26	<b>4,250.00</b>	<b>9,080.57</b>	213.66%
40201 40281-3 40203	New Licensure, Registrations, Reinstatements	<b>22,489.98</b>	<b>22,800.59</b>	101.38%
Total Deferred Income (Gross)			<b>229,756.66</b>	
	Deferred PP fees		2,937.02	
	NET Deferred Income		<b>226,819.64</b>	

<b>Regular Revenue</b>	23-24 Biennium Q4 New Licensure and Registrations	5,250.00	<b>8,259.22</b>	157.32%
	<b>Applications</b>			
40100	Psychologist Application	16,250.00	<b>15,414.63</b>	94.86%
40101	PA Application	3,000.00	<b>2,318.53</b>	77.28%
40102	Intern Application	1,200.00	<b>773.60</b>	64.47%
40103	Trainee Application	900.00	<b>2,476.30</b>	275.14%
4010	Reinstatement/Reactivation	500.00	<b>100.00</b>	20.00%
4015	Psychologist State Exam	15,000.00	<b>11,462.80</b>	76.42%
4030	Non-Resident Consultant	900.00	<b>700.00</b>	77.78%
4040	CE App Fee	900.00	<b>692.02</b>	76.89%
	<b>Other</b>			
4025/4050	Late and License Restoration Fees	4,000.00	<b>3,200.00</b>	80.00%
40251/40252	New and Duplicate License	1,250.00	<b>1,604.94</b>	128.40%
4045	Verification of Licensure	400.00	<b>388.88</b>	97.22%
4075	Cost Recovered (Disciplinary)			
4999	Interest, Misc	40.00	<b>27.94</b>	69.85%
<b>Total Income</b>		<b>\$262,255.29</b>	<b>\$274,238.50</b>	<b>104.57%</b>

<b>Payroll Expenses</b>		<b>FY25 Budgeted Amount</b>	<b>FY25 Actual</b>	<b>% actual to budget</b>
5100	Board Salary/Per Diem	10,000.00	<b>3,000.00</b>	30.00%
2700	Executive Director (net)	50,000.00	<b>35,905.72</b>	71.81%
2700	Administrative Director (net)	45,000.00	<b>30,245.96</b>	67.21%

2700	Staff Salary (Part-Time)	10,000.00	0.00	0.00%
9110	Staff Benefits	12,000.00	9,084.58	75.70%
2700	Investigator Salary	15,000.00	8,513.28	56.76%
5250	Workers Compensation	1,000.00	552.70	55.27%
2108/5300	PERS	45,000.00	33,655.04	74.79%
2100	Federal Payroll Taxes	24,000.00	18,482.96	77.01%
9100	Other Payroll Expenses	1,000.00	638.00	63.80%
	<b>Total Payroll</b>	<b>213,000.00</b>	<b>140,078.24</b>	<b>65.76%</b>

Operating Expenses		FY25 Budgeted Amount	FY25 Actual	% actual to budget
6100	Out of State	6,500.00	4,422.85	68.04%
6200	In-State Travel	1,500.00	428.26	28.55%
7015	Office Supplies/furniture	3,250.00	1,721.95	52.98%
	Office expenses:			
7040	- Print-Copy	300.00	250.74	83.58%
7050	- Rent	20,000.00	11,219.70	56.10%
7100	- Postage	1,000.00	978.07	97.81%
7210	- DoIt Web SV	1,200.00	592.88	49.41%
7290/72902 7200	- Telephone/Internet & Utilities	1,500.00	884.91	58.99%
7500	- Copy Lease	1,500.00	908.45	60.56%
	- Water/Misc	350.00	133.29	38.08%
7770/7777	Software & Database	4,500.00	2,262.06	50.27%
8010	Legal & Professional Fees	40,000.00	14,327.24	35.82%
8015	Tort Claim	1,200.00	1,164.30	97.03%
8050/8055	Professional Services (Auditor, Bookkeeper, Lobbyist)	32,500.00	24,149.25	74.31%

8250	Dues & Reg (ASPPB, Conf, Continuing Ed)	5,000.00	560.00	11.20%
8520	Admin Services (LCB)	1,350.00	1,200.00	88.89%
9001	Banking Fees	100.00	24.00	24.00%
	PayPal Fees (against regular revenue)	1,250.00	1,393.32	111.47%
90100	Miscellaneous Expense	500.00		0.00%
	Uncategorized Expense	250.00		
<b>Total Expenses</b>		<b>\$123,750.00</b>	<b>\$66,621.27</b>	<b>53.84%</b>
<b>Total Expenses + Payroll</b>		<b>\$336,750.00</b>	<b>\$206,699.51</b>	<b>61.38%</b>
<b>Total Income + Cash</b>		<b>\$ 353,087.14</b>	<b>\$365,070.35</b>	<b>103.39%</b>
<b>Final Balance</b>		<b>\$16,337.14</b>	<b>\$158,370.84</b>	



March 04, 2025

Statement of Financial Position

As February 28, 2025

Nevada Board of Psychological Examiners

**As verified by Michelle Fox**

The following accounts have been reconciled for the month of February 2025, and all transactions reviewed for accuracy.

Main Checking Account per bank statement dated 02/28/2025 -\$497,608.15

Savings Account per bank statement dated 02/28/2025 -\$105,118.87

Michelle Fox

# NV State Board of Psychological Examiners

## Balance Sheet As of February 28, 2025

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
1100 Cash in Bank	497,608.15
3309 Savings	105,118.87
<b>Total Bank Accounts</b>	<b>\$602,727.02</b>
Accounts Receivable	
1200 Accounts Receivable	3,099.29
<b>Total Accounts Receivable</b>	<b>\$3,099.29</b>
Other Current Assets	
12000 Undeposited Funds	0.00
12100 Inventory Asset	0.00
1400 Prepaid Expenses	60.41
Uncategorized Asset	0.00
<b>Total Other Current Assets</b>	<b>\$60.41</b>
<b>Total Current Assets</b>	<b>\$605,886.72</b>
Other Assets	
1300 Deferred outflows of resources	0.00
<b>Total Other Assets</b>	<b>\$0.00</b>
<b>TOTAL ASSETS</b>	<b>\$605,886.72</b>
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
1106 Accounts Payable	3,903.93
<b>Total Accounts Payable</b>	<b>\$3,903.93</b>
Other Current Liabilities	
2100 Federal Income Withholding	5,811.58
2100 Payroll Liabilities	4,337.10
2107 Federal Taxes (941/944)	-76.15
2108 PERS	6,962.50
Health Insurance	928.37
NV Unemployment Tax	0.00

# NV State Board of Psychological Examiners

## Balance Sheet

As of February 28, 2025

	TOTAL
<b>Total 2100 Payroll Liabilities</b>	<b>12,151.82</b>
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	0.00
2301 Payroll Liabilities-Pers	0.00
2302 Accrued PTO	6,877.88
2450 Deferred inflow-pension	0.00
2455 Net pension liability	0.00
2600 Deferred Revenue	348,379.97
2700 Direct Deposit Payable	0.00
<b>Total Other Current Liabilities</b>	<b>\$373,221.25</b>
<b>Total Current Liabilities</b>	<b>\$377,125.18</b>
<b>Total Liabilities</b>	<b>\$377,125.18</b>
Equity	
3000 Opening Bal Equity	0.00
3900 2550 Fund Balance	223,490.62
Net Income	5,270.92
<b>Total Equity</b>	<b>\$228,761.54</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$605,886.72</b>

# NV State Board of Psychological Examiners

## Profit and Loss

July 2024 - February 2025

	TOTAL
Income	
4010 Psychologist Application	100.00
40100 Psychologist Application	15,414.63
40101 PA Application	2,318.53
40102 Intern Application	773.60
40103 Trainee Application	2,476.30
<b>Total 4010 Psychologist Application</b>	<b>21,083.06</b>
4015 Psychologist State Exam	11,462.80
4020 Psych Biennial	175,750.33
40201 Prorated Psych Biennial	11,673.64
<b>Total 4020 Psych Biennial</b>	<b>187,423.97</b>
4025 Psychologist Licensing Fee	
40251 New License	1,425.00
40252 Change/Duplicate/Reinstatement	179.94
<b>Total 4025 Psychologist Licensing Fee</b>	<b>1,604.94</b>
4028 Registration Fee	
40281 Psych Asst fee	4,170.59
40282 Psych Intern Fee	152.21
40283 Psych Trainee	461.24
<b>Total 4028 Registration Fee</b>	<b>4,784.04</b>
4030 Non-Resident Consultant	700.00
4040 CE App Fee	692.02
4045 Verification of Licensure	388.88
4050 Renewal Late Fee	3,200.00
4999 Interest	27.94
<b>Total Income</b>	<b>\$231,367.65</b>
<b>GROSS PROFIT</b>	<b>\$231,367.65</b>
Expenses	
307910 7210 Dolt Web SVb	592.88
5100 Board Sal	3,000.00
5175 Board Staf	
51753 Investigator Salary	7,452.00
<b>Total 5175 Board Staf</b>	<b>7,452.00</b>
5250 Workers Compensation	552.70
5300 PERS	5,580.80
6100 Out of State Travel	704.42
6102 Lodging	2,519.28
6106 Air Tvl	1,157.21
6110 Out of State Travel Misc Costs	41.94
<b>Total 6100 Out of State Travel</b>	<b>4,422.85</b>
6200 In State Travel	428.26

# NV State Board of Psychological Examiners

## Profit and Loss

July 2024 - February 2025

	TOTAL
7015 Supplies	1,721.95
7020 Office Expense	133.29
7040 Print-Copy	250.74
7050 Rent	11,219.70
<b>Total 7020 Office Expense</b>	<b>11,603.73</b>
7100 Postage	978.07
7200 Utilities	346.48
7290 Telephone	-4.64
72902 Internet	543.07
<b>Total 7290 Telephone</b>	<b>538.43</b>
<b>Total 7200 Utilities</b>	<b>884.91</b>
7500 Copy Lease	908.45
7770 Software	2,262.06
8000 Legal & Professional Fees	4,200.00
8010 Legal	10,127.24
8015 Tort Claim	1,164.30
<b>Total 8000 Legal &amp; Professional Fees</b>	<b>15,491.54</b>
8050 Prof Servs	17,748.75
8055 Lobbyist	6,400.50
<b>Total 8050 Prof Servs</b>	<b>24,149.25</b>
8250 Dues & Reg	560.00
8500 Admin Serv	
8520 LCB	1,200.00
<b>Total 8500 Admin Serv</b>	<b>1,200.00</b>
9001 Banking Fees	
9002 Bank Crgs	24.00
<b>Total 9001 Banking Fees</b>	<b>24.00</b>
90100 Miscellaneous Expense	5.00
9100 Payroll Expenses	638.00
9110 Company Contributions	
Health Insurance	9,084.58
Retirement	15,774.84
<b>Total 9110 Company Contributions</b>	<b>24,859.42</b>
9130 Wages	92,466.12
Taxes	
9111 Federal Taxes (941/944)	7,643.74
NV Unemployment Tax	0.00
<b>Total Taxes</b>	<b>7,643.74</b>
<b>Total 9100 Payroll Expenses</b>	<b>125,607.28</b>
PayPal Fees	13,141.40

# NV State Board of Psychological Examiners

## Profit and Loss July 2024 - February 2025

	TOTAL
Reimbursements	5,529.60
<b>Total Expenses</b>	<b>\$226,096.73</b>
NET OPERATING INCOME	<b>\$5,270.92</b>
NET INCOME	<b>\$5,270.92</b>

# NV State Board of Psychological Examiners

## General Ledger

February 2025

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
3309 Savings							
	Beginning Balance						105,115.64
02/28/2025	Deposit				4999 Interest	3.23	105,118.87
<b>Total for 3309 Savings</b>						<b>\$3.23</b>	
1100 Cash in Bank							
	Beginning Balance						500,556.17
02/03/2025	Deposit				-Split-	4,604.94	505,161.11
02/04/2025	Expense		Michelle Fox	Bookkeeper	8050 Prof Servs	-137.50	505,023.61
02/06/2025	Expense		Best Buy		-Split-	-54.16	504,969.45
02/07/2025	Expense		Target		7015 Supplies	-49.55	504,919.90
02/07/2025	Expense		Best Buy		7015 Supplies	-11.91	504,907.99
02/07/2025	Expense		Best Buy	ED - External keyboard	7015 Supplies	-40.93	504,867.06
02/07/2025	Expense		Bank of America	Credit Card	-Split-	-700.34	504,166.72
02/07/2025	Deposit				-Split-	250.00	504,416.72
02/10/2025	Expense		NV Energy		7200 Utilities	-44.42	504,372.30
02/10/2025	Expense		PERS		5300 PERS	-5,580.80	498,791.50
02/10/2025	Expense		Best Buy	Board office laptop	7015 Supplies	-704.43	498,087.07
02/10/2025	Deposit			NRC App fee	4030 Non-Resident Consultant	100.00	498,187.07
02/10/2025	Expense			Water	7020 Office Expense	-6.99	498,180.08
02/11/2025	Expense				9001 Banking Fees:9002 Bank Crgs	-1.00	498,179.08
02/11/2025	Expense		Ubeo Business Services		7020 Office Expense:7040 Print-Copy	-10.41	498,168.67
02/12/2025	Expense		Public Employees' Benefits Program (PEBP)		Payroll Expenses:Company Contributions:Health Insurance	-1,078.06	497,090.61
02/13/2025	Expense		Cox Communications		7200 Utilities:7290 Telephone:72902 Internet	-64.09	497,026.52
02/13/2025	Expense				9001 Banking Fees:9002 Bank Crgs	-1.00	497,025.52
02/14/2025	Payroll Check	DD	Sarah J. Restori	Pay Period: 01/31/2025-02/13/2025	2700 Direct Deposit Payable	-1,680.95	495,344.57
02/14/2025	Payroll Check	DD	Sheila G. Young	Pay Period: 01/31/2025-02/13/2025	2700 Direct Deposit Payable	-486.22	494,858.35
02/14/2025	Payroll Check	DD	Laura M. Arnold	Pay Period: 01/31/2025-02/13/2025	2700 Direct Deposit Payable	-1,996.28	492,862.07
02/18/2025	Deposit				4045 Verification of Licensure	20.00	492,882.07
02/18/2025	Expense		QuickBooks Payroll Service		9100 Payroll Expenses	-80.00	492,802.07
02/18/2025	Expense		Canon Financial Services, Inc.		7500 Copy Lease	-113.74	492,688.33
02/18/2025	Deposit				-Split-	645.62	493,333.95
02/18/2025	Deposit				-Split-	850.00	494,183.95
02/18/2025	Deposit				4010 Psychologist Application:40100 Psychologist Application	150.00	494,333.95
02/19/2025	Expense		NV DETR	Reporting Late fee	90100 Miscellaneous Expense	-5.00	494,328.95
02/20/2025	Deposit				-Split-	3,979.02	498,307.97
02/24/2025	Deposit				4010 Psychologist Application:40103 Trainee Application	150.00	498,457.97
02/24/2025	Expense				7020 Office Expense	-22.98	498,434.99
02/24/2025	Deposit				-Split-	850.00	499,284.99
02/24/2025	Deposit		Southern Nevada EFT		4040 CE App Fee	125.00	499,409.99

# NV State Board of Psychological Examiners

## General Ledger

February 2025

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
02/24/2025	Deposit				-Split-	850.00	500,259.99
02/25/2025	Deposit				-Split-	3,049.04	503,309.03
02/28/2025	Expense		Mihata Holdings, LP		7020 Office Expense:7050 Rent	-1,500.00	501,809.03
02/28/2025	Payroll Check	DD	Sarah J. Restori	Pay Period: 02/14/2025-02/27/2025	2700 Direct Deposit Payable	-1,680.97	500,128.06
02/28/2025	Payroll Check	DD	Sheila G. Young	Pay Period: 02/14/2025-02/27/2025	2700 Direct Deposit Payable	-523.63	499,604.43
02/28/2025	Payroll Check	DD	Laura M. Arnold	Pay Period: 02/14/2025-02/27/2025	2700 Direct Deposit Payable	-1,996.28	497,608.15
<b>Total for 1100 Cash in Bank</b>						<b>\$ -</b>	
						<b>2,948.02</b>	
1200 Accounts Receivable							
Beginning Balance							
							3,099.29
<b>Total for 1200 Accounts Receivable</b>							
1400 Prepaid Expenses							
Beginning Balance							
							60.41
<b>Total for 1400 Prepaid Expenses</b>							
1106 Accounts Payable							
Beginning Balance							
							3,903.93
<b>Total for 1106 Accounts Payable</b>							
2100 Payroll Liabilities							
Beginning Balance							
							4,337.10
<b>Total for 2100 Payroll Liabilities</b>							
2107 Federal Taxes (941/944)							
Beginning Balance							
							-76.15
<b>Total for 2107 Federal Taxes (941/944)</b>							
2108 PERS							
Beginning Balance							
							3,456.98
02/14/2025	Payroll Check	DD	Sarah J. Restori	PERS	2700 Direct Deposit Payable	403.85	3,860.83
02/14/2025	Payroll Check	DD	Laura M. Arnold	PERS	2700 Direct Deposit Payable	472.53	4,333.36
02/14/2025	Payroll Check	DD	Laura M. Arnold	PERS - Company Contribution	2700 Direct Deposit Payable	472.53	4,805.89
02/14/2025	Payroll Check	DD	Sarah J. Restori	PERS - Company Contribution	2700 Direct Deposit Payable	403.85	5,209.74
02/28/2025	Payroll Check	DD	Sarah J. Restori	PERS - Company Contribution	2700 Direct Deposit Payable	403.85	5,613.59
02/28/2025	Payroll Check	DD	Laura M. Arnold	PERS	2700 Direct Deposit Payable	472.53	6,086.12
02/28/2025	Payroll Check	DD	Laura M. Arnold	PERS - Company Contribution	2700 Direct Deposit Payable	472.53	6,558.65
02/28/2025	Payroll Check	DD	Sarah J. Restori	PERS	2700 Direct Deposit Payable	403.85	6,962.50
<b>Total for 2108 PERS</b>						<b>\$3,505.52</b>	
Health Insurance							
Beginning Balance							
							849.67
02/14/2025	Payroll Check	DD	Sarah J. Restori	Health Insurance	2700 Direct Deposit Payable	39.35	889.02
02/28/2025	Payroll Check	DD	Sarah J. Restori	Health Insurance	2700 Direct Deposit Payable	39.35	928.37
<b>Total for Health Insurance</b>						<b>\$78.70</b>	
NV Unemployment Tax							



# NV State Board of Psychological Examiners

## General Ledger

February 2025

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
02/14/2025	Payroll Check	DD	Sheila G. Young	NV Unemployment Tax	2700 Direct Deposit Payable	0.00	0.00
02/14/2025	Payroll Check	DD	Sarah J. Restori	NV Unemployment Tax	2700 Direct Deposit Payable	0.00	0.00
02/14/2025	Payroll Check	DD	Laura M. Arnold	NV Unemployment Tax	2700 Direct Deposit Payable	0.00	0.00
02/28/2025	Payroll Check	DD	Sarah J. Restori	NV Unemployment Tax	2700 Direct Deposit Payable	0.00	0.00
02/28/2025	Payroll Check	DD	Laura M. Arnold	NV Unemployment Tax	2700 Direct Deposit Payable	0.00	0.00
02/28/2025	Payroll Check	DD	Sheila G. Young	NV Unemployment Tax	2700 Direct Deposit Payable	0.00	0.00
<b>Total for NV Unemployment Tax</b>						<b>\$0.00</b>	
<b>Total for 2100 Payroll Liabilities with subs</b>						<b>\$3,584.22</b>	
2302 Accrued PTO							
Beginning Balance							6,877.88
<b>Total for 2302 Accrued PTO</b>							
2600 Deferred Revenue							
Beginning Balance							344,057.78
02/03/2025	Deposit			Active License Renewal	1100 Cash in Bank	669.98	344,727.76
02/03/2025	Deposit			Active License Renewal - pmt for returned check	1100 Cash in Bank	362.25	345,090.01
02/03/2025	Deposit			Active License Renewal	1100 Cash in Bank	669.98	345,759.99
02/18/2025	Deposit			Active License Renewal	1100 Cash in Bank	650.00	346,409.99
02/20/2025	Deposit			Active License Renewal	1100 Cash in Bank	669.98	347,079.97
02/24/2025	Deposit			Active License Renewal	1100 Cash in Bank	650.00	347,729.97
02/24/2025	Deposit			Active License Renewal	1100 Cash in Bank	650.00	348,379.97
<b>Total for 2600 Deferred Revenue</b>						<b>\$4,322.19</b>	
2700 Direct Deposit Payable							
02/14/2025	Payroll Check	DD	Sarah J. Restori	Direct Deposit	1100 Cash in Bank	-1,680.95	-1,680.95
02/14/2025	Payroll Check	DD	Laura M. Arnold	Direct Deposit	1100 Cash in Bank	-1,996.28	-3,677.23
02/14/2025	Payroll Check	DD	Sarah J. Restori	Pay Period: 01/31/2025-02/13/2025	-Split-	1,680.95	-1,996.28
02/14/2025	Payroll Check	DD	Sheila G. Young	Direct Deposit	1100 Cash in Bank	-486.22	-2,482.50
02/14/2025	Payroll Check	DD	Laura M. Arnold	Pay Period: 01/31/2025-02/13/2025	-Split-	1,996.28	-486.22
02/14/2025	Payroll Check	DD	Sheila G. Young	Pay Period: 01/31/2025-02/13/2025	-Split-	486.22	0.00
02/28/2025	Payroll Check	DD	Laura M. Arnold	Pay Period: 02/14/2025-02/27/2025	-Split-	1,996.28	1,996.28
02/28/2025	Payroll Check	DD	Sheila G. Young	Pay Period: 02/14/2025-02/27/2025	-Split-	523.63	2,519.91
02/28/2025	Payroll Check	DD	Sarah J. Restori	Direct Deposit	1100 Cash in Bank	-1,680.97	838.94
02/28/2025	Payroll Check	DD	Sheila G. Young	Direct Deposit	1100 Cash in Bank	-523.63	315.31
02/28/2025	Payroll Check	DD	Sarah J. Restori	Pay Period: 02/14/2025-02/27/2025	-Split-	1,680.97	1,996.28
02/28/2025	Payroll Check	DD	Laura M. Arnold	Direct Deposit	1100 Cash in Bank	-1,996.28	0.00
<b>Total for 2700 Direct Deposit Payable</b>						<b>\$0.00</b>	
2100 Federal Income Withholding							
Beginning Balance							3,433.94
02/14/2025	Payroll Check	DD	Laura M. Arnold	Federal Taxes (941/943/944)	2700 Direct Deposit Payable	602.03	4,035.97
02/14/2025	Payroll Check	DD	Sheila G. Young	Federal Taxes (941/943/944)	2700 Direct Deposit Payable	80.56	4,116.53
02/14/2025	Payroll Check	DD	Sarah J. Restori	Federal Taxes (941/943/944)	2700 Direct Deposit Payable	503.16	4,619.69
02/28/2025	Payroll Check	DD	Laura M. Arnold	Federal Taxes (941/943/944)	2700 Direct Deposit Payable	602.03	5,221.72
02/28/2025	Payroll Check	DD	Sheila G. Young	Federal Taxes (941/943/944)	2700 Direct Deposit Payable	86.74	5,308.46
02/28/2025	Payroll Check	DD	Sarah J. Restori	Federal Taxes (941/943/944)	2700 Direct Deposit Payable	503.12	5,811.58
<b>Total for 2100 Federal Income Withholding</b>						<b>\$2,377.64</b>	
3900 2550 Fund Balance							

# NV State Board of Psychological Examiners

## General Ledger

February 2025

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
Beginning Balance							223,490.62
<b>Total for 3900 2550 Fund Balance</b>							
4010 Psychologist Application							
02/25/2025	Deposit			Psych Reactivation Application	1100 Cash in Bank	100.00	100.00
<b>Total for 4010 Psychologist Application</b>							<b>\$100.00</b>
40100 Psychologist Application							
Beginning Balance							12,477.93
02/03/2025	Deposit			Psych App fee	1100 Cash in Bank	155.10	12,633.03
02/03/2025	Deposit			Psych App fee	1100 Cash in Bank	155.10	12,788.13
02/03/2025	Deposit			Psych App fee	1100 Cash in Bank	155.10	12,943.23
02/07/2025	Deposit			Psych App fee	1100 Cash in Bank	150.00	13,093.23
02/18/2025	Deposit			Psych App fee	1100 Cash in Bank	150.00	13,243.23
02/20/2025	Deposit			Psych App fee	1100 Cash in Bank	155.10	13,398.33
02/20/2025	Deposit			Psych App fee	1100 Cash in Bank	155.10	13,553.43
02/20/2025	Deposit			Psych App fee	1100 Cash in Bank	155.10	13,708.53
02/20/2025	Deposit			Psych App fee	1100 Cash in Bank	155.10	13,863.63
02/20/2025	Deposit			Psych App fee	1100 Cash in Bank	155.10	14,018.73
02/20/2025	Deposit			Psych App fee	1100 Cash in Bank	155.10	14,173.83
02/20/2025	Deposit			Psych App fee	1100 Cash in Bank	155.10	14,328.93
02/20/2025	Deposit			Psych App fee	1100 Cash in Bank	155.10	14,484.03
02/20/2025	Deposit			Psych App fee	1100 Cash in Bank	155.10	14,639.13
02/20/2025	Deposit			Psych App fee	1100 Cash in Bank	155.10	14,794.23
02/20/2025	Deposit			Psych App fee	1100 Cash in Bank	155.10	14,949.33
02/25/2025	Deposit			Psych App fee	1100 Cash in Bank	155.10	15,104.43
02/25/2025	Deposit			Psych App fee	1100 Cash in Bank	155.10	15,259.53
02/25/2025	Deposit			Psych App fee	1100 Cash in Bank	155.10	15,414.63
<b>Total for 40100 Psychologist Application</b>							<b>\$2,936.70</b>
40101 PA Application							
Beginning Balance							2,318.53
<b>Total for 40101 PA Application</b>							
40102 Intern Application							
Beginning Balance							461.80
02/20/2025	Deposit			PI App fee	1100 Cash in Bank	155.90	617.70
02/20/2025	Deposit			PI App fee	1100 Cash in Bank	155.90	773.60
<b>Total for 40102 Intern Application</b>							<b>\$311.80</b>
40103 Trainee Application							
Beginning Balance							2,014.50
02/03/2025	Deposit			PT App fee	1100 Cash in Bank	155.90	2,170.40
02/03/2025	Deposit			PT App fee	1100 Cash in Bank	155.90	2,326.30
02/24/2025	Deposit			PT App fee	1100 Cash in Bank	150.00	2,476.30
<b>Total for 40103 Trainee Application</b>							<b>\$461.80</b>
<b>Total for 4010 Psychologist Application with subs</b>							<b>\$3,810.30</b>
4015 Psychologist State Exam							
Beginning Balance							10,220.80
02/03/2025	Deposit			SE App fee	1100 Cash in Bank	207.00	10,427.80
02/03/2025	Deposit			SE App fee	1100 Cash in Bank	207.00	10,634.80
02/20/2025	Deposit			SE App fee	1100 Cash in Bank	207.00	10,841.80
02/25/2025	Deposit			SE App Fee	1100 Cash in Bank	207.00	11,048.80
02/25/2025	Deposit			SE App fee	1100 Cash in Bank	207.00	11,255.80
02/25/2025	Deposit			SE App fee	1100 Cash in Bank	207.00	11,462.80
<b>Total for 4015 Psychologist State Exam</b>							<b>\$1,242.00</b>
4020 Psych Biennial							
Beginning Balance							175,750.33

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DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
Balance							
<b>Total for 4020 Psych Biennial</b>							
40201 Prorated Psych Biennial							
Beginning Balance							7,225.70
02/03/2025	Deposit			New Licensure	1100 Cash in Bank	645.11	7,870.81
02/03/2025	Deposit			New Licensure	1100 Cash in Bank	665.38	8,536.19
02/18/2025	Deposit		I	New Licensure	1100 Cash in Bank	620.62	9,156.81
02/20/2025	Deposit			New licensure	1100 Cash in Bank	639.58	9,796.39
02/25/2025	Deposit			New licensure	1100 Cash in Bank	625.75	10,422.14
02/25/2025	Deposit			New Licensure	1100 Cash in Bank	625.75	11,047.89
02/25/2025	Deposit			New Licensure	1100 Cash in Bank	625.75	11,673.64
<b>Total for 40201 Prorated Psych Biennial</b>							<b>\$4,447.94</b>
<b>Total for 4020 Psych Biennial with subs</b>							<b>\$4,447.94</b>
4025 Psychologist Licensing Fee							
40251 New License							
Beginning Balance							1,250.00
02/03/2025	Deposit			New License	1100 Cash in Bank	25.00	1,275.00
02/03/2025	Deposit			New License	1100 Cash in Bank	25.00	1,300.00
02/18/2025	Deposit			New License	1100 Cash in Bank	25.00	1,325.00
02/20/2025	Deposit			New license	1100 Cash in Bank	25.00	1,350.00
02/25/2025	Deposit			New License	1100 Cash in Bank	25.00	1,375.00
02/25/2025	Deposit			New License	1100 Cash in Bank	25.00	1,400.00
02/25/2025	Deposit			New License	1100 Cash in Bank	25.00	1,425.00
<b>Total for 40251 New License</b>							<b>\$175.00</b>
40252 Change/Duplicate/Reinstatement							
Beginning Balance							148.89
02/03/2025	Deposit			License Cert - name change	1100 Cash in Bank	31.05	179.94
<b>Total for 40252 Change/Duplicate/Reinstatement</b>							<b>\$31.05</b>
<b>Total for 4025 Psychologist Licensing Fee</b>							<b>\$206.05</b>
4028 Registration Fee							
40281 Psych Asst fee							
Beginning Balance							4,015.34
02/20/2025	Deposit			PA Reg extension fee	1100 Cash in Bank	155.25	4,170.59
<b>Total for 40281 Psych Asst fee</b>							<b>\$155.25</b>
40282 Psych Intern Fee							
Beginning Balance							77.21
02/20/2025	Deposit			PI Registration Fee	1100 Cash in Bank	75.00	152.21
<b>Total for 40282 Psych Intern Fee</b>							<b>\$75.00</b>
40283 Psych Trainee							
Beginning Balance							399.14
02/20/2025	Deposit			PT Reg extension fee	1100 Cash in Bank	31.05	430.19
02/20/2025	Deposit			PT Registration Fee	1100 Cash in Bank	31.05	461.24
<b>Total for 40283 Psych Trainee</b>							<b>\$62.10</b>
<b>Total for 4028 Registration Fee</b>							<b>\$292.35</b>
4030 Non-Resident Consultant							
Beginning Balance							500.00
02/07/2025	Deposit			NRC App fee	1100 Cash in Bank	100.00	600.00
02/10/2025	Deposit			NRC App fee	1100 Cash in Bank	100.00	700.00
<b>Total for 4030 Non-Resident Consultant</b>							<b>\$200.00</b>
4040 CE App Fee							
Beginning Balance							504.68

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02/03/2025	Deposit			CE App fee	1100 Cash in Bank	31.17	535.85
02/20/2025	Deposit			CE App fee	1100 Cash in Bank	31.17	567.02
02/24/2025	Deposit		Southern Nevada EFT	CE App fee x 5	1100 Cash in Bank	125.00	692.02
<b>Total for 4040 CE App Fee</b>						<b>\$187.34</b>	
4045 Verification of Licensure							
Beginning Balance							244.68
02/03/2025	Deposit			License Verification	1100 Cash in Bank	20.70	265.38
02/03/2025	Deposit			License Verification	1100 Cash in Bank	20.70	286.08
02/18/2025	Deposit			BKOFAMERICA MOBILE 02/15 XXXXX77376 DEPOSIT *MOBILE NV	1100 Cash in Bank	20.00	306.08
02/20/2025	Deposit			License Verification fee	1100 Cash in Bank	20.70	326.78
02/20/2025	Deposit			License Verification fee	1100 Cash in Bank	20.70	347.48
02/20/2025	Deposit			License Verification fee	1100 Cash in Bank	20.70	368.18
02/25/2025	Deposit			License Verification fee	1100 Cash in Bank	20.70	388.88
<b>Total for 4045 Verification of Licensure</b>						<b>\$144.20</b>	
4050 Renewal Late Fee							
Beginning Balance							2,000.00
02/03/2025	Deposit			Renewal Late Fee	1100 Cash in Bank	200.00	2,200.00
02/03/2025	Deposit			Renewal late fee	1100 Cash in Bank	200.00	2,400.00
02/18/2025	Deposit			Renewal late fee	1100 Cash in Bank	200.00	2,600.00
02/20/2025	Deposit			Renewal late fee	1100 Cash in Bank	200.00	2,800.00
02/24/2025	Deposit			Renewal late fee	1100 Cash in Bank	200.00	3,000.00
02/24/2025	Deposit			Renewal late fee	1100 Cash in Bank	200.00	3,200.00
<b>Total for 4050 Renewal Late Fee</b>						<b>\$1,200.00</b>	
4999 Interest							
Beginning Balance							24.71
02/28/2025	Deposit			Interest Earned	3309 Savings	3.23	27.94
<b>Total for 4999 Interest</b>						<b>\$3.23</b>	
307910 7210 Dolt Web SVb							
Beginning Balance							592.88
<b>Total for 307910 7210 Dolt Web SVb</b>							
9100 Payroll Expenses							
Beginning Balance							558.00
02/18/2025	Expense		QuickBooks Payroll Service	INTUIT * DES:QBooks Pay ID:2820119 BOARD OF PSYCHOLGIC CO ID:XXXXX56346 CCD	INDN:NV 1100 Cash in Bank	80.00	638.00
<b>Total for 9100 Payroll Expenses</b>						<b>\$80.00</b>	
9110 Company Contributions							
Health Insurance							
Beginning Balance							8,006.52
02/12/2025	Expense		Public Employees' Benefits Program (PEBP)	TRANSFER NV BOARD OF PSYCHOLO:State of Nevada Trea Confirmation# XXXXX91125	1100 Cash in Bank	1,078.06	9,084.58
<b>Total for Health Insurance</b>						<b>\$1,078.06</b>	
Retirement							
Beginning Balance							14,022.08
02/14/2025	Payroll Check	DD	Sarah J. Restori	Employer Retirement Contribution	2700 Direct Deposit Payable	403.85	14,425.93
02/14/2025	Payroll Check	DD	Laura M. Arnold	Employer Retirement Contribution	2700 Direct Deposit Payable	472.53	14,898.46
02/28/2025	Payroll Check	DD	Laura M. Arnold	Employer Retirement Contribution	2700 Direct Deposit Payable	472.53	15,370.99
02/28/2025	Payroll Check	DD	Sarah J. Restori	Employer Retirement Contribution	2700 Direct Deposit	403.85	15,774.84

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DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
						<b>Payable</b>	
<b>Total for Retirement</b>						<b>\$1,752.76</b>	
<b>Total for 9110 Company Contributions</b>						<b>\$2,830.82</b>	
9130 Wages							
Beginning Balance							82,450.44
02/14/2025	Payroll Check	DD	Laura M. Arnold	Gross Pay - This is not a legal pay stub	2700 Direct Deposit Payable	2,700.15	85,150.59
02/14/2025	Payroll Check	DD	Sarah J. Restori	Gross Pay - This is not a legal pay stub	2700 Direct Deposit Payable	2,307.69	87,458.28
02/28/2025	Payroll Check	DD	Laura M. Arnold	Gross Pay - This is not a legal pay stub	2700 Direct Deposit Payable	2,700.15	90,158.43
02/28/2025	Payroll Check	DD	Sarah J. Restori	Gross Pay - This is not a legal pay stub	2700 Direct Deposit Payable	2,307.69	92,466.12
<b>Total for 9130 Wages</b>						<b>\$10,015.68</b>	
Taxes							
9111 Federal Taxes (941/944)							
Beginning Balance							6,793.89
02/14/2025	Payroll Check	DD	Laura M. Arnold	Social Security Employer	2700 Direct Deposit Payable	167.41	6,961.30
02/14/2025	Payroll Check	DD	Sheila G. Young	Social Security Employer	2700 Direct Deposit Payable	32.64	6,993.94
02/14/2025	Payroll Check	DD	Sheila G. Young	Medicare Employer	2700 Direct Deposit Payable	7.64	7,001.58
02/14/2025	Payroll Check	DD	Sarah J. Restori	Medicare Employer	2700 Direct Deposit Payable	33.47	7,035.05
02/14/2025	Payroll Check	DD	Sarah J. Restori	Social Security Employer	2700 Direct Deposit Payable	143.08	7,178.13
02/14/2025	Payroll Check	DD	Laura M. Arnold	Medicare Employer	2700 Direct Deposit Payable	39.15	7,217.28
02/28/2025	Payroll Check	DD	Sarah J. Restori	Medicare Employer	2700 Direct Deposit Payable	33.46	7,250.74
02/28/2025	Payroll Check	DD	Sarah J. Restori	Social Security Employer	2700 Direct Deposit Payable	143.07	7,393.81
02/28/2025	Payroll Check	DD	Sheila G. Young	Medicare Employer	2700 Direct Deposit Payable	8.22	7,402.03
02/28/2025	Payroll Check	DD	Sheila G. Young	Social Security Employer	2700 Direct Deposit Payable	35.15	7,437.18
02/28/2025	Payroll Check	DD	Laura M. Arnold	Medicare Employer	2700 Direct Deposit Payable	39.15	7,476.33
02/28/2025	Payroll Check	DD	Laura M. Arnold	Social Security Employer	2700 Direct Deposit Payable	167.41	7,643.74
<b>Total for 9111 Federal Taxes (941/944)</b>						<b>\$849.85</b>	
NV Unemployment Tax							
02/14/2025	Payroll Check	DD	Laura M. Arnold	NV Career Enhancement Program	2700 Direct Deposit Payable	0.00	0.00
02/14/2025	Payroll Check	DD	Sheila G. Young	NV Career Enhancement Program	2700 Direct Deposit Payable	0.00	0.00
02/14/2025	Payroll Check	DD	Sheila G. Young	NV SUI Employer	2700 Direct Deposit Payable	0.00	0.00
02/14/2025	Payroll Check	DD	Sarah J. Restori	NV Career Enhancement Program	2700 Direct Deposit Payable	0.00	0.00
02/14/2025	Payroll Check	DD	Sarah J. Restori	NV SUI Employer	2700 Direct Deposit Payable	0.00	0.00
02/14/2025	Payroll Check	DD	Laura M. Arnold	NV SUI Employer	2700 Direct Deposit Payable	0.00	0.00
02/28/2025	Payroll Check	DD	Laura M. Arnold	NV Career Enhancement Program	2700 Direct Deposit Payable	0.00	0.00
02/28/2025	Payroll Check	DD	Sarah J. Restori	NV SUI Employer	2700 Direct Deposit Payable	0.00	0.00
02/28/2025	Payroll Check	DD	Sarah J. Restori	NV Career Enhancement Program	2700 Direct Deposit	0.00	0.00



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DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
02/28/2025	Payroll Check	DD	Sheila G. Young	NV Career Enhancement Program	Payable 2700 Direct Deposit Payable	0.00	0.00
02/28/2025	Payroll Check	DD	Sheila G. Young	NV SUI Employer	2700 Direct Deposit Payable	0.00	0.00
02/28/2025	Payroll Check	DD	Laura M. Arnold	NV SUI Employer	2700 Direct Deposit Payable	0.00	0.00
<b>Total for NV Unemployment Tax</b>						<b>\$0.00</b>	
<b>Total for Taxes</b>						<b>\$849.85</b>	
<b>Total for 9100 Payroll Expenses with subs</b>						<b>\$13,776.35</b>	
5100 Board Sal							
Beginning Balance							
							3,000.00
<b>Total for 5100 Board Sal</b>							
5175 Board Staf							
51753 Investigator Salary							
Beginning Balance							
							6,358.50
02/14/2025	Payroll Check	DD	Sheila G. Young	Gross Pay - This is not a legal pay stub	2700 Direct Deposit Payable	526.50	6,885.00
02/28/2025	Payroll Check	DD	Sheila G. Young	Gross Pay - This is not a legal pay stub	2700 Direct Deposit Payable	567.00	7,452.00
<b>Total for 51753 Investigator Salary</b>						<b>\$1,093.50</b>	
<b>Total for 5175 Board Staf</b>						<b>\$1,093.50</b>	
5250 Workers Compensation							
Beginning Balance							
							552.70
<b>Total for 5250 Workers Compensation</b>							
5300 PERS							
02/10/2025	Expense		PERS	TRANSFER NV BOARD OF PSYCHOLO:Public Employee's Re Confirmation# XXXXX09237	1100 Cash in Bank	5,580.80	5,580.80
<b>Total for 5300 PERS</b>						<b>\$5,580.80</b>	
6100 Out of State Travel							
Beginning Balance							
							704.42
<b>Total for 6100 Out of State Travel</b>							
6102 Lodging							
Beginning Balance							
							2,519.28
<b>Total for 6102 Lodging</b>							
6106 Air Tvl							
Beginning Balance							
							1,157.21
<b>Total for 6106 Air Tvl</b>							
6110 Out of State Travel Misc Costs							
Beginning Balance							
							41.94
<b>Total for 6110 Out of State Travel Misc Costs</b>							
<b>Total for 6100 Out of State Travel with subs</b>							
6200 In State Travel							
Beginning Balance							
							428.26
<b>Total for 6200 In State Travel</b>							
7015 Supplies							
Beginning Balance							
							860.97
02/06/2025	Expense		Best Buy	Computer mouse - board office	1100 Cash in Bank	21.66	882.63
02/06/2025	Expense		Best Buy	Board Office meeting webcam	1100 Cash in Bank	32.50	915.13
02/07/2025	Expense		Best Buy	ED - External keyboard	1100 Cash in Bank	40.93	956.06

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DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
02/07/2025	Expense		Best Buy	HDMI Cable - Board Office	1100 Cash in Bank	11.91	967.97
02/07/2025	Expense		Target	Misc Office Supplies	1100 Cash in Bank	49.55	1,017.52
02/10/2025	Expense		Best Buy	Board office laptop	1100 Cash in Bank	704.43	1,721.95
<b>Total for 7015 Supplies</b>						<b>\$860.98</b>	
7020 Office Expense							
Beginning Balance							103.32
02/10/2025	Expense			Water	1100 Cash in Bank	6.99	110.31
02/24/2025	Expense			CHECKCARD 0221 WATER COFFEE DELIVERY XXX-XX85508 FL XXXXX4250XXXXXXXXXX1882 CKCD 5999 XXXXXXXXXXXX597956	1100 Cash in Bank	22.98	133.29
<b>Total for 7020 Office Expense</b>						<b>\$29.97</b>	
7040 Print-Copy							
Beginning Balance							240.33
02/11/2025	Expense		Ubeo Business Services	Ubeo Business Services Bill Payment	1100 Cash in Bank	10.41	250.74
<b>Total for 7040 Print-Copy</b>						<b>\$10.41</b>	
7050 Rent							
Beginning Balance							9,719.70
02/28/2025	Expense		Mihata Holdings, LP	TRANSFER NV BOARD OF PSYCHOLO:Mihata Holdings Confirmation# XXXXX07228	1100 Cash in Bank	1,500.00	11,219.70
<b>Total for 7050 Rent</b>						<b>\$1,500.00</b>	
<b>Total for 7020 Office Expense with subs</b>						<b>\$1,540.38</b>	
7100 Postage							
Beginning Balance							978.07
<b>Total for 7100 Postage</b>							
7200 Utilities							
Beginning Balance							302.06
02/10/2025	Expense		NV Energy	NV ENERGY SOUTH DES: NPC PYMT ID:XXXXXXXXXX12081 INDN:NEVADA BOARD OF PSYCHO CO ID:XXXXX45330 CCD	1100 Cash in Bank	44.42	346.48
<b>Total for 7200 Utilities</b>						<b>\$44.42</b>	
7290 Telephone							
Beginning Balance							-4.64
<b>Total for 7290 Telephone</b>							
72902 Internet							
Beginning Balance							478.98
02/13/2025	Expense		Cox Communications	CHECKCARD 0212 COX LAS VEGAS COMM SV 800-234-3993 NV XXXXX1650XXXXXXXXXX0584 RECURRING CKCD 4899 XXXXXXXXXXXX484434	1100 Cash in Bank	64.09	543.07
<b>Total for 72902 Internet</b>						<b>\$64.09</b>	
<b>Total for 7290 Telephone with subs</b>						<b>\$64.09</b>	
<b>Total for 7200 Utilities with subs</b>						<b>\$108.51</b>	
7500 Copy Lease							
Beginning Balance							794.71
02/18/2025	Expense		Canon Financial Services, Inc.	Canon Financial Services Bill Payment	1100 Cash in Bank	113.74	908.45
<b>Total for 7500 Copy Lease</b>						<b>\$113.74</b>	
7770 Software							
Beginning Balance							1,541.73
02/07/2025	Expense		Bank of America	Iolo Mechanic - Computer	1100 Cash in Bank	24.95	1,566.68
Credit Card							

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02/07/2025	Expense		Bank of America Credit Card	Google Suite	1100 Cash in Bank	86.40	1,653.08
02/07/2025	Expense		Bank of America Credit Card	Online Exam Builder	1100 Cash in Bank	550.00	2,203.08
02/07/2025	Expense		Bank of America Credit Card	Adobe Acrobat	1100 Cash in Bank	19.99	2,223.07
02/07/2025	Expense		Bank of America Credit Card	Jotform	1100 Cash in Bank	19.00	2,242.07
02/20/2025	Deposit			Adobe Acrobat	1100 Cash in Bank	19.99	2,262.06
<b>Total for 7770 Software</b>						<b>\$720.33</b>	
8000 Legal & Professional Fees							
Beginning Balance							4,200.00
<b>Total for 8000 Legal &amp; Professional Fees</b>							
8010 Legal							
Beginning Balance							10,127.24
<b>Total for 8010 Legal</b>							
8015 Tort Claim							
Beginning Balance							1,164.30
<b>Total for 8015 Tort Claim</b>							
<b>Total for 8000 Legal &amp; Professional Fees with subs</b>							
8050 Prof Servs							
Beginning Balance							17,611.25
02/04/2025	Expense		Michelle Fox	Bookkeeper	1100 Cash in Bank	137.50	17,748.75
<b>Total for 8050 Prof Servs</b>						<b>\$137.50</b>	
8055 Lobbyist							
Beginning Balance							6,400.50
<b>Total for 8055 Lobbyist</b>							
<b>Total for 8050 Prof Servs with subs</b>							
						<b>\$137.50</b>	
8250 Dues & Reg							
Beginning Balance							560.00
<b>Total for 8250 Dues &amp; Reg</b>							
8500 Admin Serv							
8520 LCB							
Beginning Balance							1,200.00
<b>Total for 8520 LCB</b>							
<b>Total for 8500 Admin Serv</b>							
9001 Banking Fees							
9002 Bank Crgs							
Beginning Balance							22.00
02/11/2025	Expense			External transfer fee - 3 Day - 02/10/2025 XXXXX3802	Confirmation: 1100 Cash in Bank	1.00	23.00
02/13/2025	Expense			External transfer fee - 3 Day - 02/12/2025 XXXXX4520	Confirmation: 1100 Cash in Bank	1.00	24.00
<b>Total for 9002 Bank Crgs</b>						<b>\$2.00</b>	
<b>Total for 9001 Banking Fees</b>						<b>\$2.00</b>	
90100 Miscellaneous Expense							
02/19/2025	Expense		NV DETR	Reporting Late fee	1100 Cash in Bank	5.00	5.00
<b>Total for 90100 Miscellaneous Expense</b>						<b>\$5.00</b>	
PayPal Fees							
Beginning Balance							12,732.64



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02/03/2025	Deposit			Regular PP fee	1100 Cash in Bank	6.68	12,739.32
02/03/2025	Deposit			Regular PP fee	1100 Cash in Bank	5.93	12,745.25
02/03/2025	Deposit			Regular PP fee	1100 Cash in Bank	1.58	12,746.83
02/03/2025	Deposit			Deferred PP fee	1100 Cash in Bank	21.13	12,767.96
02/03/2025	Deposit			Regular PP fee	1100 Cash in Bank	1.21	12,769.17
02/03/2025	Deposit			Regular PP fee	1100 Cash in Bank	5.78	12,774.95
02/03/2025	Deposit			Deferred PP fee	1100 Cash in Bank	11.32	12,786.27
02/03/2025	Deposit			Regular PP fee	1100 Cash in Bank	5.90	12,792.17
02/03/2025	Deposit			Regular PP fee	1100 Cash in Bank	5.78	12,797.95
02/03/2025	Deposit			Regular PP fee	1100 Cash in Bank	1.42	12,799.37
02/03/2025	Deposit			Regular PP fee	1100 Cash in Bank	5.90	12,805.27
02/03/2025	Deposit			Regular PP fee	1100 Cash in Bank	5.90	12,811.17
02/03/2025	Deposit			Deferred PP fee	1100 Cash in Bank	20.53	12,831.70
02/03/2025	Deposit			Deferred PP fee	1100 Cash in Bank	19.85	12,851.55
02/03/2025	Deposit			Regular PP fee	1100 Cash in Bank	1.11	12,852.66
02/03/2025	Deposit			Regular PP fee	1100 Cash in Bank	6.68	12,859.34
02/03/2025	Deposit			Deferred PP fee	1100 Cash in Bank	19.85	12,879.19
02/03/2025	Deposit			Regular PP fee	1100 Cash in Bank	5.93	12,885.12
02/20/2025	Deposit			Regular PP fee	1100 Cash in Bank	1.11	12,886.23
02/20/2025	Deposit			Regular PP fee	1100 Cash in Bank	5.90	12,892.13
02/20/2025	Deposit			Regular PP fee	1100 Cash in Bank	5.90	12,898.03
02/20/2025	Deposit			Regular PP fee	1100 Cash in Bank	5.90	12,903.93
02/20/2025	Deposit			Deferred PP fee	1100 Cash in Bank	5.13	12,909.06
02/20/2025	Deposit			Deferred PP fee	1100 Cash in Bank	19.85	12,928.91
02/20/2025	Deposit			Regular PP fee	1100 Cash in Bank	5.78	12,934.69
02/20/2025	Deposit			Deferred PP fee	1100 Cash in Bank	20.36	12,955.05
02/20/2025	Deposit			Regular PP fee	1100 Cash in Bank	5.90	12,960.95
02/20/2025	Deposit			Regular PP fee	1100 Cash in Bank	5.90	12,966.85
02/20/2025	Deposit			Regular PP fee	1100 Cash in Bank	5.93	12,972.78
02/20/2025	Deposit			Deferred PP fee	1100 Cash in Bank	1.42	12,974.20
02/20/2025	Deposit			Regular PP fee	1100 Cash in Bank	1.58	12,975.78
02/20/2025	Deposit			Deferred PP fee	1100 Cash in Bank	2.73	12,978.51
02/20/2025	Deposit			Regular PP fee	1100 Cash in Bank	5.90	12,984.41
02/20/2025	Deposit			Regular PP fee	1100 Cash in Bank	5.93	12,990.34
02/20/2025	Deposit			Regular PP fee	1100 Cash in Bank	5.90	12,996.24
02/20/2025	Deposit			Regular PP fee	1100 Cash in Bank	1.11	12,997.35
02/20/2025	Deposit			Regular PP fee	1100 Cash in Bank	5.90	13,003.25
02/20/2025	Deposit			Deferred PP fee	1100 Cash in Bank	1.42	13,004.67
02/20/2025	Deposit			Regular PP fee	1100 Cash in Bank	5.90	13,010.57
02/20/2025	Deposit			Regular PP fee	1100 Cash in Bank	5.90	13,016.47
02/20/2025	Deposit			Regular PP fee	1100 Cash in Bank	7.71	13,024.18
02/20/2025	Deposit			Regular PP fee	1100 Cash in Bank	1.11	13,025.29
02/20/2025	Deposit			Regular PP fee	1100 Cash in Bank	5.90	13,031.19
02/25/2025	Deposit			Regular PP fee	1100 Cash in Bank	5.90	13,037.09
02/25/2025	Deposit			Deferred PP fee	1100 Cash in Bank	19.95	13,057.04
02/25/2025	Deposit			Regular PP fee	1100 Cash in Bank	5.90	13,062.94
02/25/2025	Deposit			Regular PP fee	1100 Cash in Bank	7.71	13,070.65
02/25/2025	Deposit			Deferred PP fee	1100 Cash in Bank	23.20	13,093.85
02/25/2025	Deposit			Deferred PP fee	1100 Cash in Bank	23.20	13,117.05
02/25/2025	Deposit			Regular PP fee	1100 Cash in Bank	3.98	13,121.03
02/25/2025	Deposit			Regular PP fee	1100 Cash in Bank	6.68	13,127.71
02/25/2025	Deposit			Regular PP fee	1100 Cash in Bank	5.90	13,133.61
02/25/2025	Deposit			Regular PP fee	1100 Cash in Bank	6.68	13,140.29
02/25/2025	Deposit			Regular PP fee	1100 Cash in Bank	1.11	13,141.40
<b>Total for PayPal Fees</b>						<b>\$408.76</b>	

Reimbursements

Beginning Balance							4,915.20
02/14/2025	Payroll Check	DD	Laura M. Arnold	Reimbursement	2700 Direct Deposit Payable	164.13	5,079.33

# NV State Board of Psychological Examiners

## General Ledger

February 2025

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
02/14/2025	Payroll Check	DD	Sarah J. Restori	Reimbursement	2700 Direct Deposit Payable	143.07	5,222.40
02/28/2025	Payroll Check	DD	Laura M. Arnold	Reimbursement	2700 Direct Deposit Payable	164.13	5,386.53
02/28/2025	Payroll Check	DD	Sarah J. Restori	Reimbursement	2700 Direct Deposit Payable	143.07	5,529.60
<b>Total for Reimbursements</b>						<b>\$614.40</b>	

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

**DATE:** March 7, 2025

**ITEM:**

4B - (For Possible Action) Discussion and Possible Action to Approve Revisions to the Budget for Fiscal Year 2025 (July 1, 2024 – June 30, 2025).

**SUMMARY:**

With renewals for the 2025-26 biennium completed and revenue, income, and expenses having performed better in various line items than projected so far during this fiscal year, the executive director proposes revisions to the budget to adjust various budgeted amounts to more closely reflect the actual amounts that the Board has received and spent at this point in the fiscal year.

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

2/28/25

		FY25 Budgeted Amount	FY25 Actual	% actual to budget
<b>INCOME</b>				
<b>Net Money on hand (Checking)</b> as of 7/1/2024		<b>90,831.85</b>	<b>90,831.85</b>	
<b>Deferred Revenue</b>				
2600	Renewals - 7/1/24 and 1/1/25	<b>182,000.00</b>	<b>182,055.52</b>	100.03%
2600	Late Renewals - 1Q 23-24	<b>15,819.98</b>	<b>15,819.98</b>	100.00%
2600	Late Renewals - 1Q 25-26	<b>9,000.00</b>	<b>9,080.57</b>	100.90%
40201 40281-3 40203	New Licensure, Registrations, Reinstatements	<b>22,489.98</b>	<b>22,800.59</b>	101.38%
Total Deferred Income (Gross)			<b>229,756.66</b>	
	Deferred PP fees		2,937.02	
	NET Deferred Income		<b>226,819.64</b>	

<b>Regular Revenue</b>	23-24 Biennium Q4 New Licensure and Registrations	8,200.00	8,259.22	100.72%
	<b>Applications</b>			
40100	Psychologist Application	20,000.00	15,414.63	77.07%
40101	PA Application	3,500.00	2,318.53	66.24%
40102	Intern Application	900.00	773.60	85.96%
40103	Trainee Application	3,000.00	2,476.30	82.54%
4010	Reinstatement/Reactivation	500.00	100.00	20.00%
4015	Psychologist State Exam	15,000.00	11,462.80	76.42%
4030	Non-Resident Consultant	900.00	700.00	77.78%
4040	CE App Fee	900.00	692.02	76.89%
	<b>Other</b>			
4025/4050	Late and License Restoration Fees	4,000.00	3,200.00	80.00%
40251/40252	New and Duplicate License	2,000.00	1,604.94	80.25%
4045	Verification of Licensure	400.00	388.88	97.22%
4075	Cost Recovered (Disciplinary)			
4999	Interest, Misc	40.00	27.94	69.85%
<b>Total Income</b>		<b>\$288,649.96</b>	<b>\$274,238.50</b>	<b>95.01%</b>

		FY25 Budgeted Amount	FY25 Actual	% actual to budget
<b>Payroll Expenses</b>				
5100	Board Salary/Per Diem	5,000.00	3,000.00	60.00%
2700	Executive Director (net)	55,000.00	35,905.72	65.28%
2700	Administrative Director (net)	45,000.00	30,245.96	67.21%

2700	Staff Salary (Part-Time)	10,000.00	0.00	0.00%
9110	Staff Benefits	17,500.00	9,084.58	51.91%
2700	Investigator Salary	15,000.00	8,513.28	56.76%
5250	Workers Compensation	1,000.00	552.70	55.27%
2108/5300	PERS	45,000.00	33,655.04	74.79%
2100	Federal Payroll Taxes	30,000.00	18,482.96	61.61%
9100	Other Payroll Expenses	1,000.00	638.00	63.80%
	<b>Total Payroll</b>	<b>224,500.00</b>	<b>140,078.24</b>	<b>62.40%</b>

Operating Expenses		FY25 Budgeted Amount	FY25 Actual	% actual to budget
6100	Out of State	10,000.00	4,422.85	44.23%
6200	In-State Travel	1,000.00	428.26	42.83%
7015	Office Supplies/furniture	2,750.00	1,721.95	62.62%
	Office expenses:			
7040	- Print-Copy	500.00	250.74	50.15%
7050	- Rent	20,000.00	11,219.70	56.10%
7100	- Postage	1,200.00	978.07	81.51%
7210	- DoIt Web SV	1,200.00	592.88	49.41%
7290/72902 7200	- Telephone/Internet & Utilities	1,500.00	884.91	58.99%
7500	- Copy Lease	1,500.00	908.45	60.56%
	- Water/Misc	200.00	133.29	66.65%
7770/7777	Software & Database	4,500.00	2,262.06	50.27%
8010	Legal & Professional Fees	40,000.00	14,327.24	35.82%
8015	Tort Claim	1,200.00	1,164.30	97.03%
8050/8055	Professional Services (Auditor, Bookkeeper, Lobbyist)	32,500.00	24,149.25	74.31%

8250	Dues & Reg (ASPPB, Conf, Continuing Ed)	5,000.00	560.00	11.20%
8520	Admin Services (LCB)	1,350.00	1,200.00	88.89%
9001	Banking Fees	100.00	24.00	24.00%
	PayPal Fees (against regular revenue)	1,750.00	1,393.32	79.62%
90100	Miscellaneous Expense	500.00		0.00%
	Uncategorized Expense	250.00		
<b>Total Expenses</b>		<b>\$127,000.00</b>	<b>\$66,621.27</b>	<b>52.46%</b>
<b>Total Expenses + Payroll</b>		<b>\$351,500.00</b>	<b>\$206,699.51</b>	<b>58.80%</b>
<b>Total Income + Cash</b>		<b>\$ 379,481.81</b>	<b>\$365,070.35</b>	<b>96.20%</b>
<b>Final Balance</b>		<b>\$27,981.81</b>	<b>\$158,370.84</b>	

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

**DATE:** March 7, 2025

**ITEM:**

4C - (For Possible Action) Discussion and Possible Action to approve paying the 2024 Nevada State Assessment Fee for PsyPact in the amount of \$1,300.

**SUMMARY:**

The Board office has received PsyPact's Assessment fee for 2024 in the total amount of \$1,300.00. That amount reflects 118 APIT Holders in the amount of \$1,180.00 and 12 TAP Holders in the amount of \$120.00. The invoice is due to be paid by April 15, 2025.





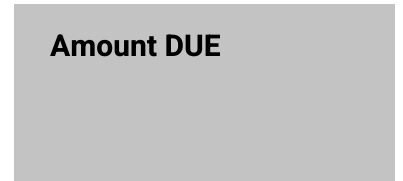
# 2024 STATE ASSEMENT FEE

STATE

PSYPACT COMMISSION

Janet Orwig  
 (678) 216-1175  
 PO Box 849,  
 Tyrone, GA 30290

INVOICE NUMBER	DATE	INVOICE DUE	Amount DUE
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ITEM	DESCRIPTION	AMOUNT
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Total APIT Holders	Providers	\$
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Total TAP Holders	Providers	\$
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*\*Rule 10.2 (A) Compact States will be charged an assessment of \$ 10 per Authorization Holder licensed in their Home State per fiscal year to be no greater than \$6,000 annually.\**

## NOTES

Please make payment by credit card using the included form, or please mail in a check made payable to **PSYPACT Commission** to PO Box 849, Tyrone, GA 30290.

TOTAL \$

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

**DATE:** March 7, 2025

**ITEM:**

4D - (For Possible Action) Discussion and Possible Action to approve paying the Board's ASPPB fees, which are expected to be approximately \$2,500.

**SUMMARY:**

The Board office is expecting an invoice from the ASPPB for its annual fees in an amount of approximately \$2,500. The formula for the ASPPB's fees is \$350 plus \$3.00 per licensee, up to a maximum of 800 licensees, or \$2,750.00. Because the Board has less than 800 licensees, it expects the invoice to be less than \$2,500.00.

### Regulation Revisions Table

<b><u>Legislative File No.</u></b>	<b><u>Description</u></b>	<b><u>Status</u></b>
R192-24	National Exam Regulation	LCB has issued a regulation number; awaiting an LCB Draft to be able to have a Regulation hearing.
R001-25	Continuing Education Regulation	LCB has issued a regulation number; awaiting an LCB Draft to be able to have a Regulation hearing.

### 2025 Legislative Session

<b><u>Bill No</u></b>	<b><u>Description</u></b>	<b><u>Status</u></b>
<a href="#">SB78</a>	Board consolidation bill – consolidates Nevada’s behavioral health boards under the Dept. of Business & Industry – Office of Boards, Commissions and Councils Standards	Dept. of B&I has made several presentations to various Senate and Assembly Committees, including a summary of the impact on Boards and Commissions.
<a href="#">SB165</a>	Revises NRS Chapter 641 (Psychologists) to provide for the licensure, regulation, investigation and discipline of Behavioral Health and Wellness Practitioners	Presented to Senate Commerce and Labor on 2/26/2025.
<a href="#">SB251</a>	Revises NRS Chapter 641 (Psychologists) relating to Psychological Assistants, Psychological Interns, and Psychological Trainees.	Referred to Committee on Commerce and Labor on 2/27/2025.
<a href="#">AB196</a>	Revises certain provisions of NRS Chapter 641 related to the term “psychometrist”, the registration of business entities, and creating a limitations period for complaints.	Presented to Assembly Commerce and Labor on 2/26/2025.
<a href="#">SB68</a>	Revises the NRS 641.145 Reporting requirement by which the Board provides information regarding complaints and number/types of applications received – clarifies what should be included in the report.	2/3/2025 – Read first time, and to Committee
<a href="#">AB64</a>	Revisions to provisions relating to public meetings – time for public comment, comments on pending cases, and remote meetings.	2/4/2025 – Read first time, and to Committee

**Board Office Statistics  
Fiscal Year 25**

Item 7

		7/24	8/24	9/24	10/24	11/24	12/24	1/25	2/25	3/25	4/25	5/25	6/25	FY25 Totals
<b>Psychologists</b>	Licenses Issued	10	7	8	8	6	5	6	8					58
	Applications Received	16	13	18	4	13	7	5	17					93
<b>Psychological Assistants</b>	Registrations Issued	1	7	3	3	3	1	0	0					18
	Applications Received	4	3	4	0	0	0	0	1					12
<b>Psychological Interns</b>	Registrations Issued	1	0	0	0	0	0	0	1					2
	Applications Received	0	0	1	2	0	1	0	2					6
<b>Psychological Trainees</b>	Registrations Issued	0	1	1	8	0	0	0	2					12
	Applications Received	0	2	8	0	0	1	2	1					14
<b>Non-Resident Consultants</b>	Registrations Issued	0	1	1	1	0	0	1	2					6
<b>Background Checks</b>	Reviewed	1	0	0	1	0	0	0	0					2
<b>Continuing Education</b>	Applications Reviewed	7	0	4	2	1	2	1	1					18
<b>State Exams</b>	Administered	11	12	13	9	7	3	5	3					63
<b>Complaints</b>	Received	4	3	2	2	1	1	2	0					15
<b>Totals</b>		55	49	63	40	31	21	22	38	0	0	0	0	319

**Licensees - 2025-26 as of 2/28/2025:**

Active	<b>682</b>
- Renewed	668
- New	14
Inactive	113
- Renewed	77
- Interim / pending late renewal	36
Expired	325
- Retired / stated non-renewal	21

**Current Applications and Registrations:**

	App	Reg
Psychologists	149	
Psychological Assistants	9	31
Psychological Interns	10	4
Psychological Trainees	6	34

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

**DATE:** March 7, 2025

**ITEM:**

10 - (For Possible Action) Discussion and Possible Action to Approve the Proposed Examination Retake Application Policy.

**SUMMARY:**

In its continuing efforts to streamline the Board's various applicant review procedures, the executive director has prepared a draft policy that governs the review procedure for applicants who request to retake an examination for licensure for a fourth time. Currently, those who fail an examination required for licensure three times must apply to the Board to retake that examination a fourth time, which is considered and addressed at an open and public Board meeting. A review process that does not require an applicant to be subject to a review during a public meeting when facing a fourth exam retake aligns and is consistent with the rationale for the review policies the Board has created for other review scenarios, such as background check reviews and test accommodation applications.



**STATE OF NEVADA**  
**BOARD OF PSYCHOLOGICAL EXAMINERS**  
**Examination Retake Application Review Policy**

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### **Purpose**

In accordance with the applicable provisions of NRS Chapter 641 and NAC Chapter 641, this policy describes the process by which the Board considers and makes a determination on an applicant's request to take an examination required for licensure for the fourth time.

### **Procedure**

- A. An applicant who fails an examination required for licensure three times is required to submit to the Board office an application to retake that examination a fourth time (examination retake application).
- B. All examination retake applications that the Board office receives shall be referred to the Board's Examination Retake Review Panel, which is comprised of the Board President, a Board investigator, and the Board's Administrative Director.
- C. Within three (3) business days after the Board office's receipt of an examination retake application, the Administrative Director shall:
  1. review the application to ensure it contains the information the application requires, and
  2. forward to the Board President and a Board investigator of the Administrative Director's choosing for their respective review and consideration:
    - a. a copy the examination retake application, and
    - b. the Administrative Director's decision on the application.
- D. The Examination Retake Review panel shall review and make a determination on the examination retake application within fourteen (14) days of the Board Office's receipt of that application. In making a determination on the examination retake application, each member of the review panel shall share with the other two review panel members his or her determination on the application.
  - a. If the review panel members have a consensus on the examination retake application, the Administrative Director shall advise the applicant of that decision accordingly.
  - b. If the review panel members are unable to come to a consensus on the examination retake application, the application shall be referred to the full Board for its review and determination during a regular Board meeting.

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

**DATE:** March 7, 2025

**ITEM:**

- 11 - (For Possible Action) Discussion and Possible Action to Approve a Revision to the Board's Employment, Compensation, and Evaluation Policy to add a Board Consultant position.

**SUMMARY:**

During the December 6, 2024, Board meeting, the executive director announced Dr. Gary Lenkeit's resignation from the Board as one of its investigators. In so doing, the executive director also noted that she would be proposing a revision to the Board's Employment, Compensation, and Evaluation policy to add a Board Consultant position with the idea that Dr. Lenkeit could be the first fill that roll so that the Board could continue to benefit from Dr. Lenkeit's deep knowledge regarding and experience with the Board when and if needed.

Pursuant to [NRS 641.115](#), which permits the Board to "Employ attorneys, investigators, *consultants*, hearing officers, and employees necessary to the discharge of its duties[,]" the executive director has drafted the proposed revision to the Board's Employment, Compensation, and Evaluation policy to add a Board Consultant role. With the Board Consultant role in place in that policy, the Board can continue to benefit from the knowledge and experience of not only Dr. Lenkeit, but other past Board members that may succeed Dr. Lenkeit in that role when issues arise for which the Board seeks input and consultation.



**POLICY OF THE NEVADA STATE  
BOARD OF PSYCHOLOGICAL EXAMINERS  
Employment, Compensation, and Evaluation Policy**

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## **Purpose**

In accordance with NRS 641.045(2), the Nevada State Board of Psychological Examiners ("Board") has established this policy "concerning compensation and reviewing the performance of the staff of the Board." This policy, and any accompanying procedures, defines and describes the course and scope of employment of the Board's staff.

## **1. General Provisions**

- a. The Board shall recruit, employ, and retain an Executive Director and Board Investigators without regard to actual or perceived race, color, religion, sex (including pregnancy, childbirth, and related medical conditions), national origin, native language, age (against individuals 40 years of age or older), sexual orientation, gender identity or expression, genetic information, veterans or military status, political affiliation, marital status, disability, lawful use of any product when not at work, or opposing unlawful employment practices.
- b. *The Board may employ a Board Consultant for the purpose of providing input and guidance on Board matters for which the Board seeks experienced assistance. The individual hired by the Board as a Board Consultant shall be a Nevada Licensed Psychologist who previously sat on the Board for at least one full 4-year term.*
- c. This policy applies to all opportunities and privileges of employment including but not limited to hiring, termination, compensation, and training.
- d. The Board may adopt administrative procedures as necessary to implement the provisions of this document.

## **2. Executive Director**

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



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

- ii. Compensation. See Addendum A for salary schedule
  1. The Board shall pay Executive Director a gross annual salary incrementally as it is earned at the Board's regular payroll intervals, less any deductions required by law or authorized by Executive Director ("Salary").
  2. Executive Director shall receive and be subject to such annual cost of living adjustments ("COLA") as determined by the Board.
  3. Merit Pay Increase. Executive Director shall be eligible for an annual merit salary increase of not less than 2% of the annual salary if the annual performance evaluation is rated as average or better.
  4. Payroll. Payroll shall be distributed on a bi-weekly basis.
- iii. Benefits.
  1. Insurance. Upon Board approval, the Executive Director may elect to receive insurance benefits through the Nevada Public Employees' Benefits Program (PEBP).
  2. Retirement Program. Within the adopted procedures of the Nevada Public Employees Retirement System (PERS), Executive Director shall elect to receive one of the following two plans:
    - a. Employee Contribution Plan A. The Board shall make 100% of normal contributions to PERS. Under this plan, the Board shall make the full retirement contribution based on an adjusted gross salary that reflects the employee's share.
    - b. Employee Contribution Plan B. The Board shall make 50% of normal contributions to PERS and Executive Director shall be responsible for 50% as a payroll deduction.
  3. Paid Vacation and Sick Leave. The Executive Director shall accrue and be entitled to use paid vacation and sick leave as follows.
    - a. Accrual shall be at the rate of 1.25 days of vacation time and 1.25 days of sick leave for each full month worked. Executive Director may earn no more than fifteen (15) vacation days and fifteen (15) sick leave days per fiscal year.
    - b. Vacation days should be used during the fiscal year in which they are earned. Any vacation days not used by September 1 of the fiscal year

- immediately following shall be forfeited. Accrual shall begin anew each July 1.
- c. Sick leave may only be used for authorized reasons. Authorized reasons for using sick leave are: an inability to work because of illness or injury, incapacity due to pregnancy or childbirth, medical and dental appointments, family illness (limited to immediate family requiring care), and death in the immediate family (typically up to 5 working days).
  - d. If the Executive Director will be absent from official duties, the Board President or the Board President's designee shall be notified in advance.
  - e. The Executive Director shall notify the Board President in advance of taking vacation days. Requests for vacation time of 5 days or more must receive the prior approval of the Board.
  - f. Upon separation from employment with the Board, the Executive Director shall be entitled to payment for any unused vacation days up to the allowable limit.
4. Leave without Pay. Leave without pay may be taken at the discretion of the Executive Director or Board. The Executive Director shall notify the Board President in advance of taking leave without pay. Requests for Leave Without Pay of 5 days or more must receive the prior approval of the Board.
- iv. Holidays. Executive Director shall receive payment for eleven recognized state holidays per year (New Year's Day, Martin Luther King Jr.'s Birthday, President's Day, Memorial Day, Juneteenth, Independence Day, Labor Day, Nevada Day, Veterans Day, Thanksgiving Day / Family Day, and Christmas Day).
  - v. Travel. The Executive Director may be required to travel in connection with official duties.
    1. If appropriate, the Executive Director shall receive an allowance for meals and lodging in accordance with the rate established by the U.S. General Services Administration or State of Nevada.
    2. If, in the course of official duties, the Executive Director is required to use their own personal vehicle (e.g. travel to State Legislature), reimbursement will be made at the mileage rate authorized by the current federal rate as determined by the U.S. Internal Revenue Service.

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- vi. Review and Evaluation. Executive Director's employment performance shall be reviewed and evaluated in accordance with the Board's Staff Performance Evaluation Procedure.
  - vii. Background Check. The Executive Director shall undergo a background check with fingerprints upon his/her initial employment. Any findings in the background check shall be disclosed to the Board President who shall determine if the Board of the Whole should review and/or take action.
  - viii. Termination.
    1. Termination by Resignation. The Executive Director may terminate employment at any time and is encouraged to provide at least 30 days' advance written notice to the Board.
    2. Involuntary Termination. The Board may terminate the Executive Director's employment at any time for any reason that is not unlawful or for no reason, with or without Cause, as follows:
      - a. Termination by the Board Without Cause. The Board may terminate the Executive Director's employment at-will, at any time, for any reason that is not unlawful or for no stated reason, without Cause (as defined below), upon providing the Executive Director at least 5 working days personal notice or 21 working days' written notice sent certified U.S. Mail to the Executive Director's last known residence address on file with the Board.
      - b. Termination by the Board for Cause. The Executive Director's employment as Executive Director may be terminated at any time for Cause upon a majority vote of the Board. "Cause" shall be defined as:
        - (1) any act of dishonesty, fraud, malfeasance, embezzlement, theft, unethical conduct, or for gross negligence in the performance of the Executive Director's duties and responsibilities under this document;
        - (2) the Executive Director's substantial neglect of or refusal to discharge the Executive Director's duties;
        - (3) the Executive Director's willful refusal to follow a lawful order or instruction of the Board.
    3. In the event of termination, the Board shall pay the Executive Director:
      - (1) earned Salary through the last day of employment;
      - (2) any accrued and unused paid vacation;
      - (3) One-third of any accrued and unused sick leave;
      - and (4) any unreimbursed appropriate expenses.
  - ix. The Executive Director shall not take for personal use at any time, including separation from employment, any items purchased by the Board, including electronic equipment and office supplies.

b. Duties and Responsibilities.

- i. Executive Director shall well and faithfully perform all the normal duties and responsibilities of an Executive Director, under Nevada law as the Chief Executive Officer of the Board, the specifically described duties set forth below, and any additional and reasonable duties as the Board may assign.
- ii. Executive Director's duties include, but are not limited to the following:
  1. Management of the daily operations of the Board Office;
  2. Purchasing, Payroll, and other financial transactions;
  3. Oversight of licensure and registrant procedures;
  4. Communication with Board members, licensees and applicants, and members of the general public;
  5. Compliance with Board actions, including approved policies and procedures, as well as applicable state laws and regulations; and
  6. Development of Board Staff roles as warranted by the Board office workload, operations, and budget.
- iii. Executive Director shall work in conjunction with the Board President or the Board President's designee to ensure the Board functions properly, professionally, and appropriately.
- iv. The Board shall establish the general responsibilities and duties of the Executive Director. Unless otherwise directed through Board action, policy or procedure, or in accordance with state law, it shall be the duty of the Board President, or the Board's designee, to oversee the execution of the duties and responsibilities of the Executive Director.
- v. When formal approval by the Board is not required in connection with the performance of duties, the Executive Director shall advise the Board President of all significant decisions related to the function of the Board and the Board Office.
- vi. The Executive Director shall be required and expected to perform the duties and responsibilities at a high professional level in order to meet the various goals, objectives, and priorities established by the Board. The Executive Director shall be expected to meet and attain all such goals and objectives, as well as any other goals and objectives as the Board may otherwise set for the Executive Director, after consultation with Executive Director.
- vii. Attendance at Board and Significant Meetings. The Executive Director shall attend all regular, special, and closed meetings of the Board. The Executive

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Director shall also attend other meetings as may be appropriate or necessary in his/her judgment or as directed by the Board, and may submit any recommendations on any business or issues being considered by the Board.

- viii. Communication. The Executive Director shall be responsible for keeping the Board updated in a timely manner with respect to developments, occurrences, and activities of the Board and the Board office.
- ix. The Board and the Executive Director shall maintain a collaborative and cooperative working relationship that is in the best interests of the Board as a whole. The Board shall provide the Executive Director with periodic opportunities to discuss their working relationship.
- x. The Executive Director is accountable to the Board as a whole and not to individual members of the Board.
- xi. Confidentiality. Except as otherwise required by applicable law or order of a court or government agency of competent jurisdiction, the Executive Director shall:
  - 1. treat any confidential Board information as strictly confidential, including, but not limited to, personally identifiable information related to licensees, registrants, and applicants, and information deemed as non-public under state and/or federal law including information protected by the ADA and HIPPA; and
  - 2. not directly or indirectly use, copy, remove from the Board premises, disclose, publish, or communicate to any entity or person any Confidential Information except as required in the performance of Executive Director's duties and for the effective administration of The Board.

This obligation shall continue upon the Executive Director's separation from employment.

### 3. Board Investigators

- a. Employment. The Board shall employ Board Investigators in the manner stated in section 1(a), above, for the purpose of investigating and reporting on complaints that are submitted to the Board, as stated in the Board's Complaint and Disciplinary Policy.
- b. Compensation. See Addendum A for Board Investigators' pay schedule.
  - 1. The Board shall pay its Board Investigators an hourly fee as it is earned at the Board's regular payroll intervals, less any deductions required by law or authorized by each Board Investigator.

2. Merit Pay Increase. Each Board Investigator the Board employs shall be eligible for an annual merit salary increase of not less than 2% of the *hourly wage* if the annual performance evaluation is rated as average or better.
- c. Duties and Responsibilities. The Board Investigators' duties and responsibilities shall be those investigative and reporting responsibilities stated in the Board's Complaint and Disciplinary Policy.
- d. Review and Evaluation. Each Board Investigator the Board employs shall be reviewed and evaluated in accordance with the Board's Staff Performance Evaluation Procedure.

#### ***4. Board Consultant***

- a. ***Employment. The Board may employ a Board Consultant in the manner stated in section 1(a), above, for the purpose and with the qualifications stated in section 1(b), above.***
- b. ***Compensation. See Addendum A for Board Consultant's pay schedule.***
  1. ***The Board shall pay its Board Consultant an hourly fee as it is earned at the Board's regular payroll intervals, less any deductions required by law or authorized by the Board Consultant.***
  2. ***Merit Pay Increase. The Board Consultant shall be eligible for an annual merit salary increase of not less than 2% of the hourly wage if the annual performance evaluation is rated as average or better.***
- c. ***Duties and Responsibilities. The Board Consultant's duties and responsibilities shall be to provide input and guidance on Board matters for which the Board requests experienced assistance.***
- d. ***Review and Evaluation. The Board Consultant shall be reviewed and evaluated in accordance with the Board's Staff Performance Evaluation Procedure.***

#### **5. Board Office Staff.**

- a. The Executive Director's duty to develop Board Staff roles as warranted by Board office workload and operations shall include suggesting to the Board for its approval employee positions and salaries that are appropriate for the nature of the work to be undertaken and that the Board's budget can reasonably accommodate.

- b. The Executive Director shall, in consultation with the Board President, select and hire qualified candidates for Board office positions that are approved by the Board to be added to Board office staff and as those positions are identified in Addendum A – Salary Schedule.
- c. The following conditions of employment apply to those Board office employees that the Executive Director hires as Board office staff members:
  - i. Probationary Period / Status of Appointment.
    1. The probationary period of a Board office employee (the probationary employee) shall end six months from the date of hire, unless otherwise adjusted by the Executive Director after consultation with the Board President.
    2. During the probationary period, the conduct and job performance may be reviewed by the Executive Director. After consultation with the Board President, the Executive Director may dismiss the probationary employee at any time during the probationary period. Once the probationary period has been successfully completed, the probationary employee will have attained permanent status as Board office staff.
  - ii. Compensation. See Addendum A for salary schedule
    1. The Board shall pay its Board office staff, as follows:
      - a. For Board office employees who are paid a salary, a gross annual salary incrementally as it is earned at the Board's regular payroll intervals, less any deductions required by law or authorized by that salaried Board office employee.
      - b. For Board office employees who are paid hourly, a gross amount based upon the number of hours worked during the payroll interval, less any deductions required by law or authorized by that hourly Board office employee.
    2. Merit Pay Increase. Board office employees shall be eligible for an annual merit salary increase of not less than 2% of the annual salary if the annual performance evaluation is rated as average or better.
    3. Payroll. Payroll shall be distributed on a bi-weekly basis.
  - iii. Benefits
    1. Insurance. Upon Board approval, full time Board office staff may elect to receive insurance benefits through the Nevada Public Employees' Benefits Program.

2. Retirement Program.
  - a. Within the adopted procedures of the Nevada Public Employees Retirement System (PERS), Board office employees who receive a salary shall elect to receive one of the following two plans:
    - i. Employee Contribution Plan A. The Board shall make 100% of normal contributions to PERS. Under this plan, the Board shall make the full retirement contribution based on an adjusted gross salary that reflects the employee's share.
    - ii. Employee Contribution Plan B. The Board shall make 50% of normal contributions to PERS and Executive Director shall be responsible for 50% as a payroll deduction.
  - b. Only full-time Board office staff shall receive the retirement benefits described above. Part-time staff, including Board investigator(s) and part-time office support (less than 25 hours scheduled per week), shall not be eligible for PERS benefits.
3. Paid Vacation and Sick Leave. Full-time Board office staff shall accrue and be entitled to use vacation and sick leave, as follows:
  - a. Accrual shall be at the rate of 1.25 days of vacation time and 1.25 days of sick leave for each full month worked. Full-time Board office staff may earn no more than fifteen (15) vacation days and fifteen (15) sick leave days per fiscal year.
  - b. Vacation days should be used during the fiscal year in which they are earned. Any vacation days not used by September 1 of the fiscal year immediately following shall be forfeited. Accrual shall begin anew each July 1.
  - c. Sick leave may only be used for authorized reasons. Authorized reasons for using sick leave are: an inability to work because of illness or injury, incapacity due to pregnancy or childbirth, medical and dental appointments, family illness (limited to immediate family requiring care), and death in the immediate family (typically up to 5 working days).
  - d. If full-time Board office staff will be absent from official duties, that Board office staff member shall notify the Executive Director or the Executive Director's designee in advance of being absent from official duties.



- e. Full-time Board office staff shall notify the Executive Director in advance of taking vacation days. Requests for vacation time of 5 days or more must receive additional approval from the Board President.
  - f. Upon separation from employment with the Board, the full-time Board office staff shall be entitled to payment for any unused vacation days up to the allowable limit.
4. Leave without Pay. A full-time Board office staff member's leave without pay may be taken at the discretion of the Executive Director, but shall not be taken without prior notice to the Executive Director. Requests for Leave Without Pay of 5 days or more must receive additional approval from the Board President.
- iv. Holidays. Full-time Board office staff shall receive payment for eleven recognized state holidays per year (New Year's Day, Martin Luther King Jr.'s Birthday, President's Day, Memorial Day, Independence Day, Labor Day, Nevada Day, Veterans Day, Thanksgiving Day / Family Day, and Christmas Day) plus the federally recognized holiday of Juneteenth.
  - v. Travel. Board office staff may be required to travel in connection with official duties.
    - 1. If appropriate, Board office staff shall receive an allowance for meals and lodging in accordance with the rate established by the U.S. General Services Administration or State of Nevada.
    - 2. If, in the course of official duties, Board office staff is required to use their own personal vehicle (e.g. travel to State Legislature), reimbursement will be made at the mileage rate authorized by the current federal rate as determined by the U.S. Internal Revenue Service.
  - vi. Review and Evaluation. Board Office Staff's employment performance shall be reviewed and evaluated in accordance with the Board's Staff Performance Evaluation Procedure.
  - vii. Termination.
    - 1. Termination by Resignation. Board office staff may terminate employment at any time and is encouraged to provide at least two weeks advance written notice to the Executive Director.
    - 2. Involuntary Termination. The Executive Director may terminate a Board office staff member's employment at any time for any reason that is not unlawful or for no reason, with or without Cause, as follows:

- a. Termination Without Cause. The Executive Director may terminate a Board office staff member's employment at-will, at any time, for any reason that is not unlawful or for no stated reason, without Cause (as defined below), upon providing that Board office staff member at least 5 working days' personal notice or 21 working days' written notice sent certified U.S. Mail to the Board office staff member's last known residence address on file with the Board.
  - b. Termination for Cause. After consultation with the Board President, the Executive Director may terminate a Board office staff member's employment at any time. "Cause" shall be defined as: (1) any act of dishonesty, fraud, malfeasance, embezzlement, theft, unethical conduct, or for gross negligence in the performance of the Executive Director's duties and responsibilities under this document; (2) the Board office staff member's substantial neglect of or refusal to discharge that Board office staff member's duties; (3) the Board office staff member's willful refusal to follow a lawful order or instruction of the Executive Director.
3. In the event of termination, the Board shall pay:
    - a. full-time, salaried Board office staff: (1) earned Salary through the last day of employment; (2) any accrued and unused paid vacation; (3) One-third of any accrued and unused sick leave; and (4) any unreimbursed appropriate expenses.
    - b. Part-time, hourly Board office staff: (1) earned hourly wages through the last day of employment; and (2) any unreimbursed appropriate expenses.
- viii. Confidentiality. Except as otherwise required by applicable law or order of a court or government agency of competent jurisdiction, members of the Board's office staff shall:
    1. treat any confidential Board information as strictly confidential, including, but not limited to, personally identifiable information related to licensees, registrants, and applicants, and information deemed as non-public under state and/or federal law including information protected by the ADA and HIPPA; and
    2. not directly or indirectly use, copy, remove from the Board premises, disclose, publish, or communicate to any entity or person any Confidential Information except as required in the performance of Executive Director's duties and for the effective administration of The Board.

This obligation shall continue upon the each Board office staff member's separation from employment.

- ix. Staff members of the Board office shall not take for personal use at any time, including separation from employment, any items purchased by the Board, including electronic equipment and office supplies.

#### 6. Employee Dispute Resolution.

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

- b. Grievance and Complaint Procedure.

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

- c. Appeal

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

#### 7. Training and Professional Development. The Board supports training programs and professional development to improve the efficiency and productivity of the Executive Director.

- a. The Executive Director is responsible for identifying for the Board office staff any necessary and appropriate orientation, on-the-job training, and any

formal or specialized training in areas unique to the work environment and required by the Board. Such training may include that which is required or recommended by the State of Nevada, including the Division of Human Resource Management (e.g. courses in supervision, management, customer service, and business/finance/purchasing).

- b.* The Board Investigators are is responsible for identifying necessary and appropriate orientation and any formal or specialized training in areas unique to their duties and obligations and/or required by the Board.

#### 8. Indemnification.

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

## Revision History

2/12/2021	Adopted	
3/4/2022	Reviewed and revised	Updated information on PERS benefits
6/6/2022	Revised	Updated limits of accrued vacation and sick leave; Defines benefits for Executive Director
5/12/2023	Revised	Revised hourly rate for part time staff
2/9/2024	Reviewed and revised	Revised to add Board Investigators and Board Office Staff, and to remove Performance Evaluations in favor of the Board's separate Staff Performance Evaluation Procedure
3/7/2025	Reviewed and revised	Revised to add Board Consultant

**ADDENDUM A – Salary and Pay Schedules****Executive Director** Salary Schedule (2% annual increase)Plan A  
Employer PERS Contribution

STEP	PER YEAR
01	\$56,783
02	\$57,919
03	\$59,077
04	\$60,259
05	\$61,464

Plan B  
Employer/Employee PERS Contribution

STEP	PER YEAR
01	\$68,828
02	\$70,204
03	\$71,608
04	\$73,040
05	\$74,501

**Administrative Director** Salary Schedule (2% annual increase)Plan A  
Employer PERS Contribution

STEP	PER YEAR
01	\$49,500
02	\$50,490
03	\$51,500
04	\$52,530
05	\$53,581

Plan B  
Employer/Employee PERS Contribution

STEP	PER YEAR
01	\$60,000
02	\$61,200
03	\$62,424
04	\$63,672
05	\$64,945

**Board Investigator *and Consultant*** Salary Schedule (2.5% annual increase; Not PERS eligible)

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

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

<b>STEP</b>	<b>HOURLY</b> Maximum 4 Hours per day or up to 20 Hours per Week
01	\$20.00
02	\$20.40
03	\$20.81
04	\$21.23
05	\$21.65

## Nevada Board of Psychological Examiners Board Meeting Staff Report

**DATE:** March 7, 2025

**ITEM:**

12 - (For Possible Action) Discussion and Possible Action on revising Question No. 20 on the Board's License Renewal Application Form to comply with 2013 SB338.

**SUMMARY:**

During the license renewal period for the 2025-26 biennium, a licensee noted that Question No. 20 of the renewal application contained language that had been changed during the 2013 legislative session. Specifically, 2013 SB338 changed the term "mental retardation" to "intellectual disability."

Question No. 20 on the Board's renewal application states:

"Has any government agency ever substantiated allegations made against you for physical, mental, emotional abuse or neglect, sexual abuse, or exploitation of (1) a child, (2) a resident of an adult care home, Medicare facility, psychiatric hospital or state institution for the mentally retarded, or (3) an adult?"

It is proposed that the Board approve revising that question to incorporate what is required by 2013 SB338, as follows:

Has any government agency ever substantiated allegations made against you for physical, mental, emotional abuse or neglect, sexual abuse, or exploitation of (1) a child, (2) a resident of an adult care home, Medicare facility, psychiatric hospital or state institution for ~~the mentally retarded~~ *those with intellectual disabilities*, or (3) an adult?





STATE OF NEVADA
BOARD OF PSYCHOLOGICAL EXAMINERS
3080 South Durango Drive, Suite 102 | Las Vegas, Nevada 89117
702.276.0926
www.Psyexam.nv.gov

LICENSE RENEWAL FORM - ACTIVE
For the Year Ending December 31, 2026
Current Registration expires December 31, 2024

Licensee Name:
License #: PY

Expires On: December 31, 2024
Renewal Amount Due: \$650.00
Due Date: December 31, 2024

Please Note: A Penalty of \$200.00 will be assessed if postmarked after December 31, 2024

MAIL RENEWAL FORM AND FEE TO:
State of Nevada Board of Psychological Examiners
3080 South Durango Drive, Suite 102
Las Vegas, Nevada 89117

To renew your license, please complete the full form and return this document, and any other necessary information, with the appropriate fees.

Please verify and correct information below:

Current Public Information

Revised Public Information

Table with 2 columns: Current Public Information, Revised Public Information. Rows include Address, Phone, and Email.

Mailing Address - NOT PUBLIC

(If different than public information above)

Four horizontal lines for entering mailing address information.

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 \_\_\_

ARE YOU NOW, OR HAVE YOU IN THE PAST YEAR, SERVED AS A SUPERVISOR OF A PSYCHOLOGICAL TRAINEE, INTERN OR POST-DOCTORAL STUDENT? Yes \_\_\_ No \_\_\_

MAIN FOCUS OF PRACTICE: (NRS 641.220) (LIMIT 5) \_\_\_\_\_

I am interested in assisting the Board with:

\_\_\_ Exam Review / Development    \_\_\_ Specialty Based Evaluations/ Reviews    \_\_\_ Disciplinary Consultations

Left blank intentionally

**ATTENDANCE RECORD OF CONTINUING EDUCATION COURSES**

**PLEASE NOTE: UNLESS YOU RECEIVE AN AUDIT LETTER IN THE MAIL, NO DOCUMENTATION OF COMPLETION OF CE COURSES SHOULD ACCOMPANY THIS FORM.** NAC 641.132 states, in part, that the licensee shall retain evidence of the completion of the continuing education under NAC 641.136 for at least 5 years after the completion of that continuing education. A copy of a certificate must be submitted to the Board UPON REQUEST to verify completion of the course of study or training. Failure to provide the requested certificate(s) may subject the licensee to disciplinary action. Any false, incorrect, or misleading statement(s) on this form may subject the licensee to disciplinary action.

Submission of this form certifies that you have completed the continuing education required by NRS 641. 220 and NAC 641.136 (INCLUDING 30 TOTAL HOURS OF CONTINUING EDUCATION CREDITS, WITH 6 HOURS OF INSTRUCTION IN SCIENTIFIC AND PROFESSIONAL ETHICS AND STANDARDS, AND COMMON AREAS OF PROFESSIONAL MISCONDUCT; 2 HOURS OF INSTRUCTION IN EVIDENCE BASED SUICIDE PREVENTION AND AWARENESS; AND 6 HOURS OF INSTRUCTION RELATING TO CULTURAL COMPETENCY AND DIVERSITY, EQUITY, AND INCLUSION) and that the evidence of completion of continuing education required pursuant to NAC 641.136 (1) is true and accurate.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

The section below should be completed and submitted with your renewal form. Note: "Face-To-Face" includes live online opportunities when real-time interaction with the instructor is possible. "Distance" includes home study and asynchronous learning.

DATE(S)	PROGRAM TITLE	SPONSOR	HOURS EARNED	FACE-TO- FACE / LIVE	DISTANCE / HOME	ETHICS	SUICIDE P/A	DIVERSITY

\_\_\_\_\_ check if continued on next page

Subtotal from next page: \_\_\_\_\_

Professional Ethics CE Credits Earned: \_\_\_\_\_

Evidence Based-Suicide Prevention and Awareness Credits Earned: \_\_\_\_\_

Cultural Competency and Diversity, Equity, And Inclusion \_\_\_\_\_

**Total CE Credits Earned:** \_\_\_\_\_



Please answer the following questions:

**SINCE THE LAST TIME YOU RENEWED YOUR LICENSE IN NEVADA:**

1. Has any jurisdiction rejected or denied your application for licensure/certification/registration as a psychologist or any other profession? Yes \_\_\_ No \_\_\_
2. Have you ever been disciplined by a psychology licensing body? Yes \_\_\_ No \_\_\_
3. Has any jurisdiction limited your practice in any way or by any other action? Yes \_\_\_ No \_\_\_
4. Have you ever been disciplined while holding any other professional license/ registration/ certificate? Yes \_\_\_ No \_\_\_
5. Have you ever been convicted of, or entered a plea of guilty or nolo contendere to a criminal offense, felony, or misdemeanor (other than a minor traffic violations)? Yes \_\_\_ No \_\_\_
6. Have you voluntarily surrendered or restricted your professional license/ registration/ certificate in any jurisdiction? Yes \_\_\_ No \_\_\_
7. Have you ever been censured, reprimanded, dismissed, suspended, terminated or asked to resign, or has disciplinary action been taken against you during your education, training or employment as a mental health professional? Yes \_\_\_ No \_\_\_
8. Have you ever been refused renewal of any professional license/registration/certificate for any reason in any jurisdiction? Yes \_\_\_ No \_\_\_
9. Are you the subject of a current proceeding or outstanding/unresolved complaint or investigation in relation to the profession of psychology or any other profession? Yes \_\_\_ No \_\_\_
10. Have you ever aided or abetted another individual in practicing psychology without a license or an exemption in any jurisdiction? Yes \_\_\_ No \_\_\_
11. Have you ever practiced psychology without a license or exemption in any other jurisdiction? Yes \_\_\_ No \_\_\_
12. Are you a registered in any jurisdiction as a sex offender? Yes \_\_\_ No \_\_\_
13. Are you physically or mentally incapable to render psychological services with the reasonable skill, safety, and competency at present? Yes \_\_\_ No \_\_\_
14. Do you use drugs and/or alcohol to an extent that affects your professional competency? Yes \_\_\_ No \_\_\_
15. Have you ever been party to a malpractice action or had a malpractice action brought against you or entered into a malpractice settlement? Yes \_\_\_ No \_\_\_
16. Have you ever been subject to an action by an ethics committee of any professional organization in any jurisdiction? Yes \_\_\_ No \_\_\_
17. Have you been denied staff membership or privileges in any hospital or health care facility or had such membership or privilege revoked, suspended or subjected to restrictions or been requested to withdraw or resign? Yes \_\_\_ No \_\_\_
18. Has any third-party payor, including Medicare and Medicaid, terminated, suspended, restricted or revoked your status as a provider for reasons related to your professional practice? Yes \_\_\_ No \_\_\_
19. Have you ever had professional liability insurance cancelled? Yes \_\_\_ No \_\_\_
20. Has any government agency ever substantiated allegations made against you for physical, mental, emotional abuse or neglect, sexual abuse, or exploitation of (1) a child, (2) a resident of an adult care home, Medicare facility, psychiatric hospital or state institution for ~~the mentally-retarded~~ *those with intellectual disabilities*, or (3) an adult? Yes \_\_\_ No \_\_\_

**21. Child support information – Please check one:**

- a.  I am not subject to a court order for the support of a child.
- b.  I am subject to a court order for the support of one or more children and am in compliance with the order or plan approved by the district attorney or other public agency enforcing the order.
- c.  I am subject to a court order for the support of one or more children and am **not** in compliance with the order or a plan approved by the district attorney or other public agency enforcing the order for the repayment of the amount payable pursuant to the order.

**EXPLAIN ANY YES ANSWERS ON QUESTIONS 1-20 OR 21c (Attach Extra Page If Necessary):**

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22. Are you currently registered with PSYPACT? Yes  No

23. Do you hold a license in Psychology in another jurisdiction? Yes  No

In good standing? Yes  No

List other licenses held. \_\_\_\_\_

24. Have you received training in the treatment of mental and emotional trauma immediately following an emergency or disaster, training in the short-term treatment of mental and emotional trauma, or training in the long-term treatment of mental and emotional trauma? Yes  No

a. If yes, describe the training received: \_\_\_\_\_

b. Are you willing to respond in the event of an emergency or disaster if requested? Please note, by answering yes you are agreeing to your information being provided to the government agency responsible for the response to the event, as directed by the Governor or State Legislature (NRS 641.221). Yes  No

25. Do you have a professional will in place? Yes  No

26. In accordance with Nevada Administrative Code, list your designated custodian of health care records in the event of the discontinuation of your practice, whether temporary or permanent (name, contact information).

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27. List the names under which you advertise your practice: (NRS 641.225):

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**I affirm, under penalty of perjury, that all information supplied herein for my license renewal is true, accurate and complete, and that I have not withheld, misrepresented, or falsely stated any information relevant to my training and experience or my fitness to practice psychology.**

Signature \_\_\_\_\_ Date \_\_\_\_\_