

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

DATE OF MEETING: Friday, June 13, 2025

Time: 8:00 a.m.

The meeting of the State of Nevada Board of Psychological Examiners (Board) will be conducted and may be attended through a remote technology system (video- or teleconference). To participate remotely, individuals are invited to enter the meeting from the Zoom website at <https://us06web.zoom.us/j/83077077066>. To access the meeting via audio only, dial 1-669-900-6833 and enter the meeting ID: **830 7707 7066**. (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. 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' May 9, 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.
- C. (For Possible Action) Discussion and Possible Action to Approve Proposed Engagement Letter from Campbell Jones Cohen CPAs for the Annual Board Audit.
- D. (For Possible Action) Discussion and Possible Action to Renew the Board's Independent Contractor Agreement with its bookkeeper, Michelle Fox.

5. Legislative/Regulation Update

- (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.

6. Report from the Nevada Psychological Association.

7. Report from the Board Office on Operations.

- A. Report From the Board Office on Operations.
- B. Board Officer Voting.
 - i. (For Possible Action) Discussion and Possible Action to Select Officers for the State of Nevada Board of Psychological Examiners for a One-Year

Term from July 1, 2025, through June 30, 2026, from the Current Board Membership:

Monique Abarca
Lorraine Benuto
Soseh Esmaeili
Stephanie Holland

Robert Moering
Catherine Pearson
Stephanie Woodard

Officers to be selected may include:

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

- ii. For Possible Action) Discussion and Possible Action to Select the Membership of the Application Tracking Equivalency and Mobility (ATEAM) Committee for a One year Term from July 1, 2025, through June 30, 2026, from the Current Board Membership:

Monique Abarca
Lorraine Benuto
Soseh Esmaeili
Stephanie Holland

Robert Moering
Catherine Pearson
Stephanie Woodard

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

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 #25-0317
- P. Complaint #25-0324
- Q. Complaint #25-0326
- R. Complaint #25-0331
- S. Complaint #25-0410
- T. Complaint #25-0414
- U. Complaint #25-0519(1)
- V. Complaint #25-0519(2)

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
Andrew Ahrendt
Dalea Alawar

Robert Antonacci
Onyinyechi Anukem
Erick Arguello

Katia Arroyo Carrion
Anna Arya
Meredith Avedon

Elsa Baena
Rachel Bangit
Adam Barkey

John Barona	Vanessa Fuentes	George Lazo	Taraneh Rostami
Brian Benjamin	Tyson Furr	Robert Leach	Benjamin Rubin
Debra Berry-Malmberg	Mindia Gabichvadze	Andrew Leone	Malia Sanchez
Charles Bichajian	Maiken Gale	Angela Lewis	Daniel Schellenberg
Jennifer Blitz	Colin Gallagher	Jessica Liberman	Kameron Sheikh
Leah Bonilla	Daniel Garrett	Benjamin Loew	Shaina Shepherd
Michelle Brandon	Kylie Gelin	Chelsea Mackey	Dianne Shumay
Hunter Brown	Teresa George	James Madero	Laljit Sidhu
Keri Brown	Matthew Gibbons	Heather Manor	Alexis Sliva
Andrew Buchanan	Shahla Gorovoy	Alexandra Matthews	Katelyn Steele
Lauren Buchanan	Carina Grandison	Sarah Mauck	Willann Stone
Brian Burgess	Kimberly Gray	Katherine McKenzie	Tony Strickland
Ramona Burroughs	Peter Grover	Paul McLaughlin	Amy Swope
Jonathan Campos	Lisa Gunderson	Carol McLean	Tara Tanaka
DeAnn Cary	Michelle Haines	Linda McWhorter	Matthew Tatum
Jerry Chen	Aeriel Halstead	Iris Melo	Michelle Tatum
Brandi Chew	Erica Hanna	Lorena Michel	Jessica Torrecillas
Christine Chew	Fredrica Hendrix	Stacey Mizokawa	John Tsanadis
Taylor Chille	Bernadette Hinojos	Christine Moberg	Lee Underwood
Chad Christensen	Beverly Howze	Mark Mochin	Amy Vail
Tasman Cleaver	Kelly Humphreys	Alexandra Montesi	Keith Valone
Brian Clemente	Clairissa Hunter	Luzviminda Morrow	Brittany Voelker
David Contreras	Jennifer Im	Mary Nelson	Ina Von Ber
Candy Crawford	Mark Ingram	Robert Nemerovski	Michelle Vorwerk
Wanda Crews	Rachel Irish	Stephanie Northington	Corinne Votaw
Shannon Dillon	Tina Jimenez	Hae Kyung Park	Allison Vreeland
Elizabeth Dimovski-Jackson	Deborah Johnson	Beverly Paschal	Bethany Walters
Anna Dolatabadi	Margaret Jones	Stephanie Phan	Nelson Walters
Christine Dozier	Natalie Jones	Renata Pleshchuk-Kowalski	Rhea Waters
Alana Duschane	Kathi Jones-Lorenz	Daniel Pott-Pepperman	Charlotte Watley
Megan Farnsworth	Jorge Juarez-Asturias	Stephanie Procell	Frank Weber
Christina Figueroa	Cody Kaneshiro	Maxwell Rappoport	Justine Weber
Julian Filoteo	Robin Kay	Wendy Raskey	Stephen Winston
Glory Finnegan	Kristopher Kern	Lee Rather	Christine Winter
John Fite	Elizabeth Kidd	Rachelle Rene	Kayli Wrenn
Nichole Flowers	Veronica King	Danielle Richards	Elisa Youngblood
Judy Fluor Runels	Kele Kirschenbaum	Jason Richardson	Gordon Zilberman
Gratia Foerster	Charalambos Kyriacou	Kristin Robinson	
Amy Fox	Monica Larson	Jessica Roos	
Sylva Frock	Sandra Lawrence-Clarke	Eric Rosmith	

PSYCHOLOGICAL ASSISTANTS

Rachel Ballard	Althea Cook	Courtney Hutchinson	Amy Prescott
Rosalind Banks	Emerson Epstein	Shoshana Katz Shumaker	Eric Prince
Rachel Barry	Amelia Evans	Dimitra Kourtesi	Audrie Reilly
Tracy Basile	Gianna Famolare	Dorota Krotkiewicz	Jacquelyn Rinaldi
Mark Beverly	Milagro Gonzalez	Taylor Levine	Shannon Rocker
Amira Blake	Kimberly Gray	Anna Lujan-Sondgroth	Yana Ryjova
Judit Brissette	Jennifer Grimes-Vawters	Erica Marino	Hannah Salanoa
Andrew Buchanan	Aeriel Halstead	Genna Mashinchi	Shweta Sharma
Candis Carswell Mitchell	Akiko Hinds	Michellane Mouton	Sharon Simington
Taylor Chille	Tiffany Hunter	Blake Oldfield	Michelle Strong
Althea Clark	Madison Hurley	Dylana Pierce	Michelle Tatum

Monica Zepeda Rojo

PSYCHOLOGICAL INTERNS

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

PSYCHOLOGICAL TRAINEES

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

- (For Possible Action) Discussion and Possible Action to Approve Dr. Candis Mitchell's Request to Extend her Registration as a Psychological Assistant for a Seventh Year.

10. (For Possible Action) Discussion and Possible Action to Approve the Executive Director's and Board Investigators' Performance Evaluations.

11. (For Possible Action) Discussion and Possible Action to Approve Revisions to the Board's ATEAM Review Procedures.

12. (For Possible Action) Discussion and Possible Action to Approve Scheduling a Regulations Workshop for Revisions to NAC Chapter 641 to Comply with 2025 SB251 (Provisional Licensure for Psychological Assistants and Psychological Interns) and 2025 AB196 (repealing the requirement to register firms, partnerships, or corporations with the Board).

13. (For Possible Action) Discussion and Possible Action to Approve granting Continuing Education Credit to Disciplinary Supervision Training Participants.

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

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

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

16. 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)

17. (For Possible Action) Adjournment

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

The Board is pleased to make reasonable accommodations for members of the public who are disabled and wish to participate in the meeting. If such arrangements are necessary, please contact the board office at (702) 276-0926 no later than 4 p.m. on Thursday, June 12, 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), or in writing at Board of Psychological Examiners, 3080 South Durango Drive, Suite 102, Las Vegas, Nevada 89117.

In accordance with NRS 241.020, this public meeting notice was properly posted at or before 8 a.m. on Tuesday, June 10, 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/.

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**

May 9, 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 8:08 a.m. on May 9, 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.; and Monique Abarca, LCSW were present at roll call. Members Soseh Esmaili, Psy.D., Robert Moering, Psy.D., and Catherine Pearson, Ph.D. were absent. 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; Board Consultant Gary Lenkeit, Executive Director Laura Arnold; Administrative Director Sarah Restori; members of the public: Brian Lech, Yvonna Fritz, Jodi Thomas, Stephen Benning, Althea Cook, Laurie Drucker, Ashley Wilkins, caller CCSD Teacher, Mary Marcu, Sara Hunt, Donald Hoier, Kelly Robertson, and Becky Savio.

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.

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' March 7, 2025, Meeting.

There were no comments or changes suggested for the minutes of the March 7, 2025, meeting.

On motion by Monique Abarca, second by Stephanie Woodard, the Nevada State Board of Psychological Examiners approved the meeting minutes of the Regular Meeting of the Board held on March 7, 2024. Stephanie Holland approved the minutes as to form, but not content. (Yea: Lorraine Benuto, Monique Abarca, Stephanie Holland, and Stephanie Woodard.) Motion Carried: 4-0.

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).

The Executive Director presented the Treasurer's report. She shared that as of April 30, 2025, the checking account balance was \$465,435.82. The Board is currently operating on \$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. She went on to share that the Board is also operating on a little more than \$58,000 that was received in late renewals in the first quarter of the 2023-24 biennium and distributed to the fourth 2023-24 biennium quarter, late renewals received in the first quarter of the 2025-26 biennium and distributed to the first 2025-26 biennium quarter, and new licensures, registrations, and reinstatements during the 1st half of fiscal year 25 and what it has received so far in the 2nd half of fiscal year 25. She shared that the savings account balance was \$105,125.90

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

On motion by Stephanie Woodard, second by Stephanie Holland, the Nevada State Board of Psychological Examiners approved the Treasurer's Report for Fiscal Year 2025. (Yea: Lorraine Benuto, Monique Abarca, Stephanie Holland, and Stephanie Woodard.) Motion Carried: 4-0.

- B. (For Possible Action) Discussion and Possible Action to approve a Cost of Living Adjustment for the Full-Time Board Office Staff.

The Executive Director shared that when she first applied for the role, she was seeking a career shift and expected a relatively low-demand position based on the offered salary. However, she shared that over the past two and a half years, the role has proven to be highly demanding, with increasing pressures and responsibilities. This workload led to the creation of a second full-time position, now held by Sarah, to help

meet the growing needs of the Board office. Both positions are fully engaged, particularly as the number of licensees and applicants in Nevada continues to rise.

She went on to share that last summer, the Executive Director and Sarah attended a collaborative meeting where other Boards shared how they structure salaries, often using the state's compensation schedule and cost-of-living adjustments which were 12% in fiscal year 24 and 11% in fiscal year 25. She stated that in contrast, the Board's executive compensation has remained largely static for years. She added that they are not requesting parity with higher-paid state agencies, they are proposing a more modest, phased adjustment. The request is for an immediate 12% cost of living adjustment, in line with the state's fiscal year 24 adjustment, with a potential second adjustment up to 11% to be considered after the fiscal year 26 budget is finalized. She shared that the impact on the fiscal year 25 budget would be minimal due to stronger-than-expected revenues and cost savings, and projected growth may support future increases.

The Executive Director went on to share that Sarah recently received an outstanding performance review, and the Executive Director's upcoming review is expected to be similarly positive. These proposed adjustments aim to better reflect the demands of both roles, bring compensation more in line with similar agencies, and ensure the Board remains competitive in attracting and retaining executive-level talent. She stated that if needed, structural changes will be considered to maintain budget flexibility.

Dr. Woodard wanted to check if the Executive Director drew out projections to see what the potential budget would look like. The Executive Director confirmed that she has done these projections and they are supported by the budget. She stated she will be waiting to take the next step approach until fiscal year 26.

On motion by Monique Abarca, second by Stephanie Holland, the Nevada State Board of Psychological Examiners approved the 12% Cost of Living Adjustment for the Board's full time staff effective immediately. (Yea: Lorraine Benuto, Monique Abarca, Stephanie Holland, and Stephanie Woodard.) Motion Carried: 4-0.

- C. (For Possible Action) Discussion and Possible Action to approve an additional salary increase for Board Office Staff in the amount of 1.625% to offset the increase in the PERS contribution rate.

The Executive Director shared that the PERS contribution rate will increase from 17.5% to 19.25%, effective July 1, 2025. According to the February 27, 2025 memo from PERS, the Board must decide whether to increase full-time board staff salaries by 1.625% to offset this change.

On motion by Stephanie Holland, second by Monique Abarca, the Nevada State Board of Psychological Examiners approved the 1.625% salary increase for the Board Office staff to offset the increase in the PERS contribution rate. (Yea: Lorraine Benuto, Monique Abarca, Stephanie Holland, and Stephanie Woodard.) Motion Carried: 4-0.

- D. (For Possible Action) Discussion and Possible Action to Approve Salary Schedule Updates in Addendum A to the Board's Employment, Compensation, and Evaluation Policy to Align with any Approvals Provided in Agenda Items 4B and 4C.

On motion by Stephanie Woodard, second by Stephanie Holland, the Nevada State Board of Psychological Examiners approved the salary schedules in Addendum A to the Board's Employment, Compensation, and Evaluation Policy to align with the Board's decisions regarding Agenda Items 4B and 4C. (Yea: Lorraine Benuto, Monique Abarca, Stephanie Holland, and Stephanie Woodard.) Motion Carried: 4-0.

5. Legislative/Regulation Update

The Executive Director shared that there are no regulatory updates at this time. The Board is still awaiting LCB drafts of R192-24 and R001-25 before those items can move forward to a hearing and they will follow up with LCB once the legislative session concludes.

She shared that on the legislative side, they are closely monitoring six key bills. SB78 initially proposed board oversight and consolidation. Following budget committee amendments, the consolidation portion was removed, but oversight efforts through the Department of Business and Industry remain. She shared that while consolidation is off the table for now, it may return in future sessions. SB165 would establish a new licensure category, Behavioral Health and Wellness Practitioners, under this Board. An amended version passed the Senate Commerce and Labor work session on March 24, and staff will continue to monitor its progress.

She went on to share that SB251 seeks to replace registration for Psychological Assistants, Interns, and Trainees with provisional licensure. After the Board raised concerns, the bill was amended and passed out of Senate Commerce and Labor on March 21. She shared that it is scheduled for a hearing in Assembly Commerce and Labor on May 9. SB425, originally a board consolidation bill from the Department of Health and Human Services, is being amended to create a support office within the Department of Administration to assist Boards and Commissions. She shared that they are watching for the amended version as it moves through the Assembly.

Lastly, she shared that AB196, the Board's own bill to clarify and update statutory language, passed the Assembly Commerce and Labor Committee on March 19 and was presented to the Senate Commerce and Labor Committee on April 30.

6. Report from the Nevada Psychological Association.

Dr. Laurie Drucker stated there were no legislative updates. She shared that NPA has also been following the Board Consolidation bill.

7. Report from the Board Office on Operations.

The Administrative Director presented the Board office statistics. She shared that in March and April 2025, the Board licensed 10 new psychologists, took in 20 applications for licensure, and administered 11 state exams. She shared that as of the end of April, the Board has 693 active licensees and 156 applicants for licensure. She went on to share that for those they register, the psychological assistants, psychological interns, and psychological trainees, there were a total of 66 that are registered and 26 active applications.

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 12th-14th, 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 12th-14th, 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.

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 proposed consent decree to the respondent.

F. Complaint #24-0605

DAG Ward informed this complaint was received regarding misrepresentation of credentials and practicing without a license. Cease and desist letter was served and has been answered. DAG Ward is in the process of monitoring online information for the next few months

G. Complaint #24-0607

DAG Ward informed this was a self-report from a licensee regarding two misdemeanor convictions. Draft consent decree forwarded to counsel for respondent and respondent has sought further negotiation on one point.

H. Complaints #24-0711

#24-0719

#24-0726

#24-0823

DAG Ward informed these four complaints are against the same psychologist. He shared that all complaints were forwarded to respondent for response and to appropriate federal agencies. Respondent has responded to the complaints, and DAG Ward has been in communication with counsel for respondent. Investigation continues, including meetings with witnesses.

On motion by Stephanie Woodard, second by Monique Abarca, the Nevada State Board of Psychological Examiners approved the 90-day investigation deadline extension for Complaints #24-0711, 24-0719, 24-0726, and 24-0823. (Yea: Lorraine Benuto, Monique Abarca, Stephanie Holland, and Stephanie Woodard.) Motion Carried: 4-0.

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 resent cease and desist with restricted delivery specific to respondent and cease and desist delivered but signed for by someone other than respondent despite restricted delivery. DAG Ward will resend again with restricted delivery and to consider personal service.

J. Complaint #24-0829

DAG Ward informed that this complaint is regarding documentation and the investigation is complete. DAG Ward has prepared a draft consent decree and forwarded to respondent.

K. Complaint #24-0903

DAG Ward informed this complaint was received regarding advertising unlicensed activity and forwarded to investigator for review. He shared that the Cease and Desist letter was served and answered. Investigator will continue to monitor respondent's social media.

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. Follow up Cease and desist letters sent to PO box and physical address and both returned as undeliverable. DAG Ward will attempt service by other means and the investigator to continue to monitor website.

M. 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.

N. Complaint #25-0110

DAG Ward informed this is a complaint for unlicensed practice. The complaint was forwarded to the respondent for response and response received. DAG has prepared draft consent decree to forward to respondent.

O. Complaint #25-0128

DAG Ward informed this is a complaint for unlicensed practice. The complaint was forwarded to respondent for response and response received. Investigator recommends requesting dismissal.

On motion by Stephanie Woodard, second by Monique Abarca, the Nevada State Board of Psychological Examiners approved dismissing Complaint #25-0128. (Yea: Lorraine Benuto, Monique Abarca, Stephanie Holland, and Stephanie Woodard.) Motion Carried: 4-0.

P. Complaint #25-0218

DAG Ward informed the complaint was received and reviewed. Request sent to complainant to provide the additional information required for complaints regarding court-ordered evaluations before complaint can be further considered and no response received. Investigator recommends requesting dismissal.

On motion by Stephanie Woodard, second by Stephanie Holland, the Nevada State Board of Psychological Examiners approved dismissing Complaint #25-0218. (Yea: Lorraine Benuto, Monique Abarca, Stephanie Holland, and Stephanie Woodard.) Motion Carried: 4-0.

Q. Complaint #25-0317

DAG Ward informed complaint regarding unprofessional conduct related to a podcast. Complaint forwarded to respondent, who requested and was granted an extension of time until May 19, 2025, to respond. Response is pending.

R. Complaint #25-0321

DAG Ward informed complaint regarding unprofessional conduct. Complaint forwarded to respondent and response received via counsel for respondent. Response forwarded to investigator for review and consideration. Investigator recommends requesting dismissal.

On motion by Stephanie Woodard, second by Stephanie Holland, the Nevada State Board of Psychological Examiners approved dismissing Complaint #25-0321. (Yea: Lorraine Benuto, Monique Abarca, Stephanie Holland, and Stephanie Woodard.) Motion Carried: 4-0.

S. Complaint #25-0324

DAG Ward informed this is a complaint regarding unethical conduct in a professional setting. Complaint forwarded to respondent, who has retained counsel. Counsel for respondent requested an extension of time until June 17, 2025, to respond to the complaint.

T. Complaint #25-0326

DAG Ward informed this is a complaint for unlicensed practice. Complaint forwarded to respondent and letter of representation by counsel received. Response to complaint received and forwarded to the investigator assigned to case.

U. Complaint #25-0331

DAG Ward informed this is a complaint regarding court ordered evaluation. Complainant was asked to provide the additional documentation required for a complaint regarding a court ordered evaluation before the complaint can be further considered. Required additional information not yet received.

V. Complaint #25-0410

DAG Ward informed this is a complaint for ethical violations. Complaint forwarded to respondent for response with response due May 15, 2025.

W. Complaint #25-0414

DAG Ward informed this is an anonymous complaint regarding unethical conduct. Request to complainant for evidence or corroborating information regarding the basis for the complaint which has not yet received. DAG Ward to assist in obtaining information from agency identified in complaint.

X. Complaint #25-0422

DAG Ward informed this is an anonymous complaint regarding inappropriate behavior by a psychologist toward former employer. Complaint forwarded to investigator for

review and consideration and complainant has been advised that the request to be an anonymous complainant makes it difficult to authenticate information on which complaint is based and to prosecute the case. Complainant does not wish to be named or identified. Investigator recommends dismissal on that basis.

On motion by Stephanie Holland, second by Stephanie Woodard the Nevada State Board of Psychological Examiners approved dismissing Complaint #25-0422. (Yea: Lorraine Benuto, Monique Abarca, Stephanie Holland, and Stephanie Woodard.) Motion Carried: 4-0.

Y. Complaint #25-0425

DAG Ward informed this is a complaint regarding unprofessional behavior and other claims. Complaint forwarded to investigator for review and consideration. Request made to complainant for evidence of certain allegations and further explanations provided by complainant and forwarded to investigator for consideration. Investigator recommending dismissal as not sufficient evidence for unprofessional conduct to be able to investigate and remaining claims concern a family situation. The complainant can reopen the investigation if they can provide the additional evidence.

On motion by Stephanie Woodard, second by Stephanie Holland, the Nevada State Board of Psychological Examiners approved dismissing Complaint #25-0425. (Yea: Lorraine Benuto, Monique Abarca, Stephanie Holland, and Stephanie Woodard.) Motion Carried: 4-0.

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

The following applicants are recommended for approval of licensure contingent upon completion of licensure requirements: **Wendy Raskey, Christine Winter, Mindia Gabichvadze, Hae Kyung Park, Kylie Gelin, Brian Clemente, Tasman Cleaver, Charalambos Kyriacou, Keri Brown, Elizabeth Kidd, Maxwell Rappoport, Katia Arroyo Carrion, Hunter Brown, Carina Grandison, Meredith Avedon, Brittany Voelker, Wanda Crews, Natalie Jones, Jessica Torrecillas, Brandi Chew, Erica Hanna, and Veronica King.**

On motion by Stephanie Woodard, second by Monique Abarca, the Nevada State Board of Psychological Examiners approved the following applicants for licensure contingent upon completion of licensure requirements: Wendy

Raskey, Christine Winter, Mindia Gabichvadze, Hae Kyung Park, Kylie Gelin, Brian Clemente, Tasman Cleaver, Charalambos Kyriacou, Keri Brown, Elizabeth Kidd, Maxwell Rappoport, Katia Arroyo Carrion, Hunter Brown, Carina Grandison, Meredith Avedon, Brittany Voelker, Wanda Crews, Natalie Jones, Jessica Torrecillas, Brandi Chew, Erica Hanna, and Veronica King. (Yea: Lorraine Benuto, Monique Abarca, Stephanie Holland, and Stephanie Woodard.) Motion Carried: 4-0.

- A. (For Possible Action) Discussion and Possible Action to Approve Dr. Jennifer Grimes-Vawters' Request for an Exemption from the requirements of NAC 641.154.

Dr. Benuto shared that Dr. Jennifer Grimes-Vawters, who is approved as a Psychological Assistant, has requested Board approval for an exception from the compensation requirements of NAC 641.154 for Psychological Assistants. She shared that NAC 641.154 states, in relevant part, 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.

Dr. Benuto went on to share that Dr. Grimes-Vawters' request came before this Board during the January 10, 2025, and February 14, 2025, meetings. The Board, however, continued to have questions regarding Dr. Grimes-Vawters' request, and asked for additional information for further consideration. She shared that Dr. Grimes-Vawters has submitted additional clarification of the exception that she is requesting, which is included in the materials for this meeting for the Board's consideration. In her most recent letter of explanation, Dr. Grimes-Vawters requests that she not be compensated in reference to the 875 hours of non face-to-face training, which Dr. Grimes-Vawters describes as "...training in consultation, improvement in psychological services that can be provided with a psychology license such as therapist retreats, administration, creating a business model for increasing revenue by working with interns, etc., teaching workshops or at the university level and working on becoming a primary supervisor for psychological interns", and be compensated as an independent contractor for the 875 hours of face-to-face requirements and use 15-20 of her current cash pay clients that will pay her proposed supervisor (Dr. Berg) directly, who will then pay Dr. Grimes-Vawters 50% of each client hour.

Dr. Benuto wanted to remind those that the reason this exists in the NAC is to ensure those who are working in their position be compensated, and being mindful of setting a precedent for this kind of exception.

Dr. Woodard shared that the NAC is very clear that this type of arrangement runs contrary to the regulation and this would be setting a precedent.

On motion by Stephanie Woodard, second by Stephanie Holland, the Nevada State Board of Psychological Examiners denied Dr. Grimes-Vawters' request for an exemption from the compensation requirements of NAC 641.154. (Yea: Lorraine Benuto, Monique Abarca, Stephanie Holland, and Stephanie Woodard.) Motion Carried: 4-0.

B. (For Possible Action) Discussion and Possible Action to Approve Dr. Jacquelyn Rinaldi's Request for Exemption from the requirements of NAC 641.154.

Dr. Benuto shared that Dr. Jacquelyn Rinaldi, who is an applicant for registration as a Psychological Assistant, has requested Board approval for an exception to the compensation requirements of NAC 641.154 for Psychological Assistants. She shared that to repeat from the previous request what NAC 641.154 requires, 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.

Dr. Benuto went on to share that Dr. Rinaldi has submitted a letter of explanation in support of her request. In it, Dr. Rinaldi requests approval to be paid at 50% of the fee billed to the client rather than a fixed stipend or salary because the Psychological Assistant position for which she is seeking the exception will be a supplemental post-doctoral position in addition to her formal, full-time position at Montana State University. She shared that Dr. Rinaldi explains that being paid per session in her supplemental Psychological Assistant position will allow her the flexibility to take on a small number of clients at her discretion so as not to be overloaded with clinical work between her two jobs as opposed to having to commit to a certain number of clients, which being on a stipend or salary would require.

Dr. Benuto added that it should be noted that, if her request is approved, Dr. Rinaldi would be seeing those clients via telehealth, as she would be physically located in Montana.

Dr. Benuto stated that this request also runs contrary to the NAC.

Dr. Young added that if they don't have a license in Nevada or PsyPact authorization, she is not allowed to do telehealth from one state to another. Dr. Lenkeit confirmed this.

On motion by Stephanie Woodard, second by Monique Abarca, the Nevada State Board of Psychological Examiners denied Dr. Rinaldi's request for an exemption from the compensation requirements of NAC 641.154. (Yea: Lorraine Benuto, Monique Abarca, Stephanie Holland, and Stephanie Woodard.) Motion Carried: 4-0.

- C. (For Possible Action) Discussion and Possible Action to Approve Dr. Althea Cook's Request to Extend her Registration as a Psychological Assistant for a Fourth Year.

Dr. Benuto shared that Dr. Althea Cook, who is registered with the Board as a Psychological Assistant, has requested Board approval to extend her registration for an additional year. Dr. Cook has been registered as a Psychological Assistant with the Board since May 31, 2022. She shared that her registration was subsequently extended for two additional years thereafter. Because her request to extend her registration would take her into a fourth year, she requires Board approval pursuant to NAC 641.151(3).

Dr. Benuto shared that Dr. Cook has submitted a letter of explanation in support of her request. In it, Dr. Cook explains that, while she has completed the number of supervised training hours required for licensure while under her PA registration, she wants to continue providing supervised clinical services while she studies for the licensure exams, which have been delayed due to medical issues.

On motion by Stephanie Holland, second by Stephanie Woodard, the Nevada State Board of Psychological Examiners approved Dr. Cook's request to extend her registration as a Psychological Assistant for a fourth Year. (Yea: Lorraine Benuto, Monique Abarca, Stephanie Holland, and Stephanie Woodard.) Motion Carried: 4-0.

- D. (For Possible Action) Discussion and Possible Action on Dr. Ashley Wilkins' Application to Reinstate her Psychologist License.

Dr. Benuto shared that Dr. Ashley Wilkins has applied to reinstate her Psychologist license. Dr. Wilkins was licensed in Nevada in May 2023 as PY1127. She shared that as of March 2, 2025, Dr. Wilkins' license became expired due to non-renewal during the regular and late renewal periods for the 2025-26 biennium. Included in and with her application for reinstatement of her license is an explanation for her non-renewal and the CE certificates that align with the CE courses she lists.

On motion by Stephanie Holland, second by Stephanie Woodard, the Nevada State Board of Psychological Examiners approved Dr. Wilkin's request to reinstate her expired license contingent on providing her CE's. (Yea: Lorraine

Benuto, Monique Abarca, Stephanie Holland, and Stephanie Woodard.) Motion Carried: 4-0.

10. (For Possible Action) Update from BeHERE NV on Funding Opportunities for Licensure Examination Study Materials and Registration Fees, and Licensing Board Fees.

Dr. Sara Hunt provided updates on BeHERE NV financial support. She stated they launched the BeHERE Training Fund to offer reimbursement for those who are about to graduate from their doctoral program, or those that are on internship or postdoc. She stated these funds can go towards the EPPP or other licensing fees. She shared that five postdocs have applied for this relief so far. They have a cap of \$1000 and will do this through multiple cycles throughout the year. She shared that students can apply by going to the BeHERE NV website.

11. (For Possible Action) Update on the Efforts to Determine the Feasibility of Reinstating the Board's Previous Skills-Based Exam for Certain Applicants for Licensure.

Dr. Stephen Benning provided an update on the feasibility of preparing a skills-based exam. He shared that he administered two parallel forms of 14 items each from the pool of items that were previously administered by the Board in their former State Exam. He shared that when he administered these two forms to two groups of licensed professionals who were randomly assigned, form A had a 70% pass rate with no preparation. He shared that form B had a challenging question for most test takers. He stated based on the feedback and results, there are potentially two forms of the test that can be used. He stated each could use minor wording changes. He added that the tests were completed in about fifteen minutes.

The Executive Director added that knowing there is some feasibility with two versions of the tests being available, the Administrative Director and herself would next look into the logistics of what it would entail to administer the exam.

12. (For Possible Action) Discussion and Possible Action on Whether a Licensee's Criminal Conduct not related to the Practice of Psychology Should be a Basis for Discipline.

This agenda item was tabled for a future Board meeting.

13. (For Possible Action) Discussion and Possible Action to Approve Update Revisions to the Application and Registration Policies and Procedures for Psychological Assistants, Psychological Interns, and Psychological Trainees.

The Executive Director shared that During the its December 6, 2024, meeting, the Board approved its Clinical Supervisor Handbook, which provides guidance to clinical supervisors of Psychological Assistants, Psychological Interns, and Psychological Trainees based upon the Board's supervision regulations, including the revisions in [R002-24](#). She shared that because the Board's policies governing Psychological Assistants, Psychological Interns, and Psychological Trainees were outdated based upon the regulation revisions that are in effect as a result of R002-24, the Board office has updated those policies to bring the information in them current.

On motion by Stephanie Woodard, second by Stephanie Holland, the Nevada State Board of Psychological Examiners approved the updated revisions to the Application and Registration Policies for Psychological Assistants, Psychological Interns, and Psychological Trainees. (Yea: Lorraine Benuto, Monique Abarca, Stephanie Holland, and Stephanie Woodard.) Motion Carried: 4-0.

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

The next regular meeting of the Nevada Board of Psychological Examiners is currently scheduled for Friday, June 13, 2025, beginning at 8:00 a.m.

15. 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.

16. 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.

Dr. Benuto reminded that 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.

17. (For Possible Action) Adjournment

There being no further business before the Board, President Dr. Benuto adjourned the meeting at 9:42 a.m.

Nevada Board of Psychological Examiners Board Meeting Staff Report

DATE: June 13, 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 May 31, 2025, the checking account balance was \$438,067.91. 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 approximately \$60,000 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),
- late renewals received in the first quarter of the 2025-26 biennium and distributed to the first 2025-26 biennium quarter (which is the second half of FY2025), and
- new licensures, registrations, and reinstatements during the 1st half of FY25 (also the 4th 2023-24 biennium) and what it has received so far in the 2nd half of FY25 (also the 1st 2025-26 biennium quarter).

The savings account balance, which is the Board's reserves, was \$105,129.47.

As we near the end of FY 2025 with one month remaining, the Board is about 83% of budgeted expenditures and a little over 101% 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

5/31/25

		FY25 Budgeted Amount	FY25 Actual	% actual to budget
INCOME				
Net Money on hand (Checking) as of 7/1/2024		90,831.85	90,831.85	
Deferred Revenue				
2600	Renewals - 7/1/24 and 1/1/25	182,000.00	182,055.52	100.03%
2600	Late Renewals - 1Q 23-24	15,819.98	15,819.98	100.00%
2600	Late Renewals - 1Q 25-26	9,000.00	9,485.61	105.40%
40201 40281-3 40203	New Licensure, Registrations, Reinstatements	22,489.98	26,353.49	117.18%
Total Deferred Income (Gross)			233,714.60	
	Deferred PP fees		3,098.19	
	NET Deferred Income		230,616.41	

Regular Revenue	23-24 Biennium Q4 New Licensure and Registrations	8,200.00	8,259.22	100.72%
	Applications			
40100	Psychologist Application	20,000.00	21,598.68	107.99%
40101	PA Application	3,500.00	3,087.13	88.20%
40102	Intern Application	900.00	1,085.40	120.60%
40103	Trainee Application	3,000.00	3,099.90	103.33%
4010	Reinstatement/Reactivation	500.00	400.00	80.00%
4015	Psychologist State Exam	15,000.00	17,016.80	113.45%
4030	Non-Resident Consultant	900.00	1,000.00	111.11%
4040	CE App Fee	900.00	1,058.52	117.61%
	Other			
4025/4050	Late and License Restoration Fees	4,000.00	3,550.00	88.75%
40251/40252	New and Duplicate License	2,000.00	2,303.34	115.17%
4045	Verification of Licensure	400.00	593.78	148.45%
4075	Cost Recovered (Disciplinary)			
4999	Interest, Misc	40.00	38.54	96.35%
Total Income		\$288,649.96	\$293,707.72	101.75%
Payroll Expenses		FY25 Budgeted Amount	FY25 Actual	% actual to budget
5100	Board Salary/Per Diem	5,000.00	4,950.00	99.00%

2700	Executive Director (net)	55,000.00	47,916.61	87.12%
2700	Administrative Director (net)	45,000.00	40,719.96	90.49%
2700	Staff Salary (Part-Time)	10,000.00	0.00	0.00%
9110	Staff Benefits	17,500.00	15,170.16	86.69%
2700	Investigator/Consultant Salary	15,000.00	12,698.35	84.66%
5250	Workers Compensation	1,000.00	927.00	92.70%
2108/5300	PERS	45,000.00	44,848.96	99.66%
2100	Federal Payroll Taxes	30,000.00	27,407.92	91.36%
9100	Other Payroll Expenses	1,000.00	878.00	87.80%
	Total Payroll	224,500.00	195,516.96	87.09%

Operating Expenses		FY25 Budgeted Amount	FY25 Actual	% actual to budget
6100	Out of State	10,000.00	6,685.72	66.86%
6200	In-State Travel	1,000.00	428.26	42.83%
7015	Office Supplies/furniture	2,750.00	1,970.43	71.65%
	Office expenses:			
7040	- Print-Copy	500.00	260.68	52.14%
7050	- Rent	20,000.00	15,719.70	78.60%
7100	- Postage	1,200.00	1,071.48	89.29%
7210	- DoIt Web SV	1,200.00	850.10	70.84%
7290/72902 7200	- Telephone/Internet & Utilities	1,500.00	1,241.66	82.78%
7500	- Copy Lease	1,500.00	1,261.96	84.13%
7020	- Water/Misc	200.00	224.20	112.10%
7770/7777	Software & Database	4,500.00	3,817.77	84.84%
8000/8010	Legal & Professional Fees	40,000.00	34,019.98	85.05%
8015	Tort Claim	1,200.00	1,164.30	97.03%

8050/8055	Professional Services (Auditor, Bookkeeper, Lobbyist)	32,500.00	23,932.75	73.64%
8250	Dues & Reg (ASPPB, Conf, Continuing Ed)	5,000.00	2,140.00	42.80%
8520	Admin Services (LCB)	1,350.00	1,200.00	88.89%
9001	Banking Fees	100.00	73.44	73.44%
	PayPal Fees (against regular revenue)	1,750.00	1,754.66	100.27%
90100	Miscellaneous Expense	500.00		0.00%
	Uncategorized Expense	250.00		
Total Expenses		\$127,000.00	\$97,817.09	77.02%
Total Expenses + Payroll		\$351,500.00	\$293,334.05	83.45%
Total Income + Cash		\$ 379,481.81	\$384,539.57	101.33%
Final Balance		\$27,981.81	\$91,205.52	

June 04, 2025, 2025

Statement of Financial Position

As of May 31, 2025

Nevada Board of Psychological Examiners

As verified by Michelle Fox

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

Main Checking Account per bank statement dated 05/31/2025 -\$438,067.91

Savings Account per bank statement dated 05/31/2025 -\$105,129.47

Michelle Fox

A handwritten signature in cursive script that reads "Michelle Fox".

NV State Board of Psychological Examiners

Balance Sheet As of May 31, 2025

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1100 Cash in Bank	438,067.91
3309 Savings	105,125.90
Total Bank Accounts	\$543,193.81
Accounts Receivable	
1200 Accounts Receivable	3,099.29
Total Accounts Receivable	\$3,099.29
Other Current Assets	
12000 Undeposited Funds	0.00
Uncategorized Asset	0.00
Total Other Current Assets	\$0.00
Total Current Assets	\$546,293.10
Other Assets	
1300 Deferred outflows of resources	0.00
Total Other Assets	\$0.00
TOTAL ASSETS	\$546,293.10
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
1106 Accounts Payable	3,903.93
Total Accounts Payable	\$3,903.93
Other Current Liabilities	
2100 Federal Income Withholding	4,987.82
2100 Payroll Liabilities	4,337.10
2107 Federal Taxes (941/944)	-76.15
2108 PERS	8,699.02
Health Insurance	1,361.22
NV Unemployment Tax	0.00

NV State Board of Psychological Examiners

Balance Sheet As of May 31, 2025

	TOTAL
Total 2100 Payroll Liabilities	14,321.19
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
2302 Accrued PTO	6,877.88
2450 Deferred inflow-pension	0.00
2455 Net pension liability	0.00
2600 Deferred Revenue	350,000.14
2700 Direct Deposit Payable	0.00
Total Other Current Liabilities	\$376,187.03
Total Current Liabilities	\$380,090.96
Total Liabilities	\$380,090.96
Equity	
3000 Opening Bal Equity	-60.41
3900 2550 Fund Balance	223,490.62
Net Income	-57,228.07
Total Equity	\$166,202.14
TOTAL LIABILITIES AND EQUITY	\$546,293.10

NV State Board of Psychological Examiners

Profit and Loss

July 2024 - May 2025

	TOTAL
Income	
4010 Psychologist Application	300.00
40100 Psychologist Application	21,598.68
40101 PA Application	3,087.13
40102 Intern Application	1,085.40
40103 Trainee Application	3,099.90
Total 4010 Psychologist Application	29,171.11
4015 Psychologist State Exam	17,016.80
4020 Psych Biennial	175,750.33
40201 Prorated Psych Biennial	22,199.03
40203 Reinstatement of Psych	200.00
Total 4020 Psych Biennial	198,149.36
4025 Psychologist Licensing Fee	
40251 New License	1,875.00
40252 Change/Duplicate/Reinstatement	678.34
Total 4025 Psychologist Licensing Fee	2,553.34
4028 Registration Fee	
40281 Psych Asst fee	4,791.59
40282 Psych Intern Fee	379.84
40283 Psych Trainee	614.39
Total 4028 Registration Fee	5,785.82
4030 Non-Resident Consultant	1,000.00
4040 CE App Fee	1,058.52
4045 Verification of Licensure	593.78
4050 Renewal Late Fee	3,200.00
4999 Interest	34.97
Total Income	\$258,563.70
GROSS PROFIT	\$258,563.70
Expenses	
307910 7210 Dolt Web SVb	850.10
5100 Board Sal	4,950.00
5175 Board Staf	
51753 Investigator Salary	11,421.00
Total 5175 Board Staf	11,421.00
5250 Workers Compensation	927.00
5300 PERS	7,656.82
6100 Out of State Travel	704.42
6102 Lodging	3,065.94
6106 Air Tvl	2,873.42
6110 Out of State Travel Misc Costs	41.94
Total 6100 Out of State Travel	6,685.72

NV State Board of Psychological Examiners

Profit and Loss

July 2024 - May 2025

	TOTAL
6200 In State Travel	428.26
7015 Supplies	1,970.43
7020 Office Expense	224.20
7040 Print-Copy	260.68
7050 Rent	15,719.70
85100 Shredding	41.00
Total 7020 Office Expense	16,245.58
7100 Postage	1,071.48
7200 Utilities	510.96
7290 Telephone	-4.64
72902 Internet	735.34
Total 7290 Telephone	730.70
Total 7200 Utilities	1,241.66
7500 Copy Lease	1,261.96
7770 Software	3,050.10
7777 Database	767.67
8000 Legal & Professional Fees	17,940.94
8010 Legal	16,079.04
8015 Tort Claim	1,164.30
Total 8000 Legal & Professional Fees	35,184.28
8050 Prof Servs	18,574.00
8055 Lobbyist	5,358.75
Total 8050 Prof Servs	23,932.75
8250 Dues & Reg	2,420.00
8255 Membership	-280.00
Total 8250 Dues & Reg	2,140.00
8500 Admin Serv	
8520 LCB	1,200.00
Total 8500 Admin Serv	1,200.00
9001 Banking Fees	
9002 Bank Crgs	73.44
Total 9001 Banking Fees	73.44
90100 Miscellaneous Expense	5.00
9100 Payroll Expenses	878.00
9110 Company Contributions	
Health Insurance	15,170.16
Retirement	21,202.05
Total 9110 Company Contributions	36,372.21
9130 Wages	124,528.74

NV State Board of Psychological Examiners

Profit and Loss
July 2024 - May 2025

	TOTAL
Taxes	
9111 Federal Taxes (941/944)	11,511.16
NV Unemployment Tax	0.00
Total Taxes	11,511.16
Total 9100 Payroll Expenses	173,290.11
PayPal Fees	14,065.61
Reimbursements	7,372.80
Total Expenses	\$315,791.77
NET OPERATING INCOME	\$ -57,228.07
NET INCOME	\$ -57,228.07

NV State Board of Psychological Examiners

General Ledger

May 2025

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
3309 Savings							
Beginning Balance							105,125.90
Total for 3309 Savings							
1100 Cash in Bank							
Beginning Balance							465,435.82
05/02/2025	Expense		Michelle Fox		8050 Prof Servs	-162.50	465,273.32
05/05/2025	Deposit				-Split-	3,404.17	468,677.49
05/05/2025	Expense				7020 Office Expense	-38.96	468,638.53
05/06/2025	Expense		Office of the Attorney General		8000 Legal & Professional Fees	-11,401.06	457,237.47
05/07/2025	Expense		Amazon	Office light	7015 Supplies	-32.50	457,204.97
05/08/2025	Deposit				-Split-	1,743.68	458,948.65
05/09/2025	Expense				7020 Office Expense:7040 Print-Copy	-9.94	458,938.71
05/09/2025	Payroll Check	DD	Whitney E Koch Owens	Pay Period: 04/25/2025-05/08/2025	2700 Direct Deposit Payable	-277.05	458,661.66
05/09/2025	Payroll Check	DD	Sheila G. Young	Pay Period: 04/25/2025-05/08/2025	2700 Direct Deposit Payable	-336.61	458,325.05
05/09/2025	Payroll Check	DD	Laura M. Arnold	Pay Period: 04/25/2025-05/08/2025	2700 Direct Deposit Payable	-1,956.93	456,368.12
05/09/2025	Expense		Bank of America Credit Card		-Split-	-1,561.60	454,806.52
05/09/2025	Payroll Check	DD	Sarah J. Restori	Pay Period: 04/25/2025-05/08/2025	2700 Direct Deposit Payable	-1,710.95	453,095.57
05/13/2025	Expense		PERS		5300 PERS	-3,752.84	449,342.73
05/13/2025	Expense		Public Employees' Benefits Program (PEBP)		Payroll Expenses:Company Contributions:Health Insurance	-2,029.49	447,313.24
05/14/2025	Expense		Amazon	Tissues for office	7015 Supplies	-7.13	447,306.11
05/14/2025	Deposit				4030 Non-Resident Consultant	100.00	447,406.11
05/14/2025	Expense		IRS	Through EFTPS	9111 Payroll Expenses:Taxes:Federal Taxes (941/944)	-1,111.00	446,295.11
05/14/2025	Expense		Cox Communications		7200 Utilities:7290 Telephone:72902 Internet	-64.09	446,231.02
05/14/2025	Expense		Michelle Fox		8050 Prof Servs	-50.00	446,181.02
05/14/2025	Expense				9001 Banking Fees:9002 Bank Crgs	-1.00	446,180.02
05/14/2025	Expense				9001 Banking Fees:9002 Bank Crgs	-1.00	446,179.02
05/15/2025	Deposit				4010 Psychologist Application:40101 PA Application	150.00	446,329.02
05/16/2025	Expense				307910 7210 Dolt Web SVb	-69.50	446,259.52
05/19/2025	Expense		QuickBooks Payroll Service		9100 Payroll Expenses	-80.00	446,179.52
05/20/2025	Expense		Home Depot	Copy of office keys and wall spackle	7015 Supplies	-31.28	446,148.24
05/20/2025	Expense		Canon Financial Services, Inc.		7500 Copy Lease	-126.03	446,022.21
05/21/2025	Deposit				4010 Psychologist Application:40100 Psychologist Application	150.00	446,172.21
05/21/2025	Deposit				4015 Psychologist State Exam	200.00	446,372.21
05/21/2025	Deposit				4010 Psychologist Application:40100 Psychologist Application	150.00	446,522.21
05/22/2025	Expense				8000 Legal &	-2,920.93	443,601.28

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DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
					Professional Fees:8010 Legal		
05/22/2025	Deposit				-Split-	1,710.60	445,311.88
05/22/2025	Expense		NV Energy		7200 Utilities	-36.98	445,274.90
05/22/2025	Expense				8000 Legal & Professional Fees:8010 Legal	-3,030.87	442,244.03
05/23/2025	Expense			Postage & Certified mail - Complaint 25-0519(1)	7015 Supplies	-30.49	442,213.54
05/23/2025	Payroll Check	DD	Laura M. Arnold	Pay Period: 05/09/2025-05/22/2025	2700 Direct Deposit Payable	-2,186.89	440,026.65
05/23/2025	Payroll Check	DD	Sarah J. Restori	Pay Period: 05/09/2025-05/22/2025	2700 Direct Deposit Payable	-1,919.27	438,107.38
05/23/2025	Payroll Check	DD	Gary C. Lenkeit	Pay Period: 05/09/2025-05/22/2025	2700 Direct Deposit Payable	-798.46	437,308.92
05/23/2025	Payroll Check	DD	Whitney E Koch Owens	Pay Period: 05/09/2025-05/22/2025	2700 Direct Deposit Payable	-138.52	437,170.40
05/27/2025	Expense		Assured Document Destruction		7020 Office Expense:85100 Shredding	-41.00	437,129.40
05/28/2025	Expense		Mihata Holdings, LP		7020 Office Expense:7050 Rent	-1,500.00	435,629.40
05/28/2025	Expense				307910 7210 Dolt Web SVb	-16.24	435,613.16
05/28/2025	Deposit				-Split-	1,997.43	437,610.59
05/29/2025	Expense				9001 Banking Fees:9002 Bank Crgs	-1.00	437,609.59
05/30/2025	Deposit				4045 Verification of Licensure	20.00	437,629.59
05/30/2025	Expense		Amazon	Plastic cutlery for office	7015 Supplies	-11.68	437,617.91
05/30/2025	Deposit				4010 Psychologist Application:40100 Psychologist Application	150.00	437,767.91
05/30/2025	Deposit				4010 Psychologist Application	100.00	437,867.91
05/30/2025	Deposit				4015 Psychologist State Exam	200.00	438,067.91
Total for 1100 Cash in Bank						\$ - 27,367.91	
1200 Accounts Receivable							
Beginning Balance							3,099.29
Total for 1200 Accounts Receivable							
1400 Prepaid Expenses (deleted)							
Beginning Balance							60.41
05/02/2025	Journal Entry			Created by QB Online to adjust balance for deletion	-Split-	-60.41	0.00
Total for 1400 Prepaid Expenses (deleted)						\$ -60.41	
1106 Accounts Payable							
Beginning Balance							3,903.93
Total for 1106 Accounts Payable							
2100 Payroll Liabilities							
Beginning Balance							4,337.10
Total for 2100 Payroll Liabilities							
2107 Federal Taxes (941/944)							
Beginning Balance							-76.15
Total for 2107 Federal Taxes (941/944)							
2108 PERS							
Beginning Balance							4,920.20

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05/09/2025	Payroll Check	DD	Laura M. Arnold	PERS	2700 Direct Deposit Payable	472.53	5,392.73
05/09/2025	Payroll Check	DD	Sarah J. Restori	PERS - Company Contribution	2700 Direct Deposit Payable	411.92	5,804.65
05/09/2025	Payroll Check	DD	Sarah J. Restori	PERS	2700 Direct Deposit Payable	411.92	6,216.57
05/09/2025	Payroll Check	DD	Laura M. Arnold	PERS - Company Contribution	2700 Direct Deposit Payable	472.53	6,689.10
05/23/2025	Payroll Check	DD	Sarah J. Restori	PERS - Company Contribution	2700 Direct Deposit Payable	468.05	7,157.15
05/23/2025	Payroll Check	DD	Sarah J. Restori	PERS	2700 Direct Deposit Payable	468.05	7,625.20
05/23/2025	Payroll Check	DD	Laura M. Arnold	PERS - Company Contribution	2700 Direct Deposit Payable	536.91	8,162.11
05/23/2025	Payroll Check	DD	Laura M. Arnold	PERS	2700 Direct Deposit Payable	536.91	8,699.02
Total for 2108 PERS						\$3,778.82	
Health Insurance							
Beginning Balance							1,203.82
05/09/2025	Payroll Check	DD	Laura M. Arnold	Health Insurance	2700 Direct Deposit Payable	39.35	1,243.17
05/09/2025	Payroll Check	DD	Sarah J. Restori	Health Insurance	2700 Direct Deposit Payable	39.35	1,282.52
05/23/2025	Payroll Check	DD	Sarah J. Restori	Health Insurance	2700 Direct Deposit Payable	39.35	1,321.87
05/23/2025	Payroll Check	DD	Laura M. Arnold	Health Insurance	2700 Direct Deposit Payable	39.35	1,361.22
Total for Health Insurance						\$157.40	
NV Unemployment Tax							
05/09/2025	Payroll Check	DD	Whitney E Koch Owens	NV Unemployment Tax	2700 Direct Deposit Payable	0.00	0.00
05/09/2025	Payroll Check	DD	Laura M. Arnold	NV Unemployment Tax	2700 Direct Deposit Payable	0.00	0.00
05/09/2025	Payroll Check	DD	Sarah J. Restori	NV Unemployment Tax	2700 Direct Deposit Payable	0.00	0.00
05/09/2025	Payroll Check	DD	Sheila G. Young	NV Unemployment Tax	2700 Direct Deposit Payable	0.00	0.00
05/23/2025	Payroll Check	DD	Laura M. Arnold	NV Unemployment Tax	2700 Direct Deposit Payable	0.00	0.00
05/23/2025	Payroll Check	DD	Whitney E Koch Owens	NV Unemployment Tax	2700 Direct Deposit Payable	0.00	0.00
05/23/2025	Payroll Check	DD	Sarah J. Restori	NV Unemployment Tax	2700 Direct Deposit Payable	0.00	0.00
05/23/2025	Payroll Check	DD	Gary C. Lenkeit	NV Unemployment Tax	2700 Direct Deposit Payable	0.00	0.00
Total for NV Unemployment Tax						\$0.00	
Total for 2100 Payroll Liabilities with subs						\$3,936.22	
2302 Accrued PTO							
Beginning Balance							6,877.88
Total for 2302 Accrued PTO							
2600 Deferred Revenue							
Beginning Balance							350,000.14
Total for 2600 Deferred Revenue							
2700 Direct Deposit Payable							
05/09/2025	Payroll Check	DD	Laura M. Arnold	Direct Deposit	1100 Cash in Bank	-1,956.93	-1,956.93
05/09/2025	Payroll Check	DD	Sarah J. Restori	Direct Deposit	1100 Cash in Bank	-1,710.95	-3,667.88
05/09/2025	Payroll Check	DD	Laura M. Arnold	Pay Period: 04/25/2025-05/08/2025	-Split-	1,956.93	-1,710.95
05/09/2025	Payroll Check	DD	Sarah J. Restori	Pay Period: 04/25/2025-05/08/2025	-Split-	1,710.95	0.00
05/09/2025	Payroll Check	DD	Whitney E Koch	Direct Deposit	1100 Cash in Bank	-277.05	-277.05

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			Owens				
05/09/2025	Payroll Check	DD	Whitney E Koch	Pay Period: 04/25/2025-05/08/2025	-Split-	277.05	0.00
			Owens				
05/09/2025	Payroll Check	DD	Sheila G. Young	Direct Deposit	1100 Cash in Bank	-336.61	-336.61
05/09/2025	Payroll Check	DD	Sheila G. Young	Pay Period: 04/25/2025-05/08/2025	-Split-	336.61	0.00
05/23/2025	Payroll Check	DD	Whitney E Koch	Direct Deposit	1100 Cash in Bank	-138.52	-138.52
			Owens				
05/23/2025	Payroll Check	DD	Laura M. Arnold	Pay Period: 05/09/2025-05/22/2025	-Split-	2,186.89	2,048.37
05/23/2025	Payroll Check	DD	Gary C. Lenkeit	Pay Period: 05/09/2025-05/22/2025	-Split-	798.46	2,846.83
05/23/2025	Payroll Check	DD	Laura M. Arnold	Direct Deposit	1100 Cash in Bank	-2,186.89	659.94
05/23/2025	Payroll Check	DD	Whitney E Koch	Pay Period: 05/09/2025-05/22/2025	-Split-	138.52	798.46
			Owens				
05/23/2025	Payroll Check	DD	Gary C. Lenkeit	Direct Deposit	1100 Cash in Bank	-798.46	0.00
05/23/2025	Payroll Check	DD	Sarah J. Restori	Pay Period: 05/09/2025-05/22/2025	-Split-	1,919.27	1,919.27
05/23/2025	Payroll Check	DD	Sarah J. Restori	Direct Deposit	1100 Cash in Bank	-1,919.27	0.00
Total for 2700 Direct Deposit Payable						\$0.00	
2100 Federal Income Withholding							
Beginning Balance							2,024.79
05/09/2025	Payroll Check	DD	Laura M. Arnold	Federal Taxes (941/943/944)	2700 Direct Deposit Payable	602.03	2,626.82
05/09/2025	Payroll Check	DD	Sheila G. Young	Federal Taxes (941/943/944)	2700 Direct Deposit Payable	55.78	2,682.60
05/09/2025	Payroll Check	DD	Whitney E Koch	Federal Taxes (941/943/944)	2700 Direct Deposit Payable	45.90	2,728.50
			Owens				
05/09/2025	Payroll Check	DD	Sarah J. Restori	Federal Taxes (941/943/944)	2700 Direct Deposit Payable	514.77	3,243.27
05/23/2025	Payroll Check	DD	Whitney E Koch	Federal Taxes (941/943/944)	2700 Direct Deposit Payable	22.96	3,266.23
			Owens				
05/23/2025	Payroll Check	DD	Sarah J. Restori	Federal Taxes (941/943/944)	2700 Direct Deposit Payable	595.58	3,861.81
05/23/2025	Payroll Check	DD	Gary C. Lenkeit	Federal Taxes (941/943/944)	2700 Direct Deposit Payable	422.28	4,284.09
05/23/2025	Payroll Check	DD	Laura M. Arnold	Federal Taxes (941/943/944)	2700 Direct Deposit Payable	703.73	4,987.82
Total for 2100 Federal Income Withholding						\$2,963.03	
3000 Opening Bal Equity							
05/02/2025	Journal Entry			Created by QB Online to adjust balance for deletion	-Split-	-60.41	-60.41
Total for 3000 Opening Bal Equity						\$ -60.41	
3900 2550 Fund Balance							
Beginning Balance							223,490.62
Total for 3900 2550 Fund Balance							
4010 Psychologist Application							
Beginning Balance							200.00
05/30/2025	Deposit			Psych Reinstatement App	1100 Cash in Bank	100.00	300.00
Total for 4010 Psychologist Application						\$100.00	
40100 Psychologist Application							
Beginning Balance							18,356.73
05/05/2025	Deposit			Psych App fee	1100 Cash in Bank	155.10	18,511.83
05/05/2025	Deposit			Psych App fee	1100 Cash in Bank	155.10	18,666.93
05/05/2025	Deposit			Psych App fee	1100 Cash in Bank	155.10	18,822.03
05/05/2025	Deposit			Psych App fee	1100 Cash in Bank	155.10	18,977.13
05/05/2025	Deposit			Psych App fee	1100 Cash in Bank	155.10	19,132.23
05/05/2025	Deposit			Psych App fee	1100 Cash in Bank	155.10	19,287.33
05/05/2025	Deposit			Psych App fee	1100 Cash in Bank	155.10	19,442.43
05/05/2025	Deposit			Psych App fee	1100 Cash in Bank	155.10	19,597.53
05/05/2025	Deposit			Psych App fee - refund	1100 Cash in Bank	-155.10	19,442.43
05/08/2025	Deposit			Psych App fee	1100 Cash in Bank	155.25	19,597.68

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05/08/2025	Deposit			Psych App fee	1100 Cash in Bank	155.10	19,752.78
05/21/2025	Deposit			Psych App fee	1100 Cash in Bank	150.00	19,902.78
05/21/2025	Deposit			Psych App fee	1100 Cash in Bank	150.00	20,052.78
05/22/2025	Deposit			Psych App fee	1100 Cash in Bank	155.10	20,207.88
05/22/2025	Deposit			Psych App fee	1100 Cash in Bank	155.10	20,362.98
05/22/2025	Deposit			Psych App fee	1100 Cash in Bank	155.10	20,518.08
05/22/2025	Deposit			Psych App fee	1100 Cash in Bank	155.10	20,673.18
05/22/2025	Deposit			Psych App fee	1100 Cash in Bank	155.10	20,828.28
05/22/2025	Deposit			Psych App fee	1100 Cash in Bank	155.10	20,983.38
05/28/2025	Deposit			Psych App fee	1100 Cash in Bank	155.10	21,138.48
05/28/2025	Deposit			Psych App fee	1100 Cash in Bank	155.10	21,293.58
05/28/2025	Deposit			Psych App fee	1100 Cash in Bank	155.10	21,448.68
05/30/2025	Deposit			Psych App fee	1100 Cash in Bank	150.00	21,598.68
Total for 40100 Psychologist Application						\$3,241.95	
40101 PA Application							
Beginning							2,786.23
Balance							
05/05/2025	Deposit			PA App fee - refund hold release	1100 Cash in Bank	155.00	2,941.23
05/05/2025	Deposit			PA App fee - refund	1100 Cash in Bank	-155.00	2,786.23
05/05/2025	Deposit			PA App fee - refund hold	1100 Cash in Bank	-155.00	2,631.23
05/05/2025	Deposit			PA App fee	1100 Cash in Bank	155.90	2,787.13
05/08/2025	Deposit			PA App fee	1100 Cash in Bank	150.00	2,937.13
05/15/2025	Deposit			PA App fee	1100 Cash in Bank	150.00	3,087.13
Total for 40101 PA Application						\$300.90	
40102 Intern Application							
Beginning							773.60
Balance							
05/05/2025	Deposit			PI App fee	1100 Cash in Bank	155.90	929.50
05/05/2025	Deposit			PI App fee - refund	1100 Cash in Bank	-155.90	773.60
05/05/2025	Deposit			PI App fee	1100 Cash in Bank	155.90	929.50
05/05/2025	Deposit			PI App fee	1100 Cash in Bank	155.90	1,085.40
05/28/2025	Deposit			PI App fee - Refund	1100 Cash in Bank	-155.90	929.50
05/28/2025	Deposit			PI App fee	1100 Cash in Bank	155.90	1,085.40
Total for 40102 Intern Application						\$311.80	
40103 Trainee Application							
Beginning							2,788.10
Balance							
05/05/2025	Deposit			PT App fee	1100 Cash in Bank	155.90	2,944.00
05/28/2025	Deposit			PT App fee	1100 Cash in Bank	155.90	3,099.90
Total for 40103 Trainee Application						\$311.80	
Total for 4010 Psychologist Application with subs						\$4,266.45	
4015 Psychologist State Exam							
Beginning							15,167.80
Balance							
05/05/2025	Deposit			SE App fee	1100 Cash in Bank	207.00	15,374.80
05/05/2025	Deposit			SE App fee	1100 Cash in Bank	207.00	15,581.80
05/05/2025	Deposit			SE App fee	1100 Cash in Bank	207.00	15,788.80
05/05/2025	Deposit			SE App fee	1100 Cash in Bank	207.00	15,995.80
05/21/2025	Deposit			SE App fee	1100 Cash in Bank	200.00	16,195.80
05/22/2025	Deposit			SE App fee	1100 Cash in Bank	207.00	16,402.80
05/22/2025	Deposit			SE App fee	1100 Cash in Bank	207.00	16,609.80
05/28/2025	Deposit			SE App fee	1100 Cash in Bank	207.00	16,816.80
05/30/2025	Deposit			SE App fee	1100 Cash in Bank	200.00	17,016.80
Total for 4015 Psychologist State Exam						\$1,849.00	
4020 Psych Biennial							
Beginning							175,750.33
Balance							
Total for 4020 Psych Biennial							
40201 Prorated Psych Biennial							

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Beginning Balance							18,850.95
05/05/2025	Deposit			New licensure	1100 Cash in Bank	564.92	19,415.87
05/05/2025	Deposit			New licensure	1100 Cash in Bank	561.24	19,977.11
05/08/2025	Deposit			New licensure	1100 Cash in Bank	571.38	20,548.49
05/08/2025	Deposit			New licensure	1100 Cash in Bank	561.24	21,109.73
05/28/2025	Deposit			New Licensure	1100 Cash in Bank	544.65	21,654.38
05/28/2025	Deposit			New Licensure	1100 Cash in Bank	544.65	22,199.03
Total for 40201 Prorated Psych Biennial						\$3,348.08	
40203 Reinstatement of Psych							
Beginning Balance							200.00
Total for 40203 Reinstatement of Psych							
Total for 4020 Psych Biennial with subs						\$3,348.08	
4025 Psychologist Licensing Fee							
40251 New License							
Beginning Balance							1,725.00
05/05/2025	Deposit			New license	1100 Cash in Bank	25.00	1,750.00
05/05/2025	Deposit			New license	1100 Cash in Bank	25.00	1,775.00
05/08/2025	Deposit			New license	1100 Cash in Bank	25.00	1,800.00
05/08/2025	Deposit			New license	1100 Cash in Bank	25.00	1,825.00
05/28/2025	Deposit			New License	1100 Cash in Bank	25.00	1,850.00
05/28/2025	Deposit			New license	1100 Cash in Bank	25.00	1,875.00
Total for 40251 New License						\$150.00	
40252 Change/Duplicate/Reinstatement							
Beginning Balance							492.04
05/22/2025	Deposit			Duplicate License fee	1100 Cash in Bank	31.05	523.09
05/22/2025	Deposit			License Reinstatement fee	1100 Cash in Bank	155.25	678.34
Total for 40252 Change/Duplicate/Reinstatement						\$186.30	
Total for 4025 Psychologist Licensing Fee						\$336.30	
4028 Registration Fee							
40281 Psych Asst fee							
Beginning Balance							4,481.09
05/08/2025	Deposit			PA Reg extension fee	1100 Cash in Bank	155.25	4,636.34
05/22/2025	Deposit			PA Reg Extension fee	1100 Cash in Bank	155.25	4,791.59
Total for 40281 Psych Asst fee						\$310.50	
40282 Psych Intern Fee							
Beginning Balance							302.21
05/28/2025	Deposit			PI Reg fee	1100 Cash in Bank	77.63	379.84
Total for 40282 Psych Intern Fee						\$77.63	
40283 Psych Trainee							
Beginning Balance							552.29
05/22/2025	Deposit			PT Registration fee	1100 Cash in Bank	31.05	583.34
05/28/2025	Deposit			PT Reg fee	1100 Cash in Bank	31.05	614.39
Total for 40283 Psych Trainee						\$62.10	
Total for 4028 Registration Fee						\$450.23	
4030 Non-Resident Consultant							
Beginning Balance							900.00
05/14/2025	Deposit			NRC App fee	1100 Cash in Bank	100.00	1,000.00
Total for 4030 Non-Resident Consultant						\$100.00	
4040 CE App Fee							
Beginning Balance							934.20

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05/05/2025	Deposit			CE App fee	1100 Cash in Bank	62.10	996.30
05/05/2025	Deposit			CE App fee	1100 Cash in Bank	31.05	1,027.35
05/08/2025	Deposit			CE App fee	1100 Cash in Bank	31.17	1,058.52
Total for 4040 CE App Fee						\$124.32	
4045 Verification of Licensure							
Beginning Balance							511.68
05/22/2025	Deposit			License Verification fee	1100 Cash in Bank	20.70	532.38
05/22/2025	Deposit			License Verification fee	1100 Cash in Bank	20.70	553.08
05/22/2025	Deposit			License Verification fee	1100 Cash in Bank	20.70	573.78
05/30/2025	Deposit			License Verification fee	1100 Cash in Bank	20.00	593.78
Total for 4045 Verification of Licensure						\$82.10	
4050 Renewal Late Fee							
Beginning Balance							3,200.00
Total for 4050 Renewal Late Fee							
4999 Interest							
Beginning Balance							34.97
Total for 4999 Interest							
307910 7210 Dolt Web SVb							
Beginning Balance							764.36
05/16/2025	Expense			NV Information Technology Bill Payment	1100 Cash in Bank	69.50	833.86
05/28/2025	Expense			NV Information Technology Bill Payment	1100 Cash in Bank	16.24	850.10
Total for 307910 7210 Dolt Web SVb						\$85.74	
9100 Payroll Expenses							
Beginning Balance							798.00
05/19/2025	Expense		QuickBooks Payroll Service	INTUIT * DES:QBooks Pay ID:5717729 BOARD OF PSYCHOLGIC CO ID:XXXXX56346 CCD	INDN:NV 1100 Cash in Bank	80.00	878.00
Total for 9100 Payroll Expenses						\$80.00	
9110 Company Contributions							
Health Insurance							
Beginning Balance							13,140.67
05/13/2025	Expense		Public Employees' Benefits Program (PEBP)	TRANSFER NV BOARD OF PSYCHOLO:State of Nevada Trea Confirmation# XXXXX17887	1100 Cash in Bank	2,029.49	15,170.16
Total for Health Insurance						\$2,029.49	
Retirement							
Beginning Balance							19,312.64
05/09/2025	Payroll Check	DD	Laura M. Arnold	Employer Retirement Contribution	2700 Direct Deposit Payable	472.53	19,785.17
05/09/2025	Payroll Check	DD	Sarah J. Restori	Employer Retirement Contribution	2700 Direct Deposit Payable	411.92	20,197.09
05/23/2025	Payroll Check	DD	Laura M. Arnold	Employer Retirement Contribution	2700 Direct Deposit Payable	536.91	20,734.00
05/23/2025	Payroll Check	DD	Sarah J. Restori	Employer Retirement Contribution	2700 Direct Deposit Payable	468.05	21,202.05
Total for Retirement						\$1,889.41	
Total for 9110 Company Contributions						\$3,918.90	
9130 Wages							
Beginning Balance							113,282.12
05/09/2025	Payroll Check	DD	Laura M. Arnold	Gross Pay - This is not a legal pay stub	2700 Direct Deposit Payable	2,700.15	115,982.27
05/09/2025	Payroll Check	DD	Whitney E Koch Owens	Gross Pay - This is not a legal pay stub	2700 Direct Deposit Payable	300.00	116,282.27

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DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
05/09/2025	Payroll Check	DD	Sarah J. Restori	Gross Pay - This is not a legal pay stub	2700 Direct Deposit Payable	2,353.85	118,636.12
05/23/2025	Payroll Check	DD	Whitney E Koch Owens	Gross Pay - This is not a legal pay stub	2700 Direct Deposit Payable	150.00	118,786.12
05/23/2025	Payroll Check	DD	Laura M. Arnold	Gross Pay - This is not a legal pay stub	2700 Direct Deposit Payable	3,068.04	121,854.16
05/23/2025	Payroll Check	DD	Sarah J. Restori	Gross Pay - This is not a legal pay stub	2700 Direct Deposit Payable	2,674.58	124,528.74
Total for 9130 Wages						\$11,246.62	
Taxes							
9111 Federal Taxes (941/944)							
Beginning Balance							9,425.16
05/09/2025	Payroll Check	DD	Laura M. Arnold	Social Security Employer	2700 Direct Deposit Payable	167.41	9,592.57
05/09/2025	Payroll Check	DD	Whitney E Koch Owens	Social Security Employer	2700 Direct Deposit Payable	18.60	9,611.17
05/09/2025	Payroll Check	DD	Whitney E Koch Owens	Medicare Employer	2700 Direct Deposit Payable	4.35	9,615.52
05/09/2025	Payroll Check	DD	Laura M. Arnold	Medicare Employer	2700 Direct Deposit Payable	39.15	9,654.67
05/09/2025	Payroll Check	DD	Sheila G. Young	Medicare Employer	2700 Direct Deposit Payable	5.29	9,659.96
05/09/2025	Payroll Check	DD	Sarah J. Restori	Medicare Employer	2700 Direct Deposit Payable	34.13	9,694.09
05/09/2025	Payroll Check	DD	Sarah J. Restori	Social Security Employer	2700 Direct Deposit Payable	145.94	9,840.03
05/09/2025	Payroll Check	DD	Sheila G. Young	Social Security Employer	2700 Direct Deposit Payable	22.60	9,862.63
05/14/2025	Expense		IRS	IRS DES:USATAXPYMT ID:XXXXXXXXXX75289 INDN:NEVADA BOARD OF PSYCHO CO ID:XXXXX02000 CCD	1100 Cash in Bank	1,111.00	10,973.63
05/23/2025	Payroll Check	DD	Gary C. Lenkeit	Medicare Employer	2700 Direct Deposit Payable	16.44	10,990.07
05/23/2025	Payroll Check	DD	Gary C. Lenkeit	Social Security Employer	2700 Direct Deposit Payable	70.30	11,060.37
05/23/2025	Payroll Check	DD	Laura M. Arnold	Social Security Employer	2700 Direct Deposit Payable	190.22	11,250.59
05/23/2025	Payroll Check	DD	Whitney E Koch Owens	Medicare Employer	2700 Direct Deposit Payable	2.18	11,252.77
05/23/2025	Payroll Check	DD	Whitney E Koch Owens	Social Security Employer	2700 Direct Deposit Payable	9.30	11,262.07
05/23/2025	Payroll Check	DD	Sarah J. Restori	Medicare Employer	2700 Direct Deposit Payable	38.78	11,300.85
05/23/2025	Payroll Check	DD	Sarah J. Restori	Social Security Employer	2700 Direct Deposit Payable	165.82	11,466.67
05/23/2025	Payroll Check	DD	Laura M. Arnold	Medicare Employer	2700 Direct Deposit Payable	44.49	11,511.16
Total for 9111 Federal Taxes (941/944)						\$2,086.00	
NV Unemployment Tax							
05/09/2025	Payroll Check	DD	Sheila G. Young	NV Career Enhancement Program	2700 Direct Deposit Payable	0.00	0.00
05/09/2025	Payroll Check	DD	Laura M. Arnold	NV SUI Employer	2700 Direct Deposit Payable	0.00	0.00
05/09/2025	Payroll Check	DD	Sarah J. Restori	NV Career Enhancement Program	2700 Direct Deposit Payable	0.00	0.00
05/09/2025	Payroll Check	DD	Laura M. Arnold	NV Career Enhancement Program	2700 Direct Deposit Payable	0.00	0.00
05/09/2025	Payroll Check	DD	Sarah J. Restori	NV SUI Employer	2700 Direct Deposit Payable	0.00	0.00
05/09/2025	Payroll Check	DD	Whitney E Koch Owens	NV Career Enhancement Program	2700 Direct Deposit Payable	0.00	0.00
05/09/2025	Payroll Check	DD	Whitney E Koch Owens	NV SUI Employer	2700 Direct Deposit Payable	0.00	0.00

NV State Board of Psychological Examiners

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May 2025

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
05/09/2025	Payroll Check	DD	Sheila G. Young	NV SUI Employer	2700 Direct Deposit Payable	0.00	0.00
05/23/2025	Payroll Check	DD	Laura M. Arnold	NV SUI Employer	2700 Direct Deposit Payable	0.00	0.00
05/23/2025	Payroll Check	DD	Whitney E Koch Owens	NV Career Enhancement Program	2700 Direct Deposit Payable	0.00	0.00
05/23/2025	Payroll Check	DD	Whitney E Koch Owens	NV SUI Employer	2700 Direct Deposit Payable	0.00	0.00
05/23/2025	Payroll Check	DD	Sarah J. Restori	NV Career Enhancement Program	2700 Direct Deposit Payable	0.00	0.00
05/23/2025	Payroll Check	DD	Sarah J. Restori	NV SUI Employer	2700 Direct Deposit Payable	0.00	0.00
05/23/2025	Payroll Check	DD	Gary C. Lenkeit	NV Career Enhancement Program	2700 Direct Deposit Payable	0.00	0.00
05/23/2025	Payroll Check	DD	Gary C. Lenkeit	NV SUI Employer	2700 Direct Deposit Payable	0.00	0.00
05/23/2025	Payroll Check	DD	Laura M. Arnold	NV Career Enhancement Program	2700 Direct Deposit Payable	0.00	0.00
Total for NV Unemployment Tax						\$0.00	
Total for Taxes						\$2,086.00	
Total for 9100 Payroll Expenses with subs						\$17,331.52	
5100 Board Sal							
Beginning Balance							4,950.00
Total for 5100 Board Sal							
5175 Board Staf							
51753 Investigator Salary							
Beginning Balance							9,922.50
05/09/2025	Payroll Check	DD	Sheila G. Young	Gross Pay - This is not a legal pay stub	2700 Direct Deposit Payable	364.50	10,287.00
05/23/2025	Payroll Check	DD	Gary C. Lenkeit	Gross Pay - This is not a legal pay stub	2700 Direct Deposit Payable	1,134.00	11,421.00
Total for 51753 Investigator Salary						\$1,498.50	
Total for 5175 Board Staf						\$1,498.50	
5250 Workers Compensation							
Beginning Balance							927.00
Total for 5250 Workers Compensation							
5300 PERS							
Beginning Balance							3,903.98
05/13/2025	Expense		PERS	TRANSFER NV BOARD OF PSYCHOLO:Public Employee's Re Confirmation# XXXXX78705	1100 Cash in Bank	3,752.84	7,656.82
Total for 5300 PERS						\$3,752.84	
6100 Out of State Travel							
Beginning Balance							704.42
Total for 6100 Out of State Travel							
6102 Lodging							
Beginning Balance							3,065.94
Total for 6102 Lodging							
6106 Air Tvl							
Beginning Balance							1,157.21
05/09/2025	Expense		Bank of America Credit Card	ASPPB Conf - Quebec (Air Canada) - ED	1100 Cash in Bank	283.00	1,440.21
05/09/2025	Expense		Bank of America Credit Card	ASPPB Conf - Quebec (United) - ED	1100 Cash in Bank	519.88	1,960.09
05/09/2025	Expense		Bank of America	ASPPB Conf - Quebec (Expedia) - ED	1100 Cash in Bank	12.58	1,972.67

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DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
05/09/2025	Expense		Credit Card Bank of America Credit Card	ASPPB Conf - Quebec (United) - AD	1100 Cash in Bank	900.75	2,873.42
Total for 6106 Air Trvl						\$1,716.21	
6110 Out of State Travel Misc Costs							
Beginning Balance							41.94
Total for 6110 Out of State Travel Misc Costs							
Total for 6100 Out of State Travel with subs						\$1,716.21	
6200 In State Travel							
Beginning Balance							428.26
Total for 6200 In State Travel							
7015 Supplies							
Beginning Balance							1,857.35
05/07/2025	Expense		Amazon	Office light	1100 Cash in Bank	32.50	1,889.85
05/14/2025	Expense		Amazon	Tissues for office	1100 Cash in Bank	7.13	1,896.98
05/20/2025	Expense		Home Depot	Copy of office keys and wall spackle	1100 Cash in Bank	31.28	1,928.26
05/23/2025	Expense			Postage & Certified mail - Complaint 25-0519(1)	1100 Cash in Bank	30.49	1,958.75
05/30/2025	Expense		Amazon	Plastic cutlery for office	1100 Cash in Bank	11.68	1,970.43
Total for 7015 Supplies						\$113.08	
7020 Office Expense							
Beginning Balance							185.24
05/05/2025	Expense			CHECKCARD 0504 WATER COFFEE DELIVERY XXX-XX85508 FL XXXXX4251XXXXXXXXXX4005 CKCD 5999 XXXXXXXXXXXX597956	1100 Cash in Bank	38.96	224.20
Total for 7020 Office Expense						\$38.96	
7040 Print-Copy							
Beginning Balance							250.74
05/09/2025	Expense			Ubeo Business Services Bill Payment	1100 Cash in Bank	9.94	260.68
Total for 7040 Print-Copy						\$9.94	
7050 Rent							
Beginning Balance							14,219.70
05/28/2025	Expense		Mihata Holdings, LP	TRANSFER NV BOARD OF PSYCHOLO:Mihata Holdings Confirmation# XXXXX08061	1100 Cash in Bank	1,500.00	15,719.70
Total for 7050 Rent						\$1,500.00	
85100 Shredding							
05/27/2025	Expense		Assured Document Destruction	CHECKCARD 0522 ASSURED DOCUMENT DESTRU XXX-XX46544 NV XXXXX4151XXXXXXXXXX7711 CKCD 8999 XXXXXXXXXXXX597956	1100 Cash in Bank	41.00	41.00
Total for 85100 Shredding						\$41.00	
Total for 7020 Office Expense with subs						\$1,589.90	
7100 Postage							
Beginning Balance							1,071.48
Total for 7100 Postage							
7200 Utilities							
Beginning Balance							473.98
05/22/2025	Expense		NV Energy	NV ENERGY SOUTH DES:NPC PYMT ID:XXXXXXXXXX12081 INDN:NEVADA BOARD OF PSYCHO CO ID:XXXXX45330 CCD	1100 Cash in Bank	36.98	510.96
Total for 7200 Utilities						\$36.98	
7290 Telephone							
Beginning Balance							-4.64
Total for 7290 Telephone							

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DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
72902 Internet							
Beginning Balance							671.25
05/14/2025	Expense		Cox Communications	CHECKCARD 0513 COX LAS VEGAS COMM SV 234-3993 NV XXXXX1651XXXXXXXXXX3334 RECURRING CKCD 4899 XXXXXXXXXXXX484434	800- 1100 Cash in Bank	64.09	735.34
Total for 72902 Internet						\$64.09	
Total for 7290 Telephone with subs						\$64.09	
Total for 7200 Utilities with subs						\$101.07	
7500 Copy Lease							
Beginning Balance							1,135.93
05/20/2025	Expense		Canon Financial Services, Inc.	Canon Financial Services Bill Payment	1100 Cash in Bank	126.03	1,261.96
Total for 7500 Copy Lease						\$126.03	
7770 Software							
Beginning Balance							2,804.73
05/05/2025	Deposit			MicroSoft Subscription	1100 Cash in Bank	99.99	2,904.72
05/08/2025	Deposit			adobe Acrobat	1100 Cash in Bank	19.99	2,924.71
05/09/2025	Expense		Bank of America Credit Card	Adobe	1100 Cash in Bank	19.99	2,944.70
05/09/2025	Expense		Bank of America Credit Card	Google Suite	1100 Cash in Bank	86.40	3,031.10
05/09/2025	Expense		Bank of America Credit Card	Jotform	1100 Cash in Bank	19.00	3,050.10
Total for 7770 Software						\$245.37	
7777 Database							
Beginning Balance							767.67
Total for 7777 Database							
8000 Legal & Professional Fees							
Beginning Balance							6,539.88
05/06/2025	Expense		Office of the Attorney General	NV Attorney General - AG Bill Payment	1100 Cash in Bank	11,401.06	17,940.94
Total for 8000 Legal & Professional Fees						\$11,401.06	
8010 Legal							
Beginning Balance							10,127.24
05/22/2025	Expense			NV Attorney General - AG Bill Payment	1100 Cash in Bank	3,030.87	13,158.11
05/22/2025	Expense			NV Attorney General - AG Bill Payment	1100 Cash in Bank	2,920.93	16,079.04
Total for 8010 Legal						\$5,951.80	
8015 Tort Claim							
Beginning Balance							1,164.30
Total for 8015 Tort Claim							
Total for 8000 Legal & Professional Fees with subs						\$17,352.86	
8050 Prof Servs							
Beginning Balance							18,361.50
05/02/2025	Expense		Michelle Fox	Zelle payment to for Conf# z4f0meqcm	Michelle Fox "Inv. No. 461 5-2-2025";	162.50	18,524.00
05/14/2025	Expense		Michelle Fox	Zelle payment to for Conf# v9tieoi1a	Michelle Fox "Inv. No. 463 - 5-14-2025";	50.00	18,574.00
Total for 8050 Prof Servs						\$212.50	
8055 Lobbyist							
Beginning							5,358.75

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DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
Balance							
Total for 8055 Lobbyist							
Total for 8050 Prof Servs with subs						\$212.50	
8250 Dues & Reg							
Beginning Balance							2,420.00
Total for 8250 Dues & Reg							
8255 Membership							
05/09/2025	Expense		Bank of America Credit Card	ASPPB Registration - Refund (BP)	1100 Cash in Bank	-280.00	-280.00
Total for 8255 Membership						\$ -280.00	
Total for 8250 Dues & Reg with subs						\$ -280.00	
8500 Admin Serv							
8520 LCB							
Beginning Balance							1,200.00
Total for 8520 LCB							
Total for 8500 Admin Serv							
9001 Banking Fees							
9002 Bank Crgs							
Beginning Balance							70.44
05/14/2025	Expense			External transfer fee - 3 Day - XXXXX7350	Confirmation: 1100 Cash in Bank	1.00	71.44
05/14/2025	Expense			External transfer fee - 3 Day - XXXXX7166	Confirmation: 1100 Cash in Bank	1.00	72.44
05/29/2025	Expense			External transfer fee - 3 Day - XXXXX6656	Confirmation: 1100 Cash in Bank	1.00	73.44
Total for 9002 Bank Crgs						\$3.00	
Total for 9001 Banking Fees						\$3.00	
90100 Miscellaneous Expense							
Beginning Balance							5.00
Total for 90100 Miscellaneous Expense							
PayPal Fees							
Beginning Balance							13,704.99
05/05/2025	Deposit			Regular PP fee	1100 Cash in Bank	5.90	13,710.89
05/05/2025	Deposit			Deferred PP fee	1100 Cash in Bank	20.95	13,731.84
05/05/2025	Deposit			Regular PP fee	1100 Cash in Bank	5.90	13,737.74
05/05/2025	Deposit			Regular PP fee	1100 Cash in Bank	5.90	13,743.64
05/05/2025	Deposit			Regular PP fee	1100 Cash in Bank	6.68	13,750.32
05/05/2025	Deposit			Regular PP fee	1100 Cash in Bank	5.90	13,756.22
05/05/2025	Deposit			Regular PP fee	1100 Cash in Bank	5.93	13,762.15
05/05/2025	Deposit			Regular PP fee	1100 Cash in Bank	5.93	13,768.08
05/05/2025	Deposit			Regular PP fee	1100 Cash in Bank	5.93	13,774.01
05/05/2025	Deposit			Deferred PP fee	1100 Cash in Bank	18.13	13,792.14
05/05/2025	Deposit			Regular PP fee	1100 Cash in Bank	5.90	13,798.04
05/05/2025	Deposit			Regular PP fee	1100 Cash in Bank	5.93	13,803.97
05/05/2025	Deposit			Regular PP fee	1100 Cash in Bank	6.68	13,810.65
05/05/2025	Deposit			Regular PP fee	1100 Cash in Bank	5.90	13,816.55
05/05/2025	Deposit			Regular PP fee	1100 Cash in Bank	6.68	13,823.23
05/05/2025	Deposit			Regular PP fee	1100 Cash in Bank	5.90	13,829.13
05/05/2025	Deposit			Regular PP fee	1100 Cash in Bank	5.93	13,835.06
05/05/2025	Deposit			Regular PP fee	1100 Cash in Bank	1.42	13,836.48
05/05/2025	Deposit			Regular PP fee	1100 Cash in Bank	5.90	13,842.38
05/05/2025	Deposit			Regular PP fee	1100 Cash in Bank	7.71	13,850.09
05/05/2025	Deposit			Regular PP fee	1100 Cash in Bank	2.35	13,852.44
05/08/2025	Deposit			Regular PP fee	1100 Cash in Bank	5.90	13,858.34

NV State Board of Psychological Examiners

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May 2025

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
05/08/2025	Deposit			Deferred PP fee	1100 Cash in Bank	21.30	13,879.64
05/08/2025	Deposit			Regular PP fee	1100 Cash in Bank	1.58	13,881.22
05/08/2025	Deposit			Regular PP fee	1100 Cash in Bank	5.73	13,886.95
05/08/2025	Deposit			Deferred PP fee	1100 Cash in Bank	5.13	13,892.08
05/08/2025	Deposit			Regular PP fee	1100 Cash in Bank	5.13	13,897.21
05/08/2025	Deposit			Deferred PP fee	1100 Cash in Bank	20.95	13,918.16
05/22/2025	Deposit			Regular PP fee	1100 Cash in Bank	1.11	13,919.27
05/22/2025	Deposit			Regular PP fee	1100 Cash in Bank	5.90	13,925.17
05/22/2025	Deposit			Deferred PP fee	1100 Cash in Bank	1.57	13,926.74
05/22/2025	Deposit			Regular PP fee	1100 Cash in Bank	6.68	13,933.42
05/22/2025	Deposit			Regular PP fee	1100 Cash in Bank	5.90	13,939.32
05/22/2025	Deposit			Regular PP fee	1100 Cash in Bank	1.11	13,940.43
05/22/2025	Deposit			Regular PP fee	1100 Cash in Bank	7.71	13,948.14
05/22/2025	Deposit			Regular PP fee	1100 Cash in Bank	1.11	13,949.25
05/22/2025	Deposit			Regular PP fee	1100 Cash in Bank	1.42	13,950.67
05/22/2025	Deposit			Regular PP fee	1100 Cash in Bank	8.23	13,958.90
05/22/2025	Deposit			Deferred PP fee	1100 Cash in Bank	5.13	13,964.03
05/22/2025	Deposit			Regular PP fee	1100 Cash in Bank	5.13	13,969.16
05/22/2025	Deposit			Regular PP fee	1100 Cash in Bank	5.90	13,975.06
05/22/2025	Deposit			Regular PP fee	1100 Cash in Bank	5.90	13,980.96
05/22/2025	Deposit			Regular PP fee	1100 Cash in Bank	5.90	13,986.86
05/28/2025	Deposit			Regular PP fee	1100 Cash in Bank	5.90	13,992.76
05/28/2025	Deposit			Deferred PP fee	1100 Cash in Bank	17.52	14,010.28
05/28/2025	Deposit			Regular PP fee	1100 Cash in Bank	5.90	14,016.18
05/28/2025	Deposit			Regular PP fee	1100 Cash in Bank	6.68	14,022.86
05/28/2025	Deposit			Deferred PP fee	1100 Cash in Bank	3.20	14,026.06
05/28/2025	Deposit			Deferred PP fee	1100 Cash in Bank	20.37	14,046.43
05/28/2025	Deposit			Deferred PP fee	1100 Cash in Bank	1.42	14,047.85
05/28/2025	Deposit			Regular PP fee	1100 Cash in Bank	5.93	14,053.78
05/28/2025	Deposit			Regular PP fee	1100 Cash in Bank	5.93	14,059.71
05/28/2025	Deposit			Regular PP fee	1100 Cash in Bank	5.90	14,065.61
Total for PayPal Fees						\$360.62	
Reimbursements							
Beginning Balance							6,758.40
05/09/2025	Payroll Check	DD	Laura M. Arnold	Reimbursement	2700 Direct Deposit Payable	164.13	6,922.53
05/09/2025	Payroll Check	DD	Sarah J. Restori	Reimbursement	2700 Direct Deposit Payable	143.07	7,065.60
05/23/2025	Payroll Check	DD	Laura M. Arnold	Reimbursement	2700 Direct Deposit Payable	164.13	7,229.73
05/23/2025	Payroll Check	DD	Sarah J. Restori	Reimbursement	2700 Direct Deposit Payable	143.07	7,372.80
Total for Reimbursements						\$614.40	

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

DATE: June 13, 2025

ITEM:

4B - (For Possible Action) Discussion and Possible Action to Approve Revisions to the Budget for Fiscal Year 2025.

SUMMARY:

As the end of FY2025 approaches and with revenue, income, and expenses having performed better in various line items than projected for the 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 and for the purpose of informing and helping to form the Board's budget for FY2026.

NV State Board of Psychological Examiners
Budget - Fiscal Year 2025

5/31/25

		FY25 Budgeted Amount	FY25 Actual	% actual to budget
INCOME				
Net Money on hand (Checking) as of 7/1/2024		90,831.85	90,831.85	
Deferred Revenue				
2600	Renewals - 7/1/24 and 1/1/25	182,000.00	182,055.52	100.03%
2600	Late Renewals - 1Q 23-24	15,819.98	15,819.98	100.00%
2600	Late Renewals - 1Q 25-26	9,000.00	9,485.61	105.40%
40201 40281-3 40203	New Licensure, Registrations, Reinstatements	26,300.00	26,353.49	100.20%
Total Deferred Income (Gross)			233,714.60	
	Deferred PP fees		3,098.19	
	NET Deferred Income		230,616.41	

Regular Revenue	23-24 Biennium Q4 New Licensure and Registrations	8,200.00	8,259.22	100.72%
	Applications			
40100	Psychologist Application	21,800.00	21,598.68	99.08%
40101	PA Application	3,300.00	3,087.13	93.55%
40102	Intern Application	1,150.00	1,085.40	94.38%
40103	Trainee Application	3,095.00	3,099.90	100.16%
4010	Reinstatement/Reactivation	400.00	400.00	100.00%
4015	Psychologist State Exam	17,000.00	17,016.80	100.10%
4030	Non-Resident Consultant	1,000.00	1,000.00	100.00%
4040	CE App Fee	1,050.00	1,058.52	100.81%
	Other			
4025/4050	Late and License Restoration Fees	3,500.00	3,550.00	101.43%
40251/40252	New and Duplicate License	2,300.00	2,303.34	100.15%
4045	Verification of Licensure	590.00	593.78	100.64%
4075	Cost Recovered (Disciplinary)			
4999	Interest, Misc	40.00	38.54	96.35%
Total Income		\$296,544.98	\$293,707.72	99.04%
Payroll Expenses		FY25 Budgeted Amount	FY25 Actual	% actual to budget
5100	Board Salary/Per Diem	5,000.00	4,950.00	99.00%

2700	Executive Director (net)	52,500.00	47,916.61	91.27%
2700	Administrative Director (net)	45,000.00	40,719.96	90.49%
2700	Staff Salary (Part-Time)	1,500.00	0.00	0.00%
9110	Staff Benefits	17,500.00	15,170.16	86.69%
2700	Investigator/Consultant Salary	15,000.00	12,698.35	84.66%
5250	Workers Compensation	1,000.00	927.00	92.70%
2108/5300	PERS	50,000.00	44,848.96	89.70%
2100	Federal Payroll Taxes	30,000.00	27,407.92	91.36%
9100	Other Payroll Expenses	1,000.00	878.00	87.80%
	Total Payroll	218,500.00	195,516.96	89.48%

Operating Expenses		FY25 Budgeted Amount	FY25 Actual	% actual to budget
6100	Out of State	6,800.00	6,685.72	98.32%
6200	In-State Travel	500.00	428.26	85.65%
7015	Office Supplies/furniture	2,100.00	1,970.43	93.83%
	Office expenses:			
7040	- Print-Copy	300.00	260.68	86.89%
7050	- Rent	17,500.00	15,719.70	89.83%
7100	- Postage	1,200.00	1,071.48	89.29%
7210	- DoIt Web SV	1,000.00	850.10	85.01%
7290/72902 7200	- Telephone/Internet & Utilities	1,500.00	1,241.66	82.78%
7500	- Copy Lease	1,500.00	1,261.96	84.13%
7020	- Water/Misc	300.00	224.20	74.73%
7770/7777	Software & Database	4,500.00	3,817.77	84.84%
8000/8010	Legal & Professional Fees	40,000.00	34,019.98	85.05%
8015	Tort Claim	1,200.00	1,164.30	97.03%

8050/8055	Professional Services (Auditor, Bookkeeper, Lobbyist)	25,000.00	23,932.75	95.73%
8250	Dues & Reg (ASPPB, Conf, Continuing Ed)	5,000.00	2,140.00	42.80%
8520	Admin Services (LCB)	1,200.00	1,200.00	100.00%
9001	Banking Fees	100.00	73.44	73.44%
	PayPal Fees (against regular revenue)	2,000.00	1,754.66	87.73%
90100	Miscellaneous Expense	100.00		0.00%
	Uncategorized Expense	0.00		
Total Expenses		\$111,800.00	\$97,817.09	87.49%
Total Expenses + Payroll		\$330,300.00	\$293,334.05	88.81%
Total Income + Cash		\$ 387,376.83	\$384,539.57	99.27%
Final Balance		\$57,076.83	\$91,205.52	

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

DATE: June 13, 2025

ITEM:

4C – (For Possible Action) Discussion and Possible Action to Approve Proposed Engagement Letter from Campbell Jones Cohen CPAs for the Annual Board Audit.

SUMMARY:

Campbell Jones Cohen CPAs, which is the accounting firm that conducted the Board's annual audit for the past several years, has provided their proposed engagement letter. The firm has quoted a total of \$16,500.00 for the annual audit. This amount is a slight increase (\$500) over what the firm charged last year, and will be accounted for in the budget for FY26.

**PROPOSAL TO PROVIDE PROFESSIONAL
AUDITING SERVICES**

**FOR THE YEAR ENDING
JUNE 30, 2025**

NEVADA STATE BOARD OF PSYCHOLOGICAL EXAMINERS



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**PROPOSAL TO PROVIDE PROFESSIONAL AUDITING SERVICES FOR
NEVADA STATE BOARD OF PSYCHOLOGICAL EXAMINERS**

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Item 4C

P 702-255-2330

F 702-255-2203

6920 S. Cimarron Rd., Suite 100

Las Vegas, NV 89113

www.yournevadacpa.com

May 20, 2025

Nevada State Board of Psychological Examiners
3080 S. Durango Dr. Ste. 102
Las Vegas, NV 89117

To: Board of Directors

We appreciate the opportunity to submit our proposal to provide professional auditing services for Nevada State Board of Psychological Examiners for the year ending June 30, 2025.

Our approach to client service is to foster strong relationships with our clients and to provide value to the organizations we serve. We have extensive experience serving entities and are confident in our ability to meet or exceed the reporting deadlines. The work conducted on your audit will be performed with significant involvement at the partner level and by certified public accountants and other staff who are committed to providing the highest level of service.

We look forward to being your firm of choice. If you have questions regarding this proposal, or if we can be of assistance in any way during this process, please do not hesitate to contact me.

Sincerely,

A handwritten signature in black ink that reads "Kay See".

Kay See, CPA
Engagement Partner

TECHNICAL PROPOSAL

FIRM OVERVIEW

Campbell Jones Cohen CPAs has been in business for more than 30 years and has a record for long-term partnerships with our clients, which is the foundation for our success and longevity. Our firm is one of the largest firms in Southern Nevada, with five partners and an overall staff approaching 60 people. In addition to audit and assurance services, our full-service firm provides extensive tax, bookkeeping, and advisory services. Our high standards for quality and our specialized team enhance our professionalism, while our size allows us to provide more personalized service, customized to our clients. We ensure every client is served by the expertise of our whole firm. We are dedicated professionals with a local firm culture who are passionate about providing personalized service.

Our firm has the desire and capacity to accept new clients. Our staff is well-balanced with diverse backgrounds to provide a wide array of expertise. Our clientele consists of a broad range of entities including non-profit organizations, government and quasi-government organizations, construction businesses, a variety of other businesses and entities, and high net worth individuals.

We enjoy assisting our clients in fulfilling their respective missions by being a resource to their staff. We maintain communication with our clients throughout the year and are generally available for consultation on accounting matters at any time and at no additional charge. In addition, we stay current on industry developments from the standard-setting organizations and share that information with our clients.

We understand that fewer changes in audit personnel equates to increased efficiencies and helps reduce potential complications that may arise during the course of an engagement. We strive to keep audit personnel on the same client engagements to maintain existing knowledge of our clients and their organizations from year to year. We have experienced low turnover in staff while continuing to add team members.

Our firm is an independent member of the BDO Alliance USA. BDO Alliance USA is a nationwide association of independently owned local and regional accounting, consulting, and service firms with similar client service goals. By supplementing our services, the BDO Alliance USA allows us to:

- Enhance our client services and broaden our capabilities overall
- Expand our domestic and international coverage
- Gain greater technical knowledge in specialty areas
- Utilize professionals with experience in a wide range of industries
- Access the most up-to-date technical information
- Participate in the latest training programs
- Provide our clients with key contacts and sophisticated professionals throughout the U.S.

The BDO Alliance USA brings us the necessary tools to help us better serve our clients with greater flexibility, efficiency, and cost effectiveness.

We are experienced conducting audits of organizations that receive funding from a variety of sources, including the State of Nevada, county funding sources, and the federal government. We also have experience conducting single audits. Please see our references in the references section.

INDEPENDENCE

We are completely independent of the Nevada State Board of Psychological Examiners. We continually monitor our independence with all of our clients as part of our system of quality control and ensure independence is always met with our assurance clients.

LICENSING

All of our CPA- licensed partners and staff are in good standing, with no complaints against them. We are included under the peer review program of the American Institute of Certified Public Accountants and are members of the Nevada Society of Certified Public Accountants.

AUDIT APPROACH

Our approach to client service includes finding ways to add value through providing recommendations to you to help improve your organization, fostering strong relationships, and ensuring good communication with your personnel. Our commitment to premium service for our clients means that a partner will be significantly involved with your engagement, with regular communication, and a specifically designated audit staff member will be assigned full-time responsibility for your audit. We will gather independent evidence that validates your controls and provides assurance regarding account balances and transactions.

TECHNOLOGY

Our firm uses the best technology available, including a full range of software, systems, and tools. We use a secure file-sharing platform which allows us to protect your information and simplify the communication process throughout the engagement. We also use sophisticated audit and tax software to ensure compliance with professional standards and accuracy of all information from financial statements to tax returns. We maintain proper back-ups, make sure that information is properly secured, and access to our information is available on a timely basis and in accordance with retention requirements.

REFERENCES

The following are recent audits we have performed under both generally accepted auditing standards and *Government Auditing Standards*.

Nevada Physical Therapy Board Foundation

Charles Harvey, Executive Director
Nevada Physical Therapy Board
pted@govmail.state.nv.us
3291 N. Buffalo Dr. Ste. 100
Las Vegas, NV 89129
(702) 876-5535

Las Vegas Metropolitan Police Department

Karen Marben, Executive Director
Las Vegas Metro Police Dept. Foundation
kmarben@lvmpfoundation.org
110 N. City Pkwy. Ste. 420
Las Vegas, NV 89106
(702) 331-7881

Nevada P.E.P., Inc.

Karen Taycher, Executive Director
Nevada P.E.P., Inc.
ktaycher@nvpep.org
7211 W. Charleston Blvd. Ste. 110
Las Vegas, NV 89117-1682
(702) 388-8899

WORK PLAN AND PROPOSED AUDIT SCHEDULE

The following is the work plan we will follow to accomplish each significant segment of the audit during the proposed audit schedule:

Audit Step	Scheduled
Trial Balance received and general ledger detail of all accounts if no access to books online	Day 1
CJC to send initial document list to client	End of Week 2
Initial meeting completed by	Week 2
Client to submit all documents to CJC	Week 3-5
CJC field work (client needs to be available for questions)	Week 6-7
CJC internal review of file and drafting of financial statement	Week 8
Draft to client for review	Week 9
CJC partner review of audit file and draft	Week 10
Final report available to be issued	Week 11

Our audit effort will focus on the risk assessment performed during audit planning in accordance with auditing standards. We anticipate areas of focus will include revenues, expenditures, cash accounts receivable, inventory, liabilities, and net assets.

Our firm is based in Las Vegas, NV and our staff works both on-site and remotely. We make every effort to limit the disruptions we make to your personnel. We will discuss with you whether to perform audit work on-site or remotely, as we work comfortably in both ways to perform the fieldwork portion of our audit procedures. The fieldwork portion of the audit is generally between five to ten days.

COMMUNICATIONS WITH THOSE CHARGED WITH GOVERNANCE

In accordance with professional auditing standards, we are required to communicate with those charged with governance, including your organization's board of directors during the audit engagement. Accordingly, we generally make such communications in writing at the beginning and conclusion of the audit and may communicate via phone or email throughout the audit as deemed necessary in our professional judgment and as required by our professional standards.

PEER REVIEW

Our firm is included under the peer review program as monitored by the Nevada State Board of Accountancy. Our firm, Campbell Jones Cohen CPAs, received a peer review rating of **Pass** as of our most recent peer review. We take pride and strive to maintain that rating excellence. A copy of the report accompanies this proposal.

ENGAGEMENT TEAM – Engagement Partner

Kay See, CPA
Partner
Campbell Jones Cohen CPAs

**BACKGROUND**

Kay See, CPA, is a 2012 graduate of UNLV. She has been working for Campbell Jones Cohen CPAs since January 2009 and became a shareholder of Campbell Jones Cohen CPAs in 2023. Kay's expertise is in audits of not-for-profit organizations and trust tax returns. Kay became a certified public accountant in 2013.

EDUCATION

Master of Science Degree in Accounting, University of Nevada, Las Vegas

CONTINUING PROFESSIONAL EDUCATION

Member in good standing: Nevada State Board of Accountancy

Satisfies the professional requirement of completing at least 80 hours of continuing professional education every two years including 24 hours directly related to government auditing (Yellow Book requirements).

ACHIEVEMENTS

Licensed CPA, State of Nevada

Member, Nevada State Society of CPAs

Member, American Institute of Certified Public Accountants (AICPA)

Not for Profit-Level II Certification by the AICPA

COMMUNITY

UNLV Department of Accounting-Advisory Board Member

Vegas City Opera-Advisory Board Member

ENGAGEMENT TEAM – Audit Manager

David A. Hines, CPA
Audit Manager
Campbell Jones Cohen CPAs

**BACKGROUND**

David Hines, CPA is a 2012 graduate of University of Nevada, Las Vegas, and a 2019 graduate of Florida Atlantic University. David became Audit Manager in 2024 after having been a valuable part of the firm since 2019. David works with clients in a wide variety of industries. David became a certified public accountant in 2018.

EDUCATION

Bachelor of Science Degree in Business Administration, Accounting, University of Nevada, Las Vegas
Master of Accounting Degree, Florida Atlantic University

CONTINUING PROFESSIONAL EDUCATION

Member in good standing: Nevada State Board of Accountancy.

Satisfies the professional requirement of completing at least 80 hours of continuing professional education every two years including 24 hours directly related to government auditing (Yellow Book requirements).

ACHIEVEMENTS

Licensed CPA, State of Nevada

Member, Nevada State Society of CPAs

Member, American Institute of Certified Public Accountants (AIPCA)

COMMUNITY

F.E.A.T. of Southern Nevada (Families for Effective Autism Treatment)-Board Treasurer

ENGAGEMENT TEAM – Staff Accountant

Laulea Nobriga
Staff Accountant
Campbell Jones Cohen CPAs



BACKGROUND

Laulea Nobriga is a 2023 graduate of University of Nevada, Las Vegas. He has been a member of the firm since August 2023. Laulea is a valuable team member and works on financial statement audits, reviews, and compilations.

EDUCATION

Bachelor of Science Degree in Business Administration, Accounting, University of Nevada, Las Vegas

**APPENDIX A – ENGAGEMENT FEES
THE NEVADA STATE BOARD OF PSYCHOLOGICAL EXAMINERS**

Fees for One Year Audit Engagement	2025
Audit Services for 2025	\$16,500

Our firm understands the desire to see transparent pricing. We have a history of keeping fees both consistent and reasonable from year to year. Our firm does not impose additional fees for routine communication with the company's personnel as it relates to discussing accounting-related questions.

The price anticipates that your staff will assist in preparing all necessary schedules and documentation for the audit.

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

DATE: June 13, 2025

ITEM:

4D - (For Possible Action) Discussion and Possible Action to Renew the Board's Independent Contractor Agreement with its bookkeeper, Michelle Fox.

SUMMARY:

It is time to renew the Board's independent contractor agreement with its bookkeeper, Michelle Fox, effective July 1, 2025. Using the same contract that the Board has had with her since she began her service to the Board, there is one update to increase the hourly contract amount from \$50.00/hour to \$52.50/hour, as has been customary in the previous contract renewals with Ms. Fox.

INDEPENDENT CONTRACTOR AGREEMENT

This Independent Contractor Agreement (this "Agreement") is made effective as of July 01, 2025, by and between State of Nevada Board of Psychological Examiners (the "Recipient"), of 3080 South Durango Drive, Suite 102, Las Vegas, NV 89117, and Michelle Fox (the "Contractor"), of

In this Agreement, the party who is contracting to receive the services shall be referred to as "Recipient", and the party who will be providing the services shall be referred to as "Contractor."

1. DESCRIPTION OF SERVICES. Beginning the date this agreement is executed through June 30, 2026, the Contractor will provide the following services (collectively, the "Services"):

Scope of work to be performed: Close out Fiscal Year 2025 and support Fiscal Year 2026; Enter and/or review financial transactions; Reconcile all Bank Accounts; Set-up filing system for all relative documents.

2. PAYMENT FOR SERVICES. The Recipient will pay compensation to the Contractor for the Services. Payments will be made as follows: \$52.50 per hour payable upon receipt of invoice for services rendered. Amount not to exceed \$2,500.00.

No other fees and/or expenses will be paid to the Contractor, unless such fees and/or expenses have been approved in advance by the appropriate executive on behalf of the Recipient in writing. The Contractor shall be solely responsible for any and all taxes, Social Security contributions or payments, disability insurance, unemployment taxes, and other payroll type taxes applicable to such compensation.

3. TERM/TERMINATION. This Agreement may be terminated by either party upon 30 days' written notice to the other party.

A regular, ongoing relationship of indefinite term is not contemplated. The Recipient has no right to assign services to the Contractor other than as specifically contemplated by this Agreement.

However, the parties may mutually agree that the Contractor shall perform other services for the Recipient, pursuant to the terms of this Agreement.

4. RELATIONSHIP OF PARTIES. It is understood by the parties that the Contractor is an independent contractor with respect to the Recipient, and not an employee of the Recipient. The Recipient will not provide fringe benefits, including health insurance benefits, paid vacation, or any other employee benefit, for the benefit of the Contractor.

It is contemplated that the relationship between the Contractor and the Recipient shall be a

non-exclusive one. The Contractor also performs services for other organizations and/or individuals.

The Recipient has no right to further inquire into the Contractor's other activities.

5. RECIPIENT'S CONTROL. The Recipient has no right or power to control or otherwise interfere with the Contractor's mode of effecting performance under this Agreement. The Recipient's only concern is the result of the Contractor's work, and not the means of accomplishing it. Except in extraordinary circumstances and when necessary, the Contractor shall perform the Services without direct supervision by the Recipient.

6. PROFESSIONAL CAPACITY. The Contractor is a professional who uses his or her own professional and business methods to perform services. The Contractor has not and will not receive training from the Recipient regarding how to perform the Services.

7. PERSONAL SERVICES NOT REQUIRED. The Contractor is not required to render the Services personally and may employ others to perform the Services on behalf of the Recipient without the Recipient's knowledge or consent. If the Contractor has assistants, it is the Contractor's responsibility to hire them and to provide materials for them.

8. NO LOCATION ON PREMISES. The Contractor has no desk or other equipment either located at or furnished by the Recipient. Except to the extent that the Contractor works in a territory as defined by the Recipient, his or her services are not integrated into the mainstream of the Recipient's business.

9. NO SET WORK HOURS. The Contractor has no set hours of work. There is no requirement that the Contractor work full time or otherwise account for work hours.

10. EXPENSES PAID BY CONTRACTOR. The Contractor's business and travel expenses are to be paid by the Contractor and not by the Recipient.

11. CONFIDENTIALITY. Contractor may have had access to proprietary, private and/or otherwise confidential information ("Confidential Information") of the Recipient. Confidential Information shall mean all non-public information which constitutes, relates or refers to the operation of the business of the Recipient, including without limitation, all financial, investment, operational, personnel, sales, marketing, managerial and statistical information of the Recipient, and any and all trade secrets, customer lists, or pricing information of the Recipient. The nature of the information and the manner of disclosure are such that a reasonable person would understand it to be confidential. The Contractor will not at any time or in any manner, either directly or indirectly, use for the personal benefit of the Contractor, or divulge, disclose, or communicate in any manner any Confidential Information. The Contractor will protect such information and treat the Confidential Information as strictly confidential. This provision shall continue to be effective after the termination of this Agreement. Upon termination of this Agreement, the Contractor will return to the Recipient all Confidential Information, whether physical or electronic, and other items that were used, created, or controlled by the Contractor during the term of

this Agreement.

This Agreement is in compliance with the Defend Trade Secrets Act and provides civil or criminal immunity to any individual for the disclosure of trade secrets: (i) made in confidence to a federal, state, or local government official, or to an attorney when the disclosure is to report suspected violations of the law; or (ii) in a complaint or other document filed in a lawsuit if made under seal.

12. NO RIGHT TO ACT AS AGENT. An "employer-employee" or "principal-agent" relationship is not created merely because (1) the Recipient has or retains the right to supervise or inspect the work as it progresses in order to ensure compliance with the terms of the contract or (2) the Recipient has or retains the right to stop work done improperly. The Contractor has no right to act as an agent for the Recipient and has an obligation to notify any involved parties that it is not an agent of the Recipient.

13. ENTIRE AGREEMENT. This Agreement constitutes the entire contract between the parties. All terms and conditions contained in any other writings previously executed by the parties regarding the matters contemplated herein shall be deemed to be merged herein and superseded hereby. No modification of this Agreement shall be deemed effective unless in writing and signed by the parties hereto.

14. WAIVER OF BREACH. The waiver by the Recipient of a breach of any provision of this Agreement by Contractor shall not operate or be construed as a waiver of any subsequent breach by Contractor.

15. SEVERABILITY. If any provision of this Agreement shall be held to be invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable. If a court finds that any provision of this Agreement is invalid or unenforceable, but that by limiting such provision it would become valid and enforceable, then such provision shall be deemed to be written, construed, and enforced as so limited.

16. APPLICABLE LAW. This Agreement shall be governed by the laws of the State of Nevada.

17. SIGNATORIES. This Agreement shall be signed by Dr. Lorraine Benuto, Board President, on behalf of Recipient, and by Michelle Fox as Contractor. This Agreement is effective as of the date signed below.

RECIPIENT:

State of Nevada Board of Psychological Examiners

By: _

Lorraine Benuto, Ph.D., Board
President

Dated

By: _

Harry B. Ward, J.D.
Deputy Attorney General

Dated

CONTRACTOR:

Michelle Fox

By: _

Dated

Regulation Revisions Table

<u>Legislative File No.</u>	<u>Description</u>	<u>Status</u>
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

<u>Bill No</u>	<u>Description</u>	<u>Status</u>
SB78	Board consolidation bill under the Department of Business and Industry	Died
SB165	Revises NRS Chapter 641 (Psychologists) to provide for the licensure, regulation, investigation, and discipline of Behavioral Health and Wellness Practitioners	Passed and approved by the Governor on 6/6/2025
SB251	Revises NRS Chapter 641 (Psychologists) relating to Psychological Assistants, Psychological Interns, and Psychological Trainees.	Passed and approved by the Governor on 5/31/2025
SB425	Behavioral Health Board consolidation bill – proposes to consolidate Nevada’s Behavioral Health Boards under the Dept. of Health Human Services, Division of Public and Behavioral Health	Died
AB196	Revises certain provisions of NRS Chapter 641 related to the term “psychometrist”, the registration of business entities, and creating a limitations period for complaints.	Passed and approved by the Governor on 5/29/2025

**Board Office Statistics
Fiscal Year 25**

Item 7A

		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
Psychologists	Licenses Issued	10	7	8	8	6	5	6	8	5	5	5		73
	Applications Received	16	13	18	4	13	7	5	17	11	9	18		131
Psychological Assistants	Registrations Issued	1	7	3	3	3	1	0	0	1	0	1		20
	Applications Received	4	3	4	0	0	0	0	1	2	1	3		18
Psychological Interns	Registrations Issued	1	0	0	0	0	0	0	1	2	0	0		4
	Applications Received	0	0	1	2	0	1	0	2	1	0	1		8
Psychological Trainees	Registrations Issued	0	1	1	8	0	0	0	2	0	0	0		12
	Applications Received	0	2	8	0	0	1	2	1	0	2	1		17
Non-Resident Consultants	Registrations Issued	0	1	1	1	0	0	1	2	2	0	1		9
Background Checks	Reviewed	1	0	0	1	0	0	0	0	0	2	0		4
Continuing Education	Applications Reviewed	7	0	4	2	1	2	1	1	11	3	1		33
State Exams	Administered	11	12	13	9	7	3	5	3	5	6	10		84
Complaints	Received	4	3	2	2	1	1	2	0	5	7	3		30
Totals		55	49	63	40	31	21	22	38	45	35	44	0	443

Licensees - 2025-26 as of 5/31/2025:

Active	699
Inactive	79
Expired	358

Applications and Registrations - as of 5/31/2025:

	App	Reg
Psychologists	157	
Psychological Assistants	10	31
Psychological Interns	9	6
Psychological Trainees	7	31

1
2
3 **BEFORE THE STATE OF NEVADA**
4 **BOARD OF PSYCHOLOGICAL EXAMINERS**

5 STATE OF NEVADA BOARD OF
6 PSYCHOLOGICAL EXAMINERS,

Case No. 24-0312(2)

7 Petitioner,

STIPULATED CONSENT AGREEMENT

8 vs.

9 JENNIFER KARMELY,
10 License No. PY 0697,

11 Respondent.

PARTIES

12 This Stipulated Consent Agreement ("Agreement") is entered into by Petitioner STATE
13 OF NEVADA, BOARD OF PSYCHOLOGICAL EXAMINERS ("Board"), by and through its
14 counsel, AARON D. FORD, Attorney General of the State of Nevada, and HARRY B. WARD,
15 Deputy Attorney General, and Respondent JENNIFER KARMELY, License No. PY 0697,
16 ("Respondent"). At the relevant times mentioned in this Agreement, Respondent was
17 licensed as a psychologist by the Board under License No. PY 0697, and is, therefore, subject
18 to the jurisdiction of the Board and the provisions of NRS Chapter 641 and NAC Chapter 641.

ALLEGED FACTS

- 19
- 20
- 21 1. Respondent was, at the relevant times mentioned in this Complaint licensed as a
- 22 psychologist with the Nevada Board of Psychological Examiners, and currently
- 23 holds license number PY 0697 and, therefore, subject to the jurisdiction of the
- 24 Board and the provisions of NRS Chapter 641 and NAC Chapter 641.
- 25 2. It is asserted that Respondent is bound by the provisions set forth in the most
- 26 recent edition of the *Ethical Principles of Psychologists and Code of Conduct*
- 27 adopted by the American Psychological Association and adopted by reference and
- 28 incorporated pursuant to NAC 641.250. It is also asserted that the *Ethical*
Principles of Psychologists and Code of Conduct states that the Ethics Code
applies to psychologists' activities that are part of their scientific, educational, or

professional roles as psychologists. It is further asserted that the areas covered include but are not limited to the clinical, counseling, and school of practice of psychology; research; teaching; supervision of trainees; public service; and administration. The Code of Ethics applies to these activities across a variety of contexts, such as in-person, postal, telephone, Internet, and other electronic transmissions. Membership in the American Psychological Association ("APA") commits members to comply with the standards of the APA Ethics Code and to the rules and procedures used to enforce them. It is asserted that in the process of making decisions regarding their professional behavior, psychologists must consider the Ethics Code in addition to applicable state laws and psychology board regulations. Pursuant to the *Ethical Principles of Psychologists and Code of Conduct*, if the Ethics Code establishes a higher standard of conduct than is required by state law, psychologists must meet the higher ethical standards.

3. It is asserted that Respondent demonstrates a lack of understanding regarding potential violations of NRS Chapter 641, NAC Chapter 641 and professional ethics.

It is asserted that Complainant's allegations describe harm to not only the Complainant but to at least 40 other individuals who's testing reports have not been completed. Respondent's alleged actions of issuing a "statement of diagnosis" are not an appropriate stop-gap measures and violates NRS Chapter 641, NAC Chapter 641 and professional ethics. Furthermore, test results are meant to describe individual differences and are used to provide individualized educational programming for those individuals. Moreover, a simple diagnosis is insufficient in these matters and results in potential harm to the Complainant and members of the public.

4. It is also asserted that Respondent took money from the Complainant and others for a service ultimately not provided. Such actions whether non-intentional,

intentional, or fraudulent, are violations of NRS Chapter 641, NAC Chapter 641 and professional ethics. Respondent's statement in which the Respondent describes "writing days" as times when they were "not able to directly generate income" demonstrates Respondent's lack of understanding of her responsibilities regarding the fees billed and fees collected and are violations of NRS Chapter 641, NAC Chapter 641 and professional ethics.

5. It is alleged that Respondent is in violation of the APA Ethics Code: Principal C: Integrity; Standard 2.01 Boundaries of Competence; Standard 6.01 Documentation of Professional and Scientific Work and Maintenance of Records Standard 9.10 Explaining Assessment Results. It is further alleged; Respondent is in violation of Nevada Revised Statutes: 641.230(1)(d) gross negligence in the practice of psychology and NAC 641.219(1) inadequate record keeping.

RESPONDENTS' REPLY TO ALLEGED VIOLATIONS

Without conceding any of the allegations contained herein, the Respondent submitted a formal response to the Board's Complaint and Notice of Hearing and filed an Answer and Affirmative Defenses in this matter.

It is agreed that this Agreement is for the sole purpose of resolving the allegations brought against the Respondent, that no admission of wrongdoing is intended by entering into this Agreement, and this Agreement shall not be admissible in any current or subsequent civil action against the Respondent. Additionally, this Agreement will constitute a disciplinary action against Respondent's license and is considered a disciplinary action against the Respondent pursuant to NRS Chapter 641.

Respondent understands that this Agreement is not a private reprimand; will be presented to the Nevada Board of Psychological Examiners for approval during an open meeting; is a public document; and that the public records law may require the Board to make available for inspection this Agreement and related documents.

PROPOSED STIPULATED CONSENT AGREEMENT

1. In the interests of resolving this matter, Respondent voluntarily agrees to and enters into this Agreement.

2. Respondent agrees to the following:

a. To reimburse the Board for investigation costs and costs to prosecute the matter in an amount of One Thousand (\$1,000) Dollars and agrees to pay this amount within six (6) months from the date of the Board's approval of this Agreement.

b. To take and pass the EBAS Essay Examination (Ethics and Boundaries Assessment Service) within nine (9) months from the date of the Board's approval of this Agreement with the results sent to the Board.

c. To take an additional eight (8) hours of Continuing Education, in addition to the required Continuing Education pursuant to NAC Chapter 641, within nine (9) months of the approval of this Agreement by the Board. The additional eight (8) hours of Continuing Education must be approved by the Board's Investigator in this matter.

e. A fine in the amount of One Thousand (\$1,000) Dollars and to pay this amount within twelve (12) months from the date of the Board's approval of this Agreement.

f. Upon good cause shown and a request to the Board from Respondent, the Board may extend the time for completion of this requirement.

3. The Board may institute collection and recovery actions against Respondent, if Respondent fails to pay the costs assessed above within the time given for payment.

4. Respondent and the Board agree that by entering into this Agreement, the Board does not concede any defense or mitigation Respondent may have asserted herein, and that once this Agreement is approved and fully performed, the Board will close its file in this matter.

5. Respondent agrees and understands that if the costs assessed above are not paid within the time allowed, or if any requirements specified above are not timely completed and there has been no extension granted by the Board, the Board may, at its option, rescind this Agreement and proceed with conducting a formal hearing on this matter before the Board.

Further, recovery actions for the assessed cost reimbursement for the Board's costs may be instituted by the Board.

6. Respondent agrees and understands that by entering into this Agreement, Respondent is waiving his/her right to a hearing at which Respondent may present evidence in his/her defense and to be represented by counsel, to judicial review of any adverse decision by the Board, and to present a defense to the Board which has had no prior familiarity with the instant matter. The Board members who review this matter for approval of this Agreement may be the same members who ultimately hear the Board Staff's Complaint if this Agreement is either not approved by the Board or is not timely performed by Respondent.

STIPULATION IS NOT EVIDENCE

Neither this Agreement nor any statements made concerning this Agreement may be discussed or introduced into evidence at the hearing of the Complaint, if the Board Staff must ultimately put on a case based on the Complaint filed in this matter.

APPROVAL OF STIPULATED CONSENT DECREE

Once executed, this Agreement will be filed with the Board and will be put on the agenda for approval at its next Board meeting, which by Nevada law is a public meeting. Respondent and/or his/her representative(s) may attend the meeting in either location or via remote platform.

This Agreement is one of several matters scheduled at the same time as part of a regular meeting of the Board. When this matter is called, the counsel for the Board will recommend approval of this Agreement by the Board. Respondent acknowledges and agrees that the Board may approve this Agreement, reject it, or suggest different terms that must be communicated to Respondent and accepted or rejected by Respondent before any such amendment shall become effective.

WITHDRAWAL OF AGREEMENT

If the Board rejects this Agreement or suggests terms unacceptable to Respondent, Respondent may withdraw from this Agreement and Board Staff may pursue this matter by filing a Complaint and Notice of Hearing before the Board.

RELEASE

In consideration of execution of this Agreement, Respondent, for himself/herself, his/her heirs or successors, executors, administrators, and assigns, hereby release, remise, and forever discharge the State of Nevada, Board of Psychological Examiners, and each of its members, agents, and employees in their individual and representative capacities, from any and all manner of actions, causes of action, suits, debts, judgments, executions, claims, and demands whatsoever, known and unknown, in law or equity, that the Respondent ever had, now has, may have, or claim to have against any or all of the persons or entities named in this section, arising out of or by reason of the Board Staff's investigation, this non-disciplinary action, and all other matters relating thereto.

INDEMNIFICATION

Respondent hereby indemnifies and holds harmless the State of Nevada, Board of Psychological Examiners and each of its members, agents, and employees in their individual and representative capacities against any and all claims, suits, and actions brought against said persons and/or entities by reason of the Board Staff's investigation, this non-disciplinary action and all other matters relating thereto. Respondent hereby agrees to indemnify the State of Nevada, Board of Psychological Examiners any and all expenses, damages, and costs, including court costs and attorney fees, which may be sustained by the persons and/or entities named in this section as a result of said claims, suits, and actions.

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IT IS SO STIPULATED:

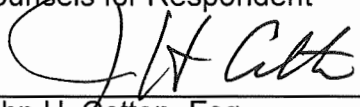
JENNIFER KARMELY,
License No. PY0697

Dated: 05/29/2025

J. Karmely, Ph.D.
JENNIFER KARMELY

JOHN H. COTTON & ASSOCIATES, Ltd.
Counsel for Respondent

Dated: 05/29/2025



John H. Cotton, Esq.
Counsel for Respondent
NV Bar # 5268
7900 W. Sahara Avenue, Suite 200
Las Vegas, Nevada 89117
(702) 832-5909

STATE OF NEVADA,
BOARD OF PSYCHOLOGICAL
EXAMINERS

Dated: _____

By: _____

LAURA M. ARNOLD
Executive Director

Approved as to form:

AARON D. FORD
Attorney General

By: _____

Harry B. Ward
Deputy Attorney General
100 North Carson Street
Carson City, Nevada 89701
Telephone: (775) 684-1216
Attorney for Petitioner,
*State of Nevada, Board of
Psychological Examiners*

JOHN H. COTTON & ASSOCIATES, Ltd.
Counsel for Respondent

Dated: 05/29/2025



John H. Cotton, Esq.
Counsel for Respondent
NV Bar # 5268
7900 W. Sahara Avenue, Suite 200
Las Vegas, Nevada 89117
(702) 832-5909

STATE OF NEVADA,
BOARD OF PSYCHOLOGICAL
EXAMINERS

Dated: 6/3/2025

By: _____
LAURA M. ARNOLD
Executive Director

Approved as to form:

AARON D. FORD
Attorney General

By:  _____

Harry B. Ward
Deputy Attorney General
100 North Carson Street
Carson City, Nevada 89701
Telephone: (775) 684-1216
Attorney for Petitioner,
*State of Nevada, Board of
Psychological Examiners*

Nevada Board of Psychological Examiners Board Meeting Staff Report

DATE: June 13, 2025

ITEM:

11 - (For Possible Action) Discussion and Possible Action to Approve Revisions to the Board's ATEAM Review Procedures.

SUMMARY:

The Board established its Application Tracking Equivalency and Mobility (ATEAM) Committee in February 2017 to assist the Board in reviewing and evaluating the applications from individuals who did not earn their doctoral degrees from an APA accredited program. The ATEAM's creation followed the enactment of a December 2016 regulation that allowed the Board to establish a subcommittee to review non-APA applicants' credentials. The ATEAM got its name and acronym during the March 2018 committee meeting, and in December 2018, the Board expanded the ATEAM's purpose to evaluate and monitor the licensure by endorsement language and specific needs necessary.

Since then, the ATEAM has met regularly, and its process and procedure have continued to develop and improve. The ATEAM committee members and Board office staff have gained more knowledge and understanding of the guiding provisions and principles that govern equivalency review, to the extent that the ATEAM committee meeting process has become a more cumbersome process than is required. As a result, the Board office has developed a proposed modified review process by which:

- a review panel composed of an ATEAM member, a Board office staff member, and a Board investigator (and that does not constitute a subcommittee for purposes of open meeting law) conducts the equivalency evaluation, and
- the ATEAM Committee is engaged only when needed to resolve lack of review panel consensus or to consider an appeal.

The proposed review panel process is one that is used by the Board for and consistent with other reviews the Board undertakes, such as background and conduct reviews, exam accommodations requests, and exam retake applications. It is anticipated that this modified review process will improve the efficiency of the equivalency review process and move applicants through the ATEAM review process more rapidly than the current process allows.



**NEVADA STATE
BOARD OF PSYCHOLOGICAL EXAMINERS**
Application Tracking Equivalency and Mobility (ATEAM)
Committee Procedures

Purpose

In accordance with NRS Chapter 641, this procedure describes the process by which the Application Tracking Equivalency and Mobility (ATEAM) *Review Process Committee* shall function. The ATEAM is *comprised of a review panel and* a committee of the Nevada State Board of Psychological Examiners (Board). *The ATEAM committee and* shall function as a public body, including compliance with Nevada's Open Meeting Law, *when called upon to conduct an applicant review on which the ATEAM review panel does not come to consensus or to consider an appeal of an ATEAM review panel decision denying an application.*

Definitions

1. Appeal - A written request by an applicant to contest a decision made by the *ATEAM Review Panel or* Committee regarding his/her application.
2. APA - American Psychological Association.
3. APPIC - Association of Psychology Postdoctoral and Internship Centers.
4. ASPPB - Association of State and Provincial Psychology Boards.
5. *ATEAM – The term "ATEAM", when used alone, generally refers to the overall structure for equivalency review, including both the Review Panel and the Committee.*
6. Designation - Applies to psychology doctoral programs that have been reviewed by the ASPPB/National Register Joint Designation Committee and have been found to meet the designation criteria.
7. PLUS - Psychology Licensure Universal System. A service that ASPPB provides, outside of the Mobility Program, to assist participating member boards with streamlining their licensure process.
8. Postdoctoral Supervised Experience - Work as a psychology trainee completed following the completion of all requirements for the doctoral degree by an appropriate institution of higher education and completed under the direct supervision of a licensed psychologist qualified to offer the services provided.

9. Practicum - An organized, sequential series of supervised experiences of increasing complexity, serving to prepare the graduate student for the internship under the supervision of licensed psychologists and other clinicians.
10. Pre-doctoral (doctoral) Supervised Experience - Work as a psychology trainee completed after the preponderance of the academic coursework and other requirements have been fulfilled. This could be a psychology internship as distinguished from practicum experience.
11. Primary Source - The source from which the document originates.
12. Primary Source Verification - Verification of a practitioner's credentials based upon evidence obtained from the issuing source of the credential. *See Appendix A.*
13. Professional Work Experience - Work as a psychologist completed following the issuance of a license, *provisional license*, registration, or certificate issued at the independent level and based on a doctoral degree, which included, but was not limited to, applied or direct-client services.
14. Psychological Trainee - Includes graduate students in a psychology program, and individuals completing supervised work experience toward licensure.
15. Regional Accreditation - Regional accreditation applies to entire academic institutions and not to specific academic programs. There are six regional accrediting bodies in the United States, and each is authorized to accredit institutions in specific states, divided by geographic region: Middle States Commission on Higher Education; New England Association of Schools and Colleges; North Central Association Commission on Accreditation and School Improvement; Northwest Commission on Colleges and Universities; Southern Association of Colleges and Schools, and Western Association of Schools and Colleges.
16. Residency - Residency means physical presence, in person, at an educational institution or training facility in a manner that facilitates acculturation in the profession, the full participation and integration of the individual in the educational, and training experience and includes faculty-student interaction. Training models that rely exclusively on physical presence for periods of less than one continuous year (e.g., multiple long weekends and/or summer intensive sessions), or that use video conferencing or other electronic means as a substitute for any part of the minimum requirement for physical presence at the institution are not acceptable as applied to the Mobility Program requirements.
17. Staff – The Board's employees, including full-time employees, part-time employees, and consultants.

18. Transcript - A record of a student's academic performance, including but not limited to a list of course work and earned grades, issued by the institution of learning where the course work was completed. The transcript must contain sufficient information to determine when the courses were taken, including the term and year.
19. Written Notification - Correspondence transmitted by mail, facsimile, or electronic medium.

Procedure

- I. Mission Statement.** The Board of Psychological Examiners cares about the mental and behavioral health of its clients, patients, and communities. The Board understands the risks associated with psychological practice and works to hold its profession accountable to the public by establishing education, training, and practice standards and providing its licensees with the guidance needed to practice according to the law, professional ethics, and clinical best practices. The Board is guided by the values of efficiency, transparency, fairness, and equity in service of the public's interest.
- II. ~~Purpose of~~ ATEAM Review Panel and Committee – Membership and Purpose**
 1. *The ATEAM Review Panel:*
 - a. *The ATEAM Review Panel shall be composed of:*
 - i. *The Board's Executive Director, or a qualified Staff Member that the Executive Director designates;*
 - ii. *An ATEAM Committee Member; and*
 - iii. *A Board Investigator or Board Consultant.*
 - b. *The ATEAM Review Panel shall:*
 - i. *Review and make determinations on applications for licensure submitted by those who completed a doctoral and/or supervised experience training program that was not accredited by the APA and determine whether the content of the applicant's doctoral and/or supervised experience training program are equivalent to a program accredited by the APA;*
 - ii. *Review and make determinations on applications for licensure by endorsement submitted by those who are*

- *licensed for less than five years in states that are not considered substantially equivalent to the State of Nevada's licensure requirements, and*
- *whose doctoral education and supervised training experience are not accredited by the APA,*

and determine whether the applicant's doctoral education and supervised training experience are equivalent to a program accredited by the APA¹;

iii. *Review applications for*

- *provisional licensure as a psychological assistant or a psychological intern, or*
- *registration as a psychological trainee*

by those who are completing or have completed a doctoral or training program that was not accredited by the APA and determine whether the content of the applicant's educational courses and/or supervised experience are equivalent to a program accredited by the APA;

iv. *Provide input and guidance regarding the Board office policies and procedures for tracking the progress of all applications for licensure, provisional licensure, or and registration with the aim of balancing maximal efficiency with ensuring qualifications of applicants are in the best interest of the public; and*

v. *Make any recommendations to the ATEAM Committee and/or Board as it may deem appropriate or warranted.*

2. The ATEAM Committee ~~shall~~:

a. *The ATEAM Committee shall be composed of three (3) Board members who have been elected by the Board to serve on the ATEAM Committee.*

b. *The ATEAM Committee shall:*

- i. Review and make determinations on *the* applications *addressed in Section II(1)(a)-(c) of the ATEAM procedures* ~~for licensure submitted by those who completed a doctoral and/or supervised experience training program that was not accredited by the American Psychological Association~~ *when the ATEAM Review Panel is unable to come to a consensus as to* ~~and determine~~ *whether the content of*

¹ See the Board's Licensure by Endorsement Policy for additional information.

the applicant's doctoral and/or supervised experience training program are equivalent to a program accredited by the ~~American Psychological Association~~; *APA. When an application requires the ATEAM Committee's review, the ATEAM Committee will determine whether the content of the applicant's doctoral and/or supervised training program are equivalent to a program accredited by the APA.*

- ii. *Consider and make determinations on appeals from decisions of the ATEAM review panel denying an application for licensure, for provisional licensure as a psychological assistant or psychological intern, or for registration as a psychological trainee.*
- ~~ii. Review and make determinations on applications for licensure by endorsement submitted by those who are:
 - ~~—licensed for less than five years in states that are not considered substantially equivalent to the State of Nevada's licensure requirements, and~~
 - ~~—whose doctoral education and supervised training experience are not accredited by the American Psychological Association~~and determine whether the applicant's doctoral education and supervised training experience are equivalent to a program accredited by the American Psychological Association²;~~
- ~~iii. Review and make determinations on applications for registration as a psychological assistant, psychological intern, or psychological trainee by those who are completing or have completed a doctoral or training program that was not accredited by the American Psychological Association and determine whether the content of the applicant's educational courses and/or supervised experience are equivalent to a program accredited by the American Psychological Association;~~
- iii. Oversee the Board office policies and procedures for tracking the progress of all applications for licensure with the aim of balancing maximal efficiency with ensuring qualifications of applicants in the best interest of the public; and
- iv. Make any recommendations to the Board it may deem appropriate or warranted.

² See the Board's Licensure by Endorsement Policy for additional information.

3. Disclaimer. As each applicant's education and training is unique to the individual, the ATEAM's *review panel and/or committee* review of each application ~~that comes before it~~ is undertaken on an individual basis, while aligning with national standards of accreditation and the Nevada Revised Statutes.

III. APA-Accreditation Equivalency Review and Evaluation

1. Eligibility for Review.

- a. Applicants for licensure, *provisional licensure*, or registration are eligible for ATEAM review if they are completing or have completed an educational / training program not accredited by the ~~American Psychological Association (APA)~~, but believe that their curriculum, course content and supervised practice, internship, field or laboratory training is equivalent to a program accredited by the APA.
- b. Applicants who are licensed for less than five years in states that are not considered substantially equivalent to the State of Nevada's licensure requirements and whose doctoral education and supervised training experience are not accredited by the ~~American Psychological Association~~ *APA*.

2. Requirements for Review.

- a. An applicant ~~must submit an application~~ for licensure *or a provisional license as a psychological assistant or psychological intern* ~~, or registration~~ *must submit an application to the Board office* and submit the information required to the Psychology Licensure Universal System (PLUS) through the PLUS portal before the ATEAM undertakes an equivalency review.
- b. *An Applicant for registration as a psychological trainee must submit an application to the Board office and submit for ATEAM review information regarding the applicant's doctoral program, including the program's required curriculum, course content, and any other information the ATEAM review panel and/or committee requests.*

3. Evaluation Review Process.

- a. An individual applicant for licensure as a psychologist who completed a doctoral and/or supervised training program not accredited by the ~~American Psychological Association (APA)~~ must establish to the satisfaction of the Board that the program (including required curriculum, course content and supervised practical, internship, field or laboratory training) was/is equivalent to an APA-accredited program.

-
- b. An individual applicant for *a provisional license* registration as a psychological assistant *or* psychological intern, ~~or psychological trainee~~ who is completing or has completed a doctoral and/or supervised training program not accredited by the ~~American Psychological Association (APA)~~ must establish to the satisfaction of the Board that the program (including required curriculum, course content and supervised practicum, internship, field or laboratory training) was/is equivalent to an APA-accredited program.
 - c. *An individual applicant for* registration as a ~~psychological assistant, psychological intern, or~~ psychological trainee *who is completing a doctoral program not accredited by the APA must establish to the satisfaction of the Board that the program (including required curriculum, course content and supervised practicum, field or laboratory training) is equivalent to an APA-accredited program.*
 - d. The ATEAM *review panel* shall conduct a review of and make a determination on the applications that come before it for licensure, *for provisional licensure as a psychological assistant or psychological intern,* and for registration as a ~~psychological assistant, psychological intern, or~~ psychological trainee, *as follows:*
 - i. In addition to *those who are required to* complete~~ing~~ the PSY/PRO PLUS application, applicants will supply the ATEAM *review panel* with copies of course syllabi, program handbooks, course catalogs (or web links) and other proof that their program aligned/s with APA accreditation. The focus of the review will differ depending on when an individual applicant for licensure graduated or will be graduating.
 - 1) If an applicant graduated before January 1, 2018, the review of that applicant will be made based on the education requirements stated in NAC 641.061. The Board office will provide the applicant with a copy of a worksheet/checklist from the Board to assist in organizing the materials for equivalency review. The review will align with the APA's Guidelines and Principles of Accreditation in effect before January 1, 2018.
 - 2) If the individual graduated on or after January 1, 2018, the review of that applicant will be made based on the education requirements stated in NAC 641.062. The Board office will provide the applicant with a copy of a worksheet/checklist from the Board to assist in organizing the materials for equivalency review. The review will align with the APA's current Standards of Accreditation.
 - ii. Once the applicant's PSY/PRO PLUS report is complete and the applicant has submitted supporting program equivalency documentation (including an outside reviewer's recommendation if applicable) to the Board office,

it will be forwarded to the ATEAM review panel, as follows: the application will be assigned to an ATEAM committee member who is a Licensed Psychologist.

- *The Staff member assigned to the ATEAM Review Panel will preliminarily review the information provided to ensure it is complete, make any notes regarding the preliminary review, and assign and forward the application and accompanying information to an ATEAM committee member.*
- The **ATEAM** committee member will conduct a preliminary review and make a preliminary determination on the application ~~and resent the findings from that review at the next scheduled ATEAM meeting~~ *as follows:*
 1. to approve the application as equivalent;
 2. to approve the application contingent on remediation of deficiencies;
 3. to deny the application as not equivalent; or
 4. to seek additional information and/or clarification before making a determination.

The committee member may *also* contact the applicant to request additional information or seek clarification at any time in the review process. ~~The applicant will be invited to attend ATEAM committee meetings in which that applicant's application is on the agenda for discussion. For each application, and as more fully addressed below, the ATEAM committee may vote:~~

- *Once the ATEAM committee member makes a preliminary determination, he or she shall forward that determination to the Board office, which will forward that determination to a Board Investigator or Board Consultant for review and consensus.*
- ii. *If the ATEAM review panel has consensus on the equivalency review determination, applicants will be notified in writing of the ATEAM committee's review panel's decision. An applicant whose application is denied will be advised of the procedures to remediate deficiencies or appeal the committee's review panel's decision to the ATEAM committee. Should an applicant appeal an ATEAM review panel's decision on his/her application as provided in the ATEAM procedures, the applicant will be invited to attend the ATEAM committee meeting*

during which the appeal will on the agenda for consideration and determination.

- iii. *If the ATEAM review panel does not reach consensus on the equivalency review, the application shall be forwarded to the ATEAM committee for review and determination during a properly-noticed public meeting. The applicant will be notified in writing of the ATEAM committee's meeting, and if the application is denied, the applicant will be advised of the procedures to remediate deficiencies or appeal the ATEAM committee's decision to the Board. Should an applicant appeal an ATEAM committee's decision on his/her application as provided in the ATEAM procedures, the applicant will be invited to attend the Board meeting during which the appeal will on the agenda for consideration and determination.*
- b. Equivalency Evaluation Outcomes. Upon completion of the Equivalency Evaluation Review process *as outlined in these procedures*, the ATEAM will determine one of the following outcomes of an application.
 - i. Approval. The applicant has met all statutory and regulatory requirements for eligibility for licensure, *provisional licensure*, or registration in the State of Nevada.
 - 1. If the application is for licensure as a Psychologist in Nevada, the applicant is approved for licensure contingent on the requirements for licensure being satisfied and payment of licensure fees.
 - 2. If the application is for ~~registration~~ *provisional licensure* as a psychological assistant *or* psychological intern, or *for registration as a* psychological trainee, the applicant is approved to begin accruing applicable supervised experience hours contingent on the requirements for registration being satisfied and payment of registration fees.
 - ii. Approval Contingent on Remediation. The applicant has met most of the requirements for eligibility for licensure, *provisional licensure*, or registration in the State of Nevada, but may need to complete additional coursework or supervision hours to meet the eligibility requirements.
 - 1. The determination of the remediation required for licensure, *provisional licensure*, or registration shall be determined in the sole discretion of the ATEAM ~~committee~~.
 - 2. The ~~Board's Executive Director~~ *Board Office* will notify the Applicant via email of the ATEAM's remediation requirements for licensure, *provisional licensure*, or registration.

3. Applicants will be required to satisfy the ATEAM's remediation requirements within one year of being notified of those requirements.
 4. If remediation cannot be completed to the satisfaction of the ATEAM ~~Committee~~ within one year of notification, the applicant will be required to re-apply with the Board for licensure, *provisional licensure*, or registration, which includes submitting a new PLUS application, paying the application fees in effect at the time of re-application, and meeting all eligibility requirements in effect at the time of re-application.
- iii. ~~Grounds for Denial. The~~ *An ATEAM decision denying an application means the* applicant does not meet requirements for licensure, *provisional licensure*, or registration in the State of Nevada and the deficiencies fall outside of what can be reasonably remediated. For example:
1. An applicant who has a doctoral degree in psychology, but not in clinical, counseling, or school psychology, and would need to enter into a formal respecialization program rather than taking informal practica or courses outside of formal oversight or a training program;
 2. An applicant who completed an exclusively online program;
 3. An applicant who failed to complete any required portion of the application process following appropriate notification to the applicant of one or more deficiencies identified above;
 4. There is evidence of fraud or misrepresentation of the applicant's qualifications;
 5. An applicant who failed to comply with all applicable statutory and regulatory rules related to the practice of psychology.
- The ~~Board's Executive Director~~ *Board Office* will notify the applicant via email of the specific deficiencies resulting in the application being denied by the ATEAM and of the applicant's ability to appeal that decision. ~~to the Board.~~
- iv. Requests for Additional Information and/or Clarification.
1. If there are details about an application that are unclear, the ATEAM retains the right to request any additional information and/or clarification to determine if the applicant meets the requirements for licensure or registration.
 2. The ~~Board's Executive Director~~ *Board Office* will notify the Applicant via email of the specific information and/or clarification that is required for completion of the Equivalency Evaluation, and, to the extent the circumstances require, the time within which to provide that information.

3. If the applicant provides the information and/or clarification the ATEAM requests, the ATEAM shall further review the application for equivalency in reference to that additional information and/or clarification and make a determination on the application as set forth in ~~subsections (a), (b), and (c) of~~ the Equivalency Evaluation Outcomes section.
 4. If applicant fails to provide the additional information and/or clarification the ATEAM requests within the time required or otherwise prior to the application's expiration, the ~~Board's Executive Director~~ **Board Office** will inform the applicant of the Board's intent to close the application due to lack of response.
- v. Appealing the ATEAM's Decision
1. Applicants who are denied ATEAM approval *by the ATEAM review panel* may file an appeal of that decision to the ~~Board~~ **ATEAM committee** by submitting the appropriate form to the Board Office within 90 days of ~~when the Board's Executive Director's~~ *the date of the Board Office's* notification to the Applicant of the ATEAM *review panel's* decision ~~is dated~~.
 2. *The ATEAM committee may conduct its reviews by electronic means or correspondence, and will be provided only the information that was available to the ATEAM review panel when it made its decision. The ATEAM committee may:*
 - a. Affirm the ATEAM review panel's decision;*
 - b. Reverse the ATEAM review panel's decision and issue a certificate;*
 - c. Send the application back to the ATEAM review panel with a request to the applicant for additional information for the ATEAM review panel to consider.*
 3. *Decisions of the ATEAM committee that affirm the ATEAM review panel's determination may be appealed to the Board by submitting the appropriate form to the Board Office within 90 days of the date of the Board Office's notification to the Applicant of the ATEAM committee's decision.*
 4. An appeal must be based on the contention that the ATEAM erred in its decision based on the information submitted in the application and supporting documentation as of the applicant's last review. Additions or changes to the applicant's record may not be made on appeal but may be submitted to the ATEAM for reconsideration. An appeal may include

written arguments regarding misapplication of standards or misinterpretation of information or documentation.

5. Nothing contained in the ATEAM ~~Policies~~ *Procedures* shall entitle any applicant to a hearing on his or her application. An applicant and/or his/her attorney may submit arguments in writing so long as they are reasonable in length.
6. The decision of the Board will be final.
7. The Board may conduct its reviews by electronic means or correspondence. ~~The Board,~~ *and* will be provided only the information that was available to the ATEAM when it made its original decision. The Board may ~~make the following decisions:~~
 - a. Affirm the ATEAM's decision;
 - b. Reverse the ATEAM's decision and issue a certificate;
 - c. Send back to the ATEAM with a request to the applicant for additional information for the ATEAM to consider.

PLACEHOLDERS – FUTURE CONSIDERATION AND INCLUSION

Review of Foreign Education/Training Equivalency Evaluation - National Register of Health Service Psychologists Foreign Degree evaluation (R114-19)

- c. Description of Review
- d. Eligibility Requirements for Equivalency Evaluation
- e. Primary Source Verification
- f. Evaluation Review Process
- g. Possible Outcomes
- h. Application Deficits and Remediation
- i. Appeals Process

ATEAM Committee History:

1. In December of 2016, a regulation was developed that allowed the Board to establish a subcommittee to review the academic credentials of an applicant and present a recommendation to the Board.
2. At the February 10, 2017, Board meeting, the committee was established to assist in reviewing, and evaluating the applications of individuals who did not earn their doctoral degrees from an APA accredited program.
3. At the March 13, 2018, committee meeting, it was decided to name the evaluation committee ATEAM, an acronym standing for "Application Tracking Equivalency and Mobility." At the December 14, 2018, Board meeting, the ATEAM was expanded to evaluate and monitor the licensure by endorsement language and specific needs necessary.

Review and Revision

v1		
v2	September 15, 2020	
v3	May 10, 2024	Revised to include procedures for referral to ATEAM Committee and to clarify the ATEAM's authority
<i>v4</i>	<i>June 13, 2025</i>	<i>Revised to create the ATEAM review panel and add initial ATEAM review by the review panel, and make corresponding changes.</i>

Appendix A: Primary Source Verification

- j. Primary Source Verification refers to the verification by the ASPPB Mobility staff of credentials based upon evidence obtained from the issuing source of the credential. Credentials verified include but are not limited to education, training, examination, licensure and registration, certification, and work experience.
- k. The following is a list of commonly verified credentials and the verification procedures:
 - i. Regional Accreditation of the doctoral degree-granting institution is verified through the appropriate accrediting body
 - ii. APA Accreditation of doctoral programs status is verified through official documentation provided by APA;
 - iii. ASPPB/National Register Designation of doctoral program status is verified through official documentation directly with ASPPB/National Register;
 - iv. Degrees from foreign colleges or universities will be deemed to be equivalent as verified by a member organization of the National Association of Credential Evaluation Services (NACES), or by another ASPPB recognized foreign credential evaluation service;
 - v. Examination for Professional Practice in Psychology (EPPP) scores are verified with ASPPB;
 - vi. All licensure history and status will be verified directly with the issuing licensing board
 - vii. Work History Verification form is received directly from the attestor. ASPPB will contact the attestor directly to verify the information is accurate and was completed by the attestor;
 - viii. Internship Verification Form is received directly from the internship director. ASPPB will contact the director directly to verify the information is accurate and was completed by the director;
 - ix. Postdoctoral Supervised Experience Form is received directly from the supervisor. ASPPB will contact the supervisor directly to verify the information is accurate and was completed by the supervisor; Disciplinary history is verified directly with the ASPPB Disciplinary Data System;
 - x. American Board of Professional Psychology (ABPP) status is verified with ABPP directly; and
 - 1. Graduate degree transcripts are sent directly by the degree-granting institution to ASPPB in a sealed envelope with appropriate institutional seals.
 - 2. Any additional documents as determined by ASPPB

Appendix B: Applicant Review Checklist

1. The following are required for ATEAM Review of an Application:
 - a. Application. The Board's application form may be found on the Board's website. It is available as an online form or can be downloaded. The form must be completed and sent to the Board Office with the \$150 application fee.
 - b. PLUS Application. The Board requires a PLUS application for Psychological Interns, Psychological Assistants, and Psychologists. This application consists of portions that can be completed online and other portions that require primary source verification to be completed through the PLUS.
2. The ATEAM may require the following for its Review of an Application:
 - l. Supervised Practice Plan (SPP) and work agreement. The completed SPP and work agreement are required of all psychological trainees, psychological interns, and psychological assistants, and must be submitted directly to the Board office.
 - m. Any additional information the ATEAM may request prior to or after review as it relates to the applicant's training or education.

Nevada Board of Psychological Examiners Board Meeting Staff Report

DATE: June 13, 2025

ITEM:

12 - (For Possible Action) Discussion and Possible Action to Approve Scheduling a Regulations Workshop for Revisions to NAC Chapter 641 to Comply with 2025 SB251 (Provisional Licensure for Psychological Assistants and Psychological Interns) and 2025 AB196 (repealing the requirement to register firms, partnerships, or corporations with the Board).

SUMMARY:

Senate Bill 251:

During the 2025 Legislative Session, [Senate Bill 251](#), which changes Psychological Assistants' and Psychological Interns' designation with the Board from Registered to Provisionally Licensed, was passed and became law. The change in the law became effective:

- upon passage and approval for the purpose of adopting regulations and performing any other preparatory administrative tasks that are necessary to carry out the provisions of this act (May 31, 2025), and
- On January 1, 2026, for all other purposes.

Because there are a number of the Board's regulations that concern the registration of Psychological Assistants and Psychological Interns, the Board office has identified those regulation provisions and offers a draft of what revisions will need to be made by way of the regulation revision process (a Board regulatory workshop followed by a Board regulatory hearing once an LCB draft is available) to align with SB251. That draft is before the Board to review and for purposes of approving moving forward with a regulation workshop, which is the first step of the regulation revision process and which the Board office intends to notice for the Board's July 11, 2025, meeting.

Assembly Bill 196:

The 2025 legislature also passed Assembly Bill 196, which, in relevant part, repeals the statutory requirement that firms, partnerships, and corporations register with the Board. *See* NRS 641.2265. AB196 goes into effect on October 1, 2025. There is a parallel regulatory provision also requiring business entity registration with the Board – NAC 641.1505. In order to avoid confusion and to align with the changes to NRS Chapter 641, the regulations should be revised to repeal that requirement.

Proposed Revisions to NAC Chapter 641
to align with 2025 SB251 and AB196

Revisions to the Table of Contents:

PSYCHOLOGICAL ASSISTANTS, INTERNS AND TRAINEES; UNLICENSED PERSONNEL

Psychological Assistants, Interns and Trainees

641.151 Psychological assistants: ~~Registration~~ **Provisional Licensure.**

641.1515 Psychological interns: ~~Registration~~ **Provisional Licensure.**

641.15165 Psychological assistants, interns and trainees: Application for **provisional licensure or** registration deemed withdrawn; reapplication.

PERSONS ENGAGED IN TEACHING PSYCHOLOGY OR PSYCHOLOGICAL RESEARCH

641.1685 Exemption from licensure; licensure, **provisional licensure,** registration or approval of Board required if teaching or research involves delivery or supervision of direct psychological services.

Regulation Revisions (SB251):

NAC 641.019 Fees.¹ (NRS 641.100, 641.110, 641.226, 641.228)

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

For an application for licensure \$150

For an application for ~~registration~~ **a provisional license** as a psychological assistant,
or a psychological intern, **or for registration as a** psychological trainee 150

For the state examination for licensure administered by the Board pursuant to NAC

641.112 Actual costs
to the Board
plus \$100

For the issuance of an initial license 25

For the biennial renewal or reinstatement of a license as a psychologist 650

For the registration of a firm, partnership or corporation 300

For the placement of a license on inactive status 100

For the biennial renewal of a license on inactive status 100

¹ As amended in R084-24, Sec. 1, which has not yet been codified.

For the initial registration <i>provisional licensure</i> of a psychological assistant	150
For the initial registration <i>provisional licensure</i> of a psychological intern	75
For the initial registration of a psychological trainee	30
For the renewal of a registration <i>provisional license</i> of a psychological assistant.....	150
For the renewal of a registration <i>provisional license</i> of a psychological intern	75
For the renewal of a registration of a psychological trainee	30
For the restoration to active status of a license as a psychologist on inactive status	250
For the registration of a nonresident consultant	100
For reproduction and mailing of material for an application	30
For a change of name on a license	30
For a duplicate license	30
For copies of the provisions of NRS relating to the practice of psychology and the rules and regulations adopted by the Board	30
For a letter of good standing	20
For the review and approval of a course or program of continuing education	30

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

3. If an active member of, or the spouse of an active member of, the Armed Forces of the United States, a veteran or the surviving spouse of a veteran submits an application for a license by endorsement pursuant to NRS 641.196, the Board will charge and collect a fee of \$62.50 for the issuance of an initial license.

4. In accordance with NRS 353C. 1 15 and NAC 353C.400, the Board will charge and collect from any person whose check or other method of payment is returned to the Board or otherwise dishonored because the person had insufficient money or credit with the drawee or financial institution to pay the check or other method of payment or because the person stopped payment on the check or other method of payment a fee of \$25 or such other amount as may subsequently be required by NRS 353C. 1 15 and NAC 353C.400.

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

NAC 641.080 Supervised experience: Applicant for licensure as psychologist.² (NRS 641.100, 641.110, 641.170)

1. Before an applicant is eligible for licensure as a psychologist, he or she must complete 2 years of supervised and documented experience that is the equivalent of full-time experience.
2. Except as otherwise provided in subsection 3, the 2 years of experience required pursuant to paragraph (d) of subsection 1 of NRS 641.170 must be supervised experience and must comply with the following requirements:
 - (a) The first year must satisfy the requirements of subsection 4; and
 - (b) The second year must be postdoctoral, must consist of not less than 1,750 hours and must:
 - (1) Meet the guidelines established by the Association of State and Provincial Psychology Boards; or
 - (2) Satisfy the requirements of subsection 6.
3. If an applicant has been licensed for at least 5 years in the District of Columbia or another state or territory of the United States and has had no disciplinary action or other adverse action taken against him or her by the regulatory body, the 2 years of experience required pursuant to paragraph (d) of subsection 1 of NRS 641.170 must be supervised experience and must comply with the following requirements:
 - (a) Each year must consist of not less than 1,500 hours;
 - (b) One year must satisfy the requirements of subsection 4; and
 - (c) One year must be postdoctoral and must satisfy the requirements of subsection 6.
4. For the purposes of paragraph (a) of subsection 2 and paragraph (b) of subsection 3, 1 year of supervised experience must be satisfactorily completed in:
 - (a) A doctoral internship program accredited by the American Psychological Association; or
 - (b) A doctoral internship that is equivalent to a doctoral internship in a program that is accredited by the American Psychological Association. An applicant, his or her proposed supervisor and a representative of the proposed agency or institution at

² As revised in R051-23, Sec. 5, which has not yet been codified.

which the internship will be conducted must submit to the Board a plan to meet the requirements of this paragraph and information showing that the proposed internship substantially complies with the accreditation standards for doctoral internship programs in the *Standards of Accreditation for Health Service Psychology* of the American Psychological Association, which is available, free of charge, at the Internet address <https://www.apa.org/ed/accreditation/standards-of-accreditation.pdf>, and Section C of the *Implementing Regulations* of the Commission on Accreditation of the American Psychological Association which is available, free of charge, at the Internet address <https://accreditation.apa.org/policies>. Substantial compliance with such standards may be demonstrated by submission to the Board of information showing that the proposed doctoral internship:

- (1) Requires completion of the internship in an agency or institution that provides services to a population sufficient in number and diversity to give the intern adequate experiential exposure to meet the purposes, aims and competencies of the internship.
- (2) Requires the intern to complete a minimum of 2,000 hours of training, which must be completed:
 - (I) If on a full-time basis, in not less than 12 months; or
 - (II) If on a part-time basis, in not less than 24 months.
- (3) Offers education and training conducted in a single-site or multiple-site setting that prepares interns for the practice of health service psychology.
- (4) Includes a training program that meets the requirements set forth in subsection 5.

5. A proposed doctoral internship that is not accredited by the American Psychological Association must include a training program that, without limitation:

- (a) Is an integral part of the mission of the agency or institution in which the program is provided, with administrative and structural processes that facilitate systematic coordination, control, direction and organization of the training activities and resources of the program.
- (b) Recognizes the importance of cultural and individual differences and diversity in the training of psychologists.

- (c) Demonstrates the adequacy of its educational and training resources, including, without limitation, clerical and technical support, access to training materials and equipment that reflect the current knowledge base in the profession, and physical facilities that are appropriate for confidential interactions and are compliant with the Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101 et seq., and the regulations adopted pursuant thereto.
- (d) Has policies and procedures that are consistent with those described in the accreditation standards for doctoral internship programs in the *Standards of Accreditation for Health Service Psychology* of the American Psychological Association, including, without limitation, policies relating to:
 - (1) The recruitment and selection of interns;
 - (2) The required prior doctoral preparation and experiences;
 - (3) Providing administrative and financial assistance to interns;
 - (4) The requirements for successful internship performance;
 - (5) Performance evaluations, feedback, retention and termination decisions relating to interns;
 - (6) The identification and remediation of insufficient competence and problematic behavior by an intern;
 - (7) Grievance procedures for interns, including the provision of due process;
 - (8) The requirements for supervision of an intern as set forth in paragraphs (q), (r) and (s);
 - (9) Maintenance of records; and
 - (10) Nondiscrimination, including documentation of such policies and operating procedures.
- (e) Has policies and procedures that are consistent with the profession's current ethics code and which adhere to:
 - (1) The regulations of the agency or institution; and
 - (2) All applicable local, state and federal laws regarding due process and fair treatment.
- (f) Requires the retention of records on the performance of interns and complaints and grievances against the program or persons associated with the program.

- (g) Ensures a welcoming, supportive and encouraging learning environment for all interns, including those from diverse and underrepresented communities.
- (h) Recognizes the right of interns, faculty and staff to be treated with courtesy and respect.
- (i) Recognizes science as the core of health service psychology and relies on the current evidence base in the training and assessment of interns.
- (j) Requires an intern to demonstrate competency in profession-wide competencies, including, without limitation:
 - (1) Research;
 - (2) Ethical and legal standards;
 - (3) Individual and cultural diversity;
 - (4) Professional values, attitudes and behaviors;
 - (5) Communication and interpersonal skills;
 - (6) Assessment;
 - (7) Intervention;
 - (8) Supervision; and
 - (9) Consultation, interprofessional and interdisciplinary skills.
- (k) Demonstrates a clear and coherent plan for educational activities that support the achievement of interns in profession-wide and program-specific competencies.
- (l) Employs primarily an experiential training method that:
 - (1) Involves the delivery of services by an intern in direct contact with recipients of those services; and
 - (2) Includes sufficient observation and supervision by doctoral-level licensed psychologists to facilitate the readiness of the intern to enter into the general practice of psychology upon completion of the training.
- (m) Follows a logical and cumulative training sequence that builds on the skills and competencies acquired by the intern during training and is graded in complexity in a manner consistent with that sequence.
- (n) Demonstrates that the tasks and duties associated with the delivery of service by an intern are primarily learning-oriented and that the training considerations of interns take precedence over the delivery of service and the generation of

- revenue.
- (o) Maintains appropriate and transparent communication practices, including, without limitation:
 - (1) Articulating the commitment of the program to attracting and training diverse clients;
 - (2) Ensuring regular communication between the doctoral program and the doctoral internship program;
 - (3) Ensuring that all communications with potential and current interns are informative, accurate and transparent;
 - (4) Disclosing the status of the program with regard to accreditation; and
 - (5) Demonstrating a commitment to public disclosure.
 - (p) Provides adequate financial support for:
 - (1) Interns;
 - (2) Faculty and staff; and
 - (3) Sufficient and dependable training activities for the duration of the year or years of any contracts with interns.
 - (q) Provides supervision in a regularly scheduled manner and ensures that:
 - (1) Each intern has access to consultation and supervision during the times he or she is providing clinical services; and
 - (2) Each intern receives not less than 4 hours per week of supervision, including not less than 2 hours per week of face-to-face individual supervision by one or more doctoral-level licensed psychologists who are involved in an ongoing supervisory relationship with the intern and have primary professional responsibility for the cases on which face-to-face individual supervision is provided.
 - (r) Ensures that any supervisory hours other than the 2 hours of face-to-face individual supervision required by subparagraph (2) of paragraph (q) are:
 - (1) Consistent with the definition of supervision in the glossary of the *Standards of Accreditation for Health Service Psychology* of the American Psychological Association;
 - (2) Conducted by health care professionals who are appropriately credentialed; and

- (3) Interactive experiences in a group or individual format.
 - (s) Requires that overall responsibility for the supervision of interns, including oversight and integration of supervision provided by non-psychologist professionals, is maintained by doctoral- level licensed psychologists.
6. For the purposes of subparagraph (2) of paragraph (b) of subsection 2 and of paragraph (c) of subsection 3, supervised experience is credited only for:
- (a) Professional work in a setting that provides an opportunity for interaction with colleagues and an opportunity for work with a broad range of clients, including, without limitation, a private practice and a public or private agency, institution or organization; and
 - (b) Work experience that is other than experience which is acquired in connection with a practicum for which graduate credits are granted and which complies with the following requirements:
 - (1) The number of hours required pursuant to paragraph (b) of subsection 2 or paragraph (a) of subsection 3 must be completed in not less than 10 months and not more than 3 years unless otherwise approved by the Board;
 - (2) Unless otherwise approved by the Board:
 - (I) At least 50 percent of the hours per week of the supervised experience must be spent providing clinical services, including, without limitation, psychological services rendered directly to an individual, couple, family or group, psychological testing, and individual or group supervision relating to those services; and
 - (II) At least 15 percent of the hours per week of the supervised experience must be spent providing face-to-face client care;
 - (3) The hours per week of the supervised experience that are not spent in the manner set forth in subparagraph (2) must be spent engaging in an activity related to psychology, including, without limitation, teaching psychology, performing psychological research in a manner not covered by the provisions of subsection 8 and engaging in administrative activities related to psychology or in any other activity related to psychology; and
 - (4) At least 40 hours of the supervised experience must be spent receiving training

in cultural, ethnic and group processes as social bases of behavior and at least 3 hours of individual face-to-face supervision must be spent focused on that area of psychology. Such hours may be obtained by, without limitation:

- (I) Conducting clinical work directly with culturally diverse or underserved populations;
- (II) Reading materials related to culturally diverse populations;
- (III) Researching an issue related to culturally diverse populations;
- (IV) Attending a workshop, conference or seminar concerning working with culturally diverse populations;
- (V) Giving a presentation related to culturally diverse populations at a workshop, conference or seminar; and
- (VI) Authoring a publication related to culturally diverse populations.

7. Unless an applicant is ~~registered~~ *provisionally licensed* as a psychological assistant or psychological intern, he or she may not apply hours during which he or she practiced as another type of licensed medical or behavioral health provider toward the supervised experience that is required for licensure as a psychologist pursuant to this section.

8. For faculty hired at an accredited institution of higher education, hours spent engaged in activities related to clinical research involving the provision of treatment to test the efficacy or effectiveness of psychotherapeutic techniques or to test or identify different mechanisms of change or factors related to treatment outcome, may be used to meet the requirements set forth in subparagraph (2) of paragraph (b) of subsection 6. Such activities include, without limitation:

- (a) Supervision of the implementation of treatment protocols;
- (b) Direct implementation of treatment protocols;
- (c) Writing test results and other reports;
- (d) Note writing in connection with the provision of services;
- (e) Data monitoring for adverse effects;
- (f) Working with institutional review boards to ensure patient safety;
- (g) Developing and modifying study design and treatment protocols for the implementation of such studies;
- (h) Monitoring and reviewing treatment sessions during clinical trials for adherence

- to treatment protocols; and
- (i) Writing the results of such research.

NAC 641.151 Psychological assistants: ~~Registration~~ *Provisional Licensure*.³ (NRS 641.100, 641.110, 641.170)

1. A person must ~~register~~ *be provisionally licensed* with the Board as a psychological assistant if the person wishes to obtain any postdoctoral supervised experience that is required pursuant to paragraph (b) of subsection 2 of NAC 641.080 or paragraph (c) of subsection 3 of NAC 641.080 for licensure as a psychologist by submitting the appropriate application to the Board.
2. Unless otherwise approved by the Board, a person may apply to the Board ~~for~~ *registration to be provisionally licensed* as a psychological assistant only after he or she graduates with a doctoral degree from:
 - (a) A training program which is accredited by the American Psychological Association or a program which meets the requirements of:
 - (1) NAC 641.061 if the applicant graduated before January 1, 2018; or
 - (2) NAC 641.062 if the applicant graduated on or after January 1, 2018; or
 - (b) An institution which meets the requirements of subsection 2 of NAC 641.050.
3. Initial ~~registration~~ *provisional licensure* as a psychological assistant is valid for 1 year. Except as otherwise provided in subsection 4, a psychological assistant may not renew his or her ~~registration~~ *provisional license* if it would cause the psychological assistant to be ~~registered~~ *provisionally licensed* as a psychological assistant for more than 3 years unless otherwise approved by the Board.
4. A person who has obtained the amount of postdoctoral supervised experience required pursuant to paragraph (b) of subsection 2 of NAC 641.080 or paragraph (c) of subsection 3 of NAC 641.080 in the District of Columbia or another state or territory of the United States, but has not completed the other requirements for licensure as a psychologist, must ~~register~~ *be provisionally licensed* as a psychological assistant. A psychological assistant may not renew his or her ~~registration~~ *provisional license* pursuant to this subsection if it would cause the

³ As amended in R051-23, Sec. 10, which has not yet been codified.

psychological assistant to be ~~registered~~ *provisionally licensed* as a psychological assistant for more than 2 years unless otherwise approved by the Board.

NAC 641.1515 Psychological interns: ~~Registration~~ *Provisional Licensure*.⁴ (NRS 641.100, 641.170)

1. Unless the person is participating in a federally-regulated internship program, a person may ~~register~~ *be provisionally licensed* with the Board as a psychological intern by submitting the appropriate application to the Board if the person wishes to obtain any predoctoral supervised experience that is required pursuant to paragraph (a) of subsection 2 of NAC 641.080 or paragraph (b) of subsection 3 of NAC 641.080.
2. Unless otherwise approved by the Board, a person may apply to the Board for ~~registration~~ *provisional licensure* as a psychological intern only after he or she has provided to the Board proof that he or she is currently enrolled on at least a part-time basis to obtain a doctoral degree from:
 - (a) A program which is accredited by the American Psychological Association or meets the requirements of NAC 641.061 or 641.062, as applicable; or
 - (b) An institution which meets the requirements of subsection 2 of NAC 641.050.
3. ~~Registration~~ *Provisional licensure* as a psychological intern is valid for 2 years unless otherwise approved by the Board.
4. After a psychological intern has obtained the amount of predoctoral supervised experience required pursuant to paragraph (a) of subsection 2 of NAC 641.080 or paragraph (b) of subsection 3 of NAC 641.080, he or she may not apply for renewal of his or her ~~registration~~ *provisional license* as a psychological intern.

NAC 641.15165 Psychological assistants, interns and trainees: Application for *provisional licensure or* registration deemed withdrawn; reapplication. (NRS 641.100, 641.110, 641.170)

1. An application for ~~registration~~ *provisional licensure* as a psychological assistant, ~~or~~ psychological intern or *for registration as a* psychological trainee shall be deemed withdrawn if the application is not completed within 2 years after the date on which the Board first received

⁴ As amended in R051-23, Sec. 11, which has not yet been codified.

the application materials.

2. If an application is deemed withdrawn pursuant to this section, the applicant may reapply for such **provisional licensure or** registration and must pay any application fees in effect at the time of the reapplication.

NAC 641.1685 Exemption from licensure; licensure, ~~registration~~ **provisional licensure or approval of Board required if teaching or research involves delivery or supervision of direct psychological services.** (NRS 641.100, 641.110, 641.170, 641.390)

1. Except as otherwise provided in subsection 2, a person who is engaged in the teaching of psychology or in psychological research is not required to obtain a license to practice psychology pursuant to [chapter 641](#) of NRS.

2. A person shall not engage in the teaching of psychology or in psychological research that involves the delivery or supervision of direct psychological services unless he or she:

- (a) Holds a license to practice psychology pursuant to [chapter 641](#) of NRS;
- (b) ~~Is actively registered~~ **Holds an active provisional license** as a psychological assistant pursuant to [chapter 641](#) of NRS; or
- (c) Has obtained approval from the Board to engage in such teaching or research without holding a license to practice psychology or ~~being actively registered~~ **an active provisional license** as a psychological assistant.

641.15195 Powers and duties of supervisor.⁵ (NRS 641.100, 641.170)

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

- (a) The physical presence of the supervisor;

⁵ As amended in R002-24, Sec. 2, which has not yet been codified.

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

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

- (a) Individual supervision;
- (b) Group supervision;
- (c) Tracking the progress of clients and patients treated or assessed by the psychological assistant, psychological intern or psychological trainee;
- (d) Conducting therapy or an assessment with the psychological assistant, psychological intern or psychological trainee;
- (e) Discussing the cases of clients and patients with the psychological assistant, psychological intern or psychological trainee;
- (f) Directly observing the delivery of services by the psychological assistant, psychological intern or psychological trainee, either in person or through the use of a remote technology system which uses electronic, digital or other similar technology; or
- (g) Reviewing audio or video recordings of the delivery of services by the psychological assistant, psychological intern or psychological trainee.

3. A supervisor shall:

- (a) Maintain primary responsibility for the care plan of each client and patient treated or assessed by a psychological assistant, psychological intern or psychological trainee under his or her supervision; and
- (b) Review and sign all clinical documentation, including, without limitation, reports, treatment plans and progress notes, for all services provided by a psychological assistant, psychological intern or psychological trainee under his or her supervision, including, without limitation, those services for which he or she is seeking reimbursement under the State Plan for Medicaid that were

rendered under the authorized scope of practice of the psychological assistant, psychological intern or psychological trainee pursuant to NRS 422.27239, as applicable.

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

5. A supervisor shall provide to the Board:

- (a) Evidence of the manner in which he or she meets his or her supervisory duties as outlined in subsections 1 and 2.
- (b) Upon the ~~registration~~ *provisional licensure* of a psychological assistant, ~~or~~ psychological intern, ~~or~~ *the registration of a* psychological trainee, a training plan that includes, without limitation, the policies the supervisor will put in place to ensure the availability of the supervisor or a designee thereof and the modes, methods, procedures or policies the supervisor intends to employ to ensure compliance with this section and NAC 641.161.

641.158 Limitations on number of assistants, interns, trainees and supervisors; limitation on number of training sites for psychological trainees.⁶ (NRS 641.100, 641.170)

1. A psychologist may serve as a supervisor to a combination of not more than four full-time equivalent psychological assistants, psychological interns, psychological trainees or other interns *provisionally* licensed, registered or certified, as applicable, under the provisions of chapter 641 A, 641 B or 641 C of NRS at the same time.

2. A psychologist shall not supervise:

- (a) A person described in subsection 1 with whom the psychologist has a familial or other multiple relationship; or
- (b) More persons described in subsection 1 than the psychologist is capable of ensuring adequate supervision.

⁶ As Amended in R002-24, Sec. 4, which has not yet been codified.

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

4. A psychological trainee may not be assigned to more than two training sites at the same time.

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

- (a) The psychologist and the other person currently have another type of relationship;
- (b) The psychologist is currently in a relationship with a person closely associated with or related to the person with whom the psychologist has the professional relationship; or
- (c) The psychologist plans to enter into another relationship in the future with the person with whom the psychologist is in a professional relationship or a person closely associated with or related to that person.

NAC 641.210 Display of license by psychologist; communications with Board; notification of change of address or telephone number; professional fees; supervision of certain persons. (NRS 641.100)

A psychologist:

1. Shall display his or her license in a conspicuous place on the premises of his or her office or place of employment.

2. Shall, except as otherwise provided in this subsection, respond within 30 days after receiving any written communication from the Board and shall make available any relevant record with respect to an inquiry or complaint about his or her professional conduct. If a communication is mailed to a psychologist by the Board, he or she shall respond to the communication within 30 days after it is mailed to him or her at the address shown on the records of the Board.

3. Shall notify the Board in writing of a change of address or telephone number within 30 days after the change.

4. Shall not mislead or withhold from a patient, prospective patient or other person who will be responsible for payment of the psychologist's services, information concerning the fee

for the professional services of the psychologist.

5. Shall not directly or indirectly offer, give, solicit, receive or agree to receive any fee or other consideration for the referral of a patient.
6. Shall not permit any person, other than:
 - (a) A partner, employee or associate in his or her professional firm or corporation;
 - (b) A psychologist retained as a subcontractor or consultant; or
 - (c) A properly ~~registered~~ *provisionally licensed* psychological assistant; ~~or~~ psychological intern or *a properly registered* psychological trainee practicing under his or her supervision, except as otherwise provided in subsections 1, 2 and 3 of [NAC 641.154](#),

↪ to share in a fee for professional services. The prohibition of this subsection includes any arrangement or agreement whereby the amount paid for office space, facilities, equipment or personal services used by the psychologist is based upon the income or receipts of his or her practice.

7. Shall exercise appropriate supervision over any person who is authorized to practice psychological services under his or her supervision.
8. Shall not exploit a person who is authorized to practice psychological services under his or her supervision.

641.234 Assessment procedures: Communication of results to patient or client; limitations on use.⁷ (NRS 641.100, 641.232)

1. If a psychologist communicates the results of an assessment procedure to a patient or client or to the legal guardian, parents or agent of a patient or client, he or she shall:
 - (a) Use appropriate interpretive aids to explain the results in a manner which is understandable; and
 - (b) Include in the explanation any deficiencies of the assessment procedure and factors which may affect the validity, reliability or other interpretation of the results.

⁷ As amended in R095-23, Sec. 3, which has not yet been codified.

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

3. Except as otherwise provided in subsection 4 or where otherwise required by specific federal or state law, a person who is licensed, *provisionally licensed*, or registered by the Board shall not disclose psychological test material or psychological test data:

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

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

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

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

- interpret the procedure or service properly; and
- (d) Ensure that advertisements for the procedure or service provide an accurate description of the procedure or service.
6. As used in this section:
- (a) "Psychological test data" has the meaning ascribed to the term "test data" in the Ethical Principles of Psychologists and Code of Conduct adopted by reference pursuant to subsection 1 of NAC 641.250.
- (b) "Psychological test material" has the meaning ascribed to the term "test material" in the Ethical Principles of Psychologists and Code of Conduct adopted by reference pursuant to subsection 1 of NAC 641.250.

Regulation to Repeal (AB196):

~~NAC 641.1505—Registration; notification of certain changes; exemption from requirements. (NRS 641.100, 641.113)~~

- ~~—1. Except as otherwise provided in subsection 3, a firm, partnership or corporation that engages in or offers to engage in the practice of psychology must register with the Board and pay the fee for registration before it commences to engage in or offer to engage in the practice of psychology.~~
- ~~—2. A firm, partnership or corporation shall notify the Board of any change in ownership or of the addition or departure of any psychologist associated with the firm, partnership or corporation within 30 days after the change. The firm, partnership or corporation must complete a new registration for any change in ownership.~~
- ~~—3. The following entities are exempt from the requirements of this section:~~
- ~~—(a) A federal, state or local governmental agency or institution.~~
- ~~—(b) A firm or corporation that bears the name of a psychologist who is the only person practicing under the name of the firm or corporation.~~
- ~~—(c) A firm, partnership or corporation that is formed for the sole purpose of sharing administrative expenses, including, without limitation, rent, services for billing patients and clerical support, if:~~
- ~~—(1) The place of business of the firm, partnership or corporation is not identified by the name of the firm, partnership or corporation;~~
- ~~—(2) Records of patients, correspondence concerning patients and materials for billing patients do not display the name of the firm, partnership or corporation;~~
- ~~—(3) The name of the firm, partnership or corporation is not used in any advertising by the firm, partnership or corporation;~~
- ~~—(4) The firm, partnership or corporation does not hold a business license issued by a county, city or town to engage in the practice of psychology; and~~
- ~~—(5) Professional liability insurance is not held in the name of the firm, partnership or corporation.~~