

Psychological Intern Application Timeline:

Applicants coming from a NON-APA-accredited doctoral program

Step 1

- Applicant submits initial information form to the Board office
- Board office sends Information form to ASPPB; Request Supervision Practice Plan.
- Applicant receives an email invitation to complete the PLUS Portal Application from ASPPB.
- **Estimated time for completion:** 1-2 business days once information form and fee are received in Board office.

Step 2

- Applicant must begin to complete PLUS application.
- Applicant should apply for NPI number if providing Medicaid reimbursed services
- Applicant should also return Supervision Practice Plan form, along with Employment agreement.
- **Estimated time for completion:** 1-30 days.

Step 3

- Once the application is completed by the applicant, ASPPB performs Primary Source Verification.
- **Estimated time for completion:** Dependent on applicant's accurate completion of their PLUS application 1-6+ months

Step 4

- Upon final completion of PLUS application, the Board office will forward application to ATEAM for review of equivalency.
- Applicant will receive through US mail the response from ATEAM regarding the status of equivalency of education and training.
- **Estimated time for completion:** 7-45 days depending on the date of next scheduled ATEAM meeting.

Step 5

- If approved, Applicant will receive a notice through the U.S. mail regarding final steps needed for registration (i.e. pay fee).
- If not approved, Applicant will receive a notice through U.S. Mail regarding recommendations from the ATEAM on remediation of defaults found in education and training.
- **Estimated time for completion:** 5-7 days from ATEAM meeting

Step 6

- Upon receipt of registration fee, applicant will receive a registration number and certificate
- Applicant will submit quarterly supervision logs to Board office.
- **Estimated time for completion:** 10 months to 2 years. Registration may only be renewed with approval of the Board.