

Minutes
Arkansas Psychology Board
101 East Capitol, Suite 415
Board Meeting
November 21, 2008

CALL TO ORDER

The meeting was called to order by Dr. Sabra Hassel, Chair, at 9:30 a.m.

ROLL CALL

Board Members present: Dr. Joe Alford, Dr. Russell Dixon, Ms. Elizabeth Glenn, Dr. Edward Kleitsch, Dr. Tom Poling, and Mr. Dwight Sperry.

Staff Members present: Mr. James Ammel, Ms. Amy Ford, Ms. Sheila Pauley, and Ms. Rebecca Wright.

Guests Present: Ms. Karen Beller and Dr. Gary Souheaver.

Meeting Agenda

Dr. Hassel presented the agenda. Dr. Hassel requested to add election of officers and to add scheduling of the 2009 Board meeting dates. Dr. Russell Dixon moved to approve the amended agenda. Dr. Joe Alford seconded the motion. The motion passed unanimously.

Minutes

Dr. Hassel presented the October 24, 2008 minutes. There was no discussion. Dr. Alford moved to approve the minutes. Dr. Dixon seconded the motion. The motion passed unanimously.

Complaint Committee Report

There were no new advisory or action items to report at this time.

OLD BUSINESS

Full Board Credential Review – Marlene Garo

Marlene Garo has an incomplete internship form in her application file. The correspondence from Dr. Garo stated that there was a conflict with the internship supervisor and now cannot get the internship form completed. The Board stated that they did not need the details of the conflict. The Board stated that they would like detailed information of the internship. Dr. Alford moved that Dr. Garo provide a detailed

description of her internship. Dr. Dixon seconded the motion. The motion passed unanimously.

Full Board Credential Review – Ashley George

Ashley George is a Psychological Examiner applicant. She received a Master's degree from Capella University. Her application file did not pass credential review due to the residency information provided not meeting the Board's Rules and Regulations residency requirements.

Ms. George and Representative Dave Abernathy (Mena) requested to have a second full Board credential review.

The staff provided to the Board members a transcription of Ms. George's presentation to the Board meeting on October 24, 2008.

Dr. Alford stated that he spoke with Representative Abernathy after the October 24, 2008 Board meeting, by phone and in person. He stated that he informed Representative Abernathy that Janet Welsh, the Board's previous Executive Director, told Ms. George that Capella University and its graduate program was acceptable. With this information, Ms. George attended Capella University and received her Master's degree in Psychology. Dr. Alford stated that he informed Representative Abernathy that Ms. Welsh did not have the authority to make that decision. He stated that he informed Representative Abernathy that there is no documentation or notes in Ms. George's application file regarding the conversation. Dr. Alford stated that he told Representative Abernathy that he would discuss the file with the Board at the next regularly scheduled Board meeting. He stated that Dr. Hassel later spoke with Representative Abernathy on the phone, per Representative Abernathy's request.

Dr. Hassel stated that when she spoke with Representative Abernathy on the phone, he requested that the Board reconsider Ms. George's file. She stated that Representative Abernathy froze the Board's 2009 budget. Dr. Hassel asked Representative Abernathy on what grounds the budget was frozen; she informed Representative Abernathy that there was not any new information submitted for Ms. George's application file to be considered. Dr. Hassel stated that Representative Abernathy told her that Ms. George had invested so much in the Capella program and they would like the Board to reconsider her application file. Dr. Hassel stated that she informed Representative Abernathy that the responsibility of the Board is to protect the public. The Board is not in place to advise applicants and licensees in career or education. Dr. Hassel informed Representative Abernathy that the Rules and Regulations were on the website. By following the Rules and Regulations concerning residency requirements, Capella University's residency does not meet the residency requirements of the Board. Dr. Hassel stated that she informed Representative Abernathy that the Board enforces the Board's laws and regulations. She stated that she informed him that the application process is not an employment situation where items could be waived. Dr. Hassel stated that she informed Representative Abernathy that for licensure, the Board and the applicants must abide by the Rules and

Regulations. Dr. Hassel stated that she informed Representative Abernathy that discrepancy in the application process threatens psychology mobility programs in the United States and Canada. She stated to the Board that Rules and Regulations section 5.3.A and section 5.3.A.(5) were pertinent in the Board's decision. Dr. Hassel stated that Representative Abernathy told her that Ms. George did work at Western Arkansas Counseling and Guidance Center (WACGC). Dr. Hassel informed Representative Abernathy that WACGC is not a psychology graduate program. Dr. Hassel stated that Representative Abernathy ended the conversation abruptly after being told that WACGC was not a psychology graduate program. Dr. Hassel stated to the Board that she thought the previous Board decision regarding Ms. George's application file was final. She requested that the Board discuss the matter and to decide if there is a next procedural step to take.

Amy Ford, Assistant Attorney General, stated that she could not advise the Board in this case because it is not a legal matter.

Mr. Dwight Sperry stated that the issue appeared to be that if Ms. George does not receive a license then the Board would not receive its 2009 budget. Dr. Alford stated that with the budget on hold, the issue would have to be argued in a legislative committee session. He stated that the Board could contact the Governor's office and state the Board's position. Dr. Dixon stated that current licensees may not appreciate an applicant requesting a license due to a political position rather than based on the Board's Rules and Regulations. Dr. Tom Poling and Dr. Alford clarified that it is the Board's position to recognize a one (1) year residency during the graduate program. Capella University does not meet this requirement of the Rules and Regulations.

Dr. Alford stated that he had received a phone message from Representative Abernathy requesting that Dr. Alford contact Ms. George. Dr. Alford stated that he wanted the Board's input before contacting both Representative Abernathy and Ms. George. He stated that the Board discussed the issues but must follow the Rules and Regulations. Dr. Alford stated that he would contact the Director of the Division of Behavioral Health Services. Dr. Dixon stated that the Board should not currently contact any legislators unless it is necessary. He requested the Board have a conference call meeting if Representative Abernathy is not in agreement with the Board's decision after Dr. Alford speaks to him.

Supervisor Status Requests

Kami Mays Hunt requested supervisory status while receiving supervision. Dr. Hunt stated by correspondence that she has had three (3) months of supervision while supervising. The Board discussed that the supervision experience occur for a minimum of one (1) year. Dr. Dixon moved that Dr. Hunt continue supervising while being supervised. After one (1) of training, she can apply for supervisor status. Ms. Elizabeth Glenn seconded the motion. The motion passed unanimously. Ms. Rebecca Wright, Administrative Assistant, will draft updated language regarding supervision for the Rules

& Regulations, will create new supervisor status forms, and will create an office policy and procedure regarding supervision.

The Board recessed at 10:25 a.m.

The Board reconvened at 10:32 a.m.

NEW BUSINESS

Staff Report

Executive Director Update

Ms. Sheila Pauley, Executive Director, stated that she was to update the Board concerning the budget being frozen by Representative Abernathy concerning Ms. George's application file. The issue was discussed earlier during the discussion of Ms. George's application.

Ms. Pauley stated that the 2008 risk assessment was completed. The risk assessment was passed out in sections to the Board members to review. Dr. Alford made a motion to accept the risk assessment and to submit the risk assessment without any changes. Mr. Sperry seconded the motion. The motion passed unanimously.

Ms. Pauley stated that the Board office did not have an official process for individuals to address or approach the Board. She requested guidance on this issue from the Board. The Board stated that individuals must request to address or approach the Board in writing and the request must be received a minimum of ten (10) days before the Board meeting. Dr. Hassel stated that when the request is received, and if there is time available on the Board meeting agenda, the individual can be added. However, discretion will be used and there will be times when an individual will need to wait for another meeting so the Board is not overwhelmed with too much work. Mr. Sperry stated that the Board and the Board office should maintain availability.

Administrative Assistant Update

Ms. Rebecca Wright, Administrative Assistant, stated that she attended the Association of State and Provincial Psychology Boards (ASPPB) national meeting in October 2008. She gave a brief report of items that the Board could implement if it so chooses.

Ms. Wright stated that a Board member training manual was discussed in a break out session. She stated that manual was available at ASPPB and permission was given to use the contents as needed. Ms. Wright stated that she would begin a project of creating a Board member training manual for the office. The manual will include information for Board members such as how a Board meeting proceeds, how to process a credentials review, how to process an oral examination or interview, and other Board member duties.

Ms. Wright stated the Psychology Information System (PsyIMS) program is an electronic program being implemented by Professional Exam Services (PES). This system allows applicants to apply to take the Examination for Professional Practice in Psychology (EPPP) electronically and allows state Boards to approve applicants electronically. This format will eliminate paper forms that contain sensitive information. Ms. Wright stated that this format will be implemented on January 1, 2009.

Ms. Wright stated that ASPPB would like to implement a new certificate program called the Interjurisdictional Practice Certificate (IPC). This program would standardize the rules for licensees to practice temporarily in another state other than the licensing state. The Board's Rules and Regulations include the opportunity for a licensee from another state to practice temporarily in Arkansas. Other states and provinces do not include this information in their Rules and Regulations. Mr. Sperry stated that he works on the border of Arkansas and Texas. He stated that in an emergency situation, he is not able to be of service when the situation is in Texas because he is not licensed in Texas. Mr. Sperry requested that a provision be included for these types of situations. Ms. Wright stated that she would notify the IPC task force of his request.

Ms. Wright stated that the American Psychological Association (APA) Commission would like to create a standardization regarding practicum experience guidelines. APA currently has a model in place. ASPPB at this time is not endorsing APA's model for practicum experience. ASPPB created a task force to discuss and research this issue. The ASPPB taskforce put together a model for practicum experience guidelines. Dr. Alford stated that the new guidelines came about in anticipation of eliminating post-doctoral experiences. Ms. Wright stated that Dr. Emilio Rodolfo was part of the task force and he clarified that this model is for practicum experiences, not internship experiences. Ms. Wright stated that the guidelines, when finalized, could be a good model for the Board to use to help students in the educational experiences.

Ms. Wright stated that ASPPB discussed a new idea of a credentials verification program. She stated that a task force will later be formed to create this program. The ASPPB credentials verification program will be a banking system for students, applicants and licensees. All education files and experiences can be banked with ASPPB as the user chooses. The program will verify the information and determine if the education and experiences provided are psychology based. This will eliminate applicants who do not qualify for licensure. In turn, licensing board staff will have more time to spend with applicants who do qualify. When the user is ready to apply for a license, ASPPB will forward copies of the files banked to the licensing board. The licensing boards will make the final determination of applicants qualifying or not. The idea behind the program is to help psychology students keep their files in one place for many years and also to help licensing boards by eliminating paperwork and creating more time to work with qualified applicants. The Board stated that it is in support of this idea and of Ms. Wright volunteering on the taskforce if she is chosen by ASPPB.

Ms. Wright stated that there was a reception for the boards that participate in the reciprocity mobility program. She stated that the types of mobility programs were

discussed and why each board uses or does not use the different programs. Ms. Wright stated that the reception was an informal meeting and allowed the participants of the reciprocity program to meet each other. She stated that no decisions and no new ideas came about.

Ms. Wright stated that the staff spoke with an Access programmer concerning a new database. She stated that after the presentation, the programmer was not able to provide an estimate due to not fully understanding the database needs of the agency. Ms. Wright stated that she would try to put in writing the step-by-step process applying for licensure so that the programmer could write a database for the agency. She stated that the programmer had not worked with the Information Network of Arkansas (INA), who hosts the state websites, and she did not know how to use the database to put information on the website. Ms. Wright stated that if the Board decides to use this programmer, she is confident that she could work with INA to create website functions to access the database information online.

Ms. Wright stated that while attending the ASPPB meeting, she was informed of a database called System Automations. She stated that she and Ms. Pauley would research the company and report back to the Board.

Ms. Wright stated that the directory would be worked on in December 2008. She stated that for cost savings, the directory will be placed on the website. Disks and paper copies will be available upon request.

ASPPB Report – Board Members

Dr. Hassel requested the staff update the Arkansas section of ASPPB's handbook on its website. The information will include a synopsis of the Rules and Regulations. The handbook is provided for all licensing boards to access. Links to each board's website is provided in the handbook.

Dr. Hassel stated that she attended a session concerning supervision versus monitoring. She stated that monitors would be used in discipline cases. Dr. Hassel stated that she would like to see a list of potential Psychologists that could work in the role of monitor and would be willing to do so. She stated that in cases when a licensee who is disciplined requires a monitor, there would be a clear contract, updated business cards, new informed consent forms for patients, and so on. The Board would determine the disciplinary actions and the requirements of the supervision and monitoring needed, and the monitor and the licensee would follow the Board's determinations. Dr. Hassel stated that she would like a process written by the staff. Dr. Dixon requested that any liability the monitor be discussed with ASPPB. He stated that some Psychologists may not choose to be a monitor so as not to bring about any liabilities. Ms. Ford stated that as the process is written, the Board needs to be aware that a law and/or a Rules and Regulations change may be necessary to implement the process.

Dr. Hassel stated that there was a discussion concerning distance learning programs. She stated that a speaker discussed the differences in online learning programs, online courses and distributed education programs. Dr. Hassel stated that although many programs have online courses, the problem with distance learning is that the practicum is not linked with the sequence of education. Also, the training experience, including being mentored and critiqued is missing. The competency of the student is necessary to create a knowledgeable professional and the assessment should not be only information based. Another problem is that a student cannot be verified as the person who registered for the class when sitting at a computer rather than in a classroom. The distance learning programs eliminate the faculty determining if a student should or should not continue in the profession, especially during residency programs and supervision, forcing the licensing boards to determine who enters the profession. However, the boards cannot take on that responsibility; the board's enforces the Rules and Regulations of the state or province. Dr. Hassel stated that all of the licensing boards are struggling with the distance learning issues.

Provisional License Extension Requests

Robert Doneski requested a provisional license extension until oral examinations in January 2009. Dr. Alford made a motion to grant the extension. Dr. Edward Kleitsch seconded the motion. The motion passed unanimously.

Lauren McKnight requested a provisional license extension due to family issues. Dr. Dixon made a motion to grant the extension ninety (90) days. Ms. Glenn seconded the motion. The motion passed unanimously.

Tom Prentice requested a provisional license extension of six (6) months. Dr. Prentice has been applicant for at least two (2) years. He did not know that the application files could be expired. Dr. Prentice has taken the EPPP but does not have a passing score for psychologist. Dr. Prentice has since not taken any action on his application file. Dr. Alford made a motion that Dr. Prentice's letter to the Board would suffice as his request to take an oral examination as a Psychological Examiner. He must take the oral examination in January or April 2009. If Dr. Prentice receives a Psychological Examiner license, he will have the option of upgrading to Psychologist when all requirements are met. If Dr. Prentice takes the EPPP before January or April 2009 and receives a passing score for psychologist, his file will stay open and he can attend oral examinations at the psychologist level. Dr. Dixon seconded the motion. The motion passed unanimously.

Lahoma Schultz requested a provisional license extension of six (6) months due to family issues. Mr. Sperry made a motion to deny the request. He stated that more information must be provided to consider her request. Ms. Glenn seconded the motion. The motion passed unanimously. Dr. Schultz will also be reminded that her provisional license is expired and she may not practice.

Supervisor Status Requests

Matthew Feldner requested supervisory status. He submitted an application and four (4) letters of recommendation from licensed Psychologists. Dr. Kleitsch made a motion to approve Dr. Feldner's request. Dr. Dixon seconded the motion. The motion passed unanimously.

Jon Mourot requested supervisory status. He submitted an application, three (3) letters of recommendation from licensed Psychologists, and a copy of his transcript showing supervision coursework. Dr. Dixon made a motion to approve Dr. Mourot's request. Ms. Glenn seconded the motion. The motion passed unanimously.

Timothy Streitwieser requested supervisory status. He submitted an application and four (4) letters of recommendation, one (1) from a Psychology professor and three (3) from licensed Psychologists. Dr. Alford made a motion to approve Dr. Streitwieser's request with the removal of Board registered neuropsychological technicians. Dr. Streitwieser must be licensed for a minimum of two (2) years before he can supervise neuropsychological technicians. Dr. Dixon seconded the motion. The motion passed unanimously.

Bridget Tribout requested supervisory status. She submitted an application and three (3) letters of recommendation from licensed Psychologists. Dr. Alford made a motion to approve Dr. Tribout's request with the removal of Board registered neuropsychological technicians. Dr. Tribout must be licensed for a minimum of two (2) years before she can supervise neuropsychological technicians. Ms. Glenn seconded the motion. The motion passed unanimously.

Supervision Changes

Joshua Barnes requested a new primary supervisor change to Dr. Harry Bishop. Dr. Alford made a motion to approve Mr. Barnes' request. Dr. Kleitsch seconded the motion. Dr. Dixon abstained. The motion passed.

Nicole Bernadsky requested a new primary supervisor change to Dr. Susan Schaefer. Dr. Alford made a motion to approve Ms. Bernadsky's request. Mr. Sperry seconded the motion. The motion passed unanimously.

Angela Etchison requested a new primary supervisor change to Dr. Kelly P. Jarrett. Dr. Alford made a motion to approve Ms. Etchison's request with the removal of neuropsychological assessment. Ms. Glenn seconded the motion. Dr. Dixon abstained. The motion passed. Ms. Etchison is also to be reminded in her letter that she is to perform neuropsychological screenings only, as stated on her current Statement of Intent.

Pamela Pepper requested a change in primary supervisor to Dr. Normand Begnoche. Ms. Glenn made a motion to approve Dr. Pepper's request. Mr. Sperry seconded the motion. The motion passed unanimously.

Disability Determination for Social Security Administration (DDSSA)

Arthur Boutiette, Director of DDSSA, requested the Board review a list of tests provided and state at what level a licensee must be to perform each test. Dr. Alford stated that he would work on this project on his time. There is not a deadline for a Board response.

Licensed Psychological Examiner Independent – 3000 Hours Accrual Affected by Leave Status

Alison Babitzke will be taking maternity leave and requested feedback of how to continue earning 3000 hours towards Psychological Examiner Independent status. Mr. Sperry made a motion to respond to Ms. Babitzke that there is no rule governing when and how the 3000 hours must be earned. Ms. Babitzke may accrue the hours when her schedule permits. Ms. Babitzke is requested to keep the Board informed and to revise her estimated date of completion of the 3000 hours. Dr. Dixon seconded the motion. The motion passed unanimously.

Licensed Psychological Examiner – Independent Status (LPE-I) Post 1997 Requests

Angela Etchison requested to begin accruing 3000 hours towards LPE-I. She submitted an LPE-I Statement of Intent and a supervision plan with Dr. Kelly P. Jarrett as her supervisor. Dr. Alford made a motion to approve Ms. Etchison's request. Dr. Kleitsch seconded the motion. Dr. Dixon abstained. The motion passed.

Nancy Hicks requested to begin accruing 3000 hours towards LPE-I. She submitted an LPE-I Statement of Intent and a supervision plan with Dr. Nicholas Paal as her supervisor. Ms. Hicks stated that she teaches full time during the school year and her clinical schedule increases during the summer. Dr. Dixon made a motion to deny Ms. Hicks' request at this time. The Board would like more information regarding the number of hours Ms. Hicks works in a clinical setting. If her request is approved, she must propose how she will document her 3000 hours accrual, her clinical work hours and her supervision hours. An exception to meeting with her supervisor for a minimum of one (1) hour a week may be made if she is working part time. Dr. Alford seconded the motion. The motion passed unanimously.

Arkansas Association of Masters in Psychology (AAMP)

Karen Beller, representative of AAMP, requested to approach the Board and her request was approved by the Chair, Dr. Hassel. Ms. Beller stated before the Board that many licensees were confused about the LPE-I Post 1997 process of accruing 3000 hours. The Board stated that when the LPE-I status was created, office policies and procedures were not created. Therefore, the process is new for everyone and the policy is being created as decisions are being made. As needed, the Rules and Regulations will be updated. Ms. Beller stated that AAMP would like to be part of discussions regarding the Rules and Regulations changes.

Licensed Psychological Examiner – Independent Status (LPE-I) Pre 1997 Requests

Sandra Grayson requested to be grandfathered as an LPE-I pre 1997 licensee. Ms. Grayson's Statement of Intent's do not match at this time. Ms. Grayson was informed by the Board in September 1990 to remove individual and group therapy, and neuropsychological assessments, all under supervision. Ms. Grayson removed these items. In June 2000, Ms. Grayson submitted a supervision plan with Dr. A. J. Zolten as her supervisor, which included the items that were removed in 1990. Ms. Grayson requested to be an LPE-I pre 1997 in September 2008. She stated in her request letter that she had been performing for 17 years the items that were removed in 1990. Ms. Grayson also requested to perform the removed items independently as an LPE-I. Mr. Sperry suggested that the Board correspond with Ms. Grayson by letter stating its concern and also requesting three (3) letters of recommendation regarding her work in the areas of individual and group therapy and neuropsychological assessments. Dr. Dixon made a motion to approve Ms. Grayson's request to grandfather her as an LPE-I pre 1997 and to inform her that the Board has concerns regarding the Statement of Intent. Ms. Ford stated to include that the errors could be administrative errors in the Board office. Ms. Glenn seconded the motion. The motion passed unanimously.

Susan Oldham requested to be grandfathered as an LPE-I pre 1997 licensee. Ms. Oldham's Statement of Intent's do not match at this time. Dr. Dixon stated that Dr. Philip Hestand needs to correspond with the Board regarding Ms. Oldham's independent study. The Board determined that Ms. Oldham's Statement of Intents are consistent and she may continue with her request. Mr. Sperry made a motion to approve Ms. Oldham's request to grandfather her as an LPE-I pre 1997 with the current request submission. Ms. Glenn seconded the motion. The motion passed unanimously.

2009 Board Meeting Dates

The staff provided the following dates for the CY 2009 Board meeting schedule:

January 16 - Oral Exams, February 20, March 20, April 17, May 29, June- No Meeting, July 17, August 21, September 18, October 16, November 20, December 11. The Board approved the dates.

Election of 2009 Officers

Dr. Dixon made a motion to nominate Dr. Alford as Chair. Ms. Glenn seconded the motion. The motion passed unanimously. Dr. Alford will be Chair in 2009.

Dr. Dixon made a motion to nominate Dr. Poling as Treasurer. Mr. Sperry seconded the motion. The motion passed unanimously. Dr. Poling will be Treasurer in 2009.

Ms. Glenn made a motion to nominate Mr. Sperry as Secretary. Dr. Dixon seconded the motion. The motion passed unanimously. Ms. Sperry will be Secretary in 2009.

The Board recessed at 1:10 p.m.

The Board reconvened at 1:15 p.m.

The Board entered Executive Session at 1:15 p.m.

The Board reconvened in public session at 1:30 p.m.

Adjourn

Dr. Alford moved to adjourn. Ms. Glenn seconded the motion. The motion passed unanimously. The Board adjourned at 1:30 p.m.