TITLE 575. STATE BOARD OF EXAMINERS OF PSYCHOLOGISTS

CHAPTER 1O. LICENSURE OF PSYCHOLOGISTS

Section

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[**Authority:** 59 O.S. Section 1353.4, 1361 et seq]

575:10-1-1. Purpose

The rules of this chapter set forth the requirements to become licensed as a psychologist and also give the provisions affecting licensed psychologists.

575:10-1-2. Requirements to become licensed as a psychologist

(a) **Application.** Persons desiring licensure as a psychologist may obtain official application information from either the Board office or the Official Board Website. Applicants are required to submit a non-refundable four hundred dollar ($400.00) application fee in the form of a personal or certified check or acceptable money order. A minimum of three references from licensed psychologists shall be required for each applicant. Board members shall not serve as references for applicants except to verify portions of completed training or experience.

(b) **Consideration of application.** The Board may appoint a committee to consider and approve, the request of each applicant to take the examination for licensure as a psychologist under 59 O.S., Section 1362(1). In instances where the applicant fails to complete the requirements for licensure within five years of the date of approval, the Board may destroy the application and all related documents.

(c) **Doctoral programs.** ~~All applicants for licensure as a psychologist shall have a doctoral degree based upon a curriculum from an institution regionally accredited by an organization recognized by the U.S. Department of Education consisting of at least three academic years, which shall be defined as 90 semester hours (excluding internship credit), leading to said degree. The applicant's doctoral degree must be from a program accredited by the American Psychological Association or meet all of the following criteria. By January 1, 1997, applicants~~ Applicants for licensure shall have completed a doctoral program in psychology that is accredited by the American Psychological Association~~,~~ (APA), ~~or the Canadian Psychological Association, or designated as a psychology program~~

~~by the Designation Committee of the National Register of Health Service Providers in Psychology and the Association of State and Provincial Psychology Board, and meet all of the following criteria:~~ unless they meet any of the following exceptions:

(1) Areas where no accreditation exists. This exception applies to doctoral programs, within the United States, that are in specialty areas of professional psychology that are not accredited by the APA.

(2) A new specialty area of professional psychology that is recognized as being within the accreditation scope of the APA. A doctoral program is only eligible for this exception during an eight (8) year transition period from the first class of students to the time of accreditation. To be eligible for this exception the program must have a pending application for accreditation with the APA at the time of the applicant's application for licensure.

(3) New doctoral programs previously recognized as within the scope of APA accreditation. This exception is available to new programs in specialty areas of professional psychology that are already accredited by the APA. A doctoral program is only eligible for this exception during an eight (8) year transition period from the first class of students to the time of accreditation. To be eligible for this exception the program must have a pending application for accreditation with the APA at the time of the applicant's application for licensure.

(4) Applicants trained in institutions outside the United States shall have completed a doctoral program in psychology that is accredited by the Canadian Psychological Association or that is deemed the equivalent of a program accredited by the APA by the Board in its sole discretion. The Board shall consider, but is not limited to, determinations made by a foreign credential evaluation service that is a member of the National Association of Credential Evaluation Services or from a recognized foreign credential evaluation service approved by the Board.

(d) All doctoral programs in 575:10-1-2(c) shall meet all of the following criteria:

(1) The doctoral program, wherever it may be administratively housed, must be clearly identified and labeled as a psychology program. Such a program must specify in pertinent institutional catalogs and brochures its intent to educate and train psychologists.

(2) The psychology program must stand as a recognizable coherent organizational entity within the institution.

(3) There must be clear authority and primary responsibility for the core and specialty areas whether or not the program cuts across administrative lines.

(4) The program must be an integrated, organized sequence of study.

(5) The program must have an identifiable psychology faculty and a psychologist responsible for the program.

(6) The program must have an identifiable body of students who are matriculated in that program for a degree.

(e~~d~~) **Practica and internship required.** The assessment of mental, emotional, or behavioral disorders and/or the treatment of individuals, couples, families, or groups with such disorders, by psychologists, requires a doctoral degree from an academic program designed to train psychologists to provide these services which integrates coursework and other experiences toward the goal of training psychologist practitioners. Practica and an internship experience are required.

(fe) **Evaluating doctoral programs.** The doctoral program shall be documented in writing to the Board. The institution is to document the name of the department granting the degree, the date of completion of the degree requirements, and the major program of study such as, but not limited to, clinical, counseling, developmental, educational, experimental, industrial-personnel, psychometrics, school, or social-personality, unless this information is indicated on the applicant's official transcript. A certified letter from the Registrar may be submitted as documentation of the date of completion of the degree requirements. Applicants trained in institutions outside the United States, besides those accredited by the Canadian Psychology Association, shall submit an evaluation of their doctoral program as described in 575:10-1-2(c)(4). All doctoral programs submitted for review under this subsection will be evaluated by the following criteria: ~~This academic program will then be evaluated by the following criteria:~~

(1) Except in school psychology, the three academic years leading to the doctoral degree must include a minimum of two years of full-time, on campus, graduate study (excluding internship). In school psychology, the three academic years leading to the doctoral degree must include a minimum of one year of full-time postmaster's graduate study as defined by the institution (excluding internship).

(2) At least forty-two (42) hours of the specified course work must be primarily psychological in content. The applicant must have a minimum of three (3) or more graduate semester hours in each of the following substantive content areas, for a total of twenty-one (21) hours:

(A) scientific and professional ethics and standards,

(B) research design and methodology,

(C) statistics and psychometrics,

(D) biological bases of behavior [e.g. physiological psychology, comparative psychology, neuropsychology, sensation, psychopharmacology].

(E) cognitive-affective bases of behavior [e.g. learning, memory, perception, cognition, thinking, motivation, emotion].

(F) social bases of behavior [e.g. social psychology, cultural, ethnic, and group processes, sex roles, organization and systems theory], and

(G) individual behavior [e.g. personality theory, human development, individual differences, abnormal psychology].

(3) The remaining twenty-one (21) hours of specified course work may be in the foregoing basic areas or in courses pertaining to the specific program of study.

(g~~f~~) **Doctoral degree in area related to psychology not sufficient.** The possession of a doctoral degree from an area related to psychology does not qualify one for licensure as a psychologist. This includes, but is not limited to, applicants with degrees in special education, pastoral psychology (or counseling), counseling and guidance, speech and hearing, and counselor education.

(h~~g~~) **Supervised experience.** An applicant for licensure as a psychologist must have two years of supervised experience satisfactory to the Board. Supervisors may not be members of the psychologist's immediate family or other individuals with whom the necessary level of objectivity cannot be maintained. This will include, but is not limited to, spouses, children, siblings, and parents or anyone with whom the psychologist has an emotionally or sexually intimate relationship. Any experience gained under such supervision will be

disallowed. This two years of experience must be as a psychologist and in line with the applicant's major program of study for the doctoral degree as determined according to the procedure stated in 575:10-1-2(e). Applicants in the areas of clinical, counseling, and school psychology must have an internship experience. Applicants from psychology programs other than clinical, counseling, or school psychology, who assert the program's purpose to be the training of individuals to provide professional psychological services to the public, must have an internship experience. Internships of applicants from psychology programs with titles other than clinical, counseling, or school psychology programs will be evaluated using the same rules as those used to evaluate applicants with degrees from either clinical, counseling, or school psychology programs, depending upon which the Board deems is the most appropriate corollary based upon the program's training goals and objectives. A predoctoral internship may be used to partially fulfill the two-year experience requirement for licensure. Under no circumstances may more than one year of predoctoral experience as an intern be accepted. The internship must be consistent with the major program of study in the doctoral program which was documented in writing to the Board by the accredited institution [see 575:10-1-2(e)]. Internships in clinical psychology require a full-time experience (40 hours per week) either for one calendar year, or for two years of half-time experience. Counseling and school psychology internships require either a full-time experience (40 hours per week) for one calendar year or one academic contract year or a half-time experience for two calendar years or two academic contract years. An academic contract year means the school year of the elementary or secondary school setting in which an intern is fulfilling the internship requirement. If the counseling or school psychology internship is completed in other than an elementary or secondary school setting, the one calendar year requirement shall apply.

(i~~h~~) **General requirements for internships.** Internships must be designed to provide a planned, programmed sequence of training experience. The primary focus and purpose of the internship must assure breadth and quality of training. An internship is an organized program of planned experiences in contrast to simply supervised experience or on-the-job training. The internship must provide training in a range of assessment and treatment activities conducted directly with patients or clients seeking psychological services. At least 25 percent of the trainee's time must be in direct patient or client contact. Internship training is at the post-coursework, post candidacy, post-clerkship, post-practicum, post-externship level. A written statement or brochure must be available which describes the goals and content of the internship, states clear expectations for the quantity and quality of trainee's work, and is furnished to prospective interns.

(j~~i~~) **Supervision in internships.** A clinical or counseling psychology internship agency must have a clearly designated staff psychologist, who is responsible for the integrity and quality of the training program and who is licensed. In a counseling or clinical psychology internship, the basic supervision must be conducted by a staff psychologist who is trained in the applicant's major program of doctoral study, or a closely related program, and who is licensed. While additional experience with professionals in other disciplines is highly desirable, it is required that clinical and counseling psychology interns have experience with multiple (three or more) supervisors who are licensed as psychologists. Supervision of counseling and clinical psychology interns shall consist of an average of at least 10 percent of the full-time or half-time intern's week. At least half of the supervision of clinical and counseling psychology interns must be regularly scheduled, formal, face-to-

face, individual supervision by one or more licensed psychologists with the intent of dealing with psychological services rendered directly by the intern. The remaining half of the supervision may be conducted individually or in a group by licensed psychologists or by other licensed professionals as appropriate to the internship experience. The counseling or clinical psychology internship agency should ordinarily have a minimum of two interns at the internship level of training during the applicant's training period.

(k~~j~~) **School psychology internships.** School psychology internships must have a clearly designated psychologist who is responsible for the integrity and quality of the training program and who is licensed. In a school psychology internship, the basic supervision must be conducted by a psychologist who is trained in the applicant's major program of doctoral study, or a closely related program, who is licensed, and who may be employed in a setting other than the school district in which the internship is situated. While additional experience with professionals in other disciplines is highly desirable, it is required that school psychology interns have experience with multiple (two or more) supervisors who are licensed as psychologists. Supervision of school psychology interns shall consist of an average of at least 10 percent of the full-time or half-time intern's week. At least half of the supervision of school psychology interns must be regularly scheduled, formal, face-to-face, individual supervision by one or more licensed psychologists with the intent of dealing with psychological services rendered directly by the intern. The remaining half of the supervision may be conducted individually or in a group by licensed psychologists or by other licensed professionals as appropriate to the internship experience.

(l~~k~~) **Postdoctoral experience.** At least one year of the two-year experience requirement must be postdoctoral experience as a psychologist and in line with the applicant's major program of doctoral study as determined according to the procedure stated in 575:10-1-2(e). The postdoctoral experience must be a full time (40 hours per week) for at least one calendar year (50 weeks), or a total of 2000 hours of appropriate experience, or equivalent, for a period not to exceed three years, except in school psychology. The postdoctoral experience in school psychology must be full time (40 hours per week) for at least one calendar year (50 weeks) or one academic contract year, or a total of 2000 hours (or the number of hours in an academic contract year) of appropriate experience, or equivalent, for a period not to exceed three years. The postdoctoral experience must be under the supervision of a licensed psychologist(s) who was trained in the applicant's major program of doctoral study, or a closely related program, and who is currently engaged in rendering psychological services relevant to that training. The applicant must have received and accumulated 75 hours of regularly scheduled, formal, face-to-face, individual supervision from his/her supervisor(s) reasonably distributed throughout each 12 months of the postdoctoral experience. The postdoctoral experience does not have to be in a private setting.

(m~~l~~) **Examination process.** The full examination for licensure shall consist of two component examinations:

(1) **Objective examination.** An objective examination in basic psychology, known as the Examination for Professional Practice in Psychology ("EPPP").

(2) **Jurisprudence examination.** A jurisprudence examination based on the Rules of the Board, Psychologists Licensing Act, Code of Ethics and applicable Oklahoma Mental Health Law.

(n~~m~~) **Passing scores on examinations.** An applicant is deemed to have passed the objective examination if he/she has obtained at least the minimum pass point designated by the developer of the examination. An applicant is deemed to have passed the jurisprudence examination if he/she has 70 percent of the total items correct.
(o~~n~~) **Notification of results.** All applicants will be notified by mail of the results of each component examination within 30 days of the examination date. At the request of the applicant, specific information about his/her performance on any component examination will be provided to the extent the integrity of the exam is not violated.
(p~~o~~) **Re-examination.** If either of the two component examinations is failed a total of four times, the application process shall cease. The former applicant may reapply for licensure by submitting a new application for consideration by the Board in accordance with the requirements to become licensed as a psychologist.
(q~~p~~) **Waiver of portion of examination or re-examination.** Failure on either portion of the licensing examination will be considered failure of the entire examination for purposes of licensing; however, satisfactory performance on the objective examination or jurisprudence examination will be grounds for waiver of that portion of the examination for future re-examination.
(r~~q~~) **Licensing by reciprocity.** Applicants for licensure under the reciprocity provisions of this act may only be licensed if they meet the requirements in 59 O.S. Section 1366(2).
(s) **Post-Military Service Applicants**
(1) The Board shall consider the equivalent education, training and experience completed by an applicant while the applicant was a member of the United States Armed Forces or Reserves, National Guard of any state, the Military Reserves of any state, or the Naval militias of any state, and apply it in the manner most favorable toward satisfying the qualifications for licensure.
(2) To determine whether education, training and experience completed by an applicant while the applicant was a member of the military as described in the preceding paragraph, the Board may consider, but is not limited to, determinations made by institutions of higher education based on the Guide to the Evaluation of Educational Experiences in the Armed Services, published by the American Council on Education.

575:10-1-3. Private Practice Under Supervision
(a) **Purpose.** The purpose of this provision is to provide an opportunity for individuals to fulfill the experience requirements for licensure in psychology in other than academic, governmental, or institutional settings. The applicant for such approval is considered to be requesting entrance into the established practice of a licensed psychologist for the purpose of gaining supervised experience.
(b) **Not an independent practitioner.** The applicant, if approved to conduct Private Practice Under Supervision, is not authorized to represent him/herself as an independent practitioner of psychology to the public.
(c) **Application; eligibility; approval.** Application for approval to Practice Psychology Under Supervision shall be made in the same manner, and on the same forms that are used to apply for licensure. A statement, signed by both the applicant and proposed supervisor, must be submitted with the application. The statement shall contain an explicit statement indicating that the supervisor agrees to supervise the practice of psychology of

the applicant, and that the supervisor has read, understands and agrees to the provisions of the law with respect to practice under supervision, 59 O.S., Section 1353(d) to wit, that the supervisor accepts complete and full responsibility for the psychological activities and services of the applicant. Permission to practice under supervision will be granted only after the applicant has completed all requirements for the doctorate and the Board has been so notified by the university awarding the degree. Approval will be extended only to those whose training and experience would qualify them for licensure after completion of the experience requirements of the law, except for the second year of supervised experience as required in 575:10-1-2(g), and has been approved by the Board or a committee selected by the Board to sit for examination. Approval for practice under this provision shall be for a period of one calendar year dating from the date of approval by the Board of the application for Private Practice Under Supervision or until date of licensure. Extension of this approval shall be considered only upon written request of the supervisee and such request must be received prior to the end of the one-year period of previous approval.

(d) **Written agreement between applicant and supervisor.** Applications for approval to engage in Private Practice Under Supervision shall include a written agreement, co-signed by the applicant and his/her supervisor, describing the terms of the supervisory arrangement. Said terms must include supervision time amounting to at least 90 minutes weekly and a statement of fees charged for supervisory time, the extent of the applicant's services rendered to the public while practicing under supervision, and an evaluation of the quality of the applicant's professional and interpersonal skills for rendering services to the public.

(e) **Notice of decision.** The individual applicant for approval for Private Practice Under Supervision shall be notified in writing as to the decision of the Board or committee with respect to said application.

(f) **Preparation and distribution of certain announcements forbidden.** Persons approved for the private practice under supervision are not authorized to represent themselves as independent practitioners of psychology. Preparation or distribution of announcements of practice, independent telephone listings, or other such notices shall be in violation of the authorization to practice under supervision and will lead to automatic revocation of the approval for practice under supervision.

(g) **Terminate responsibilities and obligations.** Any individual practicing psychology under supervision must take the Examination for Professional Practice in Psychology (EPPP) and Jurisprudence Examination~~.~~ no later than one calendar year after the day permission to practice under supervision is granted. Failure to take the examination within the designated time period shall result in automatic revocation of the approval to practice under supervision. An individual approved for Private Practice Under Supervision who fails all or part of the examination for licensure, may be granted an extension of the approval for Private Practice Under Supervision; however, such approval shall be automatically revoked if the individual does not attempt re-examination within one calendar year from the date of the completion of the last part of the examination which was previously attempted. Under unusual circumstance, such as military service or major illness, an applicant may be granted an extension of the approval to practice until the next examination which the supervisee might reasonably be expected to attempt. If the applicant fails any of the three portions of the licensing examination three times then approval for practice under supervision will automatically be revoked.

(h) **Requirements for supervisors.** Permission to practice psychology under supervision shall be granted to applicants who otherwise qualify, only if the supervisor for their practice is:

(1) A psychologist who has been licensed for two years and in good standing.

(1) A licensed psychologist.

(2) Trained in the same major program of study as the applicant's doctoral training and who will supervise the candidate in work consistent with that major program of study.

(3) Currently engaged in a private practice rendering psychological services to the public on at least a 10-hour weekly basis.

(4) Is not a member of the psychologist's immediate family nor an individual with whom the necessary level of objectivity can be maintained. This will include, but is not limited to, a spouse, children, siblings, and parents or anyone with whom the psychologist has an emotionally or sexually intimate relationship.

~~(i) **Board members not eligible.** Board members shall not be authorized as supervisors under this provision.~~

(i~~j~~) **Supervisor's responsibility.** As per 59 O.S., Section 1353(6), the supervising psychologist accepts full and complete responsibility for all professional conduct of the supervisee; all professional responsibility resides with the supervisor, not with the supervisee. The supervisee will be considered to have joined the practice of the supervisor. The supervisory psychologist will normally be expected to accept no more than three supervisees under the provision of this section. Exceptions to this limit may be approved by the Board if the Board determines that adequate supervision will be provided by the proposed relationship.

575:10-1-3.1 Institutional Practice Under Supervision

The purpose of this provision is to provide an opportunity for individuals to fulfill the experience requirements for licensure in psychology in recognized institutional settings. The applicant for such approval is considered to be requesting to work under the supervision of a licensed psychologist in an institutional setting for the purpose of gaining supervised experience. The licensed psychologist providing the supervision is not required to be employed by an institution. The other conditions, limitations, and regulations of this provision are to follow those of Private Practice Under Supervision.

575:10-1-4. Fees for applicants

(a) **Application fee.** The application fee for licensure as a psychologist shall be four hundred dollars ($400.00), and shall be submitted with the application for licensure.

(b) **Re-examination fee.** The fee for each written re-examination for licensure as a psychologist shall be two hundred dollars ($200.00).

(c) **Fee required to engage in private practice under supervision.** The fee for applicants for licensure as psychologists authorized to conduct private practice under supervision shall be two hundred dollars ($200.00) per year. Such fee shall be submitted with the application for approval to conduct such practice. The fee for each additional year of practice, if continued practice under supervision is authorized, shall also be two hundred

dollars ($200.00) and shall be due on the anniversary date of approval for Private Practice Under Supervision. These fees may not be used to reduce or eliminate the fee for licensing.

(d) **Fee required to engage in institutional practice under supervision.** The fee for applicants for licensure as psychologists authorized to conduct Institutional practice under supervision shall be two hundred dollars ($200.00) per year. Such fee shall be submitted with the application for approval to conduct such practice. The fee for each additional year of practice, if continued practice under supervision is authorized, shall also be two hundred dollars ($200.00) and shall be due on the anniversary date of approval for Institutional Practice Under Supervision. These fees may not be used to reduce or eliminate the fee for licensing.

575:10-1-5. Psychologists' licenses; license status; public inquiries

(a) **License issued by Board.** The license shall be issued to each applicant found to meet the requirements for licensure as a psychologist established by the Board. All licensees shall be required to practice only within their major program of doctoral study and supervised experience.

(b) **Status of licenses.** There shall be three types of status for licenses of psychologists:

(1) **Active license.** An active license is a license which has been issued or renewed by the Board for the current calendar year by payment of the appropriate fee. The renewal fee shall not exceed four hundred dollars ($400.00) each year and is due prior to January 1 of each year. The active status shall be the only status which is valid for the practice of psychology. It is the responsibility of each licensed psychologist to keep the Board informed of his/her current address.

(2) **Inactive license.** A license may be placed on inactive status by payment of a one-time fee of twenty-five dollars ($25.00). Licenses on inactive status shall not be valid for the practice of psychology; however, active status may be re-established upon payment of the current renewal fee, without penalty, if the board establishes that there are no known impediments to licensure [pursuant to 59 O.S., Section 1370(A)] and there are no unresolved complaints on file with this Board or the Board of another state. Inquiries concerning the credentials of psychologists whose licenses are on inactive status shall be honored by the Board.

(3) **Invalid license.**

(A) **Invalid license for nonpayment of renewal fee.** A license shall be on invalid status when the renewal fee or inactive fee has not been received by the Board by December 31 of the year the license was issued or last renewed. When this occurs, the license is invalid for the practice of psychology until it is again renewed. Payment of the current renewal fee, plus penalty, shall reinstate the license to active status if the Board establishes that there are no known impediments to licensure [pursuant to 59 O.S., Section 1370(A)]. Inquiries to the Board concerning the credentials of psychologists whose licenses are invalid shall be answered with the statement that the licensee does not hold a valid license to practice in the state of Oklahoma.

(B) **Invalid license for noncompletion of continuing professional education requirement.** A license shall be on invalid status as of December 31 of the year the license was issued, or last renewed, if the psychologist has not completed the required twenty (20) hours of acceptable continuing

professional education. When this occurs, the license is invalid for the practice of psychology until it is again renewed. Completion of 20 hours of acceptable continuing professional education, together with verification ruled acceptable to the Board, shall reinstate the license to active status if the Board establishes that there are no known impediments to licensure [pursuant to 59 O.S., Section 1370(A)]. Inquiries to the Board concerning the credentials of psychologists whose licenses are invalid shall be answered with the statement that the licensee does not hold a valid license to practice in Oklahoma.

(c) **Public inquiries regarding licensees.** Inquiries to the Board concerning the credentials of a psychologist shall be answered by providing information about the status of the psychologist's license and whether or not there are any known impediments to licensure and/or unresolved Board complaints with this Board or the Board of another state.

575:10-1-6. Directory listing of licensed psychologists

(a) **Information included in directory.** The Board shall publish a directory listing annually of all psychologists currently licensed as psychologists [Title 59 O.S. 2001, Section 1369]. The listing shall include the licensee's name, business address and telephone number, doctoral degree and date, department and university granting the degree, major program of doctoral study, license number, and date licensed. The listing will also indicate if the licensee is Board Certified with the American Board of Professional Psychology (ABPP), has Health Service Psychologist certification (HSP), or has acquired a different major program of study based upon formal, doctoral-level retraining and completion of experience requirements consistent with the new program of study.

(b) **Specialty listings in the directory.**

(1) **Continuation of specialty listings established by previous Board rules.** Psychologists licensed under previous Board rules which included the listing of a specialty, will continue to have that specialty listed in place of "major program of study".

(2) **Listing of major program of study.** The major program of study will be taken directly from the official transcript and only the doctoral program will be listed. However, if the transcript is nonspecific, e.g., "psychology", the Board will specify the program from written information supplied by the head of the department from which the doctoral degree was obtained. No major program of study will be listed unless the Board has determined that the psychologist has satisfactorily completed all requirements for licensure including postdoctoral experience consistent with that program listing. If an applicant for licensure or a psychologist was formally admitted to a doctoral retraining program and completed all academic and training requirements for a new major program of study, proof of such admission and of satisfactory completion of that retraining program must include written verification from the university department head.

(3) **Retraining.** Accumulation of courses is not accepted in lieu of a formal retraining program. The formal retraining program must be a defined, integrated, doctoral level program in a regionally accredited university. Only a completed formal retraining program, supplemented by work experience consistent with that

program and necessary to meet licensure requirements, will be listed in the directory.

(4) **Multiple listings.** A psychologist may have more than one "major program of study" listed, based on formal and full doctoral retraining, provided that all licensure requirements are met for each program.

(5) **Health Service Psychologist.** The purpose of establishing a Health Service Psychologist certification is to protect the public, and to assist agencies and the courts by defining those psychologists who are, by training and supervised experience, qualified to provide professional psychological services to the public. In order to qualify for certification as a Health Service Psychologist, a psychologist licensed in the State of Oklahoma must:

(A) be Board Certified by the American Board of Professional Psychology, or

(B) have two years of supervised experience in health services psychology, one of which is a doctoral internship consistent with their university doctoral program in an organized health services training program, and one of which was post-doctoral at a site where health services are provided.

575:10-1-7. Hiring of psychological technicians by psychologists.

(a) **Application to hire a psychological technician.**

(1) A licensed psychologist may apply for approval to employ a technician by submitting the following information in writing to the Board of Examiners:

(A) the name and address of the proposed technician, and

(B) the qualifying academic training and work experience of the technician, and

(C) the specific activities and services to be perform by the technician, and

(D) the arrangements and extent of continuing supervision to be provided.

(2) The information in (1) of this subsection must be supplied by submitting:

(A) an agreement form

(B) a vita, and

(C) complete academic transcripts for the technician.

(3) The licensed psychologist must also pay the one hundred and fifty dollar ($150.00) fee for hiring the technician and the one hundred dollar ($100.00) renewal fee.

(b) **Non-exempt hospital or clinic settings.** Psychologists working in settings other than state agencies must also provide the Board with a written statement from the appropriate administrator(s) acknowledging the psychologist's authority to hire and, if necessary, to terminate the technician's employment, and to regulate the activities and services of the technician. The written statement must also indicate that hospital or clinic policies will not prevent the licensed psychologist from abiding by all of the conditions specified in this section.

(c) **Use of certain individuals as psychological technicians forbidden.** Psychologists may not hire or continue to use as psychological technicians, members of their immediate families or any other person whose employment might affect detrimentally the psychologist's objectivity. This will include, but is not limited to, spouses, children,

siblings, parents, or anyone with whom the psychologist is having an intimate emotional or sexual relationship.

(d) **Limitation on activities of psychological technicians**

(1) All activities and services performed by a psychological technician must be under the direct and continuing professional supervision of the licensed psychologist. The licensed psychologist must notify the Board and all concerned parties in writing should conditions change so that the licensed psychologist is no longer assuming the role of supervisor. In such case, the status of the individual who was a psychological technician and the psychological activities performed by that individual must cease since the condition of the agreement are no longer being met.

(2) Activities performed by the technician are not to be used to fulfill postdoctoral requirements for licensure.

(3) Activities performed by the technician are not to be used to develop a private practice for the technician.

(4) Activities and services exempt from licensure are limited to those activities of the technician that provide assistance to the licensed psychologist in the conduct of that psychologist's practice.

(5) Work assignments shall be commensurate with the skills of the technician and procedures shall under all circumstances be planned in consultation with the supervisor.

(6) Technicians shall work under the direction of ~~in the same physical setting as~~ the supervisor and provide services only at those times when the licensed psychologist is ~~on the premises and~~ available physically onsite or through telemedicine or direct telecommunications ~~available~~ for emergency consultations.

(7) ~~Psychological technicians who hold a master's degree in psychology or behavior analysis and who have achieved and maintain certification as a Board Certified Behavior Analyst (BCBA) as approved by the Behavior Analyst Certification Board (BACB), may be exempted from the requirement that they shall work in the same physical setting as the supervising psychologist. All other limitations on activities and services performed by a BCBA qualified psychological technician remain in force, and this exemption is limited to services provided for clients of the Developmental Disabilities Services (DDS), Oklahoma Department of Human Services. A copy of the BCBA certificate should be included annually with the application to renew the employment of the psychological technician with BCBA certification. At least one hour of supervision by the Licensed Psychologist is required for each ten hours of billed service by the BCBA Psychological Technician. This supervision must include face-to-face contact with all clients sufficient to plan effective and appropriate services and to define procedures. As appropriate, supervision may also include:~~

~~(A) Observing the BCBA Psychological Technician providing direct services to clients.~~

~~(B) Observing the BCBA Psychological Technician training direct-contact staff.~~

~~(C) Observing direct-contact staff implementing the services trained by the BCBA Psychological Technician.~~

~~(D) Reviewing client records and data that reflect the services of the BCBA Psychological Technician.~~

~~(E) Reviewing materials developed and written by the BCBA Psychological Technician.~~

~~(F) Face-to-face and phone discussion of client cases with the Psychological Technician.~~

~~(G) Phone, face-to-face, and onsite contact during behavioral emergencies.~~

~~(H) Co-attendance at inter-disciplinary team meetings.~~

~~(8) The following are exceptions to rule 575:10-1-7(d)(7)~~

~~(A) The board will not require the BCBA certification for psychological technicians that have been continuously employed by a DDS contracted psychologist, and who were previously reviewed/approved by the board under the previously named QMRP exemption, on or before January 15, 2010. The date of approval by the Board must be January 15, 2010 or before. The psychologist must apply for this exception by November 1, 2015. This exception is applied to the psychologist, not the technician. Once the technician is no longer in the psychologist's employment, he or she will have to meet the requirement of 575:10-1-7(d)(7) to be approved to work for a different licensed psychologist.~~

~~(B) Any current psychological technician reviewed/approved by the Board on or after January 16, 2010, and any new psychological technicians hired on or before January 15, 2016, must be a BCBA as approved by the BACB by January 15, 2018. The psychologist must apply for this exception on or before January 15, 2016. If the psychologist that hired a psychological technician that was approved under this exemption does not submit their psychological technician's BCBA certificate to the Board by January 15, 2018 his or her previous approval under this exemption is no longer valid and he or she is no longer Board approved to work as a psychological technician.~~

~~(C) At least three hours of supervision by the Licensed Psychologist is required for each ten hours of billed service by the psychological technician with off-site exemption approved under 575:10-1-7(d)(8)(A) or 575:10-1-7(d)(8)(B). This supervision must include face-to-face contact with all clients sufficient to plan effective and appropriate services and to define procedures. As appropriate, supervision may also include:~~

~~(i) Observing the Psychological Technician providing direct services to clients.~~

~~(ii) Observing the Psychological Technician training direct-contact staff.~~

~~(iii) Observing direct-contact staff implementing the services trained by the Psychological Technician.~~

~~(iv) Reviewing materials developed and written by the Psychological Technician.~~

~~(v) Face to face and phone discussion of client cases with the Psychological Technician.~~

~~(vi) Phone, face-to-face, and on-site contact during behavioral emergencies.~~

~~(vii) Co-attendance at inter-disciplinary team meetings.~~

(7) A psychological technician shall be under the direction and supervision of a licensed psychologist who is employed by the same organization/company/private practice in which the psychological technician is employed. Supervision of the psychological technician may not be delegated to another licensed psychologist not approved by the Board, regardless if the psychologist is employed in the same organization/company/ private practice as the supervisor.

(A) Every supervisor of a psychological technician shall be responsible for supervising the psychological functions performed by the psychological technician and ensuring that the extent, type, and quality of the psychological functions performed by the technician are consistent with the supervisor's training and experience, and that the technician complies with the provisions of the code, the Board's regulations, and the standards established by the American Psychological Association.

(B) The supervisor shall inform each client or patient prior to the rendering of services by the psychological technician that the technician is under the direction and supervision of the supervisor as an employee and that the supervisor shall have access to the patient's chart in fulfilling his/her supervision duties.

(C) The supervisor will have personal contact with all clients and patients in order to plan effective and appropriate service and define procedures that the psychological technician will perform.

(D) The psychological technician will only perform specific activities and services consistent with the technician’s skills and training as approved by the Board. Technicians without a Master's level degree in the field of mental health will be limited to performing psychological or neuropsychological tests (administration and scoring) defined ahead of time by the supervisor. Technicians with Master level degrees in the field of mental health can perform psychological procedures outside of test administration and scoring that has been previously approved by the Board on record, while under supervision. The supervisor shall be solely responsible for interpretations of psychological assessments. Psychological technicians who have achieved and maintain certification as a Board Certified Behavior Analyst (BCBA) or who have completed the DDS Certification Program are able to provide services to individuals served by the Department of Human Services, Developmental Disabilities Services (DDS).

(E) The supervisor will plan all procedures to be used by the psychological technician and inform the technician of those plans.

(F) The supervisor will make all public announcements of fees and services. In addition to the supervisor, the psychological technician may consult with other professionals as part of the multidisciplinary process in the provision of services.

(G) The supervisor shall be responsible for all psychological services performed by the technician.

(H) The supervisor shall be available to the technician 100% of the time the technician is performing psychological functions. The availability can be in-person, by telephone, or by other appropriate telecommunication technology.

(I) The supervisor shall ensure that the supervisee thoroughly understands the plan in the event of a crisis or emergency.

(J) The supervisor shall provide a minimum of one (1) hour of individual supervision for each 10 hours of billed services to the psychological technician.

(~~9~~8) The Board can approve or deny any application for psychological technician at the Board's discretion.

(e) **Supervisory responsibility of licensed psychologist; maximum number of technicians allowed.**

(1) The licensed psychologist is accountable for the planning, course, and outcome of the work of a psychological technician. The conduct of the supervision shall insure the professional, ethical, and legal protection of the client and the technician.

(2) The supervisor shall have competence in the specific area of practice in which supervision is being given.

(3) The supervisor shall have sufficient face-to-face contact with all clients to plan effective and appropriate services and to define procedures.

(4) The progress of the work shall be sufficiently monitored to insure that full professional responsibility can be accepted by the supervisor for services rendered.

(5) The supervisor shall establish and maintain a level of supervisory contact consistent with professional standards, and be fully accountable in the event that ethical or legal issues are raised.

(6) The maximum number of psychological technicians that a psychologist may hire is ~~two~~ four.~~, except as provided below: A psychologist may hire a third or fourth psychological technician that is a Board Certified Behavior Analyst (BCBA) if all of the following conditions are met.~~

~~(A) All technicians employed by the psychologist hold a BCBA certification. No psychological technician can currently be under the approval granted in 575:10-1-7(d)(8)(A) or 575:10-1-7(d)(8)(B),~~

~~(B) The psychologist currently has two psychological technicians that both hold BCBA certifications as approved by the Behavior Analyst Certification Board (BACB) as defined in 575:10-1-7(d)(7),~~

~~(C) The psychologist has five or more years of experience supervising psychological technicians serving the Developmental Disabilities (DDS) population (previously approved through the QMRP exemption), and~~

~~(D) The psychologist currently holds certification as a BCBA approved by the BACB. However, psychologists with ten (10) years of experience supervising psychological technicians working with the DDS population (previously QMRP psychological technicians) are exempt from this requirement.~~

~~(7) The licensed psychologist assumes full responsibility for the activities and services of the psychological technician.~~

~~(8) The technician must have the background, training, and experience appropriate to the functions performed. The supervisor is responsible for determining the adequacy of the technician's preparation and must be adequately trained to supervise any function performed by the technician.~~

~~(9) An ongoing record of supervision shall be maintained which details the types of activities in which the assistant is engaged, the level of competence in each, and the type and outcome of all procedures.~~

(f) **Representation to the public.**

(1) Public announcement of services and fees, and contact with the lay or professional community shall be offered only by or in the name of the licensed psychologist.

(2) The technician's name is not to appear on any announcements, telephone listings, or other such notices.

(3) Users of the technician's services shall be informed as to the technician's qualifications and functions.

(4) The supervisor shall not permit the technician to represent him/herself as an independent practitioner to the public.

(g) **Psychologist's responsibility for financial arrangements.**

(1) The licensed psychologist assumes responsibility for all financial arrangements relating to the supervision of a psychological technician.

(2) Setting and collecting of fees shall remain the sole domain of the supervisor except in non-governmental, non-charitable hospitals or clinics in which fees are determined by administrative policy. Under no circumstances, however, shall the technician be responsible for setting or collecting fees.

(3) Employment of a technician on a fee-for-service or a fee-splitting basis is not acceptable.

(4) Technicians shall be employed on a salaried or hourly basis, i.e., a predetermined, set, weekly or monthly rate.

575:10-1-8. Continuing professional education for psychologists

(a) **Purpose.** The purpose of continuing professional education requirements for psychologists is to assure that licensees update and advance their skills such that the public shall benefit from the most current and effective standards of professional practice. To further the goal of public benefit, all psychologists are encouraged to fulfill a portion of their continuing professional education requirements in the areas of ethics, professional conduct, and related legal issues. A minimum of three (3) of the twenty (20) continuing professional education credits required for yearly licensure renewal shall be earned by licensees with HSP certification in activities that are specific to ethics, relevant laws and legal issues, and/or applicable professional practice guidelines and standards.

(b) **Credits required for annual license renewal.** The minimum of twenty (20) credits of acceptable continuing professional education will be required for renewal of a license to practice psychology for the following year (one clock hour equals one credit). The continuing professional education year is a calendar year and all continuing professional education hours must be submitted online on the Board's official website by the close of

business on December 31. For licenses issued after January 1 of a given year, the required credits of continuing professional education will be adjusted for the initial continuing professional education year only, to require 1.5 credits of continuing professional education per full month of licensure for the initial renewal of the license. Continuing professional education hours attained in a calendar year in excess of the minimum annual requirements may be carried forward for credit in the succeeding year up to twelve (12) hours of credit.

(c) **Preapproval of continuing professional education activities required.**

(1) Continuing professional education credits may be granted for acceptable educational activities at the graduate level which are preapproved by the Board, or by a committee appointed by the Board. No credits will be granted for any activities or categories of activities that have not been preapproved.

(2) A provider of educational activities may apply to the Board for preapproval of an activity. The provider shall be responsible for compliance with the standards for approval of the activity, verification of participation, and for the provision of the necessary verification of attendance forms to all participants. This verification of attendance form shall include:

(A) The participant's name.

(B) The presenter's name, academic degree, profession, and whether licensed.

(C) The presentation topic.

(D) The program sponsor agency.

(E) The location of the presentation.

(F) The dates of presentation.

(G) The total number of clock hours presented.

(d) **Exceptions to the requirements.** Exceptions to the requirements of (c) of this section may be granted at the discretion of the Board for programs presented by recognized sponsors whose programs have been preapproved by the Board. The university academic hour is equal to fifteen (15) credits, and shall be verified by the presentation of an official graduate transcript showing course or audit credits. The licensee is ultimately responsible for providing all information necessary for the Board to make final determination concerning the acceptability of any requested continuing professional education credits.

(e) **Fee for preapproval.** Providers of educational activities may be charged a fee for the review and preapproval of their program. This fee shall be set by the Board.

(f) **Kinds of educational activities for which credit may be received.** Continuing professional education credits may be earned through formal organized learning experiences, scientific publications, attendance at regularly scheduled meetings of international, national, regional, or state professional associations, or through presentations to appropriate groups not related to the psychologist's regular employment. The same kinds of educational activities, when the subject matter is so designated, may be used to fulfill the mandatory three (3) hours of credit in the areas of ethics, relevant laws and legal issues and/or applicable professional practice guidelines and standards. Other acceptable activities include attendance at Board meetings and serving the Board as an appointed investigator, tutor, practice monitor or supervisor~~,~~. ~~or oral examination committee member.~~

(g) **Credits allowed.** Continuing professional education activities, whether received or presented by the psychologist, must be targeted toward a professional audience. In those instances when the psychologist is teaching in programs such as institutes, seminars,

workshops, and conferences which have been granted preapproval by the Board, three (3) credits will be given for each one (1) hour that is taught, provided that such teaching is not a part of the psychologist's regular employment. Publication of a scientific book or chapter in a book, or publication of a scientific article in a refereed journal, shall be equal to ten (10) credits. Examination by the American Board of Professional Psychology shall be equal to twenty (20) credits.

(h) **List of approved Continuing Professional Education Recognized Sponsors.** This list shall be reviewed and approved by the Board.

(i) **Verification of continuing professional education.** Continuing professional education records shall be maintained in the Board files for two years. Individual psychologists are to keep verification of all continuing professional education credits claimed for a period of two years. In February of each year, the Board will randomly select from two (2) to twenty-five (25) percent of the number of psychologists on active status the previous year for an audit of their claimed continuing professional education credits. These selected psychologists must then provide the Board with verification of all credits claimed on their continuing professional education form within thirty (30) days following receipt of the audit notice.

(j) **Board audit.** The Board may, at its discretion, audit and require verification of any continuing professional education credits claimed which it may consider questionable or fraudulent. In either condition, selected psychologists who do not furnish verification of claimed continuing professional education credits to the Board within thirty (30) days following receipt of the audit notice shall as of December 31 have their licenses invalidated for the practice of psychology, with possible suspension or revocation of the license to practice psychology.

(k) **Late fee for late filing.** A psychologist who has not completed and reported the required twenty (20) credits of continuing professional education by December 31, shall pay a late fee which will be set by the Board.

(l) **Petition for relief for previous years.** Under the extraordinary circumstances of incapacitation or serious illness of the licensed psychologist, or of an immediate family member, and upon the presentation of acceptable evidence thereof, a psychologist who is otherwise in full compliance with all renewal requirements, may petition the Board for partial or complete relief of the previous year's continuing professional education requirement. A petition requested under these circumstances must be filed by November 1. There shall be no fee for a psychologist who petitions the Board for compassionate relief of continuing professional education requirements under this subsection.

(m) **License rendered invalid for failure to comply.** A licensed psychologist who is not in compliance with the required twenty (20) credits (hours) of continuing professional education by December 31 and/or who has not completed and reported his/her continuing professional education hours by December 31, and who has not petitioned the Board for compassionate relief under (l) of this section, shall as of December 31 have his or her license invalidated for the practice of psychology, with possible suspension of the license to practice psychology.

575:10-1-9. Fees after becoming licensed as a psychologist

(a) **Fee to renew the license.** The renewal fee shall not exceed four hundred dollars ($400.00) each year and is due prior to January 1 of each year.

(b) **Fee to hire a psychological technician.** The fee which a psychologist must pay to hire a psychological technician in his/her private practice shall be one hundred and fifty dollars ($150.00). The renewal fee shall be one hundred dollars ($100.00) each year and is due on the anniversary date of approval by the Board.

575:10-1-10. A Code of Ethics for psychologists

(a) **Adoption of "Ethical Principles of Psychologists and Code of Conduct."** The current "Ethical Principles of Psychologists and Code of Conduct," of the American Psychological Association (APA) is adopted by the Board in its entirety as part of its Code of Ethics.

(b) **Adoption of "ASPPB Code of Conduct."** The current "ASPPB Code of Conduct," of the Association of State and Provincial Psychology Boards, is adopted by the Board as part of its Code of Ethics. The ASPPB Code is adopted in its entirety with the exception of III. Rules of Conduct (A) (7) (b) Maintenance and Retention of Records, with the exception being that the Board will require all records be retained for a period of six years after the last date on which service was rendered or for a longer period of time if required by law.

(c) **Penalty for violation of the Code of Ethics.** A violation of the Board's Code of Ethics is considered unprofessional conduct and may be grounds for imposing sanctions as specified in 59 O.S., Section 1370(A).

(d) **Requirement for compliance with ethical principles and code of conduct.** The Board's Code of Ethics applies to all licensees and applicants, including an applicant's conduct during the period of education, training, and employment which is required for licensure.

(e) **Distinction between good personal moral character and professional ethical character.** "Good Character" as referenced in 59 O.S. 1362 of the Oklahoma Psychologists Licensing Act shall mean an applicant's personal moral character as distinguished from an applicant's professional ethical character. The Board may inquire into an applicant's professional ethical character in determining whether an applicant has met the requirements to become licensed as a psychologist pursuant to 59 O.S. 1362 and Board Rule 575:10-1-2.