



## MEMORANDUM

<b>DATE</b>	April 16, 2015
<b>TO</b>	Policy and Advocacy Committee Members
<b>FROM</b>	Jonathan Burke Administrative Services Coordinator
<b>SUBJECT</b>	<b>Title 16, CCR, Sections 1380.5 – Filing of Addresses</b>

### **Background:**

Current regulations ask licensees to provide their proper and current mailing address. The Board is seeking to amend the regulations to allow a licensee to additionally provide an address of record that differs from this address. The Board is also seeking to require a licensee report his or her electronic mail address and that any changes of the electronic mail address be made within 30 days.

The Board voted at the November Board meeting to proceed with a rulemaking file and that the initial proposal be submitted to the Office of Administrative Law (OAL). DCA Legal Counsel made some significant changes to the proposed language and the proposal was brought back to the full Board in February. A number of comments were made by the public expressing concern with the proposed inclusion of a residential address. The Board decided to seek further amendments and have the proposal return in May. Attached is the new modified text.

### **Action Requested:**

Recommend to the full Board that the attached language be approved for submission to the Office of Administrative Law (OAL).

**Attachment A:** New language to be recommended for full Board approval in May

## Proposed Language

### **§ 1380.5. Filing of Addresses.**

- (a) Each person holding a license as a psychologist shall file with the board his or her address of record, which shall be used as the mailing address for the licensee and shall be disclosable to the public proper and current mailing address, and shall report immediately to the board at its Sacramento office any and all changes of address, giving both his old and new address. The licensee may provide a post office box number or other alternate address as his or her address of record; if a post office box number or other alternate address is used as the address of record, however, the licensee shall also provide a physical business or residential address for the Board's internal administrative use, and not for disclosure to the public.
- (b) Each applicant and licensee who has an electronic mail address shall provide to the Board that electronic mail address and shall maintain a current electronic mail address, if any, with the Board.
- (c) Within 30 days after a change of any address above, the applicant or licensee shall report to the Board any and all changes, giving both his or her old and new address(es).
- (d) Failure to comply with the requirements of this section may subject the licensee to citation.

Note: Authority cited: Section 2930, Business and Professions Code. Reference: Sections 12.5, 27, 136, and 2982 2948, Business and Professions Code.