Licensing Committee Meeting Minutes

Department of Consumer Affairs
1625 N. Market Blvd., El Dorado Room
Sacramento, CA 95834
(916) 574-7720

Friday, January 11, 2019

Agenda Item #1: Call to Order/Roll Call/Establishment of Quorum

Jacqueline Horn, PhD, Committee Chairperson, called the meeting to order at 9:12 a.m.

A quorum was present and due notice had been sent to all interested parties.

Members Present
Jacqueline Horn, PhD, Chairperson
Seyron Foo, Public Member
Mary Harb Sheets, PhD
Stephen Phillips, JD, PsyD

Others Present
Antonette Sorrick, Executive Officer
Anthony Pane, DCA Assistant Chief Counsel (afternoon session)
Michael Santiago, DCA Legal Counsel (morning session)
Stephanie Cheung, Licensing Manager
Cherise Burns, Central Services Manager
Mai Xiong, Breeze/Licensing Coordinator
Jason Glasspiegel, Central Services Coordinator
Liezle McCockran, Continuing Education/Renewals Coordinator
Mary Lynn Ferreira, Licensing Analyst

Dr. Horn introduced Dr. Mary Harb Sheets, newly appointed Board Member who is replacing Dr. Phillips on the Licensing Committee.

Agenda Item #2: Public Comment(s) for Items not on the Agenda

Kristin Kaminski, a supervisee, questioned the policy of the Board regarding the discrepancy between supervisor signing off on supervised professional experience hours on the weekly log but stating that the hours were not satisfactory on the Verification of Experience form. She also asked if the Board would consider any grievance process when the number of supervised professional experience hours on the weekly log does not correspond with the hours on the Verification of Experience form.

The Committee will put this on a future meeting agenda for discussion.
Agenda Item #3: Approval of the Licensing Committee Meeting Minutes: October 25, 2018

Dr. Horn asked if there were any additions or corrections to the April 24, 2018, minutes, in addition to the non-substantive ones she previously provided to staff.

It was M(Foo)/S(Phillips)/C to approve the minutes as corrected.

There was no public comment.

Vote: 4-0 (Aye: Foo, Horn, Phillips, Harb Sheets)

Agenda Item #4: Foreign Degree Evaluation Process Presentation for Discussion: National Association of Credential Evaluation Services (NACES) and National Register of Health Service Psychologists (NRHSP) relating to Business and Professional Code Section 2914

Board staff invited the National Association of Credential Evaluation Services (NACES) and the National Register of Health Service Psychologists (NRHSP) to present their foreign degree evaluation processes.

Matthias Bretschneider, Membership Chair of NACES, gave a presentation covering NACES members and member evaluation services. Mr. Bretschneider answered committee members’ questions.

Morgan T. Sammons, PhD, Executive Officer of NRHSP, presented its doctoral program evaluation service. Dr. Sammons explained that NRHSP is a syllabus-based degree evaluator and performs evaluations specific to education and training in psychology. Dr. Sammons answered Committee members’ questions.

Following the presentations, the Committee discussed general versus comprehensive course-by-course evaluations and other desirable evaluation requirements. The Committee would like to obtain information on current evaluation requirements from the NACES member evaluation services and requested that staff prepare a memorandum with more details regarding the current transcript evaluation process. The Committee also directed staff to work with Legal Counsel on necessary amendments to statutes for consideration at the next meeting. Ms. Sorrick asked the Committee for items it wants included in the proposed language. The Committee identified an evaluation should conduct primary source verification on all credentials, determine U.S. and regional equivalency, and should be submitted directly to the Board by the evaluating agency.

There was no public comment.

Agenda Item #5: Informational Video for Supervisors: Discussion and Recommendations for Content to be Included in the Video
At the October 25, 2018 Committee meeting, the Committee raised concerns that some current and potential supervisors are unclear regarding their roles and responsibilities in providing supervision to trainees and agreed that an informational video would be a helpful resource.

Dr. Horn informed the Board that Carol Falender, PhD, an international expert on supervision and good practices for supervision, is willing to provide input on this subject.

Dr. Harb Sheets also advised that the San Diego campus of Alliant International University recently completed a study on supervisors and supervisees which could provide valuable information. She will obtain documents of results and forward to Dr. Horn.

The Committee discussed what areas should be included in the video, including current statutory and regulatory supervision requirements, special circumstances, best practices of supervision, what supervisees wish supervisors would have done, and the economics of the supervisor/supervisee relationship.

Elizabeth Winkelman, PhD, California Psychological Association (CPA), suggested that the video be both for supervisors and supervisees. She also suggested that Frequently Asked Questions (FAQs) on supervision be developed for the video. Dr. Winkelman offered to assist with this project.

The Committee tasked staff to work with Legal Counsel on content for the video on legal requirements and make a report at the June Committee meeting for review and discussion. The Committee also intends to reach out to stakeholders for input on the content areas for FAQs and Best Practices.

The September Committee meeting will be two days, September 12 and 13, 2019. The first day will be a stakeholder meeting to receive input on the FAQs and Best Practices for supervision. This will allow the Committee to incorporate any stakeholder input received on the second day of the meeting when regular Committee business will be discussed.

Agenda Item #6: Temporary Practice of Psychology in California for Licensed Psychologists who are Licensed in Other States in the U.S. or in Canada: Discuss Business and Professions Code Section 2912

At the October 25, 2018 Committee meeting, Dr. Winkelman asked if the Committee would consider amending Business and Professions Code section 2912 to clarify whether the 30-day limitation for the temporary practice of psychology is consecutive or cumulative. Temporary practice allows psychologists who are licensed in other states or territories in the U.S. or Canada to practice in California.

The Committee reviewed draft language provided by Dr. Winkelman. After discussion, the Committee members agreed that the language should specify that the 30-days do not need to be consecutive, and that any part of a day is considered a full day for purposes of this section. The Committee’s changes were implemented as follows:

§ 2912. Temporary practice by licensees of other state or foreign country.
Nothing in this chapter shall be construed to restrict or prevent a person who is licensed as a psychologist at the doctoral level in another state or territory of the United States or in Canada from offering psychological services in this State for a period not to exceed no more than 30 days in any calendar year. These days do not need to be consecutive, and practice for any part of a day is considered a full day for the purposes of this section.

(Amended by Stats. 2005, Ch. 658, Sec. 4. Effective January 1, 2006.)

It was M(Foo)/S(Phillips)/C to recommend to the Board that it adopt the language to amend section 2912 and seek legislation.

There was no further public comment.

Vote: 4-0 (Aye: Foo, Harb Sheets, Horn, Phillips)

**Agenda Item #7: Licensing Report**

Ms. Cheung reviewed the population of licensees and registrants and the application workload reports.

The Committee accepted the Licensing Report.

There was no public comment.

**Agenda Item #8: Continuing Education and Renewals Report**

Ms. Burns provided continuing education audit and renewal statistics. Ms. Burns and Ms. McCockran reviewed the information with the Committee and answered questions.

Dr. Harb Sheets will write a brief article for an upcoming Journal regarding the benefits of renewing licenses online. Ms. Burns pointed out that on-line renewals are processed quickly whereas paper renewals can take weeks to process. She also cautioned that proof of continuing education must be retained by the licensees for four years.

Ms. Sorrick pointed out that probationers are also being audited.

Ms. Burns provided a detailed review of the entire continuing education audit process including problems found with courses submitted to fulfill the requirements. The members discussed the present process and possible amendments to the process with input from Dr. Winkelman. Ms. Burns and Ms. McCockran provided information and answered members’ questions.

Staff will implement process changes to: (1) provide additional data on the “fails” so “true fails” vs. “exemption” or “exceptions fails” can be identified, (2) add to the contact letter a question asking if the licensee is a supervisor and whether the licensee is compliant with the six-hour supervision course, (3) monitor for ethics continuing education courses and (4) Ms. Sorrick, Ms. Burns and Ms. McCockran will meet with Sandra Monterrubio, Enforcement Program Manager, regarding enforcement.
implications if licensees are completely failing the process. They will work with experts
to develop a possible process to address the problem.

Staff clarified that continuing education citations and fines are not confidential and,
therefore, are public information. Dr. Winkelman pointed out that it states on the Board's
website that all citations and fines are confidential. It is correct that all citations and fines
are confidential with the exception of continuing education citations and fines. This
exception will be included on the website.

Dr. Harb Sheets suggested that the Board do more outreach such as distributing
information to psychological associations to include in their newsletters. The Committee
could approach the Board’s Outreach and Education Committee to solicit suggestions
for educating licensees on continuing education.

There was no additional public comment.

Agenda Item #9: Recommendations for Agenda Items for Future Licensing
Committee Meetings

1. Safeguards if a renewal is not able to be processed
2. Proposed amendments to section 2914 regarding foreign degree evaluations and
   allowing additional foreign degree evaluators
3. Supervision Videos - Regulations (6/13/19 meeting), Frequently Asked Questions
   and Best Practices (9/12-13/19 meeting)
4. Possible grievance process when the number of hours on the weekly log does
   not correspond with the hours reported by a supervisor on the Verification of
   Experience form

CLOSED SESSION

The Committee met in closed session pursuant to Government Code Section
11126(c)(2) to discuss and consider time-limit extensions at 3:16 p.m.

RETURN TO OPEN SESSION

The Committee returned to open session at 4:49 p.m.
The Committee adjourned at 4:51 p.m.

June 18, 2019

Committee Chairperson

Date