

NOTICE OF INTENT

Department of Health Board of Examiners of Psychologists

Continuing Education Requirements, Exemptions and Fees
(LAC 46:LXIII. 601, 603, 803, 805, 811, 905 and 4001)

Notice is hereby given in accordance with the provisions of the Administrative Procedure Act, R.S. 49:950 et seq, that the Board of Examiners of Psychologists intends to adopt Section 905 and amend Sections 601, 603, 803, 805, 811, and 4001 related to continuing education requirements, exemptions and fees for Licensed Psychologists and Licensed Specialists in School Psychology in accordance with the Louisiana Licensing Law for Psychologist 37:2353.C(1) 37:2357.C(4), 37:2354, 37:2357, and the Administrative Procedures Act §968 and 971.

Title 37 OCCUPATIONAL AND PROFESSIONAL STANDARDS Part LXIII. Psychologists Subpart 1. General Provisions

Chapter 6. Fees §601. Licensing Fees.

Licensing Fees	Amount
Application for Licensure	\$200
Application for Provisional Licensure	200
Application for Temporary Registration	125
Jurisprudence Examination Fee	75
oral examination (Licensure, specialty change or additional specialty)	250
License Renewal Psychologist	350
License Renewal Fee for Psychologists Qualifying under R.S. 37:2354.E. for a reduced rate	175
License Renewal Provisional Licensed Psychologist	100
License Renewal Psychologist Emeritus	75
Reinstatement of Lapsed License (Application plus renewal fee)	550
Processing Fees for Paper Renewals	15
License Renewal Extension Request	25

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:2354.

HISTORICAL NOTE: Promulgated by the Department of Health and Hospitals, Board of Examiners of Psychologists, LR 33:648 (April 2007), amended LR 39:311 (February 2013), amended LR 41:2618 (December 2015), amended LR 44:

§603. Administrative/Other Fees.

Administrative/Other Fees	Amount
Address List/Labels	\$100
License Verification	15
Disciplinary Action Report	25
Replacement Renewal Certificate	15
Replacement License Certificate	25
Miscellaneous Copy Fee (other records)	\$1 page one, \$.25 each page thereafter
Application for Approval of Continuing Professional Development Workshop/Conference	\$50
Application for Renewal of Continuing Professional Development Workshop/Conference	\$25

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:2354.

HISTORICAL NOTE: Promulgated by the Department of Health and Hospitals, Board of Examiners of Psychologists, LR 33:648 (April 2007), amended LR 39:311 (February 2013), amended LR 41:2618 (December 2015), amended LR 44:

Chapter 8. Continuing Education

§803. Requirements

A. Each psychologist is required to complete 40 hours of CPD within the biennial reporting period prescribed which begins on July 1st and ends June 30th. The activities are to be reported on such form and in such manner as prescribed by the board in order to fulfill the requirements for license renewal.

B. A psychologist shall obtain the required hours within any of the nine categories as defined under Subsection E, not exceeding the limitations defined therein.

C. Within each reporting period, two of the required hours of continuing professional development must be within the area of ethics or law. This requirement may be fulfilled only through a “Traditional Approved Sponsored Continuing Education” activity as defined under Subsection E of this section.

D. If requested, a psychologist shall provide the required documentation as defined under Subsection E of this Section, as proof of completion of the activities claimed for credit.

E. Licensees can accumulate continuing professional development hours in the categories defined.

1. Traditional Approved Sponsored Continuing Education – workshops from a recognized approved sponsor under Subsection 805.A of this Chapter. Regardless of the mode of delivery (conferences/conventions, in-person workshops, online workshops, formal reading awarded credit by an approved sponsor) any activity with an approved sponsor under Subsection 808.A of this Chapter is classified under this category. There is no limitation to the number of hours claimed under this category.

a. One hour equals one credit.

b. Documentation required to earn credit shall be the certificate or award of completion from sponsor.

2. Consultation and Supervision – Acceptable consultation is regularly scheduled interactions with colleagues, in a structured and organized format. Examples include case consultation groups, journal clubs, research groups, and shadowing a colleague. Acceptable supervision is one-to-one general professional, specific case discussion, or skill training that is provided under Chapter 7 of this Part by a qualified supervisor.

a. One hour of acceptable consultation or supervision equals one hour of credit.

b. Documentation required to earn credit shall be a verification form providing evidence that it is a structured program of consultation with regularly scheduled meetings and showing the nature of the consultation, or in the case of supervision the Supervised Practice Plan approved by the board; and

c. The person providing the consultation, or facilitating the case consultation group, must attest, by signature, to the description of the program, number of hours met and that the verification form has been completed.

3. Practice Outcome Monitoring – assessing patient/client outcomes via questionnaire(s) that is appropriate to the practice endeavor.

a. One client equals one hour of credit per reporting period.

b. Documentation required to earn credit shall be a verification form and a de-identified copy of the patient/client questionnaire.

4. Professional Activities – serving on a national, regional, or state psychological association board or committee; or board member of regulatory body related to the field of psychology. Professional activities shall not include lobbying activities.

a. One year equals 10 hours of credits.

b. Documentation required to earn credit shall be a verification form and documentation from the professional organization confirming the service.

5. Conferences/Conventions Attendance – This credit is separate and may be counted in addition to the “Traditional Approved Sponsored Continuing Education” that may be awarded at said conference. Acceptable credit will be granted for registered attendance at a conference related to the field of psychology or a conference, which aids in the licensee’s professional development.

a. One conference day equals one hour of credit.

b. Documentation required to earn credit shall include a copy of certificate of attendance.

6. Academic Courses – graduate-level course related to psychologist’s discipline and practice taken for credit from a regionally accredited university or one pre-approved by the board.

- a. One three-hour course or equivalent equals 20 hours of credit.
 - b. One registered audit, documented by the university, equals five hours of credit.
 - c. Documentation required to earn credit shall include course transcript.
7. Instruction – preparation and teaching a semester long graduate or undergraduate course, related to psychology, in a regionally accredited institution; or continuing education workshop presentation.
- a. Credit can only be received the first time teaching or presenting the material.
 - b. Credit hours for preparing and teaching a workshop shall be calculated at four times the credit granted attendees, divided by the number of presenters.
 - c. Credit hours for teaching a university course shall be calculated at 10 times the number of credit hours awarded the students.
 - d. Documentation required to earn credit shall be the course syllabus or brochure.
8. Publications – author of an article for peer-reviewed publications or author, editor or co-editor of a book/book chapter related to the field of psychology.
- a. One article equals 10 hours; one book/book chapter equals 10 credit hours.
 - b. Documentation required to earn credit shall include a copy of journal abstract or a copy of the publication.
9. Self-directed Learning – examples include informal reading, internet, videos, and/or other activities that are not sponsored by an entity defined under Subsection 805.A of this Chapter.
- a. All self-directed learning activities shall be limited to 10 credits.
 - b. One hour equals one credit.
 - c. Self-directed learning activities must meet the objectives under Subsection 801.A of this Chapter.
 - d. Documentation required to earn credit shall include the completion of the continuing professional development verification form provided by the board.

AUTHORITY NOTE: Promulgated in accordance with R.S. 27:2357.

HISTORICAL NOTE: Promulgated by the Department of Health and Hospitals, Board of Examiners of Psychologists, LR 16:770 (September 1990), amended LR 19:46 (January 1993), LR 32:1228 (July 2006), LR 39:2754 (October 2013), amended by the Department of Health, Board of Examiners of Psychologists, LR 42:1662 (October 2016), amended LR 44:

§805. Acceptable Sponsorship, Offerings and Activities

A. The board will recognize the following as acceptable sponsors of the continuing education requirements, provided their offerings meet criteria set forth in §801:

1. – 7. ...

B. The board may endorse a specific continuing education program as an Approved Sponsored CPD if the sponsor:

- 1. Files a completed Continuing Education Program Application, which will demonstrate that the proposed program meets the board's requirements;
- 2. Pays an application fee of \$50;

C. The approval of the program pursuant to Subsection (B) of this subsection shall permit the sponsor to offer the program one time. The sponsor shall submit a request for renewal and a \$25 renewal fee for each subsequent request to offer the same approved program.

D. The board will only accept applications for review if they are submitted by the sponsoring entity.

E. Approved sponsors listed under this Chapter are not required to obtain additional approval under this section in order to offer continuing professional development to psychologists; however, those entities may not advertise the activity as a board approved activity or purport that the activity has been approved for or otherwise meets the CPD requirements of the board.

F. Only the activities approved via application, under this Section, may advertise and state approval or endorsement on brochures and certificates by the Louisiana State Board of Examiners of Psychologists.

G. The board, in considering the acceptability of a CPD activity will determine if the activity meets the objectives and sponsorship defined by the board under Subsection 801.A of this Chapter.

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:2357.

HISTORICAL NOTE: Promulgated by the Department of Health and Hospitals, Board of Examiners of Psychologists, LR 16:770 (September 1990), amended LR 19:46 (January 1993), LR 22:1131 (November 1996), LR 25:1098 (June 1999), LR 32:1228 (July 2006), LR 36:1007 (May 2010), amended by the Department of Health, Board of Examiners of Psychologists, LR 42:1663 (October 2016), amended LR 44:

§811. Extensions/Exemptions

A. – C. ...

D. Licensees who meet the requirements for a reduced fee under R.S. 37:2354.E during the applicable reporting period and who are fully retired from the practice of psychology may be granted an exemption from continuing professional development requirements if the board receives a timely written application for such exemption.

1. A licensee granted an exemption under this provision shall be recognized as a psychologist emeritus.

2. A licensee granted emeritus status under this provision shall be prohibited from engaging in the practice of psychology; rendering psychological services in any form; and/or engaging in any activity that might be construed as the practice of psychology within the state of Louisiana.

3. A psychologist emeritus is eligible to renew their emeritus status license provided they submit such renewal application along with the annual renewal fee at the reduced rate established under Chapter 6 of this Part; and are fully retired from the practice of psychology, not rendering psychological services in any form, and are not engaging in any activity that might be construed as the practice of psychology within the state of Louisiana.

4. A psychologist emeritus is eligible to reinstate their status to licensed psychologist and resume the independent practice of psychology in Louisiana upon submission of a Reinstatement Application for Licensure including the required reinstatement fee and fulfillment of all continuing professional development requirements as defined under this Chapter, provided they are not in violation of any of the provisions of the Louisiana Revised Statutes, Title 37 Chapter 28. Psychologists.

5. A psychologist emeritus returning to full practice after five or more years shall be subject to an oral examination prior to reinstatement to the status licensed psychologist.

6. A licensee who renews their emeritus status shall be exempt from continuing professional development requirements.

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:2354.

HISTORICAL NOTE: Promulgated by the Department of Health and Hospitals, Board of Examiners of Psychologists, LR 19:47 (January 1993), amended LR 32:1229 (July 2006), LR 39:2755 (October 2013), LR 41:2617 (December 2015), amended by the Department of Health, Board of Examiners of Psychologists, LR 42:1664 (October 2016), amended LR 44:

Chapter 9. Licensees

§905. Psychologist Emeritus

A. A psychologist emeritus is eligible to renew their current license under this status until July 31 of each year upon submission of the required renewal fee and renewal application form.

B. A psychologist emeritus is eligible to reinstate their status to licensed psychologist and resume the practice of psychology upon submission of the required renewal fee, renewal application form and fulfillment of all continuing education requirements as defined in LAC 46:LXIII. Chapter 8.

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:2353.

HISTORICAL NOTE: Promulgated by the Department of Health, Board of Examiners of Psychologists

Subpart 2. Licensed Specialists in School Psychology

Chapter 40. Continuing Education Requirements of Licensed Specialist in School Psychology

§4001. General Requirements

A.1. Pursuant to R.S. 37:2357 each licensed specialist in school psychology is required to complete continuing education hours within biennial reporting periods prescribed by the board. Continuing education is an ongoing process consisting of learning activities that increase professional development.

a. Each licensed specialist in school psychology is required to complete 40 hours of credit of continuing education within the biennial reporting period which begins July 1st and ends June 30th.

b. Two of the above 40 hours of credit of continuing education must be in the areas of ethics or law.

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:2357.

HISTORICAL NOTE: Promulgated by the Department of Health and Hospitals, Board of Examiners of Psychologists, LR 41:2625 (December 2015); amended LR 44:

Family Impact Statement

The Board of Examiners of Psychologists hereby issues this Family Impact Statement as set forth in R.S. 49:972. The proposed Rule related to the licensing fees imposed by this agency are not anticipated to have an impact on the stability of the family; authority and rights of parents regarding the education and supervision of their children; functioning of the family; behavior and personal responsibility of children as it relates to promptly facilitating the licensure of qualified professionals who may work with families and families of school aged children to promote their health,

education and well-being; family earnings and family budget; or the ability of the family or a local government to perform the function as contained in the proposed rule.

Poverty Impact Statement

The proposed modifications impact psychologists, provisionally licensed psychologists, and specialist in school psychology in the interest of the health, safety and the welfare of the public. The rules do not have any known or foreseeable negative impact on any child, individual or family as defined by R.S. 49:973.B. Specifically, there is no known or foreseeable effect on: household income, assets, and financial security; early childhood development and preschool through postsecondary education development; employment and workforce development; taxes and tax credits; or, child and dependent care, housing, health care, nutrition, transportation, and utilities assistance.

Provider Impact Statement

The proposed rules do not have any known or foreseeable impact on providers as defined by HCR 170 of 2014 Regular Legislative Session. Specifically, there is no known or foreseeable effect on: the staffing level requirements or qualifications required to provide the same level of service; the total direct or indirect cost to the providers to provide the same level of service; or the overall ability of the provider to provide the same level of service.

Public Comments

Interested persons may submit written comments to Jaime T. Monic, Executive Director, 8706 Jefferson Highway, Suite B, Baton Rouge, LA 70809. All comments must be submitted by 12 noon on October 10, 2018.

Jaime T. Monic
Executive Director