

TENNESSEE BOARD OF EXAMINERS IN PSYCHOLOGY

DATE: December 18, 2014

TIME: 9:00 a.m., CST

LOCATION: Health Related Boards
Poplar Room
665 Mainstream Drive
Nashville, TN 37243

BOARD MEMBERS

PRESENT: George Bercaw, Sr. Psychological Examiner, Chair
J. Trevor Milliron, Ph.D., Vice Chair
Pamela Auble, Ph.D.
Mark Loftis, Ph.D., Sr. Psychological Examiner
David C. Mathis, Ed.D.
Timothy Urbin, Ph.D.
Janice Pazar, Ph.D.

BOARD MEMBERS

ABSENT: Cindy Boshears, Consumer Member

STAFF

PRESENT: Teddy Wilkins, Unit Director
Charles Custer, Board Administrator
Jennifer Putnam, Office of General Counsel

Mr. Bercaw, Board Chair, called the Board meeting to order at 9:00 a.m. A roll call vote was conducted and a quorum was present.

Minutes

Upon review of the June 12, 2014 and October 2, 2014 minutes, Dr. Auble made a motion, seconded by Dr. Mathis, to approve the minutes as written. The motion carried.

Dr. Mathis made a motion that a Board member review the minutes within two weeks after the meeting and post the minutes on the Board's web site.

Ms. Putnam stated this could not be done as the minutes must be ratified by the Board members at the next meeting.

Dr. Mathis withdrew his motion.

Office of General Counsel

Ms. Putnam said there are no consent order to present to the Board and no pending legislation.

Ms. Putnam said there will be a discussion of the teleconference rules this afternoon.

Office of Investigations

Ms. Dorroh sated there are two (2) new complaints against psychologists; eight (8) in the field being investigated; and, four (4) complaints returned from the field which have been closed. Ms. Dorroh said there are no complaints against psychological examiners or certified psychological assistants.

Ms. Dorroh said she is conducting an audit of the currently monitored practitioners to make sure they are compliant with the orders.

Financial Report

Ms. Tittle reviewed the report stating for 2014 the Board had total expenditures of \$178,602.69; revenue of \$297,043.47; and current year net of \$118,440.78. Ms. Tittle said the Board has a cumulative carryover of \$804,863.98.

Ms. Tittle stated that at the general assembly's request Health Related Boards put together a policy that if the cumulative surplus balance for two (2) consecutive fiscal years is twice the amount of the three (3) year average of operational expenses their office must bring suggestions to the Board for lowering fees.

Ms. Tittle discussed a proposal for lowering the fees for applications, ethics and jurisprudence examinations, license renewals and eliminating licensure verification fees.

Ms. Tittle said if the Board reduces their license renewal fee from \$275 to \$200; it reduces revenue for psychologists by \$51,300 and psychological examiners by \$17,550.

Upon discussion Dr. Auble made a motion, seconded by Dr. Loftis, to approve reducing the license renewal fees from \$275 to \$225; reducing the ethics and jurisprudence examination fee from \$200 to \$100; reducing the retake of the ethics and jurisprudence examination fee from \$100 to \$50; reducing the certified psychological assistant renewal fee from \$150 to \$50; and, eliminating the licensure verification fee of \$25. The motion carried.

Mr. Bercaw asked if Board members could be given credit cards for travel. Ms. Tittle stated that some state employees have credit cards but they are not issued to Board members.

Ms. Wilkins stated that most state employees have to pay for their own travel and are reimbursed upon submitting travel claims.

Administrative Report

Mr. Custer said there are 1378 licensed psychologists, 460 licensed psychological examiners and senior psychological examiners, and 36 certified psychological assistants.

As of October 2, 2014 ten (10) new psychologist applications were received, ten (10) psychologists retired their licenses and two (2) had lapsed licenses. There were no applications, retired licenses or lapsed licenses for psychological examiners or certified psychological assistants.

Mr. Custer said the department will be conducting live streaming of all Board meetings after the first of the year.

Ms. Wilkins stated the Board meetings for 2015 have been scheduled for March 12-13, 2015; June 11-12, 2015; September 10-11, 2015; and December 10-11, 2015.

Ms. Wilkins said two (2) people have been appointed to the Behavioral Analysis Committee and they are waiting on three (3) more appointments.

Ms. Putnam said the committee will vote on issues and consent orders pertaining to behavior analysis and then come before the Psychology Board to ratify the committee's recommendations.

Tennessee Psychological Association

Dr. Stephenson said TPA received information that Senator DeBerry might resubmit HB1185 this session. The Board and TPA did not support the bill the last session and TPA will not support the bill if resubmitted this session.

Dr. Stephenson said the suicide prevention bill is still in a study committee. The bill would require psychologists, but not doctors and nurses, to take a suicide prevention continuing education course every two (2) years.

Dr. Stephenson stated there is another bill pending to require school psychologists to be licensed by the Board instead of the Department of Education. TPA will not oppose the bill unless the Board has arguments against the bill.

Ms. Putnam said if school psychologists were going to be licensed by the Board they would have to meet all the supervision requirements as set out by the Board and not the school or Board of Education.

Correspondence

The Board reviewed a letter from **Stephen Lucente, Ph.D.**, regarding the ethics and jurisprudence examination. Dr. Lucente is challenging two (2) questions in the exam. The Board determined that the questions are valid; the exam is an open-book exam and, with a ninety percent (90%) pass rate, cannot be changed.

The Board reviewed a letter from **Rebecca D. Trupe, Ph.D.**, requesting an extension of her provisional license in order to take the EPPP. Dr. Loftis made a motion, seconded by Dr. Auble, to ask Dr. Trupe to submit an explanation of her extenuating circumstances as to why she was unable to take the EPPP exam for review by a Board member and if approved give her an extension of six (6) months . The motion carried.

The Board reviewed a letter from **Dr. Bigelow** requesting an extension of her temporary license to complete her hours under supervision as she was on maternity leave. Dr. Auble made a motion, seconded by Dr. Loftis to approve Dr. Bigelow's request for a six (6) month extension. The motion carried.

Review Licensure Files

Dr. Loftis made a motion, seconded by Dr. Auble, to approve **Kathryn Perkel** to be issued a provision license, and to sit for the EPPP and E & J exams. The motion carried.

Dr. Auble made a motion, seconded by Dr. Milliron, to approve **Julia Strait** to be issued a provisional license, and to sit for the EPPP exam and E & J exams. The motion carried.

The Board reviewed the licensure file of **Jennifer Allen**. Dr. Auble made a motion, seconded by Dr. Urbin, to approve Jennifer Allen to be issued a provisional license, and to sit for the EPPP and E & J exams. The motion carried.

Dr. Auble made a motion, seconded by Dr. Pazar, to issue **Tara Bradley** a provisional license, and to sit for the EPPP and E & J exams. The motion carried.

Dr. Auble made a motion, seconded by Dr. Milliron, to approve **Karen Toman** to be issued a provisional license, and to sit for the EPPP and E & J exams. The motion carried.

Dr. Auble made a motion, seconded by Dr. Mathis, to table the Senior Psychological Examiner application of **Donna Litteral** and send her a letter stating she could withdraw her Psychological Examiner application and apply for a CPA. The motion carried.

Dr. Loftis made a motion, seconded by Dr. Milliron, to approve **David Rankin, P.E.**, to upgrade to a Senior Psychological Examiner. The motion carried.

Dr. Loftis made a motion, seconded by Dr. Auble, to approve **Cory Koester** to be issued a CPA certificate. The motion carried.

Dr. Loftis made a motion, seconded by Dr. Urbin, to approve **Meghan McCoy** to be issued a CPA certificate. The motion carried.

Dr. Loftis made a motion, seconded by Dr. Milliron, to approve **Tara Randolph** to be issued a CPA certificate. The motion carried.

Dr. Loftis made a motion, seconded by Dr. Auble, to approve **Timothy Prosser** to reinstate his Psychological Examiner license and upgrade his license to a Senior Psychological Examiner pending receipt of the required two hundred (200) hours of continuing education. The motion carried.

Dr. Loftis made a motion, seconded by Dr. Urbin, to approve **Roneferiti Fowler** to be issued a provisional license, and to sit for the EPPP and E & J exams. Dr. Pazar recused herself. The motion carried.

Dr. Loftis made a motion, seconded by Dr. Milliron, to approve **John Jackson** to be issued a provisional license, and to sit for the EPPP and E & J exams. The motion carried.

Dr. Loftis made a motion, seconded by Dr. Auble, to approve **Elliott Fitzpatrick** to be issued a provisional license, and to sit for the EPPP and E & J exams. The motion carried.

Dr. Milliron made a motion, seconded by Dr. Pazar, to approve **Ariane Narain** to be issued a provisional license, and to sit for the EPPP and E & J exams. The motion carried.

Dr. Milliron made a motion, seconded by Dr. Auble, to approve **Kristin Lewis** to be issued a provisional license, and to sit for the EPPP and E & J exams. The motion carried.

The Board discussed creating a template for applicants to use when designating an internship that is not APA or APPIC.

Dr. Auble made a motion, seconded by Dr. Loftis, to approve **Sheri Nsanmenang** to be issued a provisional license, and to sit for the EPPP and E & J exams. Dr. Pazar recused herself. The motion carried.

Dr. Pazar made a motion, seconded by Dr. Auble, to approve **Alisha Taylor** to be issued a license upon successfully passing the E & J exam. The motion carried.

Dr. Pazar made a motion, seconded by Dr. Auble, to approve **Lori Morris** to be issued a license upon successfully passing the E & J exam. The motion carried.

Dr. Pazar made a motion, seconded by Dr. Auble, to send **Dr. Jeffrey Rutter** a letter requesting him to attend the next Board meeting to explain his responses to being charged with an ethics violation and having clinical or staff privileges revoked or suspended, submit a letter of reference within the last ten (10) years and discuss his reprimand in Colorado. The motion carried.

Dr. Urbin made a motion, seconded by Dr. Loftis, to approve **Britney Tenbarga** to be issued a provisional license, and to sit for the EPPP and E & J exams. The motion carried.

Dr. Urbin made a motion, seconded by Dr. Milliron, to approve **Sofia Belay** to be issued a license upon successfully passing the E & J exam. The motion carried.

Dr. Urbin made a motion, seconded by Dr. Mathis, to approve **Stephanie Vuotto** to sit for the EPPP exam. The motion carried.

The Board agreed to allow Mr. Custer to e-mail completed psychology licensure files to Dr. Milliron to review and tentatively approve a provisional or temporary license and then bring the file and recommendations to the next meeting for full Board review. Mr. Custer said Dr. Milliron is not comfortable reviewing the Psychological Examiner, Senior Psychological Examiner or Certified Psychological Examiner applications.

Mr. Bercaw offered to come to the Board office the day before the meeting to review the Psychological Examiner, Senior Psychological Examiner and Certified Psychological Examiner applications.

New Licensees

Psychologists

Dr. Auble made a motion, seconded by Dr. Urbin, to approve the following newly licensed Psychologists:

Andrew Burkley
Alida Gage
Charles Galyon
Christen Holder
Stephen Hopkins
Emily Kirk
Kristin Reed
Havah Schneider
Holly Westervelt

The motion carried.

Certified Psychological Assistants

Dr. Loftis made a motion, seconded by Dr. Pazar, to approve the following CPA's:

Shazia Ansari
Latoya Favre

The motion carried.

Reinstatements for Psychologists, Psychological Examiners and Senior Psychological Examiners

Dr. Loftis made a motion, seconded by Dr. Auble, to approve reinstatements for the following Psychologist and Senior Psychological Examiners:

Robert Barth, Ph.D.

Lisa Harris, Sr. P.E.

Timothy Prosser, Sr. P.E.

The motion carried.

Discuss Continuing Education Requirements

Mr. Custer said he had a licensee, who was licensed in August of an even year which caused her two (2) year renewal period to be shortened by eight (8) months, asking if she must obtain forty (40) hours of continuing education in one (1) year. Ms. Putnam stated the rules allow the Board to waive continuing education hours upon request. Dr. Milliron made a motion, seconded by Mr. Loftis, to give the administrative staff the authority to pull a licensee from an audit who has been licensed for less than two (2) years. The motion carried.

Ms. Wilkins stated she received a list serve from ASPPB asking if the board will accept continuing education hours approved and offered directly from ASPPB. The Board stated they currently allow the hours approved and offered directly from ASPPB.

ASPPB

Dr. Mathis stated he attended the ASPPB annual meeting which is composed of individuals who serve on state boards as psychologists, attorneys and administrators. Dr. Mathis said the meetings have afternoon break-out sessions in which they discuss legal issues Boards have had, ethics, technical issues, tele-medicine and tele-psychology. Dr. Mathis suggested sending someone to the annual and mid-year meetings and suggested that those attending to register as soon as possible because the space is limited. Dr. Auble made a motion, seconded by Dr. Loftis, to send Dr. Mathis, Mr. Bercaw and Dr. Pazar to the ASPPB Midyear Meeting in April 2015; and send Dr. Urbin, Ms. Putnam and Ms. Wilkins to the Annual Meeting in October 2015. The motion carried.

Dr. Mathis stated that other Boards have annual retreats every two (2) years which can be done telephonically. Ms. Putnam stated that Finance and Administration denied the Medical Examiners request to have a retreat away from the meeting facility.

Dr. Mathis asked about the orientation process. Ms. Putnam stated that orientation is scheduled through the Office of Investigations consisting of meetings with Investigations, General Counsel

and the Administrative Staff. Dr. Mathis suggested having a process to orientate new Board members with a Board member present also. Dr. Auble stated the current orientation process was haphazard and inadequate. Ms. Putnam said if the Board conducts new member orientation, it needs to be conducted after the Board meeting and suggested putting new Board member orientation on the agenda when new Board members are appointed. Dr. Mathis said the Board needs to delineate what needs to be included in the orientation. Dr. Auble made a motion, seconded by Dr. Urbin, to appoint a Task Force including Dr. Mathis, Ms. Putnam and Mr. Custer to establish procedures for orientation. The motion carried.

Discuss Tele-Psychology Rules

Ms. Putnam said she edited the Ohio Tele-Psychology rules, which are very well written and concise, to match Tennessee's rules and asked the Board members to review each paragraph. Ms. Putnam said once the Board reviews and approves the changes she can make the revisions for the Board's review and conduct a rulemaking hearing in June. Ms. Putnam suggested adding a paragraph under the patient records section stating that any person licensed under this provision shall comply with all applicable laws, rules and regulations of the Tennessee Psychology Practice Act to insure confidentiality of patient records. Ms. Putnam suggested adding another paragraph stating that any person violating the provisions of this licensure is subject to the discipline of this Board. Upon review and discussion, Dr. Loftis made a motion, seconded by Dr. Mathis, to approve Ms. Putnam to make the changes in the language to coincide with Tennessee rules. The motion carried.

Ms. Putnam stated she would send the revised rules to Ms. Wilkins and Mr. Custer for distribution to the Board members.

Active Military Duty Policy Statement

Ms. Putnam said she was asked at the last meeting to review the statute regarding quick licensing for active military duty. Ms. Putnam recommends leaving the policy as is and not make any changes.

Other Board Business

Ms. Putnam reminded the Board that the Screening Panel consisting of Mr. Bercaw, Dr. Milliron, and Dr. Mathis and herself and is being held tomorrow at 8:30 a.m. in the Mockingbird Room.

Mr. Custer distributed signature forms for Board members to sign for wall licenses and certificates.

With no other Board business to conduct, Dr. Milliron made a motion, seconded by Dr. Auble, to adjourn at 4:20 p.m. The motion carried.

Ratified by a quorum of the Board on June 11, 2015.