



D.C. Board of Psychology

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Changing your mailing address? Send your name, mailing address, and license number to:

Board of Psychology
Processing Department
Address/Name Change
899 N. Capitol Street NE
First Floor
Washington DC 20002



Government of the District of Columbia
Vincent C. Gray, Mayor



Spring 2013

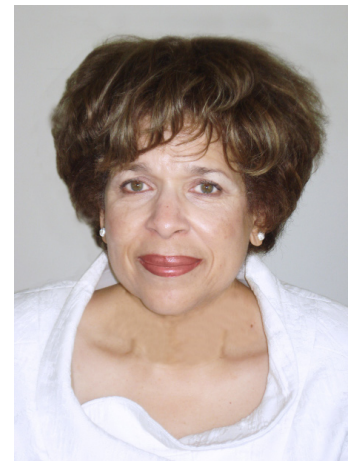
RENEWAL ISSUE

LETTER FROM THE CHAIR

Dear Fellow Psychologists,

In our last newsletter there was much discussion of the pending Criminal Background Check (CBC) for professionals licensed in the District of Columbia. While the initial checks were compromised by a few glitches, the final analysis revealed almost everyone was able to navigate and complete the CBC process. Hopefully, by the time of the next renewal, the process will become even more simplified and routine. I would like to thank all of you for your patience throughout the CBC process, necessary as a further means to protect the public we serve.

As you are all aware, the board randomly audits renewal applications to assess the sufficiency and accuracy of reported continuing education credits. In accordance with regulations, each psychologist is required, prior to each renewal, to earn thirty continuing education credits, including three credits each in Ethics and in Cultural Competence. While there is seldom an issue with continuing education in Ethics, there seems to be a significant degree of variance in educational courses undertaken to meet the Cultural Competence requirement. If uncertain, or if there is a question or concern about a course, please contact the board office before enrolling in a course. One possible way to approach obtaining the Cultural Competence requirement is to consider if the course broadens your understanding of the customs, belief systems, values, thoughts and communication style of racial, ethnic, religious and social groups. Many studies cite the need for cultural competence as a means to reduce disparities in the delivery of care between healthcare professional and patient—especially when each comes from a different cultural background.



Barbara Taylor Roberts, PhD

Since the last newsletter, there have been changes in the administrative staff support. Bonnie Rampersaud, Executive Director to the Board of Psychology, retired in November of 2012, after many years of excellent service to our board, in addition to several other health professional boards. The Board of Psychology extends its heartfelt thanks to Bonnie for her professionalism and vision. She will be greatly missed. And, as Bonnie departs, we also welcome a new addition to the board, Gerald Filbin, as the community board member. You will get to know a little about Jerry (as he prefers to be called), his life and good works in an interview conducted for this newsletter. Welcome to the board, Jerry.

(continued on page 3)

THINGS YOU NEED TO KNOW TO RENEW

Upcoming Board Meetings

The DC Board of Psychology

MEETS

THE THIRD FRIDAY
OF EACH MONTH

AT

9:30 AM

at 899 N. Capitol St NE

Second Floor

Washington, DC 20002

Time is allocated at each Board Meeting to allow the public an opportunity to speak to the Board. Please notify us in advance if you plan to attend a meeting by sending an email to hppla@dc.gov.

- 1) All licensees will be required to undergo a state and federal Criminal Background Check (CBC). *Licensees are required to undergo a subsequent criminal background check every four (4) years from the date of the licensee's previous background check. (17DCMR §8501.5) If you completed a CBC with the Health Professional Licensing Administration within the last 4 years, you are not required to complete a CBC with this renewal.*
- 2) To access your renewal application beginning on October 1, 2013, go online at www.doh.dc.gov. **No CBCs will be done/accepted unless a renewal application has been completed and filed with our office.**
- 3) Answer **ALL** questions completely and truthfully to avoid delays in processing your application. If you are aware of an incident in your past that may result in a positive criminal background check, you must provide the supporting documentation (including court documents) that explains the outcome of the case.
- 4) If you are currently not in compliance with the Board, your ability to renew may be denied until you satisfy the request of the Board.
- 5) The licensure renewal fee is \$203. In addition, Criminal Background Check fee is \$50.*
**varies by state*
- 6) CEUs—All licensees must have completed thirty (30) hours of continuing education (CE) credits prior to renewal to be eligible for renewal. Six (6) of the thirty (30) hours must consist of three (3) hours each in cultural competence and ethics or risk liability. Random audits will be conducted following the renewal.
- 7) All licenses will expire on December 31, 2013. Please begin the renewal process early.

Any false statement on your renewal application will result in disciplinary action being taken against your license.

General Renewal Questions: 1 (877) 672-2174 | Website: www.hppla.doh.dc.gov

BOARD MEMBERS SWORN IN



Board Vice Chair Dr. John Robinson (left), and Board Member Dr. Juliet Francis, with a representative from the Office of Boards and Commissions, after being sworn-in for their next term.

LICENSURE RENEWAL PROCESS

LICENSES EXPIRE ON DECEMBER 31, 2013

RENEW YOUR LICENSE VIA THE INTERNET.

TO RENEW ONLINE YOU MUST USE INTERNET EXPLORER 6.0 OR HIGHER AND PAY BY MASTERCARD OR VISA. OUR SYSTEM IS NOT COMPATIBLE WITH GOOGLE CHROME OR SAFARI.

Before you log-on to our website, please have these items available:

- ☐ Your Social Security number
- ☐ Your Visa or MasterCard, in order to pay your renewal fee of \$203 online.

WHEN YOU ARE READY TO LOG-ON TO OUR WEB SITE:

- Enter www.hpla.doh.dc.gov into the address field of your web browser
 - ☐ Click on Online License Renewal
 - ☐ Type in your Social Security number and last name and click on "Search" tab
 - ☐ At the Registration page, you must create a User ID and Password
 - ☐ Type in your newly created User ID and Password and follow the step-by-step instructions to complete the renewal process.
- Please be sure to printout a copy of the "Confirmation Page" for your records.

AFTER YOU FINISH THE ON-LINE RENEWAL AT OUR WEB SITE, SEND US:

- If you do not currently have a photo on your license, you will need to send TWO (2) 2"x2" photos of yourself (identical passport-size photos; plain background, front-view, fade-proof), and write on the back of the photos your full name and license number or Social Security number.
- If you answer "yes" to the question in "Section 6", please mail the supporting document(s).
- Mail the items to:
HPLA - ATTN: Psychology Renewal
899 North Capitol Street NE-First Floor
Washington, DC 20002
- After 24 hours, you may verify your completed renewal at: <http://hpla.doh.dc.gov/weblookup>

NOTE: Please do not submit copies of CEs unless selected for the CE Audit.
CEs are NOT required for first-time renewals.

TO REQUEST A PAPER RENEWAL APPLICATION OR APPLY FOR PAID INACTIVE STATUS, PLEASE VISIT OUR WEBSITE AT WWW.DOH.DC.GOV OR CALL 1-877-672-2174 BETWEEN THE HOURS OF 8:30 AM AND 4:30 PM EST - MONDAY THROUGH FRIDAY.

LETTER FROM THE CHAIR (continued from page 1)

In addition to Gerald Filbin, the board also extends its gratitude and sincere appreciation especially to Nakia Snider, Health Licensing Specialist, and Investigator Emilia Moran. Without their support, the board could not begin to attempt to accomplish any task.

In conclusion, I want to mention, briefly, a new regulation about which you received notification last month. We are very proud, after a number of years under development and getting the new change through the regulatory process, that the District will now accept applications to practice as a Psychology Associate. Any applicant, who qualifies, by regulation, will have to work under the supervision of a psychologist licensed in the District. You should have received a message in March from the Health Professional Licensing Administration concerning the specifics of this new regulation and the initiation of the application process.

Be well,
Barbara T. Roberts, PhD
Chairperson
DC Board of Psychology

DEPARTMENT OF HEALTH INTERIM DIRECTOR SAUL LEVIN, MD, MPA SPEAKS WITH BOARD OF PSYCHOLOGY



Above, Dr. Saul Levin speaks with Board and HRLA Senior Deputy Director, Dr. Feseha Woldu (at left).

At the March meeting of the Board, DOH Interim Director Dr. Saul M. Levin thanked Board Chair Dr. Barbara Roberts for her eloquent testimony at the recent oversight hearing, held by the DC Council's Committee on Health, held earlier in the month.

Dr. Levin also spoke of the upcoming White House meeting on mental health and gun violence slated for April, and said that, as mental health professionals in the District of Columbia, "this is the time for all of us to step up so we are heard."

Dr. Levin also touched upon the topic of mental health clinics in the District's schools and the need for early intervention and wrap-around services. He mentioned the need to track the clinics' usage, and to facilitate the linkage of mental health services to nursing services, in light of implementation of the Affordable Care Act.

Before assuming the position as Interim Director of the Department of Health, Dr. Levin served as the Senior Deputy Director of the Addiction Prevention and Recovery Administration in the Department.

Prior to joining DOH, Dr. Levin served as Vice President of the American Medical Association for Science, Medicine and Public Health. His professional career also includes serving as a special expert appointee for the US Department of Health and Human Services.

He also served as President and CEO of Medical Education for South African Blacks, which was an anti-apartheid education trust that provided scholarships to South African black students in the health care arena.

In 1982, Dr. Levin received his MBBCh (MD) in Medicine from the University Witwatersrand in Johannesburg, South Africa, and completed his residency in Psychiatry at the University of California Davis Medical Center.

HELP US TO STAY IN TOUCH WITH YOU!

Please send an email informing the Board of your email address at:

NAKIA.SNIDER@DC.GOV

The Board will be distributing the Board newsletter electronically.

To use HPLA's website to check and verify a license, go to: www.hpla.doh.dc.gov



GERALD FILBIN, PhD
CONSUMER MEMBER

MEET BOARD OF PSYCHOLOGY CONSUMER MEMBER GERALD “JERRY” FILBIN, PHD

“I began volunteering as an HIV-testing counselor over 25 years ago and, from the beginning, I’ve been aware of the complexity of working with clients who are multiply diagnosed and clients whose needs go far beyond what peer counseling can provide but with little or no access to professional care. I am concerned about the unmet needs of parts of our community that lack access because of discrimination based on race, immigrant status and economic ability.”

When were you appointed to the Board?

January 3, 2013.

Why and how did you first get involved with the Board? What sparked your interest in serving as a Board member?

I was asked by a current Board member, Dr. John Robinson, if I would consider serving on the Board. John and I had served together for several years on the Board of Directors and the Medical Program Committee at Whitman Walker Clinic. I also chaired the Clinic’s Quality Assurance Committee. John knew of my interest in ensuring access to quality psychological care for people in DC affected by HIV disease and more generally in ensuring accessibility for people who are economically challenged.

Is there any aspect of your service as a Board member thus far that has surprised you (or has the experience been what you expected it to be)?

I’m anxious to work effectively, with the other members of the Board, as a community representative on the Board.

Has your employment history or personal background prepared you for being an effective Board member? If so, how?

I come on the Board as a non-professional, but someone who has been engaged through my volunteer work at Whitman-Walker Health (WWH) as a peer-counselor and risk-reduction counselor for HIV prevention. I began volunteering as an HIV-testing counselor over 25 years ago and, from the beginning, I’ve been aware of the complexity of working with clients who are multiply diagnosed and clients whose needs go far beyond what peer counseling can provide but with little or no access to professional care. I am concerned about the unmet needs of parts of our community that lack access because of discrimination based on race, immigrant status and economic ability. I am very interested in steps the Board can take to strengthen systems that provide measurement of performance and outcomes to ensure quality of service. In addition to WWH, I’ve served also on Boards of Directors for a Section 8 housing program and for a program designed to bring music therapy to hospice patients.

In which academic discipline did you obtain your PhD?

Biology.

What do you see as future challenges for the Board? What future goals do you have as a Board member?

I am anxious to meet the current Board members and to learn from their experience and understanding.

Is there anything about the District of Columbia or the DC population that poses a unique challenge for psychologists?

See question 4 response.

What advice would you give someone who is thinking about applying to serve on the Board?

Listen and learn. Be sensitive to the diversity of community needs and how we can tap various community resources to expand and ensure quality service.

What advice would you give to your licensees regarding their relationship with the Board or Health Professional Licensing Administration?

Trust, openness and responsiveness are key.

DISCIPLINARY MATTERS: CONTINUING EDUCATION & PROVISIONS

By Panravee Vongjaroenrat, Legal Staff
Office of the Attorney General

The law tasks the Board of Psychology with the responsibility of regulating the practice of psychology and practice by psychology associates. The principal goal for the regulatory authority is to protect public health and safety. To achieve this goal, the law prescribes requirements for licensure to ensure that health professionals, including psychologists and psychology associates, have the necessary qualifications to practice safely. In addition, the law also prescribes continuing education and practice requirements to ensure continued protection of the public. Thus, disciplinary matters tend to originate in two areas: continuing education compliance and violations of various provisions relating to health practice.

In reviewing possible disciplinary matters, the Board seeks to achieve a resolution that will ultimately promote and protect public health and safety through maintaining and improving the standards of practice and competence for practitioners. Consequently, remediation is a strong component of the Board's approach.

Continuing Education

In accordance with the statutory authorization, continuing education requirements are promulgated by the Mayor, based on the advice of the Board, through regulations. Continuing education requirements for psychologists may be found at Sections 6906 (Continuing Education Requirements), 6907 (Approved Continuing Education Programs and Activities), and 6908 (Continuing Education Credits) of Chapter 69 of Title 17 (Business, Occupations and Professions) of the D.C. Municipal Regulations. Based on these regulations, a licensed

Disciplinary matters tend to originate in two areas: continuing education compliance and violations of various provisions relating to health practice.

psychologist may qualify for renewal if s/he has completed thirty (30) hours of continuing education meeting the following requirements:

- a) No more than fifteen (15) hours of online and/or home-study courses;
- b) At least three (3) hours of ethics or risk liability;
- c) At least three (3) hours of cultural competence; and
- d) All thirty (30) hours completed between January 1 of each even-numbered year and December 31 of each odd-numbered year.

The Board conducted a continuing education audit for the 2010-2011 renewal period. Licensees who fail to prove compliance with the continuing education requirement will receive a private settlement offer, which consists of a possible fine and make-up course requirements.

Disciplinary Provisions

The Health Occupations Revision Act (HORA) enumerates many provisions that may give rise to disciplinary actions, such as fraudulently or deceptively use a license, having been subject of a disciplinary action by any licensing or disciplinary authority, or being convicted

of a crime of moral turpitude. The full list of disciplinary violations in the HORA may be found at D.C. Official Code § 3-1205.14.

In addition, the psychology regulation (Chapter 69 of Title 17 of the D.C. Municipal Regulations) incorporates the American Psychological Association (APA) Code of Conduct. Thus, a disciplinary action taken by the Board may also include a violation of the APA Code.

During the 2010-2011 licensure period, the Board completed a disciplinary action based on violations of the APA Code and the HORA. The licensee in the case was reprimanded for entering into an improper multiple relationship, which consisted of the supervisory relationship as well as a business partnership in which the supervisee took the role of the senior partner. The licensee was also reprimanded for failing to meet the APA Code 7.06 requiring the supervisor to establish a timely and specific process for feedback prior to the start of the supervision, resulting in the conflict between the supervisor and the supervisee regarding the number of practice hours accumulated by the supervisee.

Unlicensed Practice

D.C. Official Code 3-1205.01(a) requires a license for the practice of psychology and registration for the practice by a psychology associate. D.C. Official Code § 3-1210.11 provides further that no person shall practice, attempt to practice, or offer to practice psychology or other health professions unless duly licensed or registered under the District law.

(continued on page 7)

(continued from page 6)

The practice of psychology is defined as the development and application, with or without compensation, of scientific concepts, theories, methods, techniques, procedures, and principles of psychology to aid in the understanding, measuring, explaining, predicting, preventing, fostering, and treating of abilities, disabilities, attributes, or behaviors that are:

- (I) Principally cognitive, such as aptitudes, perceptions, attitudes, or intelligence;
- (II) Affective, such as happiness, anger, or depression; or
- (III) Behavioral, such as physical abuse.

In addition, the practice of psychology includes:

- (I) Coaching, consulting, counseling, and various types of therapy, such as behavior therapy, group therapy, hypnotherapy, psychotherapy, and marriage, couples, and family therapy;
- (II) Intellectual, personality, behavioral, educational, neuropsychological, and psycho-physiological testing; and
- (III) Professional activities, such as research, teaching, training, interviewing, assessment, evaluation, pharmacology, and biofeedback.

The Board seeks to achieve a resolution that will ultimately promote and protect public health and safety through maintaining and improving the standards of practice and competence for practitioners. Consequently, remediation is a strong component of the Board's approach.

Additionally, D.C. Official Code § 3-1210.03(q) provides further that a person shall not use the terms "psychology," "psychologist," or "psychology associate," or similar title or description of services unless duly licensed or registered under the law.

When a complaint or credible information is received alleging unlicensed practice, the matter is referred to the Department of Health for enforcement, which consists of the issuance of a ticket and an opportunity for a hearing before the Office of the

Administrative Hearing (OAH). In a decision dated November 9, 2012, the OAH ruled that, although psychoanalysis is not specifically listed in the definition of the practice of psychology, it is generally associated with psychology and, as such, must be considered to be included in the practice of psychology. *DC Department of Health v. Lawrence Hardy Staples Diplomate C.G. Jung Institute-Zurich*, Case No. 2012-DOH-F-100402 (OAH November 9, 2012). Consequently, a person intending to offer psychoanalytic services is required to be duly licensed as a psychologist or registered as a psychology associate in the District of Columbia.

In addition, since the practice of psychology also includes "coaching, consulting, counseling, and various types of therapy" such as behavior therapy, a person wishing to engage in these services or activities must be licensed as a psychologist or registered as a psychology associate. This definition of the practice of psychology became effective with the Health Occupations Revision General Amendment Act of 2009 on July 18, 2009. Thus, after that date, activities such as psychological coaching, consulting, and counseling became activities that require a psychology license to be lawful.

A licensed psychologist may qualify for renewal if s/he has completed thirty (30) hours of continuing education meeting the following requirements:

- a) No more than fifteen (15) hours of online and/or home-study courses;
- b) At least three (3) hours of ethics or risk liability;
- c) At least three (3) hours of cultural competence; and
- d) All thirty (30) hours completed between January 1 of each even-numbered year and December 31 of each odd-numbered year.

CE AUDIT RESPONSE FORM

The Board of Psychology has implemented a new audit form for licensees selected during the CE Audit. **If you have been selected for Audit, please submit the form below** to the Board of Psychology at: DC Board of Psychology, Attn: CE Audit, 899 North Capitol Street NE, First Floor, Washington DC 20002.

Name (please print): _____

License Number: _____ Total CE hours completed between **January 1, 2012 - December 31, 2013:** _____

Please fill out chart below: (30) hours of approved continuing education. Six (6) of the thirty (30) hours must consist of three (3) hours each in cultural competence and ethics or risk liability.

NAME OF COURSE & ORGANIZATION THAT PROVIDED THE PROGRAM	Date course was taken	Number of Contact Hours	Was it Live or Distance/ Online?	Hours of Ethics / Cultural Competence
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				

CULTURAL COMPETENCY

By Barbara Taylor Roberts, PhD, Board Chairperson

As you are all aware, the board randomly audits renewal applications to assess the sufficiency and accuracy of reported continuing education credits. In accordance with regulations, each psychologist is required, prior to each renewal, to earn thirty continuing education credits, including three credits each in Ethics and in Cultural Competence. While there is seldom an issue with continuing education in Ethics, there seems to be a significant degree of variance in educational

If uncertain, or if there is a question or concern about a course, please contact the board and/or review the regulations before enrolling in a course.

courses undertaken to meet the Cultural Competence requirement. If uncertain, or if there is a question or concern about a course, please contact the board and/or review the regulations

before enrolling in a course. I offer one possible way to approach meeting the requirement is to ask yourself if the course broadens your understanding of the customs, belief systems, values, thoughts and communication style of racial, ethnic, religious and social groups. Many studies cite the need for cultural competence as a means to reduce disparities in the delivery of care between healthcare professional and patient—especially when each comes from a different cultural background.

THE PRACTICE OF TELE-PSYCHOLOGY IN THE DISTRICT OF COLUMBIA

By Juliet Francis, Psy.D., Board Member

The Board of Psychology is evaluating the provision of psychological services using telecommunication technologies. Telecommunication technologies include but are not limited to the preparation, transmission, communication, or related processing of information by telephone, mobile devices, interactive video conferencing, email, chat, text, and internet (websites, blogs, and social media).

It is the responsibility of the psychologist who practices tele-psychology to maintain and enhance their level of understanding of the concepts related to the delivery of services via telecommunication technologies. Psychologists must be aware of the standards of practice for the settings or jurisdiction under which they function and are expected to comply with those standards. A psychologist providing psychological services via electronic means from one jurisdiction to a client located in another

It is the responsibility of the psychologist who practices tele-psychology to maintain and enhance their level of understanding of the concepts related to the delivery of services via telecommunication technologies.

jurisdiction must adhere to the current legal and ethical standards. These standards may differ between the two jurisdictions.

In today's electronic age psychologists are embracing electronic "E" technologies to meet the needs of their clients by focusing on remote delivery of services that is provided at a different access point from where the psychologist is physically located.

Psychologists looking at embarking on tele-psychology, to give them the flexibility and freedom to engage with their clients, whether psychological services are delivered in the context of health care supervision and/or consultant services, must be aware of ethical and legal standards.

The psychologist utilizing tele-psychological services must make every effort to obtain and document written informed consent that specifically addresses the concerns related to tele-psychology services that they provide. This includes but is not limited to the laws, regulations, and/or organizational requirements that govern informed consent in that jurisdiction. Confidentiality is the hallmark of informed consent in the transmission stage to prevent access to unauthorized parties for the privacy of the client and from the psychologists' standpoint when securing data or information which is given by the client.

HONESTY IS INDEED THE BEST POLICY

By
Eric Yeager, Esq.
Senior Health Licensing Specialist
District of Columbia Department of Health

Licensees and applicants should give serious consideration to the consequences of giving **incorrect, false, or misleading answers and omissions** when responding to the licensure application questions. Regarding the criminal background question, all DOH renewal applications will soon more clearly ask the following: “Have you ever been arrested, convicted or charged for a felony or misdemeanor including a DUI, OWI, or DWI (other than minor traffic violations for which a fine or ticket is the maximum penalty)?” For renewal applications, the applicable time period will be “Since your last renewal,…”

There have been many iterations of this question over the years, and prior versions have asked whether one has “ever” been “investigated,”

“Have you ever been arrested, convicted or charged for a felony or misdemeanor including a DUI, OWI, or DWI (other than minor traffic violations for which a fine or ticket is the maximum penalty)?”

“arrested,” or “convicted” for “a crime or misdemeanor other than a minor traffic violation.” Licensees and applicants who improperly answer “no” on this question often explain to the Licensing Boards that they were confused by the question, “forgot” the arrests/charges, “turned themselves in” to authorities, or thought the arrests/charges were expunged by courts. However, many of the Licensing Boards find these explanations unpersuasive

and impose monetary fines and other disciplinary actions on licensees/applicants who submit false or misleading information on their licensure applications.

Regardless of the arrests, convictions, or other adverse actions in one’s past, an applicant or licensee will not improve his or her plight by adding new grounds for disciplinary action through the submission of a false or misleading statement to the Licensing Board. Please remember that, even if the initial matter would not have been an issue, such as a 10-year-old jaywalking charge, by failing to disclose the arrest on your application, you could face the possibility of disciplinary action just for submitting a false or misleading statement to the Board. Simply put, honesty is always the best policy.

THE DISTRICT OF COLUMBIA HAS THREE DIFFERENT TYPES OF “DRUNK DRIVING” VIOLATIONS:

1. **Driving While Intoxicated (DWI)** is the act of operating or being in physical control of a motor vehicle with a blood alcohol level of 0.08 or higher.
2. **Driving Under the Influence (DUI)** is the act of operating or being in physical control of a motor vehicle “under the influence of alcohol” and this can mean a blood alcohol level as low as 0.05 or if you show that you are impaired by alcohol to an “appreciable degree.”
3. **Operating While Impaired (OWI)** is the act of operating or being in physical control of a motor vehicle while you are so affected by the consumption of alcohol that it impairs your ability to operate a motor vehicle in the same way a reasonably careful and prudent driver, not so impaired, would operate a vehicle in similar circumstances.

CRIMINAL BACKGROUND CHECK (CBC) PROCESS

WHERE CAN I GET MY CRIMINAL BACKGROUND CHECK DONE?

Health professionals licensed in the District of Columbia can now receive live scan Criminal Background Check services with MorphoTrust USA (formerly called "L-1 Enrollment"). For more information on how to receive a live scan Criminal Background Check via MorphoTrust Services visit the MorphoTrust USA website or call 1-877-783-4187.

APPLICANTS COMPLETING CBC THROUGH MORPHOTRUST USA

Applicants choosing to use MorphoTrust USA for CBC will pay MorphoTrust directly for this service. Applicants have the following options to schedule fingerprinting appointments with MorphoTrust USA.

1. On-line Live-Scan Scheduling

- Available 24 hours a day, 7 days a week.
 1. Go to the MorphoTrust website, www.L1enrollment.com.
 2. Click on the map link to D.C.
 3. Choose Online Scheduling and enter required information and select desired appointment.

2. Call Center Scheduling

- Available Monday - Friday, 9am – 5pm EST.
Call **(877) 783-4187** and speak to one of the operators.
 1. Operators will collect required information and schedule your appointment.
 2. Be sure to write down your appointment date, time and location provided by the operator.
 3. Out of State Applicants who reside out of the District of Columbia, or are physically unable to go to a location to be fingerprinted may use MorphoTrust USA's Card Scan Processing Program.

This program utilizes advanced scanning technology to convert a traditional fingerprint card (hard card) into an electronic fingerprint record. Converting a "hard card" into an electronic record enables an applicant to have their fingerprint record processed as quickly as if they had traveled to an electronic fingerprint processing location. Applicants must go online to the MorphoTrust USA website or call 1-877-783-4187.

** A FBI Name Search request will be requested by MorphoTrust on behalf of D.C. DOH if an applicant has received two fingerprint rejections based on quality. Once MorphoTrust personnel receive notice that an applicant has received a second rejection, a name search request form will be submitted by approved MorphoTrust personnel directly to the FBI.

CAN I APPLY FOR A TEMPORARY LICENSE IN THE DISTRICT? The Board does not issue Temporary Licenses.

LIVE SCAN FINGERPRINTING



TWO CHECKS!

Your first check, made payable to "DC Treasurer", will cover the fee for your renewal. Your second, separate check will go towards the Criminal Background Check (CBC); that fee is \$50 for D.C. residents. **CBC fees vary by state.**

CRIMINAL BACKGROUND CHECK REQUIREMENT FOR RENEWAL

Licensees are required to undergo a subsequent criminal background check every four (4) years from the date of the licensee's previous background check. (17DCMR §8501.5) If you completed a CBC with the Health Professional Licensing Administration within the last 4 years, you are not required to complete a CBC with this renewal.

CBC FINGERPRINT VENDOR LOCATED AT DOH

You can get your CBC fingerprinting done at the MorphoTrust location on the first floor at the Health Professional Licensing Administration. We are located at 899 North Capitol Street, NE, Washington DC 20002 (across the street from Gonzaga High School).

SUBMIT RENEWAL APPLICATION BEFORE CBC

No CBCs will be done/accepted unless a renewal application has been completed and filed with our office.

PRACTICE OF PSYCHOLOGY IN THE DISTRICT OF COLUMBIA

By Panravee Vongjaroenrat, Legal Staff
Office of the Attorney General

D.C. Official Code § 3-1205.01 requires a psychology license or registration as a psychology associate to practice psychology in the District of Columbia.

The definition of the practice of psychology is found at D.C. Official Code § 3-1201.02:

(16)(A)(i) “Practice of psychology” means the development and application, with or without compensation, of scientific concepts, theories, methods, techniques, procedures, and principles of psychology to aid in the understanding, measuring, explaining, predicting, preventing, fostering, and treating of abilities, disabilities, attributes, or behaviors that are:

- (I) Principally cognitive, such as aptitudes, perceptions, attitudes, or intelligence;
- (II) Affective, such as happiness, anger, or depression; or
- (III) Behavioral, such as physical abuse.

(ii) The term “practice of psychology” includes:

- (I) Coaching, consulting, counseling, and various types of therapy, such as behavior therapy, up therapy, hypnotherapy, psychotherapy, and marriage, couples, and family therapy;
- (II) Intellectual, personality, behavioral, educational, neuropsychological, and psycho-physiological testing; and
- (III) Professional activities, such as research, teaching, training, interviewing, assessment, evaluation, pharmacology, and biofeedback.

A person seeking to practice psychology as defined above is required to have either a psychology license or psychology associate registration.

To qualify for a psychology license, an applicant must have graduated from an accredited doctoral program in psychology¹ and 4,000 hours of psychological practice under supervision.

To qualify for a psychology associate registration, an applicant must have graduated with a master’s or doctoral degree in psychology or from a master’s or doctor degree focusing on psychology from a program judged by the Board to be substantially equivalent in subject matter and extent of training to a master’s or doctoral degree in psychology.

¹With some minor exceptions to be found in the D.C. Municipal Regulations at 17 DCMR § 6902.1.

(continued on page 13)

“To qualify for a psychology license, an applicant must have graduated from an accredited doctoral program in psychology and 4,000 hours of psychological practice under supervision.

To qualify for a psychology associate registration, an applicant must have graduated with a master’s or doctoral degree in psychology or from a master’s or doctor degree focusing on psychology from a program judged by the Board to be substantially equivalent in subject matter and extent of training to a master’s or doctoral degree in psychology.”

(continued from page 12)

Psychology Associate must practice under the supervision of a licensed psychologist. The supervising psychologist is responsible and liable for the work and actions of the psychology associate under her or his supervision. Additional requirements governing the practice by psychology associates may be found in Chapter 86 (Psychology Associate) of Title 17 of the D.C. Municipal Regulations.²

In some limited circumstances, the law permits some individuals to practice psychology without a license or registration. The following persons are permitted to practice without a license or registration:

- Students engaged in the practice of psychology as part of their educational requirement
- Students engaged in the practice of psychology NOT as part of their educational requirement but has submitted to the Board a letter from the student's educational institution certifying that the student is actively completing a doctoral program and that the institution has no objection to the student's practice
- Graduates with doctoral degree engaged in the practice of psychology to meet the licensure requirement
- A person seeking re-licensure engaged in the practice of psychology to meet the re-licensure requirement

All persons practicing psychology without a license as listed above must practice under supervision of a licensed psychologist.

² Scope of Duties of Psychology Associates

Psychology associates must practice under supervision of a licensed psychologist, who is responsible for all services provided by the associates. 17 DCMR 8611.9. The supervisor is responsible for ensuring that a psychology associate practice within the scope of the associate's competence. 17 DCMR 8611.4. A supervisor of a psychology associate shall supervise only in those areas within the supervisor's competence and may delegate supervisory responsibility to another psychologist or psychiatrist to ensure that the associate receive appropriate supervision in the areas outside the expertise of the supervisor. 17 DCMR 8611.1.

Additional requirements for psychology associates and the required supervision may be found in sections 8611 and 8612 of Title 17 of the D.C. Municipal Regulations.

VERIFICATION OF LICENSURE

Licensing authorities and some health facilities often require a letter of verification of the licenses you currently hold or have held in the past. These letters of verification are sometimes called "letters of good standing," even though your DC license may have expired. If the jurisdiction or institution to which you wish the letter sent gave you a form, simply forward the form, with a check or money order payable to "DC Treasurer" in the amount of thirty-four dollars (\$34.00) to:

Ms. Alma White
Health Licensing Specialist
DC Board of Psychology
899 North Capitol Street NE
Second Floor
Washington, DC 20002

On the form, be sure to include your name, along with the name and address where the form is to be sent. If the jurisdiction or institution that you wish the letter sent to did not provide a form, send the payment referenced above and a short note requesting a letter of verification. The note should include your name along with the name and address of where you want the letter of verification sent.

Please feel free to contact Ms. Alma White at **202-724-7325** or by email at **alma.white@dc.gov**.

PSYCHOLOGY ASSOCIATES IN THE DISTRICT OF COLUMBIA

By Juliet Francis, Psy.D., Board Member

The Board of Psychology is in the process of regulating and evaluating applications for Psychology Associates. An applicant operating as a psychology associate in the District of Columbia must adhere to and demonstrate a certain level of competence acceptable to the Board of Psychology. What is a psychology associate? To be recognized as a psychology associate, the applicant must have graduated from an accredited college or university with a master's or doctoral degree in psychology, or from a master's or doctor degree based on a program of studies whose content was primarily psychological in nature or a program judged by the Board to be substantially equivalent in subject matter and extent of training to a master's or doctoral degree in psychology.

The psychology associate must practice under the supervision of a licensed psychologist. The supervising psychologist must have been approved by the Board to supervise a specified psychology associate. The regulations for this relationship are based on the D.C. Municipal Regulations Chapter

The psychology associate must practice under the supervision of a licensed psychologist. The supervising psychologist must have been approved by the Board to supervise a specified psychology associate. The regulations for this relationship are based on the D.C. Municipal Regulations Chapter 86 of Title 17.

86 of Title 17. This applies to the supervisory licensed psychologists who supervise psychology associates. The supervisory psychologist is responsible for ensuring that a psychology associate practices within the scope of the associate's competence. The supervisory psychologist of a psychology associate shall supervise only in those areas within the supervisor's competence and may delegate supervisory responsibility to another psychologist or psychiatrist to ensure

that the psychology associate receive appropriate supervision in the areas outside the expertise of the supervisor. Additional requirements for and responsibilities of the supervisory psychologist includes documentation of the delegated supervision in accordance with the D.C. Municipal Regulations. The supervisory psychologist must continue to assume full responsibility and liability for the psychological services and activities performed by the psychology associate during the period in which supervisory responsibilities have been delegated. The supervisory psychologist shall require that the psychology associate inform the supervisory psychologist of all complaints, formal or informal, about the services provided by the psychology associate. Upon completion of the supervisory experience, the supervisory psychologist shall immediately report the change in supervisory status to the Board. The supervisory psychologist will immediately report to the Board by certified mail the date of termination of the supervisory relationship with the psychology associate.

WHEN YOU MOVE (OR CHANGE YOUR NAME)

Licensees sometimes forget to inform the Board of Psychology when they move or change names. If we do not have your current address, you may not receive your renewal mailing because we may send it to your former address. **All name and address changes must be submitted in writing to our office within 30 days of the change.** Please include your name, address, Social Security number, and license number, if you know it. If you have a name change, you must also enclose a copy of your certificate of marriage, divorce decree, or court order that authorizes the change. Fax your request to (202) 724-5145, or mail your name and address change to:

DC Board of Psychology
Attn: Processing Department
Address/Name Change
899 N. Capitol Street NE
First Floor
Washington DC 20002

The Board of Psychology regulates the practice of psychology in DC. The Board advises the Mayor and administers and enforces the law. The Mayor appoints all Board Members, including the Chairperson. The Board evaluates applicants' qualifications, recommends standards and procedures and issues licenses. Moreover, the Board receives and reviews complaints; requests investigations, conducts hearings, issues subpoenas, examines witnesses, and administers oaths; and issues an annual report. Licenses expire on December 31 of odd years.



Above: Claudia Schlosberg, JD, Director of the Health Care Policy and Research Administration (HCPRA), DC Department of Health Care Finance, speaks with Board members about the DC State Plan and Medicaid coverage as they relate to Psychologists. At right, is Health Regulation and Licensing Administration Senior Deputy Director Feseha Woldu, PhD.

QUESTIONS? CONTACT THE BOARD'S HEALTH LICENSING SPECIALIST



If you have questions about licensing or renewal requirements, continuing education requirements, or renewal policies and procedures, please contact the Board of Psychology's Health Licensing Specialist Nakia Snider by email at:

nakia.snider@dc.gov

HRLA WELCOMES SENIOR HEALTH LICENSING SPECIALIST

The Health Regulation and Licensing Administration welcomes Senior Health Licensing Specialist Eric Yeager, Esq. Mr. Yeager has almost 20 years of experience as an attorney and legal writer in intellectual property law, covering innovations in pharmaceuticals, biotechnology, medical devices, electronics, computers, telecommunications, energy, and an array of other technological areas. He has written extensively on developments related to patent prosecution, licensing, litigation, and legislation at the U.S. Congress, the U.S. Supreme Court, the U.S. Copyright Office, the U.S. Patent and Trademark Office, and the Court of Appeals for the Federal Circuit. In addition to studying legal and regulatory issues for the Department of Health, he will apply his skills for producing web-based video news interviews and information segments to create videos and other tools to enhance the user experience of visitors to the HRLA website.



FAREWELL LUNCHEON: BOARD THANKS OUTGOING EXECUTIVE DIRECTOR BONNIE RAMPERSAUD

In recognition of her many years of dedicated service to the Board of Psychology (and 13 other health professional boards regulated by the Health Regulation and Licensing Administration), retiring Executive Director Bonnie Rampersaud was treated to lunch by the Psychology Board Chair and Vice Chair. In addition, the Board presented Ms. Rampersaud with a plaque noting her distinguished service to the Board.



Bonnie Rampersaud with Board Members and Legal Staff



Dr. Barbara Roberts, Board Chairperson, presents plaque



Former Board Executive Director Bonnie Rampersaud



Board of Psychology Vice Chair Dr. John Robinson



Bonnie with Panravee Vongjaroenrat, Legal Staff

BOARD ORDERS

August 2011 – February 2013

Dr. Mitchell Hugonnet (3/30/2012) – The Board issued an order following a disciplinary hearing to reprimand and impose a fine of \$3,000, continuing education in supervision, and two-year probation based on improper multiple relationships and failure to establish a timely and specific process for providing feedback to a supervisee in accordance with the APA Code § 7.06

FILING A COMPLAINT WITH THE BOARD

To file a complaint against a licensed psychologist, simply write a letter that describes your complaint. The letter must be signed, and you should attach copies of any pertinent documents that you may have.

The letter must also include your address, so we may contact you as necessary and notify you of any findings.

PLEASE NOTE: You can print a complaint form from our website at www.hpla.doh.dc.gov

You should mail the complaint to:

DC Board of Psychology
899 North Capitol Street NE
First Floor
Washington, DC 20002

You can also fax the complaint to the Board at (202) 724-8677.

If your complaint alleges unlicensed activity, you should address your complaint to:

Supervisory Investigator
899 North Capitol Street NE
First Floor
Washington, DC 20002

You can also fax your complaint about unlicensed activity to (202) 724-8677.

Please be advised that the health professional licensing boards do not have jurisdiction over fee disputes, except for billing for services that were not provided. If you have a fee dispute with a health professional, you can seek redress through the civil courts.

UPCOMING BOARD MEETINGS

The DC Board of Psychology meets the third Friday of each month at 9:30 am at 899 N. Capitol Street, NE, Second Floor, Washington, DC 20002. Time is allocated during Open Session at each Board Meeting to allow the public an opportunity to speak to the Board. Please notify us in advance if you plan to attend a meeting by sending an email to:

HPLA@DC.GOV

PAID INACTIVE STATUS

If you intend to retire your license, or if you would like to place your license on Inactive Status, you must explicitly inform the Board of your intention before the renewal date expires. If you fail to pay renewal fees on time, your license is not inactive; it is delinquent (expired). It is unlawful to practice as a Psychologist while your license is delinquent/expired.

PAID INACTIVE FEE:	\$203 (one-time fee)
TIME LIMITATION:	UNLIMITED
FEE TO REACTIVATE YOUR LICENSE:	\$ 34
CONTINUING EDUCATION (CE):	Licensees on Paid Inactive status must continue to meet the continuing education requirements; CE must be presented to the Board when applying for licensure reactivation.

Contact Customer Service at **1 (877) 672-2174**,
or Ms. Nakia Snider at: **(202) 724-4900** for further information.



Government of the District of Columbia
Vincent C. Gray, Mayor



Health Professional Licensing Administration

Address

DC Board of Psychology
899 North Capitol Street NE
First Floor
Washington, DC 20002

Phone (202) 724-4900

Fax (202) 724-8677

Webpage

www.doh.dc.gov

DC Government website

www.dc.gov

Current Members of The District of Columbia Board of Psychology

Barbara Taylor Roberts, PhD
Chairperson

John D. Robinson, EdD, MPH, ABPP, FACHP
Vice Chairperson

Juliet Francis, Psy.D.
Board Member

Gerald Filbin, PhD
Consumer Member

Newsletter Coordinator
Juliet Francis, Psy.D.

Interim Director, Department of Health
Saul Levin, MD, MPA

Board Staff

Interim Executive Director
Patricia D'Antonio
Email: patricia.dantonio@dc.gov

Health Licensing Specialist
Nakia Snider
Phone: (202) 724-4900
Email: nakia.snider@dc.gov

Legal Staff
Panravee Vongjaroenrat

Investigator
Emilia Moran

Newsletter Editor/Layout
Nancy Kofie

Questions for the Board? Please submit them in writing to nakia.snider@dc.gov.