

## 251 CMR: BOARD OF REGISTRATION OF PSYCHOLOGISTS

### 251 CMR 3.00: REGISTRATION OF PSYCHOLOGISTS

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#### 3.01: Definitions

The following definitions shall apply to all of 251 CMR.

The Board, as referred to in 251 CMR 3.00, shall mean The Commonwealth of Massachusetts Board of Registration of Psychologists.

~~Collaboration shall mean a formal relationship between a qualified collaborator, as provided in 251 CMR 3.05(4) and an individual who has obtained a doctoral degree in psychology.~~

Practica are an organized, sequential series of supervised experiences prior to internship, of increasing complexity, serving to prepare the student for internship. Practicum training shall be an extension of the student's academic coursework.

A Doctoral Degree in Psychology shall mean a doctoral degree in psychology from a program in psychology offered by a department of psychology of a recognized educational institution, which meets all requirements of 251 CMR 3.03.

Recognized Educational Institution shall mean a degree-granting college or university which is accredited by a regional board or association of institutions of higher education approved by the Council on Post Secondary Education of the United States Department of Education, or which is chartered to grant doctoral degrees by the Commonwealth. Such institutional accreditation shall exist at the time that the doctoral degree is granted or within two years thereafter.

Supervision shall mean a formal relationship between a qualified supervisor, as provided in 251 CMR 3.05(43) and (54), and a trainee engaged in training.

#### 3.02: Application

Applicants for licensure must complete academic, professional experience, and ethical and professional endorsement requirements, in addition to passing licensure and jurisprudence examinations. An application for licensure states the area or areas of the applicant's competence.

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Applicants who assert competence in a new area or areas post-licensure must be able to furnish the Board with information sufficient to support the assertion of competence in a new area.

- (1) Application fees are not refundable.
- (2) Applications for licensure shall be made on Board-approved forms.
- (3) Applicants will be notified in writing of deficiencies in their applications. If the requested information is not received by the Board within six months of the date of the written notice, the application shall be denied by the Board.
- (4) An applicant who fails to fulfill all of the requirements for licensure will have his/her application denied by the Board. An application which is re-submitted following denial by the Board must be accompanied by the current application fee and must meet current licensing requirements.
- (5) Applicants who achieve passing scores on the national examination in psychology and jurisprudence examinations are required to submit the required licensing fee to the Board within 90 days of Board notification of licensure eligibility. Failure to pay the licensure fee within six months shall require re-application and payment of an additional application fee.
- (6) Applicants for Health Service Provider certification (~~see 251 CMR 3.08~~) are required to submit the HSP certification fee within 90 days of Board notification of HSP eligibility. Failure to pay the HSP certification fee within six months shall require re-application and payment of an additional application fee.

### 3.03: Academic Requirements

- (1) (a) ~~For Applications Filed Before September 1, 2000:~~ A "Program in psychology" shall mean a psychology program that:
1. ~~A "Program in psychology" shall mean a psychology program that:~~
    - (a~~1~~) ~~is accredited by the American Psychological Association at the time the doctoral degree is granted or within two years thereafter; is designated as a doctoral program in psychology by the Association of State and Provincial Psychology Boards or the National Register of Health Service Psychologists or is accredited by the Commission on Accreditation (CoA) of the American Psychological Association, at the time the degree is granted or within three years thereafter, and~~
    - (b~~2~~) meets the following criteria:
      - (1~~a~~) Training in psychology is doctoral training offered by a recognized educational institution.
      - (2~~b~~) The psychology program must stand as a recognizable, coherent organizational entity within the institution.
      - (3~~c~~) There must be clear authority and primary responsibility for the core and specialty areas of the program whether or not the program cuts across administrative lines.
      - (4~~d~~) The program must include an organized sequence of study.
      - (5~~e~~) There must be an identifiable psychology faculty and a psychologist responsible

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for the program.

(6f) The program must have an identifiable body of students who are matriculated in that program for a degree.

(7g) The program must include supervised practica, internship, field or laboratory training appropriate to the practice of psychology.

(8h) The applicant shall complete a course of studies which encompasses a minimum of three academic years of full-time graduate study, or its equivalent, of which a minimum of one academic year of full-time, or its equivalent, academic graduate study in psychology must be completed in residence at the institution granting the doctoral degree. "Completed in residence" shall be determined by the Board based on criteria which includes the following factors: frequency and duration of interactions between faculty and students; opportunities for appropriate and adequate supervision and evaluation; student access to a core psychology faculty whose primary time and employment responsibilities are to the institution; and student access to other students matriculated in the program.

(9i) In addition to receiving instruction in scientific and professional ethics and standards, research design and methodology, statistics and psychometrics, and history of psychology, the core program shall require each student to demonstrate competence in each of the following substantive areas:

a1. Biological Bases of Behavior: Physiological psychology, comparative psychology, neuropsychology, sensation and perception, psycho-pharmacology.

b2. Cognitive - Affective Bases of Behavior: Learning, thinking, motivation, emotion.

e3. Social Bases of Behavior: Social psychology, group processes, organizational and systems theory, issues of social/cultural diversity.

e4. Individual Differences: Personality theory, human development, abnormal psychology.

~~Effective for Applications Filed after July 1, 1999:~~

e5. Racial/Ethnic Bases of Behavior with a Focus on People of Color: Cross-cultural psychology, psychology and social oppression, racism and psychology.

f6. Competence in the substantive content areas listed in 251 CMR 3.03 (9) will typically be met by including a minimum of three graduate semester hours (five or more graduate quarter hours) in each of the five substantive content areas.

g7. All programs in psychology must include course requirements in specialty areas.

h8. The dissertation, or equivalent, must be psychological in method and content.

(3) Programs that are designated as a doctoral program in psychology by the Association of State and Provincial Psychology Boards or the National Register of Health Service Psychologists, or accredited by the American Psychological Association, at the time the degree is granted or within three years thereafter, shall be presumed, in the absence of evidence to the contrary, to meet the requirements of 251 CMR 3.03(2)(i).

(4) If a psychology program is not accredited by the American Psychological Association, the following criteria will be used to determine qualification as a "program in psychology" for licensure eligibility: Applicants with a doctoral degree in psychology from a foreign institution will be required to establish equivalency to a doctoral program in psychology in

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the United States through a credentials evaluation, and must meet the requirements of 251 CMR 3.03 (2).

- ~~a. Training in psychology is doctoral training offered by a recognized educational institution.~~
  - ~~b. The psychology program must stand as a recognizable, coherent organizational entity within the institution.~~
  - ~~c. There must be clear authority and primary responsibility for the core and specialty areas of the program whether or not the program cuts across administrative lines.~~
  - ~~d. The program must include an organized sequence of study.~~
  - ~~e. There must be an identifiable psychology faculty and a psychologist responsible for the program.~~
  - ~~f. The program must have an identifiable body of students who are matriculated in that program for a degree.~~
  - ~~g. The program must include supervised practica, internship, field or laboratory training appropriate to the practice of psychology.~~
  - ~~h. The applicant shall complete a course of studies which encompasses a minimum of three academic years of full time graduate study, or its equivalent, of which a minimum of one academic year of full time, or its equivalent, academic graduate study in psychology must be completed in residence at the institution granting the doctoral degree. "Completed in residence" shall be determined by the Board based on criteria which includes the following factors: frequency and duration of interactions between faculty and students; opportunities for appropriate and adequate supervision and evaluation; student access to a core psychology faculty whose primary time and employment responsibilities are to the institution; and student access to other students matriculated in the program.~~
  - ~~i. In addition to receiving instruction in scientific and professional ethics and standards, research design and methodology, statistics and psychometrics, and history of psychology, the core program shall require each student to demonstrate competence in each of the following substantive areas:
    - ~~Biological Bases of Behavior: Physiological psychology, comparative psychology, neuropsychology, sensation and perception, psycho-pharmacology.~~
    - ~~Cognitive – Affective Bases of Behavior: Learning, thinking, motivation, emotion.~~
    - ~~Social Bases of Behavior: Social psychology, group processes, organizational and systems theory, issues of social/cultural diversity.~~
    - ~~Individual Differences: Personality theory, human development, abnormal psychology.~~~~
- Effective for Applications Filed after July 1, 1999:
- ~~Racial/Ethnic Bases of Behavior with a Focus on People of Color: Cross-cultural psychology, psychology and social oppression, racism and psychology.~~
- ~~All programs in psychology must include course requirements in specialty areas. The dissertation or equivalent, must be psychological in method and content.~~
- ~~Competence in the substantive content areas listed in 251 CMR 3.03(1)(a)(2)i.2.i. will typically be met by including a minimum of three graduate semester hours (five or more graduate quarter hours) in each of the five substantive content areas.~~

~~(b) For Applications Filed After September 1, 2000: A “program in psychology” shall~~

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mean a psychology program that:

1. ~~is designated as a doctoral program in psychology by the Association of State and Provincial Psychology Boards at the time the degree is granted or within two years thereafter, and~~
2. ~~meets the course of studies requirements described in 251 CMR 3.03(1)(a)2.i.~~

~~(3) A degree from a foreign educational institution may be accepted by the Board, provided that, in the opinion of the Board:~~

- ~~(a) the institution meets standards equivalent to those of domestic accredited recognized doctoral programs in psychology educational institutions; and~~
- ~~(b) all other provisions of 251 CMR 3.03 are met.~~

### 3.04: Professional Experience Requirements

~~(1) The requirements of M.G.L. c. 112, § 119 for applications for licensure shall not be met unless all of the requirements of 251 CMR 3.04 are satisfied.~~

~~(2) Each training experience must be for a period of not less than four months for a minimum of 16 hours per week during which the applicant received no less than one hour of supervision or collaboration per week.~~

~~(3) Experience will be credited at a maximum of 16 hours for each hour of acceptable supervision of work involving regularly scheduled, face to face, individual supervision with the specific intent of overseeing the services rendered by the trainee, as further described in 251 CMR 3.05.~~

~~(4) Experience may not be credited until the applicant has completed one academic year of full time graduate training in psychology or its equivalent.~~

~~(5) Two years, as used in M.G.L. c. 112, § 119 shall mean not less than 3200 clock hours, which have been completed within 60 consecutive calendar months, unless the Board, in its discretion, determines that additional time is warranted for completing the 3200 clock hours.~~

~~(6) Internship or practicum or field placement experience of one year full time shall fulfill a total of one year pre doctoral experience or employment if it is at least 1600 clock hours completed in not less than ten calendar months subsequent to the completion of one full academic year of graduate training. Practicum or field placement experience may be pro-rated toward meeting this requirement if each experience is at least four months in length and at least 16 hours per week.~~

~~(7) Post doctoral experience, as used in M.G.L. c. 112, § 119(e), shall mean that qualified experience may be credited from the time the applicant was notified of the completion of all doctoral requirements, provided this date is verified in writing by a responsible academic official. The experience must consist of at least 1600 clock hours, which shall have been completed in not less than ten calendar months and not more than 36 consecutive calendar months from the time of such notification, unless the Board, in its discretion, determines that additional time is warranted for completing the 1600 clock hours.~~

~~(8) In the case of academic employment, the term "year" shall mean the number of months usually associated with full time employment in that institution.~~

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~~(9) Psychological employment, teaching, research, or professional practice under the supervision of or in collaboration with a licensed psychologist shall fulfill the experience requirement if it is performed competently at a professional level and it is satisfactory in scope and quality. Experience limited to essentially repetitious, routine or clerical tasks at the pre-professional level will not be accepted, i.e., administering and scoring psychological tests, computing statistics by hand or machine, assisting instructor in psychology courses, etc. Satisfactory professional experience includes tasks which depend upon the application of skills, concepts, and principles at a professional level.~~

~~Examples include: administering and interpreting psychological tests; providing clients or patients assistance in solving professional or personal problems; designing original research projects; analyzing and reporting on research data; and teaching a psychology course.~~

~~(10) Pre and post doctoral clinical experience must be completed in positions designated as "psychologist in training" (e.g., intern, resident, fellow, etc. positions).~~

(1) The requirements of M.G.L. c. 112, § 119 for applications for licensure shall not be met unless all of the requirements of 251 CMR 3.04 are satisfied. All of the requirements of 251 CMR 3.04 must be satisfied in order to meet the application for licensure requirements under M.G.L. c. 112, § 119.

(2) Each training experience must be for a period of not less than four months for a minimum of 16 hours per week during which the applicant received no less than one hour of individual supervision per week.

(3) Experience will be credited at a maximum of 16 hours for each hour of acceptable supervision of work involving regularly scheduled, face-to-face, individual supervision with the specific intent of overseeing the services rendered by the trainee, as further described in 251 CMR 3.05.

(4) Experience may not be credited until the applicant has completed two full-time academic years of graduate training in psychology or its equivalent.

(5) The two years of supervised experience, as used in M.G.L. c. 112, § 119 shall mean not less than 3200 clock hours, which have been completed within 60 consecutive calendar months, unless the Board, for good cause, determines that additional time is warranted for completing the 3200 clock hours.

(6) Supervised clinical experience must be completed in positions designated as "psychologist-in-training" (e.g., intern, resident, fellow, psychology trainee, etc.).

(7) Advanced Practica

(a) Advanced practica shall be acceptable only after the student has completed a minimum of two full-time, post-bachelor's academic years of graduate education in psychology, at least one year of which is completed in the degree-granting doctoral program.

(b) The student must provide services that are within the scope of the education received in the doctoral program.

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- (c) There must be a written training plan among the student, the advanced practicum training site, and the graduate training program. The training plan for each advanced practicum experience shall describe how the trainee's time is allotted and shall assure the quality, breadth, and depth of the training experience through specification of the goals and objectives of the advanced practicum, and the methods of evaluation of the trainee's performance.
- (d) Advanced practicum training plans shall also include the nature of supervision, the identities of the supervisors, and the form and frequency of feedback from the agency supervisor to the doctoral training program's faculty.
- (e) The advanced practicum training plan shall also provide a rationale for the experience in light of previous academic preparation and previous practicum training, to ensure that the overall advanced practicum experience is organized, sequential, and meets the training needs of the trainee and the protection of the public.
- (f) At least 50% of the total hours of supervised experience shall be in service-related activities, defined as treatment/intervention, assessment, interviews, report writing, case presentations, and consultations.
- (g) At least 25% of the supervised professional experience shall be face-to-face patient/client contact.
- (h) The student must receive a minimum of two hours of individual supervision per week. A minimum of one hour of individual or group supervision must take place for each 16 hours of work. The group size may not exceed three.
- (8) Internship and Post-internship Supervised Experience Requirements
- (a) Internship experience of one year full-time shall fulfill a total of one year of supervised experience towards licensure if it is at least 1600 clock hours completed in not less than ten calendar months subsequent to the completion of two full-time academic years of post-bachelor's graduate training, at least one of which is completed in the degree-granting doctoral program.
- (b) For internship and post-internship training experience, the applicant must receive a minimum of one hour of supervision for each 16 hours of work, including at least one hour per week of individual supervision.
- (c) The experience must consist of at least 1600 clock hours, which shall have been completed in not less than ten (10) calendar months and not more than 36 (thirty-six) consecutive calendar months, unless the Board, in its discretion, determines that additional time is warranted for completing the 1600 supervised hours.
- (9) Psychological employment, teaching, research, or professional practice under the supervision of a licensed psychologist shall fulfill the supervised experience requirement for licensure if it is performed competently at a professional level and it is satisfactory in scope and quality. Experience limited to essentially repetitious, routine or clerical tasks at the pre-professional level will not be accepted, i.e., administering and scoring psychological tests, computing statistics, assisting instructor in psychology courses, etc. Satisfactory professional experience includes tasks which depend upon the application of skills, concepts, and principles at a professional level. Examples include: administering and interpreting psychological tests; providing clients or patients assistance in solving professional or personal problems; designing original research projects; analyzing and reporting on research data; and teaching a psychology course.

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3.05: Supervision and Collaboration Requirements

(1) The reference in M.G.L. c. 112, § 119(c) to "under the supervision of ... ~~or in collaboration with~~ a licensed psychologist, or one clearly eligible for licensure" shall not be met unless the applicant has been engaged in a formal relationship with the supervisor ~~or collaborator~~ which provided frequent and regularly scheduled individual or group contacts with the supervisor ~~or collaborator~~.

(2) Supervision.

(a) Shall be a formal relationship between a qualified supervisor, as provided in 251 CMR 3.05(43) and (54), and a trainee engaged in training.

~~(b) Supervision shall include a minimum of 200 hours of face to face contact at regular intervals, 100 of which may be obtained at the pre-doctoral level, but not prior to the completion of one year of full-time, or equivalent part-time, graduate training in psychology or its equivalent~~

~~(c)~~(b) Supervision shall occur at least once weekly.

~~(d)~~(c) Face-to-face contacts shall consist of contacts between the supervisor and the individual trainee or groups of not more than three such persons.

~~(e)~~(d) The supervisor shall assess and constructively criticize the work of the trainee.

~~(f)~~(e) The supervisor shall not be reimbursed by the ~~applicant~~ trainee in whole or part, for the supervision provided.

~~(g)~~(f) The supervisor shall be on the premises where the trainee renders service during the time such service is rendered.

(3) Collaboration.

~~(a) Shall be a formal relationship between a qualified collaborator, as provided in 251 CMR 3.05(4) and an individual who has obtained a doctoral degree in psychology or its equivalent.~~

~~(b) Collaboration shall include a minimum of 100 hours of face to face contact at regular intervals.~~

~~(c) Collaboration shall occur at least once weekly.~~

~~(d) Face-to-face contacts shall consist of contacts between the qualified collaborator and the individual doctoral degree holder or groups of not more than three such persons.~~

~~(e) The qualified collaborator shall assess and constructively criticize the work of the doctoral degree holder.~~

~~(f) The collaborator shall not be reimbursed by the applicant, in whole or part, for the collaboration he/she provides.~~

~~(g) The collaborator shall be on the premises where the trainee renders service during the time such service is rendered.~~

(43) Supervision ~~or collaboration~~ shall be obtained from a licensed psychologist or one clearly eligible for licensure in the opinion of the Board. A psychiatrist who is certified or eligible for certification by the American Board of Psychiatry and Neurology, or a certified member of another psychological specialty approved by the Board, shall be presumed, in the absence of evidence to the contrary, to be "clearly eligible for licensure" within the meaning of 251 CMR 3.05(43).

(54) Supervisors must be regular staff members of, or consultants to, the organization in which

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the applicant is obtaining required psychological experience.

(65) The applicant must provide to the Board, on the required form, a signed statement from the supervisors ~~or collaborators~~ verifying the applicant's supervised ~~or collaborative~~ experience and setting forth the nature and extent of supervision ~~or collaboration~~.

(76) Applicants may not substitute their personal, individual or group psychotherapy, or psychoanalysis for their supervised experience.

(87) If the supervision ~~or collaboration~~ is obtained in the private sector, the applicant shall be employed by the person, group or corporation from whom the supervision ~~or collaboration~~ is obtained; and the person, group or corporation that employs the applicant shall have assumed both the legal and professional responsibility for all services provided by the applicant.

### 3.068: Certification as a Health Service Provider (HSP)

(1) The requirements of M.G.L. c. 112, § 120 relating to certification of psychologists as health service providers shall not be met unless all of the requirements of 251 CMR 3.068 are satisfied. All of the requirements of 251 CMR 3.06 must be satisfied in order to meet the health service provider certification requirements under M.G.L. c. 112, § 120.

(2) Eligibility for certification as "Health Service Provider" shall require the applicant to have completed a doctoral program which is sufficient to provide education in the practice of psychology, as defined in M.G.L. c.112, § 118. Applicants from doctoral programs which do not meet this requirement shall be required to document the completion of a formal re-specialization program meeting Board approval, including supervised practica and course requirements in specialty areas—, and meeting all course requirements outlined in 251 CMR 3.03 (b) (9).

(3) The reference to "a site where health services in psychology are normally provided" in M.G.L. c. 112, § 118 shall mean that any training experience for which an applicant seeks credit under M.G.L. c. 112, § 118 must take place in a setting which ~~presents itself to the public as providing~~ provides health services and where clients usually seek health services.

(4) (a) The reference to "at least two years of full time supervised health service experience" in M.G.L. c. 112, § 120 shall mean not less than 3200 clock hours which have been completed within sixty (60) consecutive calendar months, 800 clock hours of which were spent providing health services directly to clients. Each training experience for which an applicant seeks credit under 251 CMR 3.086 must be at least four months in duration and at least 16 hours per week.

(b) The reference to "supervised health service experience" in M.G.L. c. 112, § 118 shall mean that in each of the two years of supervised health service experience, at least half of the supervision must be provided by a licensed psychologist, and in each of the two years of supervised health service experience at least 25% of the applicant's hours must be in direct client contact with clients seeking assessment or treatment.

(5) The reference to "supervised health service experience" in M.G.L. c. 112, § 120 shall not include the following services: vocational guidance services; industrial or organizational

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consulting services; teaching; or conducting research. Client contact exclusively for research purposes shall not be admissible to meet this requirement.

(6) The reference to "health service training program" in M.G.L. c. 112, § 120 shall mean a pre-doctoral internship program or a post doctoral training program which:

(a) was ~~approved~~accredited by the ~~Committee~~ Commission on Accreditation of the American Psychological Association at the time such training was completed or offered by a department holding such pre-doctoral accreditation; and

(b) meets the training experience requirements described in 251 CMR 3.06(4) ~~3.08(54)~~. Programs which are not accredited by the American Psychological Association must meet the following criteria:

1. The training must occur in an organized training program in contrast to on-the-job training. It must be designed to provide the trainee with a planned, programmed sequence of training experiences. The primary focus and purpose are assuring breadth and quality of training. Those seeking to utilize sites at which they were employed as staff members shall be responsible for demonstrating that their program met these criteria;

2. Said training program must have a clearly designated staff psychologist, or one who is clearly eligible for licensure in the opinion of the Board, who is responsible for the integrity and quality of the trainee's training;

3. Supervision must be provided by a staff member of the training agency who carries legal and clinical responsibility for the cases being supervised. At least half of the required supervision hours must be provided by one or more psychologists;

4. The program must provide training in a range of assessment and treatment interventions conducted directly with clients seeking health services;

5. At least 25% of a trainee's time must be in direct contact with clients seeking assessment or treatment (minimum 400 hours);

6. The training experience must include supervision at a minimum ratio of one hour of acceptable supervision per 16 hours of work involving ~~regularly scheduled~~weekly, formal, face-to-face, individual supervision with the specific intent of overseeing the health services directly rendered by the trainee.

7. The program must ~~also~~ provide at least four (4) additional hours per week in structured learning activities such as: case conferences involving a case in which the trainee was actively involved; seminars dealing with clinical issues; group supervision; or additional individual supervision. The program must also ~~have provided~~ at least four (4) hours (total) in structured learning activities on issues related to racial/ethnic bases of behavior with a focus on people of color. These requirements shall be prorated for part-time internships, provided the sum of the structured learning activities meets the four (4) hour requirement.

78. The training must be at a post-practicum level; AND

89. The training experience (minimum 1600 hours) must be successfully completed within twenty-four (24) months. ~~For applications filed after January 1, 1998, the health service training program year must be the first year of the required two years of full-time supervised health service experience.~~

910. The training program must have two or more psychologists on the staff as supervisors, two of whom are licensed as psychologists by the relevant state board of

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examiners of psychologists; however, if the agency in which the training program is based has a professional mental health staff of five persons or less, and said staff includes at least one full-time psychologist, then said training program will qualify if said staff includes either a physician who is a board certified in psychiatry or a licensed independent clinical social worker;

1011. The training agency must have a minimum of two psychology interns at the internship level of training during an applicant's training period;

1112. The trainee must have a title such as "intern," "resident," "fellow", "psychology trainee", or other designation which clearly indicates his/her training status; and

1213. The training program must have a written statement or brochure which describes the goals and content of the training program, stating clear expectations for quantity and quality of intern's work and which is made available to prospective interns at or prior to the onset of the training program.

### 3.076: Endorsement- Requirements

(1) An applicant for licensure shall obtain a professional and ethical endorsement from each of three individuals of recognized standing in a psychological field. Endorsement forms are included with Board application forms. Endorsement forms may be completed no more than six (6) months prior to the submission date of the application for licensure.

(2) An applicant must submit at least one endorsement from a licensed psychologist, ~~who is licensed by the Board or in the opinion of the Board, one clearly eligible for such licensure, or, an individual licensed or certified as a psychologist by another state with comparable standards.~~

(3) Professional and ethical endorsements may also be provided by:

(a) A board-certified ~~or board-eligible~~ psychiatrist; or

(b) At the discretion of the Board, a member of another psychological specialty who is deemed by the Board to have equivalent professional qualifications.

~~(4) In unusual circumstances the Board may, in its discretion, consider endorsements from individuals in other professions whom the Board deems to possess equivalent or appropriate professional qualifications.~~

~~(54)~~ An applicant must submit one endorsement from a training supervisor or other individual having direct knowledge of the applicant's work.

~~(65)~~ In no instance shall more than one of the three endorsements submitted by an applicant be supplied by a current member of the Board.

### 3.087: Examinations

(1) An applicant for licensure shall take a national examination in psychology, the form and content of which is determined by the Board.

~~(2) The Board, in its discretion, may, in addition to the national examination in psychology,~~

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~~require a state jurisprudence examination. The applicant must also pass the Massachusetts Jurisprudence examination.~~

- (3) (a) ~~1. Effective January 1, 2003, any applicant who has filed an application with the Board prior to January 1, 2003, must take and pass the national examination in psychology by January 1, 2006. If the applicant has not achieved a passing score within these three calendar years, such applicant must re-apply to the Board and meet current licensing requirements.~~  
~~2. Effective January 1, 2003, An applicant applying for examination must successfully pass the national examination in psychology within three calendar years from the date of approval for examination by the Board. If the applicant has not achieved a passing score within three calendar years of the date of approval, such applicant must re-apply to the Board and meet current licensing requirements.~~
- (b) Each re-examination date must be at least three months from the prior examination date.
- (c) The national and state examinations may each be taken a maximum of four times per calendar year.
- (d) Commencing in April 2001, the passing score on the national examination in psychology shall be a scaled score of 500 or higher, or as otherwise determined by the Board.
- (4) At the time of each examination, the applicant must supply a currently valid, government-issued photo ID, and a second form of identification imprinted with the candidate's name and containing a signature, or such other identification required by the Board or its agent. On both forms of identification, the signature must match the pre-printed name.
- (5) Failure to appear with proper identification at a scheduled examination will result in the following:
- (a) the applicant will lose his/her eligibility to take the examination as scheduled; and
- (b) the applicant will forfeit his/her ~~application and~~ examination fee.
- (6) (a) Application for any required examination will be denied or deferred if in the Board's judgment the applicant lacks the required education and/or experience.
- (b) If an application for examination is denied, the applicant shall be notified in writing of the Board's action and apprised of the reasons for the Board's action. (See also 251 CMR 3.02)

### 3.08: Certification as a Health Service Provider (HSP)

~~(1) The requirements of M.G.L. c. 112, § 120 relating to certification of psychologists as health service providers shall not be met unless all of the requirements of 251 CMR 3.08 are satisfied.~~

~~(2) Eligibility for certification as "Health Service Provider" shall require the applicant to demonstrate a doctoral program which is sufficient to provide education in the practice of psychology, as defined in M.G.L. c.112, § 118. Applicants from doctoral programs which do not meet this requirement shall be required to document the completion of a formal re-specialization program meeting Board approval which includes supervised practica and course requirements in specialty areas. , and must meet all course requirements outlined in 251 CMR 3.03 (1)(a)2.i.~~

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~~(3) The reference to "a site where health services in psychology are normally provided" in M.G.L. c. 112, § 118 shall mean that any training experience for which an applicant seeks credit under M.G.L. c. 112, § 118 must take place in a setting which presents itself to the public as providing health services and where clients usually seek health services.~~

~~(4) (a) The reference to "at least two years of full time supervised health service experience" in M.G.L. c. 112, § 120 shall mean not less than 3200 clock hours which have been completed within 60 consecutive calendar months, 800 of which were spent providing health services directly to clients. Each training experience for which an applicant seeks credit under 251 CMR 3.08 must be at least four months in duration and at least 16 hours per week.~~

~~(b) The reference to "supervised health service experience" in M.G.L. c. 112, § 118 shall mean that in each of the two years of supervised health service experience, at least half of the supervision must be provided by a licensed psychologist, and in each of the two years of supervised health service experience at least 25% of the applicant's hours must be in direct client contact with clients seeking assessment or treatment.~~

~~(5) The reference to "supervised health service experience" in M.G.L. c. 112, § 120 shall not include the following services: vocational guidance services; industrial or organizational consulting services; teaching; or conducting research. Client contact exclusively for research purposes shall not be admissible to meet this requirement.~~

~~(6) The reference to "health service training program" in M.G.L. c. 112, § 120 shall mean a pre-doctoral internship program or a post-doctoral training program which:~~

~~(a) was approved/accredited by the Committee/Commission on Accreditation of the American Psychological Association at the time such training was completed or offered by a department holding such pre-doctoral accreditation; and~~

~~(b) meets the training experience requirements described in 251 CMR 3.08(54). Programs which are not accredited by the American Psychological Association must meet the following criteria:~~

~~1. The training must occur in an organized training program in contrast to on-the-job training. It must be designed to provide the trainee with a planned, programmed sequence of training experiences. The primary focus and purpose are assuring breadth and quality of training. Those seeking to utilize sites at which they were employed as staff members shall have the responsibility of demonstrating that their program met these criteria;~~

~~2. Said training program must have a clearly designated staff psychologist, or one who is clearly eligible for licensure in the opinion of the Board, who is responsible for the integrity and quality of the applicant's training;~~

~~3. Supervision must be provided by a staff member of the training agency who carries legal and clinical responsibility for the cases being supervised. At least half of the required supervision hours must be provided by one or more psychologists;~~

~~4. The program must provide training in a range of assessment and treatment interventions conducted directly with clients seeking health services;~~

~~5. At least 25% of a trainee's time must be in direct contact with clients seeking assessment or treatment (minimum 400 hours);~~

~~6. The training experience must include supervision at a minimum ratio of one hour of~~

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~~acceptable supervision per 16 hours of work involving regularly scheduled weekly, formal, face to face, individual supervision with the specific intent of overseeing the health services directly rendered by the trainee.~~

~~7. The program must also provide at least four additional hours per week in structured learning activities such as: case conferences involving a case in which the trainee was actively involved; seminars dealing with clinical issues; group supervision; or additional individual supervision. The program must also have provided at least four hours (total) in structured learning activities on issues related to racial/ethnic bases of behavior with a focus on people of color. These requirements shall be prorated for part time internships, provided the sum of the structured learning activities meets the four hour requirement.~~

~~78. The training must be at a post clerkship, post practicum and post externship level; AND~~

~~89. The training experience (minimum 1600 hours) must be successfully completed within 24 months. For applications filed after January 1, 1998, the health service training program year must be the first year of the required two years of full time supervised health service experience.~~

~~910. The training program must have two or more psychologists on the staff as supervisors, two of whom are licensed as psychologists by the relevant state board of examiners of psychologists; however, if the agency in which the training program is based has a professional mental health staff of five persons or less, and said staff includes at least one full time psychologist, then said training program will qualify if said staff includes either a physician who is a board certified or board eligible in psychiatry or a licensed independent clinical social worker;~~

~~1011. The training agency must have a minimum of two psychology interns at the internship level of training during an applicant's training period;~~

~~1112. The trainee must have a title such as "intern," "resident," "fellow," psychology trainee," or other designation which clearly indicates his/her training status; and~~

~~1213. The training program must have a written statement or brochure which describes the goals and content of the training program, stating clear expectations for quantity and quality of trainees' work and which is made available to prospective interns at or; prior to the onset of the training program.~~

### 3.09: Reciprocity

(1) Pursuant to M.G.L. c. 112, § 121, upon application therefor, accompanied by required fees, the Board shall issue a license to any person who furnishes, upon a form and in such manner as the Board prescribes, evidence satisfactory to the Board that the person is currently licensed or certified as a psychologist by another state, or another geographical jurisdiction outside the Commonwealth of Massachusetts recognized by the Board, if the requirements for such license or certification are the substantial equivalent of the requirements for licensure under M.G.L. c. 112, § 119.

(2) The Board will recognize applicants who meet the academic requirements set forth in 251 CMR 3.03(1)(1) as meeting the requirements for reciprocity licensure pursuant to M.G.L. c. 112, § 121, who hold the following credentials:

(a) A psychologist who holds a diplomate awarded by the American Board of Professional

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Psychology (ABPP), or

(b) A psychologist with a minimum of five years of licensure in good standing from another state or jurisdiction who holds the ASPPB Certificate of Professional Qualification in Psychology (CPQ) from the Association of State and Provincial Psychology Boards.

(3) The Board will recognize applicants who meet the academic requirements set forth in 251 CMR 3.03(1)(b) ~~1~~ who hold the following credentials as meeting the requirements for reciprocity licensure and certification as a health service provider pursuant to M.G.L. c. 112, §§ 120 and 121: A psychologist with a minimum of five years of licensure in good standing in another state or jurisdiction who is currently listed in the National Register of Health Service Providers in Psychology.

(4) All applicants for licensure by reciprocity must achieve a passing score on the psychology jurisprudence exam.

### 3.10: Procedures for Renewal and Reinstatement of a License

(1) Requirements for Renewal of License. A licensee must renew his/her license every two years. The following are the requirements for renewal of a license:

- (a) A licensee must submit to the Board a completed renewal application and required fees, prior to the renewal/expiration date of the license; and
- (b) A licensee must fulfill the continuing education requirements set forth in 251 CMR 4.00.

(2) Procedures for Renewal of a Lapsed/Expired License.

(a) If a licensee fails to meet the requirements for renewal of his/her license, as set forth in 251 CMR 3.10, the license of such person is considered lapsed or expired. A lapsed or expired license is a license not in good standing. A licensee with a lapsed/expired license is not authorized to practice psychology or use the title "psychologist" during the period that the license is lapsed/expired.

(b) A licensee who renews his/her license within one renewal cycle (two years) after the date the license lapsed/expired, may apply to the Board for renewal of the license by submitting a completed renewal form, paying all past due renewal and late fees, and presenting evidence satisfactory to the Board of having completed all continuing education credits required by 251 CMR 4.00.

(c) A licensee who fails to renew his/her license within one renewal cycle (two years) after the date the license lapsed/expired, may apply to the Board for renewal of his/her license as follows:

1. If practicing psychology in Massachusetts during the period the license was lapsed/expired:
  - a. A petition for renewal, made under oath and signed before a notary public, must be filed with the Board, which sets forth in detail the licensee's professional activities during the period the licensee has been lapsed/expired;
  - b. Sworn and notarized statements from at least two licensed psychologists who are familiar with the licensee's work and professional history during the period the license has been lapsed/expired must be filed with the Board. Such statements must describe the basis of the affiants' knowledge;

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- c. A completed renewal form and all required past due renewal and late fees must be submitted to the Board;
  - d. Documentation of fulfillment of the continuing education requirements of 251 CMR 4.00 must also be filed with the Board. The number of continuing education hours required to be completed by an applicant for renewal of a lapsed/expired license shall be based on 20 hours per renewal period and determined by the number of renewal periods between the latter of the date the applicant last renewed his/her license ~~or June 30, 1988~~, and the most recent renewal date prior to the application for renewal;
  - e. An applicant for renewal of a lapsed/expired license may also be required to personally appear before the Board or a subcommittee of its members; and
  - f. An applicant for renewal who has failed to renew his/her license for more than two renewal periods may be required to achieve a passing score on the current national psychology licensing examination and any other examination required for licensure. The Board will not renew the license of an applicant who is required to achieve a passing score on such examination(s) prior to the Board's receipt of official notice that the applicant has achieved a passing score on the required examination(s).
2. If not practicing psychology during the period the license was lapsed/expired:
    - a. a completed renewal form, payment of the application fee, current license fee, and a late fee;
    - b. submission of an affidavit signed under the penalties of perjury attesting that the applicant has not been practicing psychology during the period the license was lapsed/expired;
    - c. presentation of evidence satisfactory to the Board of having completed all continuing education credits required by 251 CMR 3.10 and 4.00;
    - d. where required by the Board, fulfillment of the requirements of 251 CMR 3.10(2)(c)1.f.; and
    - e. where required by the Board, fulfillment of additional supervised experience requirement to demonstrate current clinical competence.
  3. If practicing psychology in a jurisdiction other than the Commonwealth of Massachusetts during the period that the Massachusetts license was lapsed/expired:
    - a. a completed renewal form, payment of the application fee, current license fee, and late fee;
    - b. submission of an official record of standing or certified statement indicating the license is and has been in good standing in the jurisdiction of current licensure; and
    - c. presentation of evidence satisfactory to the Board of having completed all continuing education credits required by 251 CMR 3.10 and 4.00. If the jurisdiction of current licensure has a continuing education requirement, the Board may, in its discretion, waive or modify this requirement.

### (3) Procedures for Reinstatement of a License which has been Revoked, Suspended, Surrendered or Placed on Probation.

- (a) No license which has been revoked, suspended, surrendered or placed on probation will be reinstated or otherwise returned to good standing prior to the licensee's compliance with the requirements of 251 CMR 3.10.
- (b) A person previously registered by the Board whose license has been revoked,

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suspended, surrendered or placed on probation, may apply to the Board for reinstatement or return of the license to good standing of his/her license in accordance with the following procedures:

1. A petition for reinstatement made under oath and signed before a notary public setting forth in detail the background of the complaint and/or disciplinary action taken regarding the applicant and the reasons why the license should be reinstated or returned to good standing at that time. The petition must include a detailed summary of the applicant's activities during the period of probation, revocation, suspension or surrender, including, but not limited to, the applicant's professional activities, personal psychotherapy and/or other remediative activities, and academic and other continuing education activities. The petition must also include an outline of the applicant's projected professional plans for the two year period following reinstatement;
  2. Documentation of fulfillment of the continuing education requirements of 251 CMR 4.00, together with documentation of any additional continuing education requirements ordered by the Board, must be filed with the Board;
  3. Documentation of fulfillment of the conditions of any consent agreement or decision and order of the Board (*e.g.* supervision, toxicological testing, psychotherapy, *etc.*) must be filed with the Board.
  4. Sworn and notarized statements from at least three persons (two of whom must be licensed psychologists) who have read the complaint and consent agreement or decision and order of the Board regarding the applicant must be submitted to the Board. Such affidavits must attest to the character of the applicant (including any history of substance abuse), as well as the applicant's work and professional history since the date of probation, revocation, suspension or surrender. Such statements must describe the basis of the affiant's knowledge;
  5. The licensee and any supervising psychologist may be required to make a personal appearance before the Board or a subcommittee of its members may be required; and
  6. An applicant for reinstatement may be required to achieve a passing score on the current national psychology licensure examination and any other examination required for licensure. The Board will not reinstate the license of an applicant who is required to achieve a passing score on such examination(s) prior to the Board's receipt of official notice that the applicant has achieved a passing score on the required examination(s).
- (c) Unless the Board orders otherwise, a person previously registered by the Board:
1. whose license has been revoked, may apply for reinstatement not sooner than three years from the date of revocation (M.G.L. c. 112, § 129);
  2. whose license has been suspended or placed on probation, may apply for reinstatement or return to good standing not sooner than two months prior to the expiration of the period of suspension or probation ordered by the Board and/or consented to by the applicant; and
  3. whose license has been surrendered, may apply for reinstatement not sooner than two months prior to the expiration of the period of surrender consented to by the applicant, or three years if no period is specified.
- (d) If the Board denies a petition for reinstatement, an applicant may not re-petition the Board for reinstatement until at least one year after the date of denial of the petition, unless otherwise ordered by the Board.

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REGULATORY AUTHORITY

251 CMR 3.00: M.G.L. c. 13, § 79.