

**RULES
OF
THE BOARD OF EXAMINERS IN PSYCHOLOGY**

**CHAPTER 1180-03
RULES GOVERNING PSYCHOLOGICAL EXAMINERS
AND SENIOR PSYCHOLOGICAL EXAMINERS**

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1180-03-.01 SCOPE OF PRACTICE.

- (1) The scope of practice of Psychological Examiners and Senior Psychological Examiners is prescribed and limited by Tennessee Code Annotated, Title 63, Chapter 11 and the rules set forth in this chapter and Chapter 1180-01. A license issued by the Board specifies licensure as a Psychological Examiner or as a Senior Psychological Examiner.
- (2) Psychological Examiners and Senior Psychological Examiners shall limit their practices to the use of those techniques, and to providing services to those populations, for which they have formal education, formal professional training and supervised experience, and for which they hold licensure.
- (3) Psychological Examiners who have had appropriate education, training and supervised practice experience may provide the following psychological services without supervision:
 - (a) Interviewing or administering and interpreting tests of mental abilities, aptitudes, interests and personality characteristics for such purposes as psychological evaluation or for educational or vocational guidance, selection or placement, including establishment of intellectual level of functioning or learning deficit for school placement; or
 - (b) Psychological research services to industrial, business and corporate organizations.
- (4) Psychological Examiners who have had appropriate education, training, and supervised practice experience may provide the following psychological services only under the qualified supervision of a licensed Psychologist designated as a HSP or Senior Psychological Examiner:
 - (a) Overall personality appraisal or classification, including assessment and diagnosis of psychopathology or mental illness; or
 - (b) Personality counseling, psychotherapy, behavior analysis, or personality readjustment techniques.
- (5) Senior Psychological Examiners are Health Service Providers and may provide the following psychological services without supervision:
 - (a) Interviewing or administering and interpreting tests of mental abilities, aptitudes, interests and personality characteristics for such purposes as psychological evaluations, or for educational or vocational guidance, selection or placement, including establishment of intellectual level of functioning or learning deficit for school placement; or

(Rule 1180-03-.01, continued)

- (b) Psychological research services to industrial, business and corporate organizations; or
 - (c) Overall personality appraisal or classification, including psychological testing, projective testing, evaluation for disability or vocational purposes, and diagnosis of nervous or mental disorders; or
 - (d) Personality counseling, psychotherapy, behavior analysis, or personality readjustment techniques.
 - (e) Supervision of a Psychological Examiner and/or a Certified Psychological Assistant
- (6) Standards for supervision of Psychological Examiners and Certified Psychological Assistants by Senior Psychological Examiners.
- (a) Supervision must meet minimum standards and a supervisor of record must be made known to the Board.
 - 1. Before supervision of Psychological Examiners may occur, a Board-supplied form shall be submitted to the Board's administrative office. Such form shall be signed by both the supervisor and the supervisee, and shall list
 - (i) A Senior Psychological Examiner must list the Psychological Examiners and/or Certified Psychological Assistants for whom he or she is the supervisor of record. When a Senior Psychological Examiner renews his or her license, he or she must list those Psychological Examiners and/or Certified Psychological Assistants whom the Senior Psychological Examiner supervises and for whom he or she is the supervisor of record
 - (ii) A Psychological Examiner must list his/her primary supervising Senior Psychological Examiner if engaging in activities requiring supervision. When a Psychological Examiner renews his/her license or certificate, that individual must list his/her primary supervisor(s) if engaging in activities requiring supervision.
 - 2. The Board-supplied form may be obtained by contacting the Board's administrative office, or by downloading it from the Board's web page on the Internet.
 - (b) Qualified supervision requires that a licensed Senior Psychological Examiner, qualified by experience and training to practice the overall supervised activity or activities, provide supervision on a regular and frequent basis.
 - (c) The supervising Senior Psychological Examiner shall limit the number of supervisees in order to assure an adequate ratio of supervision hours to practice hours consistent with professional standards and guidelines which insure the welfare of the supervisees and their clients.
 - (d) Specific case monitoring and skill training requires significant supervisory contact and must be in addition to overall administrative supervision. Supervision conducted via face-to-face video conferencing equipment and/or technology is acceptable, assuming compliance with subparagraphs (6)(a) through (6)(e) of this rule. "Face-to-face" means (a) can see one's face and (b) occurring in real time via video conferencing equipment and/or technology. No more than seventy-five (75) percent of supervision can be obtained through video conferencing.

(Rule 1180-03-.01, continued)

1. Supervision is to be conducted primarily on a one-on-one basis and shall be in addition to any group seminar or group consultations which are also deemed appropriate. Thus, adequate supervision will require considerable one-on-one contact and time with respect to each client. Records of the supervision process must be maintained by the supervisor covering the number of hours of supervision activities, the number and duration of one-on-one supervisory meetings and documentation of clients discussed at each supervisory session.
 2. A supervisor, at the time of supervision, must not be in a dual relationship with the supervisee, e.g., be a spouse, other close relative or therapist.
- (e) In all cases the specific terms of the supervisory arrangement are the responsibility of the supervising Senior Psychological Examiner upon whom it is incumbent to assure supervisory time and service delivery. Likewise, it is the responsibility of the supervisee to obtain supervision. The education, training, experience, ongoing performance and level of licensure of the supervisee must be considered by the supervisor. The arrangements for supervision must be agreed to by both the supervisor and the supervisee. In situations where supervision has been regular and frequent and one-on-one contact has occurred, the frequency and intensity of supervision may, at the discretion of the supervising Senior Psychological Examiner upon determination of the supervisee's competence and readiness, be modified. Normally such supervision will occur weekly. Ultimately, the supervising Senior Psychological Examiner of record must protect the welfare of the client and assure compliance with Tennessee law and professional ethics. (Requirements for Psychologists receiving supervision as part of the experience requirement for designation as a HSP are contained in 1180-02-.02(2)(d).)
1. The standard for supervision of newly supervised (less than five [5] years) Psychological Examiners is one (1) hour per week.
 2. The standard of supervision for experienced (supervised for at least five [5] years) Psychological Examiners is that it shall occur no less than monthly. If an experienced Psychological Examiner changes supervisors, the experienced Psychological Examiner may follow the monthly supervision standard if agreed to by the Senior Psychological Examiner supervisor and the experienced Psychological Examiner in question
- (7) The Board shall consider that an individual, either licensed or unlicensed, is violating these limits of practice if his/her conduct includes, but is not limited to, the following:
- (a) Claiming expertise or using techniques or procedures of assessment or treatment for which the practitioner has not completed appropriate academic course work or supervised training experience;
 - (b) Knowingly assigning, permitting or hiring any unqualified person(s) to perform functions of assessment or treatment or delegating the provisions of psychological services to unqualified person(s);
 - (c) Failing to adequately supervise any assigned trainee or employee who is providing psychological services;
 - (d) Aiding, abetting, assisting, or hiring any individual to violate or circumvent any law or duly promulgated rule intended to guide the conduct of psychological services; or

(Rule 1180-03-.01, continued)

- (e) Providing or claiming to provide the services listed in paragraph (4) without supervision, unless licensed as a Senior Psychological Examiner.

Authority: T.C.A. §§ 4-5-202, 4-5-204, 63-11-104, 63-11-201 through 63-11-208, 63-11-214, 63-11-215, and Public Acts of 2001, Chapter 123. **Administrative History:** Original rule filed August 29, 2000; effective November 12, 2000. Amendment filed June 18, 2002; effective September 1, 2002. Amendment filed January 5, 2004; effective March 20, 2004. Amendments filed April 4, 2014; effective July 3, 2014.

1180-03-.02 QUALIFICATIONS FOR UPGRADE. To become licensed as a Senior Psychological Examiner, completion of one (1) of the following requirements is necessary:

- (1) Licensed as a Psychological Examiner prior to July 1, 1991, and rendering health-related clinical activities or services.
- (2) Licensed as a Psychological Examiner after June 30, 1991, and rendering health-related clinical activities or services; and
 - (a) Completion of five (5) years of applied experience from the date of original licensure or from the date of issuance of a temporary permit; and
 - (b) Completion of two hundred (200) hours of post-licensure continuing education, as provided in Rule 1180-1-.08, including documentation of completion of forty-five (45) Type I hours, forty-five (45) Type I or II hours, and a log of the one hundred-ten (110) Type I, II, or III hours. The log of Type I, II, or III continuing education should include type of activity, nature of the training, and number of hours assigned to specific activity.

Authority: T.C.A. §§ 4-5-202, 4-5-204, 63-11-104, 63-11-201, and 63-11-202. **Administrative History:** Original rule filed August 29, 2000; effective November 12, 2000. Amendment filed June 18, 2002; effective September 1, 2002. Amendment filed March 23, 2007; effective June 6, 2007.

1180-03-.03 PROCEDURES FOR UPGRADE.

- (1) To become licensed as a Senior Psychological Examiner in Tennessee, a person who was licensed as a Psychological Examiner prior to July 1, 1991 must submit a written request for application to be licensed as a Senior Psychological Examiner.
 - (a) The written request and the subsequent application will be accepted throughout the year.
 - (b) When necessary, all required documents shall be translated into English and the translation and original document certified as to authenticity by the issuing source. Both versions must be submitted to the Board's administrative office.
- (2) To become licensed as a Senior Psychological Examiner in Tennessee, a person who was licensed as a Psychological Examiner after June 30, 1991 must comply with the following procedures and requirements:
 - (a) A Senior Psychological Examiner application form shall be requested from the Board's administrative office or downloaded from the Department of Health's website, and
 - (b) Applications will be accepted throughout the year, and
 - (c) The applicant shall complete and have notarized, as part of the application, a Board-provided document attesting to the rendering of health-related clinical activities or

(Rule 1180-03-.03, continued)

services as a Psychological Examiner for five (5) years under supervision with names of the supervisor(s) provided; and

- (d) The applicant shall provide verification of completion of two hundred (200) hours of post-licensure continuing education, as provided in Rule 1180-03-.02(2)(b); and
- (e) When necessary, all required documents shall be translated into English and the translation and original document certified as to authenticity by the issuing source. Both versions must be submitted to the Board's administrative office.

Authority: T.C.A. §§ 4-5-202, 4-5-204, 63-11-104, 63-11-201, and 63-11-202. **Administrative History:** Original rule filed August 29, 2000; effective November 12, 2000. Amendment filed June 18, 2002; effective September 1, 2002. Amendment filed October 18, 2004; effective January 1, 2005. Amendment filed November 9, 2005; effective January 23, 2006. However, Stay of Effective Date filed by the Board of Examiners in Psychology on January 20, 2006; new effective date March 23, 2006. Amendment filed March 17, 2006; effective May 31, 2006. Amendment filed March 23, 2007; effective June 6, 2007.

1180-03-.04 REPEALED

Authority: T.C.A. §§ 4-5-202, 4-5-204, and 63-11-104. **Administrative History:** Original rule filed August 29, 2000; effective November 12, 2000. Amendment filed December 11, 2000; effective February 24, 2001. Amendment filed June 18, 2002; effective September 1, 2002. Amendment filed November 9, 2005; effective January 23, 2006. However, Stay of Effective Date filed by the Board of Examiners in Psychology on January 20, 2006; new effective date March 23, 2006. Repeal filed March 23, 2007; effective June 6, 2007.

1180-03-.05 REPEALED

Authority: T.C.A. §§ 4-5-202, 4-5-204, and 63-11-104. **Administrative History:** Original rule filed August 29, 2000; effective November 12, 2000. Amendment filed December 11, 2000; effective February 24, 2001. Amendment filed June 18, 2002; effective September 1, 2002. Amendment filed November 9, 2005; effective January 23, 2006. However, Stay of Effective Date filed by the Board of Examiners in Psychology on January 20, 2006; new effective date March 23, 2006. Amendment filed March 17, 2006; effective May 31, 2006. Repeal filed March 23, 2007; effective June 6, 2007.