

**ARTICLE 66-02  
PSYCHOLOGIST LICENSURE**

Chapter

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66-02-02	Guidelines for Establishing Equivalency [Repealed]
66-02-03	Licensure Exemptions

**CHAPTER 66-02-01  
LICENSURE AND EXAMINING APPLICATIONS**

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**66-02-01-01. Application form.**

All individuals who wish to apply for licensing shall do so using the application initiation form provided by the board. Applicants shall complete that form and any online application process set forth on that form. An application is not considered complete until all required information sought through the application process is received in its entirety by the board office.

**History:** Amended effective April 1, 1988; July 1, 2012; April 1, 2016; January 1, 2020.

**General Authority:** NDCC 43-32-08

**Law Implemented:** NDCC 43-32-12, 43-32-20, 43-32-34

**66-02-01-01.1. Regional accrediting association.**

A regional accrediting association means any one of the following:

1. Southern association of colleges and schools.
2. Middle states association of colleges and schools.

3. New England association of colleges and schools.
4. North central association of colleges and schools.
5. North western association of colleges and schools.
6. Western association of schools and colleges.
7. An accrediting association approved by the board.

Accreditation in subsections 1 through 6 means accreditation at level four (doctoral degree-granting institution) or at level five (graduate or professional degree-granting institution).

**History:** Effective September 1, 2000; amended effective April 1, 2007.

**General Authority:** NDCC 43-32-08

**Law Implemented:** NDCC 43-32-01

**66-02-01-02. Licensure without examination.**

Repealed effective September 1, 2000.

**66-02-01-03. Licensing of psychologists and industrial-organizational psychologists from other jurisdictions - Expedited licensing.**

1. Licensing of psychologists and industrial-organizational psychologists who are licensed by other jurisdictions must follow the procedures described in North Dakota Century Code sections 43-32-19.1 and 43-51-06 and one of the following requirements:
  - a. Expedited licensing. A license may be granted to an individual licensed in good standing in another jurisdiction if the board concludes it received verified documentation of:
    - (1) Graduation from an accredited program in the degree level of licensure sought in North Dakota;
    - (2) Previously passed any national examination required by North Dakota;
    - (3) Documentation of all professional licensures held at any time in any field and current status of those licenses, including an explanation and documentation related to all disciplinary history; and
    - (4) Provide endorsements of application from behavioral health professionals that possess a current license, certification, registration, or other written authorization to practice from a state or provincial regulatory body, as approved by the board.
  - b. A license may be granted to an individual who holds a certificate of professional qualification in psychology issued by the association of state and provincial psychology boards or its successor.
  - c. A license may be granted to an individual who meets the requirements of any interstate compact agreement adopted by the state of North Dakota on the practice of psychologists or industrial-organizational psychologists.

2. An applicant for licensure pursuant to North Dakota Century Code chapters 43-32 and 43-51 must pass the North Dakota oral examination or, once developed, the North Dakota professional responsibility examination as determined by the board. An applicant who has been licensed and in good standing in North Dakota whose license is expired more than one year may be granted a license renewal if:

- a. The applicant's current continuing education requirements are met;

- b. The annual renewal and late renewal application fees are paid;
- c. Licensure in all other jurisdictions is in good standing and without any pending disciplinary matters in any jurisdiction; and
- 2-d. The applicant has passed the oral examination or, once developed, the North Dakota professional responsibility examination, if required by the board as a condition of license renewal.

3. Upon the board's receipt of a completed application initiation form from an individual licensed in another jurisdiction, the board may grant a provisional license that is valid for six months from date of initial application if the applicant is currently in good standing with no disciplinary actions in the previous five years. Upon a showing of good cause, the board may grant extensions of provisional licenses for periods of up to six months. If an application for licensure is denied during the time an applicant holds a provisional license, the provisional license expires on the date of the denial of the application for licensure.

**History:** Amended effective September 1, 2000; April 1, 2007; October 1, 2011; July 1, 2012; April 1, 2016; July 1, 2018; January 1, 2020.

**General Authority:** NDCC 43-32-08

**Law Implemented:** NDCC 43-32-19.1, 43-51-06

#### **66-02-01-03.1. Military spouse licensure.**

1. The board shall license individuals who meet the definition of military spouse set forth in North Dakota Century Code section 43-51-01 who, through the submission of a completed application initiation form, demonstrate the following:
  - a. The military spouse demonstrates competency in psychology or industrial-organizational psychology through methods or standards determined by the board which must include experience in psychology or industrial-organizational psychology for at least two of the four years preceding application.
  - b. The board determines the issuance of the license will not substantially increase risk of harm to the public.
2. The board may require the submission of any information it deems necessary to assist it in making its determination. The board may deny a license if the board determines the applicant does not meet the above requirements. If the board determines the applicant substantially meets the above requirements, the board may issue a provisional license. When issuing a provisional license, the board may explain the steps necessary for the applicant to fully meet the above requirements and be issued a nonprovisional license. A provisional license must be automatically granted by the board if the board does not deny or grant the license within thirty days of application. The board may place conditions on any license or provisional license. Military spouses may not be assessed fees for the issuance of a license or provisional license under this section. A provisional license may be valid for up to two years. Provisional licenses expire if:
  - a. The board grants the application for licensure.
  - b. The board denies the application for licensure.
  - c. The provisional license expires.
  - d. The board revokes the provisional license to protect the public safety.
  - e. The applicant fails to meet any steps or conditions the board placed on the provisional license.

**History:** Effective January 1, 2020.  
**General Authority:** NDCC 43-32-08  
**Law Implemented:** NDCC 43-32-19.1, 43-51-11.1

**66-02-01-04. Licensure by equivalency.**

Repealed effective October 1, 2011.

**66-02-01-05. Licensure of master's level psychologists.**

Repealed effective September 1, 2000.

**66-02-01-06. Licensure of other applicants.**

All other applicants for licensing will follow the procedure set forth in North Dakota Century Code sections 43-32-20 and 43-32-34.

1. The American psychological association and the Canadian psychological association are accrediting bodies approved by the board under the requirements of subdivision b of subsection 1 of North Dakota Century Code section 43-32-20.
2. The American psychological association and the Canadian psychological association are accrediting bodies approved by the board under the requirements of subdivision b of subsection 2 of North Dakota Century Code section 43-32-20. Applicants for a license in industrial-organizational psychology may also meet the requirements of subdivision b of subsection 2 of North Dakota Century Code section 43-32-20 by demonstrating completion of a program that substantively adheres to the guidelines for education and training at the doctoral level in industrial-organizational psychology of the society for industrial and organization psychology division of the American psychological association, August 1999 version.

**History:** Amended effective July 1, 2012; April 1, 2016; July 1, 2018; January 1, 2020.  
**General Authority:** NDCC 43-32-08  
**Law Implemented:** NDCC 43-32-20, 43-32-34

**66-02-01-07. Application of code of ethics.**

The American psychological association ethical principles of psychologists and code of conduct, amended 2010, apply to any individual licensed by the board or any applicant for licensure by the board.

**History:** Amended effective September 1, 2000; April 1, 2007; October 1, 2011; July 1, 2012; April 1, 2016; January 1, 2020.  
**General Authority:** NDCC 43-32-08  
**Law Implemented:** NDCC 43-32-27, 43-32-34

**66-02-01-07.1. Procedural exception for processing multiple allegations from the same individual.**

If an individual filed an allegation that was previously dismissed by the board, the board may dismiss subsequent allegations filed by that individual without requesting written responses from the licensees or psychology residents if the board determines such allegations are substantially similar to the previously dismissed allegations.

**History:** Effective October 1, 2011; amended effective April 1, 2016; January 1, 2020.  
**General Authority:** NDCC 43-32-08  
**Law Implemented:** NDCC 43-32-27.1

**66-02-01-08. Fees.**

A completed application initiation form and paid fee must be on file with the board prior to beginning practice under provisional licensure. Failure to pay the annual licensure renewal fee by November 15 of each calendar year will delay renewal issuance and require the cessation of practice during any period of time the individual has not been issued a valid license. The following deadlines and fees have been set by the board:

<b>Document or Process</b>	<b>Temporal Requirement or Deadline for Receipt by Board Office</b>	<b>Fee Amount</b>
Supervisor form, submitted by any licensee supervising the practice of psychology residents in North Dakota	Prior to beginning practice in North Dakota	\$0
Application initiation form	Accepted any time prior to completion of online application and prior to beginning practice in North Dakota	\$450
Online application	Completed prior to board review	Fee assessed by and payable to the association of state and provincial psychology boards
Provisional licensure letter	Issued by the board upon receipt of the completed application initiation form and fee	\$0
Psychology resident letter	Issued by the board upon receipt of the completed supervisor form, application initiation form, and fee	\$0
The national written examination for the professional practice of psychology	Occurs after applicant is approved by the board	A fee is assessed by and payable to test company and a fee is assessed by and payable to the testing site
Oral examination	Occurs after applicant is approved by the board or passes the national written examination	\$0
North Dakota professional responsibility examination	Once developed, and approved by the board as a replacement for the oral examination, the exam is taken after applicant is approved by the board or passes the national written examination	\$50
Limited practice application	Complete documentation must be received and approved by the board prior to practice	\$25
Limited practice certificate	Issued upon board approval of application	\$0
License renewal application	November 15, for renewal on January 1 of the next year	\$250
Late renewal application	Received after November 15 and prior to December 31 of the next year	\$100
Late request for an extension of time to submit continuing education documentation	Received after November 15 but prior to January 1 of subsequent year	\$100
Continuing education documentation form	Prior to November 15 of reporting cycle	\$0
Incomplete continuing education requirements	Continuing education completed after November 1 of reporting cycle	\$50
Official licensee verification, per record	Upon request of verification of licensure by third parties	\$15
Official licensee verification, per record	Upon request of verification of licensure by regulatory body	\$0
Continuing education program approval application	Accepted any time from continuing education sponsors	\$25

Continuing education program approval application	Accepted from licensees prior to November 1 of next reporting cycle	\$0
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Various service related	Prior to processing	Variable fees as set by third parties approved by the board, related to examinations, online application, and payment processing
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**History:** Amended effective March 1, 1985; April 1, 1988; September 1, 2000; April 1, 2007; October 1, 2011; July 1, 2012; April 1, 2016; July 1, 2018; January 1, 2020.

**General Authority:** NDCC 43-32-08

**Law Implemented:** NDCC 43-32-12, 43-32-13

**66-02-01-09. Number of examinations.**

The national written examination will be administered by computer at designated testing sites throughout the calendar year. The North Dakota professional responsibility examination will be administered by the board at least twice each calendar year as a written, oral, or written and oral examination, as determined by the board.

**History:** Amended effective September 1, 2000; February 1, 2002; April 1, 2016; July 1, 2018.

**General Authority:** NDCC 43-32-08

**Law Implemented:** NDCC 43-32-22

**66-02-01-09.1. Written examination.**

The national written examination for psychologists and industrial-organizational psychologists is the examination for the professional practice of psychology. The passing score is a scaled score of 500. Prior to April 18, 1994, seventy percent correct is considered a passing score. A passing score is required for applicants for licensure as a psychologist or as an industrial-organizational psychologist.

Once the written North Dakota professional responsibility examination is developed, the board may require applicants to pass it as a replacement of the oral examination. The written North Dakota professional responsibility examination will assess the applicant's knowledge of North Dakota law regulating the practice of psychology or industrial-organizational psychology as well as the applicant's understanding of ethics, professional law, and standards of practice. The written North Dakota professional responsibility examination will be administered by at least one board member who will proctor and score the examination, and recommend pass or fail to the board. An examinee passes the examination if the majority of the board members present at a subsequent board meeting vote to confirm passage.

**History:** Effective September 1, 2000; amended effective February 1, 2002; April 1, 2007; July 1, 2012; April 1, 2016; July 1, 2018; January 1, 2020.

**General Authority:** NDCC 43-32-08

**Law Implemented:** NDCC 43-32-20, 43-32-23

**66-02-01-10. Guidelines for professional responsibility examinations.**

The professional responsibility examination will be scheduled as appropriate but not less than twice a year. The examination shall assess the applicant's knowledge of North Dakota law regulating the practice of psychology or industrial-organizational psychology as well as the applicant's understanding of ethics and standards of practice. Specific questions to be used will be selected at the time of the examination from a pool of questions available for that purpose in either oral or written form. The oral examination will be administered by an examination committee made up of at least two board members and any other licensed psychologist whom the board sees fit to add to the examining committee. The examination committee will use a structured oral examination, will record the applicants' answers, and will discuss the results. The board members serving on the examination committee shall recommend a pass or fail to the board. An examinee passes the examination if the majority of the board members present at the meeting vote to confirm passage.

**History:** Effective March 1, 1985; amended effective April 1, 1988; April 1, 2007; July 1, 2012; April 1,

2016; July 1, 2018; January 1, 2020.

**General Authority:** NDCC 43-32-08

**Law Implemented:** NDCC 43-32-20, 43-32-22, 43-32-23, 43-32-34

**66-02-01-11. Additional documentation for clinical work or counseling or therapy.**

Repealed effective September 1, 2000.

**66-02-01-11.1. Supervised professional experience.**

1. Applicants for licensure as a psychologist must complete one thousand five hundred hours of supervised predoctoral internship in the practice of psychology. At least one hundred hours of supervision is required, at least fifty of which must be one to one. Successful completion of an American psychological association or Canadian psychological association accredited internship will be accepted as fulfilling this requirement. Any other supervised predoctoral internship experience must be described in detail by the applicant, including nature of service setting or settings, nature of consumers served, nature and amount of supervision, and specific skills in which the applicant demonstrated proficiency on forms provided by the board. The supervisor or supervisors must corroborate the areas of competence claimed by the applicant. In addition, an applicant for licensure as a psychologist must complete one or a combination of the following:
  - a. One thousand five hundred hours of supervised postdoctoral experience in the practice of psychology. At least one hundred hours of supervision is required, at least fifty of which must be one to one with a psychologist licensed in good standing. Successful completion of an American psychological association or Canadian psychological association accredited postdoctoral program will be accepted as fulfilling this requirement. Any other supervised postdoctoral experience must be described in detail by the applicant, including nature of service setting or settings, nature of consumers served, nature and amount of supervision, and specific skills in which the applicant demonstrated proficiency on forms provided by the board. The supervisor or supervisors must corroborate the areas of competence claimed by the applicant.
  - b. One thousand five hundred hours of additional supervised predoctoral training experience in the practice of psychology. At least one hundred hours of supervision is required, at least fifty of which must be one to one with a psychologist licensed in good standing. In addition, this training experience must meet all of the following requirements:
    - (1) Be part of a doctoral program that meets requirements of subdivision b of subsection 1 of North Dakota Century Code section 43-32-20.
    - (2) Be completed within six years of the award of the terminal doctoral degree.
    - (3) Be completed within ten years of first application for licensure.
    - (4) Be completed following any introductory practicum experience in applied professional psychology or psychotherapy of a minimum duration of six hundred hours.
    - (5) Be part of an individualized written plan for an organized, sequential series of supervised experiences of increasing complexity.
    - (6) Occur outside of the classroom setting and involve the trainee's direct delivery of supervised psychological services in a practice, agency, institution, counseling



center, graduate training clinic, or other setting approved by the director of training or designee.

- (7) Consist of activities defined as the practice of psychology by subsection 6 of North Dakota Century Code section 43-32-01.
  - (8) Occur in placements that are made or approved in advance by the doctoral program director of training or designee.
  - (9) Occur in placements in which a licensed psychologist is directly responsible for the integrity and quality of the training experience and specifies training objectives in terms of the competencies expected of the trainee.
  - (10) Have an identifiable licensed psychologist who serves as the primary supervisor of the trainee, is clearly available to and professionally responsible for the trainee's clients or patients, has been licensed for at least three years, and is licensed in the jurisdiction in which the training occurs.
  - (11) Be part of a sequential training plan that consists of no less than thirty weeks with a weekly onsite presence of no less than fifteen hours.
  - (12) Provide, on average, weekly individual face-to-face supervision, which may include remote face-to-face audio and video interactions, devoted to the trainee's cases at a ratio of no less than one hour per fifteen hours onsite and no less than one hour per week. No less than fifty percent of the supervision required in this paragraph shall be provided by the primary supervisor. The remaining face-to-face supervision required in this paragraph may be individual or group supervision provided by a licensed psychologist who has been licensed for at least three years. Supplemental individual or group supervision in excess of the minimum ratio required is encouraged, and may be provided by a psychologist, school psychologist, other licensed mental health professional, or a psychology trainee under an umbrella supervision arrangement, but it may not replace the weekly individual face-to-face supervision requirements.
  - (13) May include the use of secure remote technologies, such as telephone, internet, or online communications as a supplemental training and consultation aid and for supervision in excess of the minimum ratio required, although it may not replace the minimum weekly face-to-face individual supervision requirement.
  - (14) Must include on average at least one additional hour per week in learning activities, such as additional face-to-face individual supervision, group supervision, case conference or grand rounds, didactic consultations with psychologists or other appropriate licensed mental health professionals, guided professional readings, seminars, or cotherapy with a licensed psychologist or other appropriate professional.
  - (15) Must include regularly scheduled and documented interaction concerning the trainee's progress between the primary supervisor and the director of training at the graduate program or designee, and copies of such documentation will be provided to the board for review upon request.
2. Applicants for licensure as an industrial-organizational psychologist must complete three thousand hours of supervised experience in the practice of industrial-organizational psychology. At least one thousand five hundred hours must be completed after the granting of the doctoral degree. Applicants must submit an individualized supervision plan that is subject to approval by the board. Supervisors of industrial-organizational psychologist applicants must

be licensed in their jurisdiction of practice. The supervised experience of applicants for licensure as an industrial-organizational psychologist must be consistent with the applicant's intended area of practice.

**History:** Effective September 1, 2000; amended effective April 1, 2007; October 1, 2011; July 1, 2012; April 1, 2016; July 1, 2018.

**General Authority:** NDCC 43-32-08

**Law Implemented:** NDCC 43-32-20, 43-32-20.1

**66-02-01-12. Identifying psychology and industrial-organizational psychology doctoral programs as substantially psychological in nature.**

Repealed effective October 1, 2011.

**66-02-01-12.1. Approved industrial-organizational psychology program accrediting bodies.**

For purposes of subdivision b of subsection 2 of North Dakota Century Code section 43-32-20, programs designated as doctoral programs in industrial-organizational psychology by the association of state and provincial psychology boards and the national register of health service providers in psychology are approved.

**History:** Effective October 1, 2011.

**General Authority:** NDCC 43-32-08

**Law Implemented:** NDCC 43-32-20

**66-02-01-13. Psychology resident and industrial-organizational psychology resident.**

1. A person intending to perform services as a psychology resident or an industrial-organizational psychology resident, prior to engaging in any practice related to the scope of psychology, shall:
  - a. Initiate an application for licensure with the board on the application initiation form provided by the board;
  - b. Pay the application fee to the board; and
  - c. Ensure a supervisor has filed a completed supervisor form to the board.
2. The applicant shall complete the online application requirements set forth on the application initiation form and shall ensure the completed online application is submitted to the board within four months of the date of initiation of application.
  - a. A psychology resident or industrial-organizational psychology resident may sit for the required national written examination the board determines the applicant to be eligible for licensure upon completion of examinations and supervised experience requirements. The applicant will be informed of the results and may be re-examined at a subsequent examination upon again paying any required examination fee.
  - b. A psychology resident or an industrial-organizational psychology resident who has passed the national written examination may sit for the professional responsibility examination approved by the board. The applicant will be informed of the results and may be re-examined at a subsequent examination upon again paying any required examination fee.
  - c. The psychology resident or an industrial-organizational psychology resident and supervising psychologist or psychologists must update the online application report all

completed supervised postdoctoral experience and ensure that the updated online application is forwarded to the board.

- d. The board shall review recommendations related to the applicant's examinations and the applicant's supervised practice hours. An applicant must be licensed if a majority of the board approves the applicant for licensure.
  - e. A person may have psychology resident or industrial-organizational psychology resident status for up to three years from the date the residency is issued.
3. A psychology resident or industrial-organizational psychology resident must specify that individual's professional title in reports, letters, business cards, and public presentations, and inform service recipients of the supervisor's identity and contact information for the services provided.
  4. Supervising psychologists of psychology residents must be licensed in good standing for at least three years. Supervising psychologists of psychology residents must have adequate training, knowledge, and skill to render competently, or have available consultation for, any psychological service their supervisee undertakes. All supervising psychologists must meet the continuing education requirements in section 66-03-01-04.
  5. To verify completion of the residency, the supervising psychologist of the psychology resident or the industrial-organizational resident shall submit documentation to the board of the number and nature of supervised hours of experience.

**History:** Effective September 1, 2000; amended effective April 1, 2007; July 1, 2012; April 1, 2016; July 1, 2018; January 1, 2020.

**General Authority:** NDCC 43-32-08

**Law Implemented:** NDCC 43-32-20, 43-32-20.1, 43-32-30

#### **66-02-01-14. Nonpayment of annual license fee or failure to complete continuing education.**

If a licensee fails to pay the annual fee or complete the required continuing education report by November fifteen for the year beginning the subsequent January first, the license expires. The licensee may not practice psychology or industrial-organizational psychology in the state of North Dakota unless an extension of time is granted or the license is renewed by payment of the annual renewal fee and late fee, and documentation confirming the licensee's completion of the required continuing education is submitted and approved by the board. An individual who does not hold a valid North Dakota license for more than one year because of failure to meet this requirement may reapply for licensure by:

1. Completing an application initiation form and the online application;
2. Paying any required fees; and
3. Passing any written or oral examinations determined appropriate by the board.

The issuance of licensure renewal requires an affirmative vote of the board.

**History:** Effective September 1, 2000; amended effective April 1, 2007; July 1, 2012; April 1, 2016; January 1, 2020.

**General Authority:** NDCC 43-32-08

**Law Implemented:** NDCC 43-32-08.1, 43-32-08.2, 43-32-13, 43-32-14

#### **66-02-01-15. Requirements for licensing and registering applied behavior analysts.**

Repealed effective January 1, 2020.

**66-02-01-16. Limited practice without a license.**

Upon prior written application to and approval by the board, a psychologist or industrial-organizational psychologist licensed in good standing in another jurisdiction may practice psychology or industrial-organizational psychology in North Dakota for no more than thirty full or partial days per calendar year. The application must include all of the following:

1. A verification from the licensing authority in the other jurisdiction that the applicant is licensed in good standing.
2. A description of the nature of the services to be provided.
3. An explanation of when the services are to be provided.
4. A fee of twenty-five dollars.

**History:** Effective July 1, 2012; amended effective January 1, 2020.

**General Authority:** NDCC 43-32-08

**Law Implemented:** NDCC 43-32-30, 43-51-05

## ARTICLE 66-04

### PREDOCTORAL PSYCHOLOGY INTERNSHIP PROGRAM

#### Section

66-04-01	Definitions
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66-04-04	Qualifications of Internship Supervisor
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#### **66-04-01. Definitions**

As used in this article, unless the context otherwise requires:

1. "Applicant" means an individual seeking registration as a predoctoral psychology intern pursuant to this article.
2. "Board" means the North Dakota Board of Psychologist Examiners.
3. "Internship program" means a predoctoral psychology internship program.
4. "Internship supervisor" or "supervisor" means a psychologist who supervises a psychology intern in an internship program pursuant to this article.
5. "Psychologist" means an individual who is licensed by the board under chapter 43-32 of the North Dakota Century Code.
6. "Psychology intern" or "intern" means an individual who is registered by the board and is actively engaged in supervised practice.
7. "Psychological services" means any observation, description, evaluation, interpretation or modification of human behavior based upon psychological principles, methods, or procedures for the purposes of preventing or eliminating symptomatic, maladaptive, or undesired behavior or to enhance interpersonal relationships, work and life adjustment, personal effectiveness, behavioral health, or mental health; any psychological testing, evaluation, or assessment of personal characteristics, such as intelligence, personality, abilities, interests, aptitudes, and neuropsychological functioning; counseling, psychotherapy, biofeedback, behavior analysis and therapy, clinical applications of hypnosis, or other therapeutic techniques based upon psychological principles; diagnosis and treatment of mental and emotional disorder or disability, compulsive disorders, disorders of habit or conduct, as well as the psychological aspects of physical illness, accident, injury, or disability; and psychoeducational evaluation, therapy, remediation, or consultation. This term applies whether the services were provided to individuals, families, groups, organizations, institutions, or the public.

8. "Supervisory relationship" shall mean the relationship between a supervisor and a psychology intern.

**66-04-02. Application and certification requirements.**

1. Any individual who intends to participate in an internship program must be certified by the board as a predoctoral psychology intern by submitting the appropriate application to the board if the applicant wishes to obtain predoctoral supervised experience required pursuant to subsection 1 of article 66-02-01-11.1.
2. Unless otherwise approved by the board, an applicant must provide the board with proof the applicant is currently enrolled to obtain a doctoral degree from a program which is accredited by the American psychological association, Canadian psychological association, or other accrediting body approved by the board under the requirements of subsection 1 of North Dakota Century Code section 43-32-20.
3. Certification as a psychology intern is effective for 2 years unless otherwise approved by the board.

**66-04-03. Supervision contract.**

Prior to the psychology intern's participation in an internship program, an internship supervisor shall provide the board with a copy of the written agreement between the internship supervisor and the internship program for each psychology intern for whom the supervisor intends to provide supervision. The agreement must include, without limitation:

1. An outline of the skill level of the psychology intern at the beginning of the supervised experience.
2. The goals of the supervised experience of the psychology intern.
3. A format and procedure for reporting the internship program the following information regarding the psychology intern:
  - a. The intern's progress in building skills;
  - b. The intern's progress toward meeting the goals specified in subsection 2; and
  - c. Any areas requiring continued growth.
4. An acknowledgement that the written agreement must be in place for the psychology intern to:
  - a. Have lawful and ethical access to patients and the protected health information of patients; and
  - b. Use the intern's supervised experience to make progress toward a degree, certification, or license.

#### **66-04-04. Qualifications of internship supervisor.**

1. A psychologist who wishes to serve as an internship supervisor for a psychology intern must:
  - a. Unless otherwise approved by the board, be licensed to practice psychology as the phrase practice of psychology is defined by subsection 6 of section 43-32-01 of the North Dakota Century Code;
  - b. Except as otherwise approved by the board, have been licensed by the board to practice psychology for more than three years.
2. Any psychologist who wishes to serve as an internship supervisor must complete training in clinical supervision prior to serving as a supervisor, including the completion of three hours of continuing education every two years regarding clinical supervision.
3. Prior to serving as a supervisor, any psychologist who wishes to serve as a supervisor shall provide the board with verified documentation of the following:
  - a. Completion of training in clinical supervision; and
  - b. Verification of the current status of any professional licenses held by the supervisor, including documentation and an explanation of any disciplinary action taken against any of the supervisor's professional licenses.
4. A psychologist wishing to serve as an internship supervisor who is currently licensed as a psychologist by the board shall be exempt from providing verification regarding the current standing of the supervisor's respective license if the supervisor's licensure was issued by the board.

#### **66-04-05. Supervision requirements.**

1. A psychology intern is subject to all relevant statutes and rules of the board.
2. When an internship supervisor delegates patient care responsibilities to a psychology intern, the supervisor shall be responsible for all psychological services provided by each intern. The primary responsibility for all psychological services rendered to each patient by an intern rests with the internship supervisor.
3. An internship supervisor shall keep records of all supervision. These records shall detail any training supervision plans and co-supervision agreements, dates of supervision meetings, notes regarding specific patients, cases reviewed, and a description of the services provided by the psychology intern.
4. A supervisor shall meet individually with each psychology intern whom he or she supervises at least once per week for a minimum of two hours to discuss and critique the performance of the psychology intern.

5. The supervisor responsible for each patient's care shall maintain documentation in such patient's medical record to demonstrate what services were provided to each patient and that the services provided to the patient were performed under the supervision of the supervisor. The supervisor shall check and update each patient's medical record at least every two weeks and shall ensure all payment requirements have been satisfied.
6. A psychology intern shall provide services in a suitable professional setting over which the supervisor has organizational responsibility for assignment and management of the psychology intern's professional activities.
7. A supervisor shall make reasonable efforts to ensure the work of the psychology intern is conducted only for patients whom the psychology intern is competent to provide services and that such services are performed in compliance with the provisions of the North Dakota Century Code and these rules.
8. A supervisor has the responsibility to ensure that each patient is clearly informed of the relationship between the supervisor and the psychology intern, and each other's professional and legal responsibilities for the psychological services rendered to the patient. All patients shall be informed of the supervised nature of the services provided by the psychology intern, and the professional responsibility of the supervisor. In the case of an adult, any legally competent patients receiving psychological services from the psychology intern shall be provided this information in the form of a written statement which shall be explained and provided to each patient during the initial professional contact with the intern. For patients who lack competency because of disability or minority, the written statement shall be provided to the legal guardian or representative of the patient.
9. The written statement provided to each patient shall include, but not be limited to the following:
  - a. A brief description of the psychological services to be provided by the psychology intern and supervisor, a schedule of charges, and an indication that billing will be through the supervisor, agency, or institution under the supervisor's name;
  - b. The name, license number, professional address and telephone number of the supervisor and psychology intern;
  - c. A statement regarding the limits of confidentiality, including any mandatory reporting requirements as identified within North Dakota law;
  - d. A statement regarding the parameters of the professional relationship between the supervisor and the between the supervisor, psychology intern, and patient;
  - e. A statement regarding the availability of the supervisor to meet with the patient on request;
  - f. A statement regarding the supervisor's periodic review of patient records and progress; and



- g. The statement shall include the signatures of the supervisor, psychology intern, and the patient or legal guardian.
- 10. A supervisor shall prepare records that will enable the supervisor to:
  - a. Effectively train and evaluate each psychology intern whom he or she supervises; and
  - b. Accurately determine the number of hours of supervised experience obtained by each psychology intern whom he or she supervises.
- 11. A supervisor shall maintain all records relating to the supervision of a psychology intern, including, without limitation, any records of psychological services provided by the psychology intern to any patient. The supervisor shall retain these records for no less than five years after the last date of supervision. Upon request, such records shall be made available to the board for inspection.
- 12. A supervisor shall notify the board within ten days after his or her supervision of a psychology intern is completed or terminated.
- 13. If a supervisory relationship is terminated due to the actions of a psychology intern which may have a direct bearing upon the psychology intern's ability to serve the public in the practice of psychology, the supervisor shall provide an explanation to the board detailing the reason for the termination of the supervisory relationship.

**66-04-06. Compensation.**

- 1. Except as otherwise provided in this section, a psychology intern is entitled to be paid a fixed wage on a periodic basis and may not be paid on a percentage of the fees received. An employment agreement between a supervisor and psychology intern which does not provide for the payment of a wage may be approved by the board if the board determines the agreement is in the best interest of the psychology intern.
- 2. A psychology intern may not receive fees for professional services except as the agent of his or her employing supervisor or agency.
- 3. Except as otherwise provided in this article, a supervisor may not accept compensation from a psychology intern for supervision. In extenuating circumstances, the board may approve the acceptance of such compensation by a supervisor. Any agreement concerning the compensation of a supervisor by a psychology intern for supervision must be approved by the board before it becomes effective.
- 4. A supervisor shall ensure that the emphasis of the supervised experience of a psychology intern whom he or she supervises is on the training of the psychology intern, rather than on the raising of revenue by the psychology intern.
- 5. Supervisors in private practice settings may charge for individual supervision only and shall limit their fee for an individual face-to-face supervision hour that does not exceed the supervisor's reasonable and standard hourly fee for professional services to a patient.

**66-04-07. Restrictions to supervision of psychology intern.**

1. A supervisor shall not provide supervision of psychology services to a person who has administrative or funding authority over the supervisor.
2. A supervisor shall not provide supervision to a person whom he or she is associated in any business relationship except one where the psychologist or school psychologist is an employer of the psychology intern for the practice of psychology or school psychology.
3. A supervisor shall not assume supervisory responsibility for psychological services that he or she is not personally competent to perform and shall not permit any intern to provide psychological services to any patient for which the supervisor is not personally competent to perform.
4. A supervisor shall not supervise any person whom he or she knows is illegally providing psychological services to the public either within or outside the supervisory relationship.
5. A supervisor shall not supervise a psychology intern if that supervision involves a potential conflict of interest, including, without limitation, supervision of a psychology intern:
  - a. Who is a member of the supervisor's household;
  - b. Who is related to the supervisor by blood, adoption or marriage, within the third degree of consanguinity or affinity;
  - c. With whom the supervisor has had or is having an intimate relationship; or
  - d. With whom the supervisor has a financial or business relationship, including, without limitation, an agreement concerning compensation of the supervisor by the psychology intern for supervision, unless the financial or business relationship is approved by the board.
6. A supervisor may not serve as a primary supervisor to more than four psychology interns at one time.

**History:** Effective

**General Authority:** NDCC 43-32-35

**Law Implemented:** NDCC 43-32-35