

Chapter 246-924 WAC PSYCHOLOGISTS

Last Update: 12/19/23

WAC

246-924-001	Guidelines for the promulgation of administrative rules.
246-924-010	Definitions.
246-924-030	Guidelines for the employment and/or supervision of auxiliary staff.
246-924-043	Education and experience requirements for licensure.
246-924-046	Doctoral degree program.
246-924-047	Courses completed outside the doctoral degree granting program.
246-924-049	Practicum.
246-924-053	Preinternship.
246-924-056	Internship.
246-924-059	Postdoctoral supervised experience.
246-924-070	Psychologists—Written examination.
246-924-085	Co-occurring disorder enhancement specialist eligibility.
246-924-095	Failure of written examinations.
246-924-100	Qualifications for granting of license by endorsement.
246-924-115	Brief adjudicative proceedings—Denials based on failure to meet education, experience, or examination prerequisites for licensure.
246-924-130	Certificates of qualification.
246-924-140	Certificates of qualification—Title.
246-924-150	Certificates of qualification—Procedure for additional areas of function.
246-924-160	Continued supervision of persons receiving certificates of qualification.
246-924-170	Certificates of qualification—Representations to clients.
246-924-180	Continuing education—Purpose and scope.
246-924-230	Continuing education requirements.
246-924-240	Approved continuing education activities.
246-924-250	Continuing education—Special considerations.
246-924-255	Suicide prevention training standards.
246-924-300	Definition of acceptable documentation and proof of continuing education.
246-924-330	Continuing education—Exemptions.
246-924-351	Rules of ethical conduct.
246-924-352	Definitions.
246-924-353	Competence.
246-924-354	Maintenance and retention of records.
246-924-355	Continuity of care.
246-924-356	Impaired objectivity.
246-924-357	Multiple relationships.
246-924-358	Sexual misconduct.
246-924-359	Client welfare.
246-924-361	Exploiting supervisees and research subjects.
246-924-363	Protecting confidentiality of clients.
246-924-364	Fees.
246-924-365	Assessment procedures.
246-924-366	Fraud, misrepresentation, or deception.
246-924-367	Aiding illegal practice.
246-924-445	Parenting evaluations—Standards.
246-924-467	Limited services related to parenting evaluations.
246-924-470	Examination fees—Failure to appear at examination session.
246-924-475	Model procedural rules.
246-924-480	Temporary permits.
246-924-483	How to obtain a temporary practice permit while the national background check is completed.
246-924-493	Probationary license.
246-924-495	Qualifications for granting a license.
246-924-500	Retired active credential.
246-924-990	Psychology fees and renewal cycle.

DISPOSITION OF SECTIONS FORMERLY CODIFIED IN THIS CHAPTER

246-924-020	Applications for licensure. [Statutory Authority: RCW 18.83.050(5). WSR 94-12-039, § 246-924-020, filed 5/25/94, effective 6/25/94. Statutory Authority: RCW 18.83.050. WSR 91-04-020 (Order 117B), recodified as § 246-924-020, filed 1/28/91, effective 2/28/91. Statutory Authority: 1988 c 206 § 604. WSR 88-23-059 (Order PM 798), § 308-122-006, filed 11/15/88.] Repealed by WSR 06-09-031, filed 4/12/06, effective 5/13/06. Statutory Authority: RCW 18.83.050.
246-924-040	Psychologists—Education prerequisite to licensing. [Statutory Authority: RCW 18.83.050(5). WSR 94-12-039, § 246-924-040, filed 5/25/94, effective 6/25/94. Statutory Authority: RCW 18.83.050(5) and chapter 18.83 RCW. WSR 93-06-092 (Order 335B), § 246-924-040, filed 3/3/93, effective 4/3/93. Statutory Authority: RCW 18.83.050. WSR 91-04-021 (Order 129B), § 246-924-040, filed 1/28/91, effective 2/28/91; WSR 91-04-020 (Order 117B), recodified as § 246-924-040, filed 1/28/91, effective 2/28/91; WSR 88-09-029 (Order PM 722), § 308-122-200, filed 4/15/88. Statutory Authority: RCW 18.83.050(2) and 18.83.070(2). WSR 87-19-096 (Order PM 678), § 308-122-200, filed 9/17/87. Statutory Authority: Chapter 18.83 RCW. WSR 78-12-046 (Order PL 293), § 308-122-200, filed 11/27/78; Order PL-245, § 308-122-200, filed 4/15/76.] Repealed by WSR 07-24-093, filed 12/5/07, effective 9/1/09. Statutory Authority: RCW 18.83.50 [18.83.050].
246-924-050	Psychologists—Education prerequisites to licensing for applicants enrolled in a doctoral program between December 28, 1978 to October 19, 1987. [Statutory Authority: RCW

18.83.050(5). WSR 94-12-039, § 246-924-050, filed 5/25/94, effective 6/25/94. Statutory Authority: RCW 18.83.050(5) and chapter 18.83 RCW. WSR 93-06-092 (Order 335B), § 246-924-050, filed 3/3/93, effective 4/3/93. Statutory Authority: RCW 18.83.050. WSR 91-04-020 (Order 117B), recodified as § 246-924-050, filed 1/28/91, effective 2/28/91; WSR 89-11-054 (Order PM 845), § 308-122-211, filed 5/17/89.] Repealed by WSR 06-09-031, filed 4/12/06, effective 5/13/06. Statutory Authority: RCW 18.83.050.

- 246-924-055 Psychologists—Educational prerequisites to licensing for applicants enrolled in a doctoral program prior to December 28, 1978. [Statutory Authority: RCW 18.83.050(5) and chapter 18.83 RCW. WSR 93-06-092 (Order 335B), § 246-924-055, filed 3/3/93, effective 4/3/93.] Repealed by WSR 06-09-031, filed 4/12/06, effective 5/13/06. Statutory Authority: RCW 18.83.050.
- 246-924-060 Psychologists—Experience prerequisite to licensing. [Statutory Authority: RCW 18.83.050(5) and chapter 18.83 RCW. WSR 93-06-092 (Order 335B), § 246-924-060, filed 3/3/93, effective 4/3/93. Statutory Authority: RCW 18.83.050. WSR 91-04-020 (Order 117B), recodified as § 246-924-060, filed 1/28/91, effective 2/28/91; WSR 88-09-029 (Order PM 722), § 308-122-215, filed 4/15/88. Statutory Authority: RCW 18.83.050(5). WSR 86-04-087 (Order PL 578), § 308-122-215, filed 2/5/86. Statutory Authority: RCW 18.83.070(3). WSR 85-06-043 (Order PL 521), § 308-122-215, filed 3/5/85.] Repealed by WSR 07-24-093, filed 12/5/07, effective 9/1/09. Statutory Authority: RCW 18.83.50 [18.83.050].
- 246-924-065 Psychologists—Experience requirement prerequisite to licensing for experience prior to March 5, 1985. [Statutory Authority: RCW 18.83.050(5) and chapter 18.83 RCW. WSR 93-06-092 (Order 335B), § 246-924-065, filed 3/3/93, effective 4/3/93.] Repealed by WSR 06-09-031, filed 4/12/06, effective 5/13/06. Statutory Authority: RCW 18.83.050.
- 246-924-080 Psychology examination—Application submittal date. [Statutory Authority: RCW 18.130.250 and 18.83.050. WSR 96-08-007, § 246-924-080, filed 3/22/96, effective 4/22/96. Statutory Authority: RCW 18.83.050(5). WSR 94-12-039, § 246-924-080, filed 5/25/94, effective 6/25/94. Statutory Authority: RCW 18.83.050. WSR 91-04-020 (Order 117B), recodified as § 246-924-080, filed 1/28/91, effective 2/28/91. Statutory Authority: RCW 18.83.030, 18.83.050 and 18.83.060. WSR 79-08-008 (Order PL-308), § 308-122-225, filed 7/9/79.] Repealed by WSR 06-09-031, filed 4/12/06, effective 5/13/06. Statutory Authority: RCW 18.83.050.
- 246-924-090 Psychologists—Oral examination. [Statutory Authority: RCW 18.83.050. WSR 91-04-020 (Order 117B), recodified as § 246-924-090, filed 1/28/91, effective 2/28/91; WSR 79-08-009 (Order PL-309), § 308-122-230, filed 7/9/79; Order PL-245, § 308-122-230, filed 4/15/76.] Repealed by WSR 08-09-100, filed 4/21/08, effective 5/22/08. Statutory Authority: RCW 18.83.050.
- 246-924-110 AIDS education and training. [Statutory Authority: RCW 43.70.280. WSR 98-05-060, § 246-924-110, filed 2/13/98, effective 3/16/98. Statutory Authority: RCW 18.83.050(5). WSR 94-12-039, § 246-924-110, filed 5/25/94, effective 6/25/94. Statutory Authority: RCW 18.83.050. WSR 91-04-020 (Order 117B), recodified as § 246-924-110, filed 1/28/91, effective 2/28/91. Statutory Authority: 1988 c 206 § 604. WSR 88-23-059 (Order PM 798), § 308-122-280, filed 11/15/88.] Repealed by WSR 21-09-031, filed 4/12/21, effective 5/13/21. Statutory Authority: RCW 18.83.050, 2020 c 229, and 2020 c 76.
- 246-924-120 Psychologists—Renewal of licenses. [Statutory Authority: RCW 18.83.050(5). WSR 94-12-039, § 246-924-120, filed 5/25/94, effective 6/25/94. Statutory Authority: RCW 18.83.050. WSR 91-04-020 (Order 117B), recodified as § 246-924-120, filed 1/28/91, effective 2/28/91. Statutory Authority: 1988 c 206 § 604. WSR 88-23-059 (Order PM 798), § 308-122-350, filed 11/15/88; Order PL 227, § 308-122-350, filed 11/5/75; Order PL 177, § 308-122-350, filed 10/15/74.] Repealed by WSR 98-05-060, filed 2/13/98, effective 3/16/98. Statutory Authority: RCW 43.70.280.
- 246-924-190 Staggered effective periods for new continuing education rules, WAC 308-122-563 through 308-122-583. [Statutory Authority: RCW 18.83.050. WSR 91-04-021 (Order 129B), § 246-924-190, filed 1/28/91, effective 2/28/91.] Repealed by WSR 94-12-039, filed 5/25/94, effective 6/25/94. Statutory Authority: RCW 18.83.050(5).
- 246-924-200 Continuing education—General requirements. [Statutory Authority: RCW 18.83.050. WSR 91-04-020 (Order 117B), recodified as § 246-924-200, filed 1/28/91, effective 2/28/91. Statutory Authority: RCW 18.83.050(5). WSR 86-04-087 (Order PL 578), § 308-122-505, filed 2/5/86; Order PL 276, § 308-122-505, filed 11/16/77.] Repealed by WSR 94-12-039, filed 5/25/94, effective 6/25/94. Statutory Authority: RCW 18.83.050(5).
- 246-924-210 Continuing education—Categories of creditable activities. [Statutory Authority: RCW 18.83.050. WSR 91-04-020 (Order 117B), recodified as § 246-924-210, filed 1/28/91, effective 2/28/91; Order PL 276, § 308-122-510, filed 11/16/77.] Repealed by WSR 94-12-039, filed 5/25/94, effective 6/25/94. Statutory Authority: RCW 18.83.050(5).
- 246-924-220 Continuing education—Categories of creditable activities. [Statutory Authority: RCW 18.83.050. WSR 91-04-021 (Order 129B), § 246-924-220, filed 1/28/91, effective 2/28/91.] Repealed by WSR 94-12-039, filed 5/25/94, effective 6/25/94. Statutory Authority: RCW 18.83.050(5).
- 246-924-260 Continuing education—Enforcement. [Statutory Authority: RCW 18.83.050. WSR 91-04-020 (Order 117B), recodified as § 246-924-260, filed 1/28/91, effective 2/28/91; Order PL 276, § 308-122-530, filed 11/16/77.] Repealed by WSR 94-12-039, filed 5/25/94, effective 6/25/94. Statutory Authority: RCW 18.83.050(5).
- 246-924-270 Continuing education—Exemptions. [Statutory Authority: RCW 18.83.050. WSR 91-04-020 (Order 117B), recodified as § 246-924-270, filed 1/28/91, effective 2/28/91; Order PL 276, § 308-122-535, filed 11/16/77.] Repealed by WSR 94-12-039, filed 5/25/94, effective 6/25/94. Statutory Authority: RCW 18.83.050(5).
- 246-924-280 Continuing education—Program or course approval. [Statutory Authority: RCW 18.83.050. WSR 91-04-020 (Order 117B), recodified as § 246-924-280, filed 1/28/91, effective 2/28/91; Order PL 276, § 308-122-540, filed 11/16/77.] Repealed by WSR 94-12-039, filed 5/25/94, effective 6/25/94. Statutory Authority: RCW 18.83.050(5).

246-924-290 Continuing education—Certification of compliance. [Statutory Authority: RCW 18.83.050(5). WSR 94-12-039, § 246-924-290, filed 5/25/94, effective 6/25/94. Statutory Authority: RCW 18.83.050. WSR 91-04-020 (Order 117B), recodified as § 246-924-290, filed 1/28/91, effective 2/28/91; Order PL 276, § 308-122-545, filed 11/16/77.] Repealed by WSR 98-05-060, filed 2/13/98, effective 3/16/98. Statutory Authority: RCW 43.70.280.

246-924-310 Continuing education—Special considerations. [Statutory Authority: RCW 18.83.050. WSR 91-04-021 (Order 129B), § 246-924-310, filed 1/28/91, effective 2/28/91.] Repealed by WSR 94-12-039, filed 5/25/94, effective 6/25/94. Statutory Authority: RCW 18.83.050(5).

246-924-320 Continuing education—Enforcement. [Statutory Authority: RCW 18.83.050(5). WSR 94-12-039, § 246-924-320, filed 5/25/94, effective 6/25/94. Statutory Authority: RCW 18.83.050. WSR 91-04-021 (Order 129B), § 246-924-320, filed 1/28/91, effective 2/28/91.] Repealed by WSR 98-05-060, filed 2/13/98, effective 3/16/98. Statutory Authority: RCW 43.70.280.

246-924-340 Continuing education—Program or course approval. [Statutory Authority: RCW 18.83.050. WSR 91-04-021 (Order 129B), § 246-924-340, filed 1/28/91, effective 2/28/91.] Repealed by WSR 99-14-075, filed 7/6/99, effective 8/6/99. Statutory Authority: RCW 18.83.090.

246-924-350 Code of ethics—General considerations. [Statutory Authority: RCW 18.83.050. WSR 91-04-020 (Order 117B), recodified as § 246-924-350, filed 1/28/91, effective 2/28/91. Statutory Authority: RCW 18.83.050(5). WSR 85-06-044 (Order PL 522), § 308-122-600, filed 3/5/85.] Repealed by WSR 93-07-036 (Order 337B), filed 3/10/93, effective 4/10/93. Statutory Authority: RCW 18.83.050(5) and chapter 18.83 RCW.

246-924-360 Responsibility. [Statutory Authority: RCW 18.83.050. WSR 91-04-020 (Order 117B), recodified as § 246-924-360, filed 1/28/91, effective 2/28/91. Statutory Authority: RCW 18.83.050(5). WSR 85-06-044 (Order PL 522), § 308-122-610, filed 3/5/85.] Repealed by WSR 93-07-036 (Order 337B), filed 3/10/93, effective 4/10/93. Statutory Authority: RCW 18.83.050(5) and chapter 18.83 RCW.

246-924-370 Competence. [Statutory Authority: RCW 18.83.050. WSR 91-04-020 (Order 117B), recodified as § 246-924-370, filed 1/28/91, effective 2/28/91. Statutory Authority: RCW 18.83.050(5). WSR 85-06-044 (Order PL 522), § 308-122-620, filed 3/5/85.] Repealed by WSR 93-07-036 (Order 337B), filed 3/10/93, effective 4/10/93. Statutory Authority: RCW 18.83.050(5) and chapter 18.83 RCW.

246-924-380 Moral and legal standards. [Statutory Authority: RCW 18.83.050. WSR 91-04-020 (Order 117B), recodified as § 246-924-380, filed 1/28/91, effective 2/28/91. Statutory Authority: RCW 18.83.050(5). WSR 86-04-087 (Order PL 578), § 308-122-630, filed 2/5/86.] Repealed by WSR 93-07-036 (Order 337B), filed 3/10/93, effective 4/10/93. Statutory Authority: RCW 18.83.050(5) and chapter 18.83 RCW.

246-924-390 Public statements. [Statutory Authority: RCW 18.83.050. WSR 91-04-020 (Order 117B), recodified as § 246-924-390, filed 1/28/91, effective 2/28/91; WSR 88-09-029 (Order PM 722), § 308-122-640, filed 4/15/88. Statutory Authority: RCW 18.83.050(5). WSR 86-04-087 (Order PL 578), § 308-122-640, filed 2/5/86; WSR 85-06-044 (Order PL 522), § 308-122-640, filed 3/5/85.] Repealed by WSR 93-07-036 (Order 337B), filed 3/10/93, effective 4/10/93. Statutory Authority: RCW 18.83.050(5) and chapter 18.83 RCW.

246-924-400 Confidentiality. [Statutory Authority: RCW 18.83.050. WSR 91-04-020 (Order 117B), recodified as § 246-924-400, filed 1/28/91, effective 2/28/91. Statutory Authority: RCW 18.83.050(5). WSR 85-06-044 (Order PL 522), § 308-122-650, filed 3/5/85.] Repealed by WSR 93-07-036 (Order 337B), filed 3/10/93, effective 4/10/93. Statutory Authority: RCW 18.83.050(5) and chapter 18.83 RCW.

246-924-410 Welfare of the consumer. [Statutory Authority: RCW 18.83.050. WSR 91-04-021 (Order 129B), § 246-924-410, filed 1/28/91, effective 2/28/91; WSR 91-04-020 (Order 117B), recodified as § 246-924-410, filed 1/28/91, effective 2/28/91. Statutory Authority: RCW 18.83.050(5). WSR 85-06-044 (Order PL 522), § 308-122-660, filed 3/5/85.] Repealed by WSR 93-07-036 (Order 337B), filed 3/10/93, effective 4/10/93. Statutory Authority: RCW 18.83.050(5) and chapter 18.83 RCW.

246-924-420 Professional relationships. [Statutory Authority: RCW 18.83.050. WSR 91-04-021 (Order 129B), § 246-924-420, filed 1/28/91, effective 2/28/91; WSR 91-04-020 (Order 117B), recodified as § 246-924-420, filed 1/28/91, effective 2/28/91. Statutory Authority: RCW 18.83.050(5). WSR 86-04-087 (Order PL 578), § 308-122-670, filed 2/5/86.] Repealed by WSR 93-07-036 (Order 337B), filed 3/10/93, effective 4/10/93. Statutory Authority: RCW 18.83.050(5) and chapter 18.83 RCW.

246-924-430 Assessment techniques. [Statutory Authority: RCW 18.83.050. WSR 91-04-020 (Order 117B), recodified as § 246-924-430, filed 1/28/91, effective 2/28/91. Statutory Authority: RCW 18.83.050(5). WSR 85-06-044 (Order PL 522), § 308-122-680, filed 3/5/85.] Repealed by WSR 93-07-036 (Order 337B), filed 3/10/93, effective 4/10/93. Statutory Authority: RCW 18.83.050(5) and chapter 18.83 RCW.

246-924-440 Research with human participants. [Statutory Authority: RCW 18.83.050. WSR 91-04-020 (Order 117B), recodified as § 246-924-440, filed 1/28/91, effective 2/28/91. Statutory Authority: RCW 18.83.050(5). WSR 85-06-044 (Order PL 522), § 308-122-690, filed 3/5/85.] Repealed by WSR 93-07-036 (Order 337B), filed 3/10/93, effective 4/10/93. Statutory Authority: RCW 18.83.050(5) and chapter 18.83 RCW.

246-924-450 Care and use of animals. [Statutory Authority: RCW 18.83.050. WSR 91-04-020 (Order 117B), recodified as § 246-924-450, filed 1/28/91, effective 2/28/91. Statutory Authority: RCW 18.83.050(5). WSR 85-06-044 (Order PL 522), § 308-122-695, filed 3/5/85.] Repealed by WSR 93-07-036 (Order 337B), filed 3/10/93, effective 4/10/93. Statutory Authority: RCW 18.83.050(5) and chapter 18.83 RCW.

246-924-460 Telephone directory listings. [Statutory Authority: RCW 18.83.050. WSR 91-04-020 (Order 117B), recodified as § 246-924-460, filed 1/28/91, effective 2/28/91. Statutory Authority: RCW 18.83.070(3). WSR 85-06-043 (Order PL 521), § 308-122-700, filed 3/5/85.] Repealed by WSR 94-12-039, filed 5/25/94, effective 6/25/94. Statutory Authority: RCW 18.83.050(5).

246-924-485 Delegation of authority to initiate investigations. [Statutory Authority: RCW 18.83.050 and 18.130.050. WSR 07-13-076, § 246-924-485, filed 6/18/07, effective 7/19/07.] Repealed

by WSR 11-05-036, filed 2/8/11, effective 3/11/11. Statutory Authority: RCW 18.130.050, 18.83.050 and 18.130.080.

246-924-490

Responsibility for maintaining mailing address on file with the board. [Statutory Authority: RCW 18.83.050(5). WSR 94-12-039, § 246-924-490, filed 5/25/94, effective 6/25/94.] Repealed by WSR 98-05-060, filed 2/13/98, effective 3/16/98. Statutory Authority: RCW 43.70.280.

WAC 246-924-001 Guidelines for the promulgation of administrative rules. The examining board of psychology shall not promulgate rules which restrict access to information from applicant/employee psychological evaluations sought by public safety agencies.

[Statutory Authority: RCW 18.83.050. WSR 91-04-020 (Order 117B), recodified as § 246-924-001, filed 1/28/91, effective 2/28/91. Statutory Authority: RCW 18.83.050(1). WSR 86-19-061 (Order PM 616), § 308-122-001, filed 9/16/86.]

WAC 246-924-010 Definitions. The definitions in this section apply throughout this chapter unless the context clearly states otherwise.

(1) "Acquired immunodeficiency syndrome" or "AIDS" means the clinical syndrome of HIV-related illness as defined by the board of health by rule.

(2) "APA" means American Psychological Association.

(3) "APPIC" means Association of Psychology Postdoctoral and Internship Centers.

(4) "CPA" means Canadian Psychological Association.

(5) "Face to face" means in-person contact in the same physical space not assisted by technology.

(6) "Office on AIDS" means that section within the department of social and health services or any successor department with jurisdiction over public health matters as defined in chapter 70.24 RCW.

(7) "Out-of-state" means any state or territory of the United States.

(8) "Probationary license" means a temporary license issued to out-of-state applicants qualifying for licensure reciprocity in Washington state under the restrictions and conditions of RCW 18.225.140 and this chapter.

(9) "Reciprocity" means licensure of out-of-state licensed psychologists based on substantial equivalence between Washington state scope of practice and the scope of practice of the other state or territory, subject to a probationary licensure period to complete outstanding Washington state licensure requirements as determined necessary to gain full licensure.

[Statutory Authority: 2019 c 351, 2019 c 444 and RCW 18.83.050. WSR 20-12-076, § 246-924-010, filed 6/1/20, effective 7/2/20. Statutory Authority: RCW 18.83.050. WSR 91-04-020 (Order 117B), recodified as § 246-924-010, filed 1/28/91, effective 2/28/91. Statutory Authority: 1988 c 206 § 604. WSR 88-23-059 (Order PM 798), § 308-122-005, filed 11/15/88.]

WAC 246-924-030 Guidelines for the employment and/or supervision of auxiliary staff. (1) Qualifications of the supervisor: The supervisor shall be licensed in Washington state for the practice of psy-

chology and have adequate training, knowledge, and skill to evaluate the competence of the work of the auxiliary staff. The supervisor may not be employed by the auxiliary staff.

(2) Qualifications of the auxiliary staff: The staff person must have the background, training, and experience that is appropriate to the functions performed. The supervisor is responsible for determining the adequacy of the qualifications of the staff person and the designation of his/her title.

(3) Responsibilities of the supervisor: The supervisor accepts full legal and professional responsibility for all services that may be rendered by the auxiliary staff. To this end, the supervisor shall have sufficient knowledge of all clients, including face-to-face contact when necessary, in order to plan and assure the delivery of effective services. The supervisor is responsible for assuring that appropriate supervision is available or present at all times. The supervisor is responsible for assuring that auxiliary staff are informed of and adhere to requirements of confidentiality. The supervisor shall assure that the staff person providing services is appropriately covered by professional liability insurance and adheres to accepted business practices.

(4) Conduct of supervision: It is recognized that variability in preparation for duties to be assumed will require individually tailored supervision. In the case of auxiliary staff providing psychological services, a detailed job description shall be developed and a contract for supervision prepared.

(5) Conduct of services that may be provided by auxiliary staff: Procedures to be carried out by the auxiliary staff shall be planned in consultation with the supervisor. Clients of the auxiliary staff shall be informed as to his/her status and shall be given specific information as to his/her qualifications and functions. Clients shall be informed of the identity of the supervisor. They shall be informed that they might meet with the supervisor at their own request, the auxiliary staff person's or the supervisor's request. Written reports and communications shall be countersigned by the supervisor.

[Statutory Authority: RCW 18.83.050. WSR 91-04-020 (Order 117B), recodified as § 246-924-030, filed 1/28/91, effective 2/28/91. Statutory Authority: RCW 18.83.050(5). WSR 86-04-087 (Order PL 578), § 308-122-060, filed 2/5/86.]

WAC 246-924-043 Education and experience requirements for licensure. (1) To obtain a license, applicants must complete:

- (a) A doctoral degree program as described in WAC 246-924-046.
- (b) A practicum of at least 300 hours as described in WAC 246-924-049; and
- (c) An experience requirement consisting of no fewer than two years supervised experience totaling 3000 hours that includes:
 - (i) A minimum of 1500 hours of supervised experience that must be completed as an internship experience as outlined in WAC 246-924-056.
 - (ii) The remaining 1500 supervised hours may be obtained through:
 - (A) A preinternship as described in WAC 246-924-053;
 - (B) Accumulation of supervised experience hours in excess of the 1500 hours required in (c)(i) of this subsection that meet the requirements in WAC 246-924-056;
 - (C) A postdoctoral experience as described in WAC 246-924-059;
 - (D) A combination of preinternship and postdoctoral experience.

(iii) For applicants who demonstrate proof of being credentialed as a substance use disorder professional for three years in the previous ten years, the total hours required in (c)(ii) of this subsection are reduced from 1500 to 1020 hours.

(2) The order of supervised experience must be graduated from more intensive to less intensive supervision.

[Statutory Authority: 2019 c 351, 2019 c 444 and RCW 18.83.050. WSR 20-12-076, § 246-924-043, filed 6/1/20, effective 7/2/20. Statutory Authority: RCW 18.83.50 [18.83.050]. WSR 07-24-093, § 246-924-043, filed 12/5/07, effective 9/1/09.]

WAC 246-924-046 Doctoral degree program. To meet the education requirements of RCW 18.83.070, an applicant must possess a doctoral degree from a regionally accredited institution. Regional accreditation is awarded to an institution by one of the regional accrediting agencies, each of which covers a specified portion of the United States and its territories, or equivalent accreditation in another country, upon approval by the board.

(1) The doctoral degree program must include:

(a) At least forty semester credits, or sixty quarter credits, of graduate courses in curriculum areas described in subsection (3) of this section.

(i) Courses must be clearly identified by title and course content as being part of an integrated psychology program.

(ii) Courses taken before the doctoral degree program may be accepted if the doctoral degree program accepted the course(s).

(b) One year in residency as described in subsection (4) of this section;

(c) Submission of an original dissertation which is psychological in nature and endorsed by the program; and

(d) An organized, sequential and coordinated practicum and internship experience as described in WAC 246-924-049 and 246-924-056.

(2) The curriculum requirements: The doctoral degree program must encompass a minimum of three academic years of full-time graduate study or the equivalent.

(3) The applicant must complete three or more semester credits, or five or more quarter credits, of core study in each of the following content areas:

(a) Biological bases of behavior. For example: Physiological psychology, comparative psychology, neural bases of behavior, sensation and perception, and biological bases of development;

(b) Cognitive-affective bases of behavior. For example: Learning, thinking, motivation, emotion, and cognitive development;

(c) Social bases of behavior. For example: Social psychology, organizational theory, community psychology, and social development;

(d) Individual differences. For example: Personality theory and psychopathology;

(e) Scientific and professional ethics;

(f) History and systems of psychology;

(g) Statistics and psychometrics;

(h) Research design and methodology;

(i) Techniques of data analysis;

(j) Human development. For example: Developmental psychology, child development, adult development and aging;

(k) Cultural and individual differences and diversity;

- (l) Psychopathology and dysfunctional behaviors;
 - (m) Theories and methods of assessment and diagnosis—minimum of two courses;
 - (n) Effective psychological intervention and evaluation of the efficacy of interventions—minimum of three courses; and
 - (o) Psychopharmacology.
- (4) Doctoral degree programs accredited by the American Psychological Association or the Canadian Psychological Association are recognized as having met the minimum education requirements.
- (5) Residency requirement:
- (a) The doctoral degree program must involve at least one continuous year of full-time residency at the institution which grants the degree or a minimum of seven hundred fifty hours of student-faculty contact involving face-to-face individual or group educational meetings.
 - (b) Educational meetings:
 - (i) Must include both faculty-student and student-student interaction;
 - (ii) Be conducted by the psychology faculty of the institution at least seventy-five percent of the time;
 - (iii) Be fully documented by the institution and the applicant; and
 - (iv) Relate substantially to the program components specified.

[Statutory Authority: RCW 18.83.050 and 18.83.170. WSR 16-16-026, § 246-924-046, filed 7/22/16, effective 8/22/16. Statutory Authority: RCW 18.83.50 [18.83.050]. WSR 07-24-093, § 246-924-046, filed 12/5/07, effective 9/1/09.]

WAC 246-924-047 Courses completed outside the doctoral degree granting program. (1) The board will accept no more than two courses completed outside the applicant's doctoral degree-granting program to meet the requirements of WAC 246-924-046(3).

- (2) Course(s) may be used to satisfy the requirements of WAC 246-924-046 if all of the following are met:
- (a) The applicant meets all the requirements in WAC 246-924-046 (1) and (2), but the doctoral degree program did not include all of the courses described in WAC 246-924-046(3);
 - (b) The doctoral degree was granted without the course(s);
 - (c) Courses were taken for credit from a regionally accredited graduate program in psychology; and
 - (d) Courses are documented on an official transcript.

[Statutory Authority: RCW 18.83.050 and 18.83.170. WSR 16-16-026, § 246-924-047, filed 7/22/16, effective 8/22/16.]

- WAC 246-924-049 Practicum.** (1) Applied experience.
- (a) Until June 30, 2021, the doctoral degree program required in WAC 246-924-046 must include a practicum of at least two semesters or three quarters and at least 300 hours of direct experience, 100 hours of which must meet the requirements in subsection (3) of this section for supervision.
 - (b) Effective July 1, 2021, the doctoral degree program required in WAC 246-924-046 must include a practicum of at least nine months

and 300 hours of direct experience, 100 hours of which must meet the requirements in subsection (3) of this section for supervision.

(2) No more than 300 practicum hours may count towards licensure requirements. Additional hours accrued following completion of the nine month practicum may count towards licensure requirements if the hours meet all preinternship requirements in WAC 246-924-053;

(3) Supervision must include the following:

(a) Discussion of services provided by the student;

(b) Selection of treatment plan for and review of each case or work unit of the student;

(4) Discussion of and instruction in theoretical concepts underlying the work;

(5) Discussion of the management of professional practice and other administrative or business issues;

(6) Evaluation of the supervisory process by the student and the supervisor;

(7) Discussion of coordination of services among the professionals involved in the particular cases or work units;

(8) Discussion of relevant state laws and rules;

(9) Discussion of ethical principles including principles applicable to the work;

(10) Review of standards for providers of psychological services; and

(11) Discussion of reading materials relevant to cases, ethical issues and the supervisory process.

[Statutory Authority: 2019 c 351, 2019 c 444 and RCW 18.83.050. WSR 20-12-076, § 246-924-049, filed 6/1/20, effective 7/2/20. Statutory Authority: RCW 18.83.50 [18.83.050]. WSR 07-24-093, § 246-924-049, filed 12/5/07, effective 9/1/09.]

WAC 246-924-053 Preinternship. A preinternship experience occurs between the practicum required by WAC 246-924-049 and internship required by WAC 246-924-056. A preinternship can include up to 1500 hours of supervised experience, but is not required. If preinternship experience is used to satisfy the experience requirement of WAC 246-924-043 (1)(c), it must meet the following requirements:

(1) Before beginning the program, the student, the doctoral program, and the preinternship program must agree on and document the goals, the student's expectations, and the methods of the preinternship experience. The goals must meet the requirements of this section.

(2) Every 20 hours of preinternship experience must include the following:

(a) At least 2 hours of regularly scheduled, formal, face-to-face individual supervision that addresses the direct psychological services provided by the student; and

(b) At least 2 hours of other learning activities such as case conferences, seminars on applied issues, conducting cotherapy with a staff person including discussion of the case, and group supervision.

(3) At least sixty percent of the preinternship experience must be direct client contact providing assessment and intervention services.

(4) The preinternship experience must be supervised by the person(s) responsible for the assigned casework.

(a) At least seventy-five percent of the supervision must be by a licensed psychologist with two years post-license experience.

(b) Up to twenty-five percent of the supervision may be completed by the following:

(i) A psychiatrist(s) with three years experience beyond residency;

(ii) A licensed mental health counselor(s) with five years post-license experience;

(iii) A licensed marriage and family therapist(s) with at least five years post-license experience;

(iv) A licensed advanced social worker(s) or licensed independent clinical social worker(s) with five years post-license experience; or

(v) A doctoral level psychologist(s) with three years post-doctoral experience who is exempt from licensure under RCW 18.83.200 (1), (2), (3) or (4), if the supervision occurs in the exempt setting.

(c) Supervision of the preinternship experience must include the following:

(i) Discussion of services provided by the student;

(ii) Selection of service plan for and review of each case or work unit of the student;

(iii) Discussion of and instruction in theoretical concepts underlying the work;

(iv) Discussion of the management of professional practice and other administrative or business issues;

(v) Evaluation of the supervisory process by the student and the supervisor;

(vi) Discussion of coordination of services among the professionals involved in the particular cases or work units;

(vii) Discussion of relevant state laws and rules;

(viii) Discussion of ethical principles including principles applicable to the work;

(ix) Review of standards for providers of psychological services; and

(x) Discussion of reading materials relevant to cases, ethical issues and the supervisory process.

[Statutory Authority: RCW 18.83.50 [18.83.050]. WSR 07-24-093, § 246-924-053, filed 12/5/07, effective 9/1/09.]

WAC 246-924-056 Internship. Applicants must successfully complete an organized internship as part of the doctoral degree program described in WAC 246-924-046.

(1) The internship must include at least 1500 hours of supervised experience and be completed within twenty-four months.

(2) The internship program must:

(a) Be accredited by the American Psychological Association; or

(b) Be a member program of the Association of Psychology Postdoctoral and Internship Centers; or

(c) Meet the following requirements:

(i) Organization of the internship program.

(A) The internship must have a written statement or brochure describing the goals and content of the internship, stating clear expectations and quality of student work, and made available to prospective interns.

(B) A psychologist licensed by the appropriate state or provincial licensing authority must be clearly designated as responsible for the integrity and quality of the internship program.

(C) Interns must use titles indicating their training status.

(ii) Content of the internship program.

(A) The internship must be designed to provide a planned sequence of training experiences focusing on breadth and quality of training. Supervision and training related to ethics must be ongoing.

(B) At least twenty-five percent of the internship experience must be in direct client contact providing assessment and intervention services.

(C) For every 40 hours of internship experience, the student must receive:

(I) At least 2 hours of regularly scheduled, formal, face-to-face individual supervision that addresses the direct psychological services provided by the intern; and

(II) At least 2 hours of other learning activities such as case conferences, seminars on applied issues, conducting cotherapy with a staff person including discussion of the case, and group supervision.

(iii) Supervision of the internship experience.

(A) The internship setting must have two or more psychologists available as supervisors, at least one of whom is licensed as a psychologist.

(B) The internship experience must be supervised by the person(s) responsible for the assigned casework.

(I) At least seventy-five percent of the supervision must be by a licensed psychologist with two years post-license experience.

(II) Up to twenty-five percent of the supervision may be completed by the following:

- A psychiatrist(s) with three years experience beyond residency;
- A licensed mental health counselor(s) with five years post-license experience;
- A licensed marriage and family therapist(s) with at least five years post-license experience;
- A licensed advanced social worker(s) or licensed independent clinical social worker(s) with five years post-license experience; or
- A doctoral level psychologist(s) with three years post-doctoral experience who is exempt from licensure under RCW 18.83.200 (1), (2), (3) or (4), if the supervision occurs in the exempt setting.

[Statutory Authority: RCW 18.83.50 [18.83.050]. WSR 07-24-093, § 246-924-056, filed 12/5/07, effective 9/1/09.]

WAC 246-924-059 Postdoctoral supervised experience. If 3000 hours of supervised experience has not been completed at the end of the doctoral degree program, then up to 1500 hours of supervised post-doctoral experience can be used to satisfy the total requirement. Postdoctoral supervised experience must be completed only if an applicant does not already have 3000 hours of supervised experience.

(1) Organization of the postdoctoral supervised experience.

(a) The supervisor is ethically and legally responsible for all supervisee work covered by the supervision agreement. Therefore, the supervisor has authority to alter service plans and direct the course of psychological work.

(b) Supervisees must use titles indicating their training status, such as "psychological resident," "psychological intern," or "psychological supervisee."

(c) Clients must be informed of the identity and responsibilities of the supervisor and how they can speak directly to the supervisor.

(d) Services rendered by the supervisee must not be represented to third parties as having been rendered by the supervisor. Insurance forms must be filled out indicating the nature of the supervisory relationship.

(2) The supervisor and supervisee must have a written agreement for supervision, including:

(a) The area(s) of professional activity in which supervision will occur;

(b) Hours of supervision and/or ratio of supervision to professional activity;

(c) Fees for supervision, if any;

(d) Processes for supervision including mode(s) of supervision, expectations for recordkeeping, evaluation, and feedback;

(e) Relevant business arrangements;

(f) How the supervisee will represent himself or herself; and

(g) How disagreements will be handled.

(3) Mode of supervision.

(a) The preferred mode of supervision is face-to-face discussion between the supervisor and the supervisee.

(b) The nature of the supervision may depend on the following:

(i) The theoretical orientation of the supervisor;

(ii) The training and experience of the supervisee; and

(iii) The duration of the supervisory relationship.

(4) Some direct observation of the supervisee's work is required and the supervisor may use the following:

(a) Detailed process notes and progress reports;

(b) Audio and/or videotapes;

(c) Client supplied information such as behavioral ratings; and

(d) One-way mirror observation.

(5) Supervised experience must be appropriate to the area(s) of professional activity the person intends to practice.

(6) There must be at least one hour of individual supervision for every twenty hours of psychological work.

(7) The supervisor and the supervisee must keep records of experience and supervision hours.

(8) At the end of the supervision period, the supervisor must prepare and forward to the board a written evaluation, including the number of successfully completed supervised hours of psychological work and any hours not successfully completed.

If any hours were not successfully completed, the board may require additional hours of supervision.

(9) Supervision of the postdoctoral supervised experience.

(a) At least fifty percent of the postdoctoral supervision must be provided by a licensed psychologist.

(b) Up to fifty percent of the supervision may be provided by the following:

(i) A licensed psychologist with two years post-license experience;

(ii) A psychiatrist with three years of experience beyond residency;

(iii) A licensed mental health counselor, a licensed marriage and family therapist, a licensed advanced social worker, or a licensed independent clinical social worker, if the supervisor has five years post-license experience;

(iv) A doctoral level psychologist with three years postdoctoral experience who is exempt from licensure under RCW 18.83.200 (1), (2), (3) or (4), if the supervision occurs in the exempt setting.

- (10) Supervision must include the following:
- (a) Discussion of services provided by the student;
 - (b) Selection, service plan, and review of each case or work unit of the student;
 - (c) Discussion of and instruction in theoretical concepts underlying the work;
 - (d) Discussion of the management of professional practice and other administrative or business issues;
 - (e) Evaluation of the supervisory process by the student and the supervisor;
 - (f) Discussion of coordination of services among the professionals involved in the particular cases or work units;
 - (g) Discussion of relevant Washington laws and rules;
 - (h) Discussion of ethical principles including principles applicable to the work;
 - (i) Review of standards for providers of psychological services; and
 - (j) Discussion of reading materials relevant to cases, ethical issues and the supervisory process.
- (11) An applicant may not sign off as supervising their own post-doctoral hours.

[Statutory Authority: 2019 c 351, 2019 c 444 and RCW 18.83.050. WSR 20-12-076, § 246-924-059, filed 6/1/20, effective 7/2/20. Statutory Authority: RCW 18.83.50 [18.83.050]. WSR 07-24-093, § 246-924-059, filed 12/5/07, effective 9/1/09.]

WAC 246-924-070 Psychologists—Written examination. The written exam requirement consists of two separate examinations.

(1) The written examination Washington state uses is the national Examination of Professional Practice of Psychology (EPPP).

(a) The Association of State and Provincial Psychology is responsible for the development and administration of the national exam.

(b) To be considered for licensure applicants must receive a score of at least 70% or the national mean, whichever is lowest.

(2) The jurisprudence examination covers professional judgment, knowledge of state laws, and ethics pertaining to the practice of psychology.

(a) The department of health administers the jurisprudence examination on behalf of the examining board of psychology.

(b) To be considered for licensure applicants must receive a score of at least 90%.

[Statutory Authority: RCW 18.83.050. WSR 08-09-100, § 246-924-070, filed 4/21/08, effective 5/22/08; WSR 93-07-078 (Order 349B), § 246-924-070, filed 3/18/93, effective 4/18/93; WSR 91-04-020 (Order 117B), recodified as § 246-924-070, filed 1/28/91, effective 2/28/91; WSR 82-18-073 (Order PL 404), § 308-122-220, filed 9/1/82; WSR 80-07-010 (Order PL 346), § 308-122-220, filed 6/9/80; WSR 79-08-009 (Order PL-309), § 308-122-220, filed 7/9/79; Order PL-245, § 308-122-220, filed 4/15/76.]

WAC 246-924-085 Co-occurring disorder enhancement specialist eligibility. A psychologist licensed under chapter 18.83 RCW and this

chapter is eligible to apply for a co-occurring disorder specialist enhancement to their existing license according to the conditions of RCW 18.205.105 and chapter 246-804 WAC.

[Statutory Authority: 2019 c 351, 2019 c 444 and RCW 18.83.050. WSR 20-12-076, § 246-924-085, filed 6/1/20, effective 7/2/20.]

WAC 246-924-095 Failure of written examinations. An applicant who fails the examination for professional practice in psychology required under WAC 246-924-070 may sit for reexamination as follows:

(1) First reexamination: At any following examination administration date;

(2) Second or subsequent reexamination: A minimum of two months after the failure of the previous examination.

[Statutory Authority: 2019 c 351, 2019 c 444 and RCW 18.83.050. WSR 20-12-076, § 246-924-095, filed 6/1/20, effective 7/2/20. Statutory Authority: RCW 18.83.050. WSR 08-09-100, § 246-924-095, filed 4/21/08, effective 5/22/08. Statutory Authority: RCW 18.83.050(5). WSR 94-12-039, § 246-924-095, filed 5/25/94, effective 6/25/94.]

WAC 246-924-100 Qualifications for granting of license by endorsement. (1) Applicants applying for licensure by endorsement shall:

(a) Submit official transcripts documenting the completion of a doctoral degree with a primary emphasis on psychology from a regionally accredited institution, or equivalent accreditation from another country.

(b) Document that he or she has been credentialed as a psychologist in another state or country for at least two years, or is a current member of a professional organization identified in subsection (3) of this section.

(c) Document that he or she has an active credential as a psychologist in another state or country deemed by the board as essentially equivalent, or is a current member of a professional organization identified in subsection (3) of this section.

(d) All application documents submitted in a foreign language shall be accompanied by an accurate translation of those documents into English. Translated documents shall bear a notarized affidavit certifying that the translator is competent in both the language of the document and the English language and that the translation is a true and complete translation of the foreign language original. Costs of all documents shall be at the expense of the applicant.

(e) Successfully pass the jurisprudence examination required by WAC 246-924-070.

(2) If the board determines that the applicant's other state or country's credentialing requirements are not essentially equivalent, the applicant must:

(a) Provide documentation of meeting Washington state's credentialing requirements in the area(s) the board has determined a state or country of endorsement's requirements are not essentially equivalent.

(b) Ensure documents submitted in a foreign language meet the requirements of subsection (1)(d) of this section.

(c) If the board determines that the applicant's state or country of endorsement's credentialing requirements are not essentially equivalent, the applicant will be provided due process under RCW 18.130.055.

(3) The board shall recognize psychologists as having met the requirements of this chapter who, at the time of application, provide documentation of current membership in any of the following professional organizations:

(a) Health service psychologist credentialed by the National Register of Health Service Psychologists;

(b) Diplomate from the American Board of Examiners in Professional Psychology;

(c) Certificate of Professional Qualification in Psychology from the Association of State and Provincial Psychology Boards; or

(d) Diplomate of the American Board of Professional Neuropsychology.

(e) The board may recognize additional professional organizations deemed to meet the essential standards of this chapter.

[Statutory Authority: RCW 18.83.050 and 18.83.170. WSR 16-16-026, § 246-924-100, filed 7/22/16, effective 8/22/16. Statutory Authority: RCW 18.83.050. WSR 08-09-100, § 246-924-100, filed 4/21/08, effective 5/22/08. Statutory Authority: RCW 18.83.050(5). WSR 93-21-024, § 246-924-100, filed 10/13/93, effective 11/13/93. Statutory Authority: RCW 18.83.050. WSR 91-04-020 (Order 117B), recodified as § 246-924-100, filed 1/28/91, effective 2/28/91; WSR 88-09-029 (Order PM 722), § 308-122-235, filed 4/15/88.]

WAC 246-924-115 Brief adjudicative proceedings—Denials based on failure to meet education, experience, or examination prerequisites for licensure. The board adopts RCW 34.05.482 and 34.05.485 through 34.05.494 for adjudicative proceedings requested by applicants, who are denied a license under chapter 18.83 RCW for failure to meet the education, experience, or examination prerequisites for licensure. The sole issue at the adjudicative proceeding shall be whether the applicant meets the education, experience, and examination prerequisites for the issuance of a license.

[Statutory Authority: RCW 18.83.050 and chapter 18.83 RCW. WSR 92-20-029 (Order 304B), § 246-924-115, filed 9/28/92, effective 10/29/92.]

WAC 246-924-130 Certificates of qualification. Certificates of qualification shall not be granted. Those holding certificates of qualification as of July 1, 1990, shall continue to be in conformance with WAC 246-924-140, 246-924-150, and 246-924-160.

[Statutory Authority: RCW 18.83.050(5). WSR 94-12-039, § 246-924-130, filed 5/25/94, effective 6/25/94. Statutory Authority: RCW 18.83.050. WSR 91-04-021 (Order 129B), § 246-924-130, filed 1/28/91, effective 2/28/91; WSR 91-04-020 (Order 117B), recodified as § 246-924-130, filed 1/28/91, effective 2/28/91. Statutory Authority: RCW 18.83.090. WSR 89-19-053 (Order PM 862), § 308-122-360, filed 9/19/89, effective 10/20/89; Order PL 202, § 308-122-360, filed 10/1/75.]

WAC 246-924-140 Certificates of qualification—Title. Applicants receiving the certificates of qualification shall hold the title of "psychological assistant," unless the board approves the applicant's petition to work without immediate supervision in which case the applicant shall hold the title of "psychological affiliate."

[Statutory Authority: RCW 18.83.050. WSR 91-04-020 (Order 117B), recodified as § 246-924-140, filed 1/28/91, effective 2/28/91. Statutory Authority: RCW 18.83.090. WSR 89-19-053 (Order PM 862), § 308-122-370, filed 9/19/89, effective 10/20/89; Order PL 202, § 308-122-370, filed 10/1/75.]

WAC 246-924-150 Certificates of qualification—Procedure for additional areas of function. A person receiving a certificate of qualification may apply for certification in an additional area of function by updating his/her application form and references for purposes of board review under WAC 246-924-160 and submitting the required fee.

[Statutory Authority: RCW 18.83.050. WSR 08-09-100, § 246-924-150, filed 4/21/08, effective 5/22/08; WSR 91-04-020 (Order 117B), recodified as § 246-924-150, filed 1/28/91, effective 2/28/91. Statutory Authority: RCW 18.83.090. WSR 89-19-053 (Order PM 862), § 308-122-430, filed 9/19/89, effective 10/20/89; Order PL 202, § 308-122-430, filed 10/1/75.]

WAC 246-924-160 Continued supervision of persons receiving certificates of qualification. (1) The law requires holders of a certificate of qualifications to perform psychological functions "under the periodic direct supervision of a psychologist licensed by the board." The board's interpretation of this statement is that a holder of a certificate of qualification, referred to as a "psychological assistant," is certified *in tandem* with a licensed psychologist and not in his or her own right. The board will evaluate, at the same time, the professional capabilities of the certificate of qualifications applicant, and the qualifications of the licensed psychologist to supervise the psychological assistant in the specific professional functions outlined by the psychological assistant. The board must examine and approve the professional qualifications of the psychological assistant applicant and the licensed psychologist and their supervisor-supervisee agreement. The board does not approve specific work conditions, fees, salaries, and related factors as relevant to the nature and quality of the professional relationship or services offered to the public.

(2) The applicant must indicate on the application form, in detail, his or her areas of intended practice. After initial screening (evaluation of the person's education, experience, and supervision) and passing the written examinations, the applicant shall furnish the board with a plan for continued supervision, which will include detailed information regarding the supervisor, which indicates an agreement to supervise.

(3) Minimum supervision shall include discussion of the psychological assistant's work through regularly scheduled contacts with the supervisor at appropriate intervals. Whenever possible, supervision should consist of occasional direct observation or review of recorded

case material. The supervisor shall be responsible for preparing evaluative reports of the psychological assistant's performance, which will be forwarded to the board on a periodic basis.

(4) When a licensed psychologist assumes the responsibility of supervision, he or she shares the professional and ethical responsibility for the nature and quality of all of the psychological services the psychological assistant may provide. Failure to provide supervision as described in the agreement may result in appropriate action against the license of the supervisor.

(5) Interruption or termination of a supervisory relationship shall be promptly communicated to the board by the supervisor or the psychological assistant.

(6) In every case where psychological testing is done and a report is written based on that testing by a psychological assistant, the supervising licensed psychologist will countersign the report indicating his or her approval.

(7) An applicant or holder of a certificate may apply to the board for authority to work without immediate supervision in particular areas of function. In these cases, the board may require further evidence of proficiency. Even though the immediate supervision requirement is waived for the psychological assistant, periodic supervisory consultation as deemed appropriate by the board is required. Evidence of supervisory consultation must be submitted to the department of health with the annual license renewal fee.

(8) The board will conduct appropriate review and make its decision under this section for any application submitted under WAC 246-924-150 for certification of an additional area of function.

[Statutory Authority: RCW 18.83.050. WSR 08-09-100, § 246-924-160, filed 4/21/08, effective 5/22/08; WSR 91-04-020 (Order 117B), recodified as § 246-924-160, filed 1/28/91, effective 2/28/91. Statutory Authority: RCW 18.83.090. WSR 89-19-053 (Order PM 862), § 308-122-440, filed 9/19/89, effective 10/20/89; Order PL 202, § 308-122-440, filed 10/1/75.]

WAC 246-924-170 Certificates of qualification—Representations to clients. (1) Each client of the psychological assistant or psychological affiliate must be informed of the nature of the assistant's or affiliate's professional status, the function in which he or she is certified, and the fact that said assistant is under the supervision of a licensed psychologist.

(2) Only psychological affiliates may advertise their services (e.g. representations of themselves in telephone directories and announcements and on business cards). In doing so, the affiliate must list the functions for which he or she is certified and state his or her academic degree.

[Statutory Authority: RCW 18.83.050. WSR 91-04-020 (Order 117B), recodified as § 246-924-170, filed 1/28/91, effective 2/28/91. Statutory Authority: RCW 18.83.090. WSR 89-19-053 (Order PM 862), § 308-122-450, filed 9/19/89, effective 10/20/89; Order PL 202, § 308-122-450, filed 10/1/75.]

WAC 246-924-180 Continuing education—Purpose and scope. The ultimate aim of continuing education is to ensure the highest quality of professional work. Continuing education consists of educational activities designed to review existing concepts and techniques and to convey information and knowledge about advances in psychology as applied to the work settings. The objectives are to improve and increase the ability of the psychologist to deliver the highest possible quality of psychological work and to keep the professional psychologist abreast of current developments in a rapidly changing field. All psychologists, licensed pursuant to chapter 18.83 RCW, and holders of certificates of qualification issued pursuant to RCW 18.83.105, will be required to meet the continuing education requirements set forth in these rules as a prerequisite to license renewal.

[Statutory Authority: RCW 18.83.090. WSR 99-14-075, § 246-924-180, filed 7/6/99, effective 8/6/99. Statutory Authority: RCW 18.83.050. WSR 91-04-021 (Order 129B), § 246-924-180, filed 1/28/91, effective 2/28/91.]

WAC 246-924-230 Continuing education requirements. (1) To renew a license, a licensed psychologist shall complete at least 60 hours of continuing education (CE) every three years, including a minimum of:

(a) Four hours in ethics. Areas to be covered, depending on the psychologist's primary area(s) of function are practice, consultation, research, teaching, or supervision.

(b) Two hours in health equity. Qualifying trainings must meet the standards in WAC 246-12-830.

(c) Six hours in suicide prevention, every six years. Qualifying trainings must meet the standards in WAC 246-924-255 and be listed on the department's model list.

(2) Faculty providing CE offerings shall meet the training and the full qualifications of their respective professions. All faculty shall have demonstrated an expertise in the areas in which they are instructing.

(3) The Washington state examining board of psychology may require any licensed psychologist to submit documentation to demonstrate compliance with the 60 hours of CE.

[Statutory Authority: RCW 43.70.613, 18.83.050, 18.83.090, and 2021 c 276. WSR 24-01-125, § 246-924-230, filed 12/19/23, effective 1/19/24. Statutory Authority: RCW 43.70.442(7), 18.83.090, 2012 c 181, and 2013 c 78. WSR 14-01-071, § 246-924-230, filed 12/16/13, effective 1/1/14. Statutory Authority: RCW 18.83.090. WSR 99-14-075, § 246-924-230, filed 7/6/99, effective 8/6/99. Statutory Authority: RCW 43.70.280. WSR 98-05-060, § 246-924-230, filed 2/13/98, effective 3/16/98. Statutory Authority: RCW 18.83.050(5). WSR 94-12-039, § 246-924-230, filed 5/25/94, effective 6/25/94. Statutory Authority: RCW 18.83.050. WSR 91-04-021 (Order 129B), § 246-924-230, filed 1/28/91, effective 2/28/91; WSR 91-04-020 (Order 117B), recodified as § 246-924-230, filed 1/28/91, effective 2/28/91; Order PL 276, § 308-122-515, filed 11/16/77.]

WAC 246-924-240 Approved continuing education activities. (1) All continuing education (CE) activities must be directly relevant to

maintaining or increasing professional or scientific competence in psychology.

(2) Courses or workshops primarily designed to increase practice income or office efficiency, are specifically noneligible for CE credit.

(3) The board does not review individual courses for preapproval.

(4) Courses, seminars, workshops, and postdoctoral institutes offered or sponsored by the following qualify for CE credit for a licensed psychologist:

(a) Educational institutions chartered by a state and recognized (accredited) by a regional association of schools, colleges and universities as providing graduate level course offerings. Documentation must be recorded on an official transcript or certificate of completion;

(b) The American Psychological Association;

(c) Regional or state psychological associations or their sub-chapters;

(d) Psychology internship training centers;

(e) Other professionally or scientifically recognized behavioral science organizations; and

(f) The Washington state examining board of psychology.

(5) A licensed psychologist may earn credit toward the CE requirement through teaching an approved CE program. The CE credit earned may not exceed 30 hours every three years. Credit for teaching an approved CE program may be earned on the following basis:

(a) One credit hour for each 60 minutes actually spent teaching the program for the first event. Credit may be conferred for teaching similar subject matter only if the psychologist has actually spent an equal or greater amount of preparation time updating the subject matter to be taught on a later occasion.

(b) One credit hour for each 60 minutes actually spent participating in a panel presentation.

[Statutory Authority: RCW 43.70.613, 18.83.050, 18.83.090, and 2021 c 276. WSR 24-01-125, § 246-924-240, filed 12/19/23, effective 1/19/24. Statutory Authority: RCW 43.70.442(7), 18.83.090, 2012 c 181, and 2013 c 78. WSR 14-01-071, § 246-924-240, filed 12/16/13, effective 1/1/14. Statutory Authority: RCW 18.83.090. WSR 99-14-075, § 246-924-240, filed 7/6/99, effective 8/6/99. Statutory Authority: RCW 18.83.050(5). WSR 94-12-039, § 246-924-240, filed 5/25/94, effective 6/25/94. Statutory Authority: RCW 18.83.050. WSR 91-04-021 (Order 129B), § 246-924-240, filed 1/28/91, effective 2/28/91; WSR 91-04-020 (Order 117B), recodified as § 246-924-240, filed 1/28/91, effective 2/28/91; Order PL 276, § 308-122-520, filed 11/16/77.]

WAC 246-924-250 Continuing education—Special considerations.

(1) Expired license. In accordance with WAC 246-12-040, a psychologist whose credential has been expired for three years or more must document completion of 40 hours of continuing education (CE), including four hours of ethics. This CE must have been obtained within the two years prior to reinstatement.

(2) The board may consider awarding total or partial CE credit for other programs as they are developed and implemented, such as:

(a) Compliance with a CE program developed by the American Psychological Association which provides either a recognition award or certificate;

(b) A diplomate award by the American Board of Professional Psychology (ABPP) or American Board of Psychological Hypnosis (ABPH); and

(c) Credit hours for other specialty board or diploma certifications if and when they are established.

[Statutory Authority: RCW 43.70.613, 18.83.050, 18.83.090, and 2021 c 276. WSR 24-01-125, § 246-924-250, filed 12/19/23, effective 1/19/24. Statutory Authority: RCW 18.83.090. WSR 99-14-075, § 246-924-250, filed 7/6/99, effective 8/6/99. Statutory Authority: RCW 18.130.250 and 18.83.050. WSR 96-08-007, § 246-924-250, filed 3/22/96, effective 4/22/96. Statutory Authority: RCW 18.83.050(5). WSR 94-12-039, § 246-924-250, filed 5/25/94, effective 6/25/94. Statutory Authority: RCW 18.83.050. WSR 91-04-020 (Order 117B), recodified as § 246-924-250, filed 1/28/91, effective 2/28/91; Statutory Authority: RCW 18.83.050(5). WSR 86-04-087 (Order PL 578), § 308-122-525, filed 2/5/86; Order PL 276, § 308-122-525, filed 11/16/77.]

WAC 246-924-255 Suicide prevention training standards. (1) Each licensed psychologist shall, at least once every six years, complete a six-hour training in suicide prevention that meets the standards of chapter 246-12 WAC and is included on the department's model list.

(a) A psychologist's first training must be in suicide assessment, treatment, and management.

(b) Beginning July 1, 2021, a psychologist must complete a qualifying advanced training or training in treatment modalities shown to be effective in working with people who are suicidal.

(i) If a qualifying training is not reasonably available, the psychologist may substitute a six-hour training that meets the requirements of (a) of this subsection.

(ii) If a psychologist has already completed their second training prior to July 1, 2021, the psychologist's next training must comply with (b) of this subsection.

(2) A licensed psychologist who is a state or local government employee is exempt from the requirements of subsection (1) of this section if the psychologist receives at least six hours of training in suicide assessment, treatment, and management from their employer every six years. For purposes of this subsection, the training may be provided in one six-hour block or in shorter training sessions.

(3) A licensed psychologist who is an employee of a community mental health agency or substance use disorder treatment program licensed under chapter 71.24 RCW is exempt from the requirements of subsection (1)(a) of this section if the psychologist receives at least six hours of training in suicide assessment, treatment, and management from an employer every six years. For purposes of this subsection, the training may be provided in one six-hour block or in shorter training sessions.

(4) A licensed psychologist who obtained training under subsection (2) or (3) of this section may obtain continuing education credit for that training subject to documentation as defined in WAC 246-924-300.

[Statutory Authority: RCW 43.70.613, 18.83.050, 18.83.090, and 2021 c 276. WSR 24-01-125, § 246-924-255, filed 12/19/23, effective 1/19/24.]

Statutory Authority: RCW 18.83.050, 2020 c 229, and 2020 c 76. WSR 21-09-031, § 246-924-255, filed 4/12/21, effective 5/13/21. Statutory Authority: RCW 18.83.090 and 43.70.442. WSR 17-06-056, § 246-924-255, filed 2/28/17, effective 3/31/17. Statutory Authority: RCW 43.70.442(7), 18.83.090, 2012 c 181, and 2013 c 78. WSR 14-01-071, § 246-924-255, filed 12/16/13, effective 1/1/14.]

WAC 246-924-300 Definition of acceptable documentation and proof of continuing education. (1) Licensed psychologists are responsible for acquiring and maintaining all acceptable documentation of their continuing education (CE) activities.

(2) Acceptable documentation shall include transcripts, letters from course instructors, or certificate of completion or other formal certification. In all cases other than transcripts, the documentation must show the participant's name, the activity title, number of CE credit hours, date(s) of activity, faculty's name(s) and degree and the signature of verifying individual (program sponsor).

[Statutory Authority: RCW 43.70.613, 18.83.050, 18.83.090, and 2021 c 276. WSR 24-01-125, § 246-924-300, filed 12/19/23, effective 1/19/24. Statutory Authority: RCW 18.83.090. WSR 99-14-075, § 246-924-300, filed 7/6/99, effective 8/6/99. Statutory Authority: RCW 18.83.050(5). WSR 94-12-039, § 246-924-300, filed 5/25/94, effective 6/25/94. Statutory Authority: RCW 18.83.050. WSR 91-04-021 (Order 129B), § 246-924-300, filed 1/28/91, effective 2/28/91.]

WAC 246-924-330 Continuing education—Exemptions. (1) Extension. A licensed psychologist may use the extension request form to request additional time to meet their continuing education (CE) requirements in order to renew their license and in other extenuating circumstances. Based on the circumstances, the board may grant a time extension and, if appropriate, limit in part or in whole the provision of consumer psychological services until the CE requirements are met.

(2) Waiver. A licensed psychologist may use the waiver request form to request the board waive their CE requirements indefinitely due to illness.

(a) The board may grant indefinite waiver of CE as a requirement for relicensure, provided the waiver request form indicates the psychologist is not providing consumer psychological services.

(b) If the psychologist's illness status changes or the psychologist resumes providing consumer psychological services, the psychologist must immediately notify the board and resume meeting CE requirements for relicensure. CE credit hours will be prorated for the portion of that three year period involving resumption of services.

[Statutory Authority: RCW 43.70.613, 18.83.050, 18.83.090, and 2021 c 276. WSR 24-01-125, § 246-924-330, filed 12/19/23, effective 1/19/24. Statutory Authority: RCW 18.83.090. WSR 99-14-075, § 246-924-330, filed 7/6/99, effective 8/6/99. Statutory Authority: RCW 18.83.050. WSR 91-04-021 (Order 129B), § 246-924-330, filed 1/28/91, effective 2/28/91.]

WAC 246-924-351 Rules of ethical conduct. (1) Scope. The psychologist shall be governed by these rules of conduct whenever practicing as a psychologist.

(2) Responsibility for own actions. The psychologist shall be fully responsible for his/her own professional decisions and professional actions.

[Statutory Authority: RCW 18.83.050(5) and chapter 18.83 RCW. WSR 93-07-036 (Order 337B), § 246-924-351, filed 3/10/93, effective 4/10/93.]

WAC 246-924-352 Definitions. (1) "Client" means a recipient of psychological services or that person's legal guardian. A corporate entity or other organization can be a client when the professional contract is to provide services of primary benefit to the organization rather than to individuals.

(2) "Confidential client information" means information revealed by the client or otherwise obtained by a psychologist, where there is reasonable expectation, because of the relationship between the client and the psychologist, or the circumstances under which the information was revealed or obtained, that the information was private.

(3) "Supervisee" means any person who functions under the extended authority of the psychologist to provide psychological services or any person who is in training and provides psychological services.

[Statutory Authority: RCW 18.83.050(5) and chapter 18.83 RCW. WSR 93-07-036 (Order 337B), § 246-924-352, filed 3/10/93, effective 4/10/93.]

WAC 246-924-353 Competence. (1) Limits on practice. The psychologist shall limit practice to the areas in which he/she is competent. Competency at a minimum must be based upon appropriate education, training, or experience.

(2) Referral. The psychologist shall refer to other health care resources, legal authorities, or social service agencies when such referral is in the best interest of the client.

[Statutory Authority: RCW 18.83.050(5) and chapter 18.83 RCW. WSR 93-07-036 (Order 337B), § 246-924-353, filed 3/10/93, effective 4/10/93.]

WAC 246-924-354 Maintenance and retention of records. (1) A psychologist who renders professional services to a client or clients, or renders services billed to a third party payor, shall document services except as provided in (g) of this subsection. The documentation must include:

(a) The presenting problem(s), purpose, or diagnosis;

(b) The fee arrangement;

(c) The date and service provided;

(d) A copy of all tests and evaluative reports prepared;

(e) Notation and results of formal consults including information obtained from other persons or agencies through a release of information;

(f) Progress notes reflecting ongoing treatment and current status; and

(g) If a client requests that no treatment records be kept and the psychologist agrees to the request, the client's request must be in writing and retained with the following information:

(i) Identity of the recipient of the services;

(ii) Service dates and fees;

(iii) Description of services;

(iv) The psychologist shall not agree to the request if maintaining records is required by other state or federal law.

(2) All records must be retained for at least eight years following the last professional contact with the client(s). In the case of minors under the age of eighteen, the records must be retained until the client reaches the age of twenty-two or for eight years, whichever is longer.

All records must be securely maintained with appropriate limited access in accordance with any other applicable state or federal laws.

(3) The psychologist rendering services must have a written policy to ensure the maintenance and confidentiality of the client records in the event of retirement, discontinuation of practice or employment, discontinuation of practice in the state of Washington, or inability to maintain practice or employment (e.g., illness or death of the psychologist).

This written policy must be made available to the board, upon written request, within sixty days. The written policy shall:

(a) Designate a qualified person(s) or, if appropriate, hospital, clinic or other health care facility, to make necessary clinically relevant referrals if the psychologist is unable to do so;

(b) Detail a plan for fulfilling record requests described under this subsection; and

(c) Require the subsequent record holder to maintain records in accordance with any other applicable state or federal laws or rules.

(4) In the case of psychological or neuropsychological evaluations, tests or assessments, the psychologist may exercise clinical judgment in determining whether or not to retain specific records beyond the minimum retention period specified in subsection (2) of this section.

(5) After the minimum records retention period is met for a client record, the psychologist may elect to dispose of the record. If the record is disposed of, it shall be done in a secure and confidential manner. Proper disposal means paper is shredded; electronic media is deleted, erased, or reformatted; and other readable forms of media is defaced or rendered unusable or unreadable.

[Statutory Authority: RCW 18.83.050, 18.130.050. WSR 05-19-048, § 246-924-354, filed 9/15/05, effective 10/16/05. Statutory Authority: RCW 18.83.050(5) and chapter 18.83 RCW. WSR 93-07-036 (Order 337B), § 246-924-354, filed 3/10/93, effective 4/10/93.]

WAC 246-924-355 Continuity of care. The psychologist shall make arrangements to deal with emergency needs of her/his clients during periods of anticipated absences from the psychologist's routine professional availability.

[Statutory Authority: RCW 18.83.050(5) and chapter 18.83 RCW. WSR 93-07-036 (Order 337B), § 246-924-355, filed 3/10/93, effective 4/10/93.]

WAC 246-924-356 Impaired objectivity. The psychologist shall not undertake or continue a professional relationship with a client when the competency of the psychologist is impaired due to mental, emotional, physical, pharmacological, or substance abuse conditions. If such a condition develops after a professional relationship has been initiated, the psychologist shall terminate the relationship in an appropriate manner, and shall assist the client in obtaining services from another professional.

[Statutory Authority: RCW 18.83.050(5) and chapter 18.83 RCW. WSR 93-07-036 (Order 337B), § 246-924-356, filed 3/10/93, effective 4/10/93.]

WAC 246-924-357 Multiple relationships. The psychologist shall not undertake or continue a professional relationship with a client when the objectivity or competency of the psychologist is impaired because of the psychologist's present or previous familial, social, sexual, emotional, financial, supervisory, political, administrative, or legal relationship with the client or a person associated with or related to the client. When such relationship impairs objectivity, the psychologist shall terminate the professional relationship with adequate notice and in an appropriate manner; and shall assist the client in obtaining services from another professional.

[Statutory Authority: RCW 18.83.050(5) and chapter 18.83 RCW. WSR 93-07-036 (Order 337B), § 246-924-357, filed 3/10/93, effective 4/10/93.]

WAC 246-924-358 Sexual misconduct. (1) The following definitions apply to this section:

(a) "Health care information" means any information, whether oral or recorded in any form or medium that identifies or can readily be associated with the identity of, and relates to the health care of, a patient or client.

(b) "Key party" means immediate family members and others who would be reasonably expected to play a significant role in the health care decisions of the patient or client and includes, but is not limited to, the spouse, domestic partner, sibling, parent, child, guardian and person authorized to make health care decisions of the patient or client.

(c) "Legitimate health care purpose" means activities for examination, diagnosis, treatment, and personal care of patients or clients, including palliative care, as consistent with community standards of practice for the profession. The activity must be within the scope of practice of psychology.

(d) "Patient" or "client" means an individual who receives psychological services from a psychologist.

(2) A psychologist shall never engage, or attempt to engage, in sexual misconduct with a current patient, client, or key party, inside

or outside the health care setting. Sexual misconduct shall constitute grounds for disciplinary action. Sexual misconduct includes, but is not limited to:

- (a) Sexual intercourse;
 - (b) Touching the breasts, genitals, anus or any sexualized body part;
 - (c) Rubbing against a patient or client or key party for sexual gratification;
 - (d) Kissing;
 - (e) Hugging, touching, fondling or caressing of a romantic or sexual nature;
 - (f) Dressing or undressing in the presence of the patient, client or key party;
 - (g) Removing patient or client's clothing or gown or draping without emergent medical necessity;
 - (h) Encouraging masturbation or other sex act in the presence of the psychologist;
 - (i) Masturbation or other sex act by the psychologist in the presence of the patient, client or key party;
 - (j) Suggesting or discussing the possibility of a dating, sexual or romantic relationship after the professional relationship ends;
 - (k) Terminating a professional relationship for the purpose of dating or pursuing a romantic or sexual relationship;
 - (l) Soliciting a date with a patient, client or key party;
 - (m) Discussing the sexual history, preferences or fantasies of the psychologist;
 - (n) Any behavior, gestures, or expressions that may reasonably be interpreted as seductive or sexual;
 - (o) Making statements regarding the patient, client or key party's body, appearance, sexual history, or sexual orientation other than for psychological service purposes;
 - (p) Sexually demeaning behavior including any verbal or physical contact which may reasonably be interpreted as demeaning, humiliating, embarrassing, threatening or harming a patient, client or key party;
 - (q) Photographing or filming the body or any body part or pose of a patient, client, or key party, other than for psychological service purposes; and
 - (r) Showing a patient, client or key party sexually explicit photographs, other than for psychological service purposes.
- (3) Sexual misconduct also includes sexual contact with any person involving force, intimidation, or lack of consent; or a conviction of a sex offense as defined in RCW 9.94A.030.
- (4) A psychologist shall not:
- (a) Offer to provide psychological services in exchange for sexual favors;
 - (b) Use health care information to contact the patient, client or key party for the purpose of engaging in sexual misconduct;
 - (c) Use health care information or access to health care information to meet or attempt to meet the psychologist's sexual needs.
- (5) After the termination of the psychology services, the psychologist shall not engage, or attempt to engage, in the activities listed in subsection (2) of this section with a patient or client for five years or with a key party for two years.
- (6) A psychologist shall never engage, or attempt to engage, in sexual misconduct with a former client, patient or key party even after the period of time described in subsection (5) of this section if:

(a) There is a significant likelihood that the patient, client or key party will seek or require additional services from the psychologist; or

(b) There is an imbalance of power, influence, opportunity, and/or special knowledge of the professional relationship.

(7) When evaluating whether a psychologist is prohibited from engaging, or attempting to engage, in sexual misconduct, the board will consider factors, including but not limited to:

(a) Documentation of a formal termination and the circumstances of termination of the psychological services;

(b) Transfer of care to another health care provider;

(c) Duration of the psychological services;

(d) Amount of time that has passed since the last psychological services were provided to the patient or client;

(e) Communication between the psychologist and the patient or client between the last psychological services rendered and commencement of the personal relationship;

(f) Extent to which the patient's or client's personal or private information was shared with the psychologist;

(g) Nature of the patient's or client's mental health condition during and since the professional relationship; and

(h) The patient's or client's emotional dependence and vulnerability.

(8) Initiation or consent by patient, client or key party does not excuse or negate the psychologist's responsibility.

(9) These rules do not prohibit providing psychological services in case of emergency where the services cannot or will not be provided by another psychologist.

(10) Psychologists must not accept as therapy patients or clients persons with whom they have engaged in sexual contact or activity.

[Statutory Authority: RCW 18.83.050, 18.130.050, and 18.130.062. WSR 16-08-044, § 246-924-358, filed 3/30/16, effective 4/30/16. Statutory Authority: RCW 18.83.050 and 18.130.050. WSR 07-23-126, § 246-924-358, filed 11/21/07, effective 12/22/07. Statutory Authority: RCW 18.83.050(5) and chapter 18.83 RCW. WSR 93-07-036 (Order 337B), § 246-924-358, filed 3/10/93, effective 4/10/93.]

WAC 246-924-359 Client welfare. (1) Providing explanation of procedures. The psychologist shall upon request give a truthful, understandable, and reasonably complete account of the client's condition to the client or to those responsible for the care of the client. The psychologist shall keep the client fully informed as to the purpose and nature of any evaluation, treatment, or other procedures, and of the client's right to freedom of choice regarding services provided subject to the exceptions contained in the Uniform Health Care Information Act, chapter 70.02 RCW.

(2) Termination of services. Whenever professional services are terminated, the psychologist shall offer to help locate alternative sources of professional services or assistance if necessary. Psychologists shall terminate a professional relationship when it would become clear to a reasonable, prudent psychologist that the client no longer needs the service, is not benefitting, or is being harmed by continued service.

(3) Stereotyping. In their work-related activities, psychologists do not engage in unfair discrimination based on age, gender, race,

ethnicity, national origin, religion, sexual orientation, disability, socioeconomic status, or any basis proscribed by law.

(4) Solicitation of business by clients. The psychologist shall not request or induce any client, who is not an organization, to solicit business on behalf of the psychologist.

(5) Referrals on request. When making referrals the psychologist shall do so in the best interest of the client. The referral shall not be motivated primarily by financial gain.

[Statutory Authority: RCW 18.83.050(5) and chapter 18.83 RCW. WSR 93-07-036 (Order 337B), § 246-924-359, filed 3/10/93, effective 4/10/93.]

WAC 246-924-361 Exploiting supervisees and research subjects.

(1) Psychologists shall not exploit persons over whom they have supervisory, evaluative, or other authority such as students, supervisees, employees, research participants, clients, or patients.

(2) Psychologist shall not engage in sexual relationships with students or supervisees in training over whom the psychologist has evaluative or direct authority.

[Statutory Authority: RCW 18.83.050(5) and chapter 18.83 RCW. WSR 93-07-036 (Order 337B), § 246-924-361, filed 3/10/93, effective 4/10/93.]

WAC 246-924-363 Protecting confidentiality of clients.

(1) In general. The psychologist shall safeguard the confidential information obtained in the course of practice, teaching, research, or other professional duties. With the exceptions set forth below, the psychologist shall disclose confidential information to others only with the informed written consent of the client.

When a corporation or other organization is the client, rules of confidentiality apply to information pertaining to the organization, including personal information about individuals when obtained in the proper course of that contract. Such information about individuals is subject to confidential control of the organization, not of the individual, and can be made available to the organization, unless the information was obtained in a separate professional relationship with that individual.

(2) Disclosure without informed written consent. The psychologist may disclose confidential information without the informed written consent of the client only in compliance with the Uniform Health Care Information Act, chapter 70.02 RCW.

(3) Services involving more than one interested party. In a situation in which more than one party has a legally recognized interest in the professional services rendered by the psychologist to a recipient, the psychologist shall, to the extent possible, clarify to all parties, in writing, prior to rendering the services the dimensions of confidentiality and professional responsibility that shall pertain in the rendering of services. Such clarification is specifically indicated, among other circumstances, when the client is an organization.

(4) Legally dependent clients. At the beginning of a professional relationship, to the extent that the client can understand, the psychologist shall inform a client who is under the age of thirteen or who has a legal guardian of the limit the law imposes on the right of

confidentiality with respect to his/her communications with the psychologist. For clients between the age of thirteen and eighteen, the psychologist shall clarify any limits to confidentiality between the minor and legal guardians at the outset of services. The psychologist will act in the minor's best interests in deciding whether to disclose confidential information to the legal guardians without the minor's consent.

(5) Limited access to client records. The psychologist shall limit access to client records and shall ensure that all persons working under his/her authority are familiar with the requirements for confidentiality of client material.

(6) When rendering psychological services as part of a team which includes nonhealth care professionals, if the psychologist shares confidential information about the client when so authorized by the client, the psychologist shall advise all persons receiving the information from the psychologist that the information should be maintained in a confidential manner.

(7) Reporting of abuse of children and vulnerable adults. The psychologist shall comply with chapter 26.44 RCW.

(8) Observation and electronic recording. The psychologist shall obtain documented informed consent of the client, guardian or agent for observed or electronically recorded sessions.

(9) Disguising confidential information. When case reports or other confidential information are used as the basis of teaching, research, or other published reports, the psychologist shall exercise reasonable care to insure that the reported material is appropriately disguised to prevent client identification.

(10) Confidentiality if client is deceased. The psychologist shall comply with the Uniform Health Care Information Act, chapter 70.02 RCW.

(11) Confidentiality after termination of professional relationship. The psychologist shall continue to treat information regarding a client as confidential after the professional relationship between the psychologist and the client has ceased.

[Statutory Authority: RCW 18.83.050(5) and chapter 18.83 RCW. WSR 93-07-036 (Order 337B), § 246-924-363, filed 3/10/93, effective 4/10/93.]

WAC 246-924-364 Fees. (1) Disclosure of cost of services. The psychologist shall not mislead or withhold from the client, a prospective client, or third party payor, information about the cost of his/her professional services. A psychologist may participate in bartering only if:

- (a) It is not clinically contraindicated; and
- (b) The bartering relationship is not exploitive.

(2) Reasonableness of fee. The psychologist shall not exploit the client or responsible payor by charging a fee that is excessive for the services performed or by entering into an exploitive bartering arrangement in lieu of a fee.

[Statutory Authority: RCW 18.83.050(5) and chapter 18.83 RCW. WSR 93-07-036 (Order 337B), § 246-924-364, filed 3/10/93, effective 4/10/93.]

WAC 246-924-365 Assessment procedures. (1) Communication of results. The psychologist shall accompany communication of assessment procedures and test results, including automated test results, with appropriate interpretive aids and explanations. Psychologists shall not rely exclusively on automated test results in performing assessments.

(2) Limitations regarding assessment results. When reporting of the results of an assessment procedure, the psychologist shall include any relevant reservations, qualifications or limitations which affect the validity, reliability, or other interpretation of results.

(3) Protection of integrity of assessment procedures. In publications, lectures, or public presentations, psychologists shall not reproduce or describe psychological tests or other devices in ways which might invalidate them.

(4) Psychologists shall maintain the integrity and security of tests and other assessment techniques consistent with contractual obligations and the law, including the Uniform Health Care Information Act, chapter 70.02 RCW.

(5) Advertising newly developed procedures. Information for professional users. The psychologist advertising for sale a newly developed assessment procedure or automated interpretation service to other professionals shall provide or make available a manual or other printed material which fully describes the development of the assessment procedure or service, the rationale, evidence of validity and reliability, and characteristics of the normative population. The psychologist shall explicitly state the purpose and application for which the procedure is recommended and identify special qualifications required to administer and interpret it properly. The psychologist shall ensure that the advertisements for the assessment procedure or interpretive service are factual and descriptive.

[Statutory Authority: RCW 18.83.050(5) and chapter 18.83 RCW. WSR 93-07-036 (Order 337B), § 246-924-365, filed 3/10/93, effective 4/10/93.]

WAC 246-924-366 Fraud, misrepresentation, or deception. The psychologist shall not use fraud, misrepresentation, or deception in obtaining a psychology license, in passing a psychology licensing examination, in assisting another to obtain a psychology license, or to pass a psychology licensing examination, in billing clients or third party payors, in providing psychological service, in reporting the results of psychological evaluations or services, or in conducting any other activity related to the practice of psychology.

[Statutory Authority: RCW 18.83.050(5) and chapter 18.83 RCW. WSR 93-07-036 (Order 337B), § 246-924-366, filed 3/10/93, effective 4/10/93.]

WAC 246-924-367 Aiding illegal practice. Delegating professional responsibility. The psychologist shall not delegate professional responsibilities to a person not qualified and/or not appropriately credentialed to provide such services.

[Statutory Authority: RCW 18.83.050(5) and chapter 18.83 RCW. WSR 93-07-036 (Order 337B), § 246-924-367, filed 3/10/93, effective 4/10/93.]

WAC 246-924-445 Parenting evaluations—Standards. Psychologists may be called upon to evaluate members of a family to assist in determining an appropriate residential arrangement, parental duties, or parental relationship with respect to a minor child. These rules establish minimum standards for conducting parenting evaluations. The psychologist must perform the evaluation focusing on the best interest of the child. In the event that there is more than one child in the family, these rules apply to each child in the family.

(1) The psychologist shall assess relevant ethnic and cultural issues and shall consider the following factors:

(a) The relative strength, nature, and stability of the child's relationship with each parent;

(b) Which parent has taken greater responsibility for performing parenting functions relating to the daily needs of the child;

(c) Each parent's past and potential ability to perform parenting functions; and

(d) The emotional needs and developmental level of the child.

(2) The psychologist may consider the following:

(a) Any voluntary agreements of the parties;

(b) The child's relationship with siblings and with other significant adults, as well as the child's involvement with his or her physical surroundings, school, or other significant activities;

(c) The wishes of the parents and the wishes of a child who is sufficiently mature to express reasoned and independent preferences as to his or her residential schedule; and

(d) Each parent's employment schedule.

(3) In conducting parenting evaluations, the psychologist shall not discriminate based on age, gender, race, ethnicity, national origin, religion, sexual orientation, disability, socioeconomic status, or any basis prohibited by law.

(4) The psychologist may make recommendations regarding the primary residential parent, shared residential time, decision-making authority or other variables involving more than one of the parties. If recommendations are made, the parenting evaluation must include an assessment of each of the relevant parties being considered and their ability to function as a parent.

(5) In reaching a conclusion or making a recommendation, the psychologist shall consider the existence of limiting factors as outlined in RCW 26.09.191. The psychologist shall be familiar with or obtain consultation regarding the psychological aspects of child abuse, domestic violence, substance abuse, and family conflict. Recommendations and conclusions, if any, reached in an evaluation must be based on information from more than one source and must be supported by the data collected. Sources of information may include:

(a) Face-to-face interviews with the parties;

(b) Collateral contact interviews;

(c) An opportunity for each party to express concerns or issues in writing;

(d) A review of pleadings;

(e) Written input from collateral sources;

- (f) Written documentation from the parties;
- (g) Direct observation of the parties with their children;
- (h) Psychological testing of the parties and/or their children;
- (i) A review of relevant records (e.g., school or counseling records, child protective services records, substance abuse evaluations);
- (j) Prior criminal convictions;
- (k) Current involvement of law enforcement; and
- (l) Face-to-face interviews with the children.

(6) If the psychologist uses psychological testing as part of the evaluation, the psychologist must interpret the test(s) consistent with current research or standards of practice.

(7) The psychologist shall not have provided therapeutic services to any party involved in the evaluation. Unless there are mitigating circumstances, the psychologist shall decline to perform a parenting evaluation. Providing service in a rural or underserved area with limited professional options is an example of a possible mitigating circumstance.

(8) The psychologist shall avoid multiple relationships when conducting parenting evaluations. If the previous or current relationship is substantially likely to impair objectivity, the psychologist shall decline the appointment or withdraw. The psychologist shall disclose multiple relationships to the parties or their legal representatives and document the disclosure in the client records.

(9) Relevant comments about a person not personally evaluated may be included if the report clearly identifies the source for the comment and states that the person to which the comment relates was not evaluated by the psychologist.

(10) Psychologists shall maintain a written record of the evaluation. At a minimum, the written record shall include the following:

- (a) Court order or signed consent from all parties to conduct the evaluation;
- (b) Written retainer agreement;
- (c) Appropriate court order or signed authorizations for release of information;
- (d) Documentation of dates of service, nature of service and fee charged;
- (e) A copy of the evaluation report; and
- (f) The information and sources used for the evaluation.

(11) The psychologist shall disclose the following specific information to the parties in writing at the outset of the evaluation assignment. All requests for records must be processed in accordance with chapter 70.02 RCW.

- (a) The entity or individual that has requested the evaluation if it is done at the request of a third party;
- (b) The entity or individual that is responsible for the bill;
- (c) Fee structure;
- (d) The entity, agency or individual that will receive the results or the report;
- (e) Limits on confidentiality; and
- (f) General procedures to be followed.

(12) The psychologist shall make available upon request to the clients or their counsel:

- (a) The documents the psychologist relied upon during the evaluation process;
- (b) The identity of collateral contacts;

(c) Notes taken during all interviews of the parties or collaterals;

(d) If, however, the psychologist believes that release of information provided by the child, may be harmful to the child, the psychologist may withhold those notes unless directed to do otherwise by the court. The psychologist shall document the reasons for withholding the information in the file;

(e) Dates of evaluation procedures and charges;

(f) All correspondence associated with the case;

(g) The psychologist shall not provide raw test data including test questions, answer sheets, profile scores, computer generated interpretations, or copyrighted materials to nonpsychologists. The psychologist may provide this information to another psychologist or another individual who is qualified to interpret it, with proper authorization from the client or the client's attorney. Protected test materials and raw data may be provided as directed by the court.

[Statutory Authority: RCW 18.83.050. WSR 07-12-090, § 246-924-445, filed 6/6/07, effective 7/7/07.]

WAC 246-924-467 Limited services related to parenting evaluations. (1) A psychologist may perform limited evaluative services related to, but not intended to be, a full parenting evaluation. Examples of these services include:

(a) Evaluating the parenting ability of a party;

(b) Evaluating substance abuse status of a party;

(c) Assessing psychological functioning of a party;

(d) Performing a sexual deviance evaluation;

(e) Conducting a domestic violence assessment;

(f) Assessing allegations of sexual or physical abuse of a child;

and

(g) Performing a vocational assessment of a party. The evaluator shall limit conclusions and recommendations to the scope of the requested assessment.

(2) With an appropriate authorization, a psychologist who has provided therapeutic services may provide information to the court or an evaluator regarding a client. Relevant information may include, but is not limited to:

(a) Diagnosis, clinical and personality assessment;

(b) Treatment plan, or prognosis.

[Statutory Authority: RCW 18.83.050. WSR 07-12-090, § 246-924-467, filed 6/6/07, effective 7/7/07.]

WAC 246-924-470 Examination fees—Failure to appear at examination session. Examination and examination administration fees shall be forfeited whenever a candidate fails to attend a scheduled examination session, except in the case of a bona fide emergency.

[Statutory Authority: RCW 18.130.250 and 18.83.050. WSR 96-08-007, § 246-924-470, filed 3/22/96, effective 4/22/96. Statutory Authority: RCW 18.83.050. WSR 91-04-020 (Order 117B), recodified as § 246-924-470, filed 1/28/91, effective 2/28/91. Statutory Authority:

RCW 18.83.070(3). WSR 85-06-043 (Order PL 521), § 308-122-710, filed 3/5/85.]

WAC 246-924-475 Model procedural rules. The examining board of psychology hereby adopts the model procedural rules for boards as filed by the department of health as chapter 246-11 WAC, including subsequent amendments.

[Statutory Authority: RCW 18.83.050(5). WSR 93-16-027 (Order 382), § 246-924-475, filed 7/26/93, effective 8/26/93.]

WAC 246-924-480 Temporary permits. (1) Temporary permits are:

(a) Issued under RCW 18.83.082; and
(b) Valid for no more than ninety days within one calendar year from the date they are issued.

(2) If the board finds that another state's licensing requirements are deemed not equivalent because a stated requirement is omitted or deficient, the applicant is not eligible for the temporary permit unless the applicant demonstrates proof of graduation from an APA- or CPA-accredited doctoral program and successful completion of an APA-, APPIC-, or CPA-approved internship.

(3) There is no charge for a temporary permit.

(4) Candidates applying for a temporary permit must:

(a) Verify that he or she is credentialed to practice psychology in another state that has been deemed substantially equivalent by the board, or is a member of an organization listed in WAC 246-924-100(3); and

(b) Submit a completed application on a form provided by the board.

[Statutory Authority: 2019 c 351, 2019 c 444 and RCW 18.83.050. WSR 20-12-076, § 246-924-480, filed 6/1/20, effective 7/2/20. Statutory Authority: RCW 18.83.050 and 18.83.170. WSR 16-16-026, § 246-924-480, filed 7/22/16, effective 8/22/16. Statutory Authority: RCW 18.83.050. WSR 08-09-100, § 246-924-480, filed 4/21/08, effective 5/22/08; WSR 91-04-020 (Order 117B), recodified as § 246-924-480, filed 1/28/91, effective 2/28/91; WSR 88-09-029 (Order PM 722), § 308-122-720, filed 4/15/88.]

WAC 246-924-483 How to obtain a temporary practice permit while the national background check is completed. Fingerprint-based national background checks may cause a delay in licensing. Individuals who satisfy all other licensing requirements and qualifications may receive a temporary practice permit while the national background check is completed.

(1) A temporary practice permit may be issued to an applicant who:

(a) Holds an unrestricted, active license to practice psychology in another state that has substantially equivalent licensing standards to those in Washington state;

(b) Is not subject to denial of a license or issuance of a conditional or restricted license; and

(c) Does not have a criminal record in Washington state.

(2) A temporary practice permit grants the individual the full scope of practice of psychology.

(3) A temporary practice permit will not be renewed, reissued, or extended. A temporary practice permit expires when any one of the following occurs:

(a) The license is granted;

(b) A notice of decision on application is mailed to the applicant, unless the notice of decision on the application specifically extends the duration of the temporary practice permit; or

(c) Two hundred ten days after the temporary practice permit is issued.

(4) To receive a temporary practice permit, the applicant must:

(a) Submit the necessary application, fee(s), and documentation for the license.

(b) Meet all requirements and qualifications for the license, except the results from a fingerprint-based national background check, if required.

(c) Provide verification of having an active unrestricted license to practice psychology from another state that has substantially equivalent licensing standards as Washington state.

(d) Submit the fingerprint card and a written request for a temporary practice permit when the department notifies the applicant the national background check is required.

[Statutory Authority: RCW 18.83.050, 18.130.064, and 18.130.075. WSR 10-16-114, § 246-924-483, filed 8/2/10, effective 9/2/10.]

WAC 246-924-493 Probationary license. (1) The department shall issue a probationary license to out-of-state applicants seeking licensure in Washington state as a psychologist according to the conditions and restrictions of the reciprocity program established in RCW 18.83.170 and this chapter.

(2) The out-of-state license must be from a state or territory identified on a list published by the department as eligible for reciprocity for the purposes of a probationary license for the practice of psychology.

(3) An initial probationary license is valid for one year. To receive an initial probationary license, an applicant must submit to the department a completed application to include:

(a) Verification of their out-of-state license;

(b) Proof of passing the jurisprudence exam according to WAC 246-924-070; and

(c) The fee according to WAC 246-924-990.

(4) A probationary license may be renewed a single time and is valid for one year after the date of renewal. To renew a probationary license, an applicant must submit to the department a completed application to include:

(a) Completion of four hours of education in ethics according to WAC 246-924-240;

(b) Training in suicide assessment, treatment, and management according to WAC 246-924-990; and

(c) The fee according to WAC 246-924-990.

(5) Continuing education. With the exception of the requirements in subsection (4) of this section, continuing education requirements will apply once a probationary licensee transitions to a full license.

(6) Supervised experience. If it is determined additional supervised experience is required for full licensure, the supervised experience hours must meet the requirements for postdoctoral supervised experience in WAC 246-924-059.

[Statutory Authority: RCW 18.83.050 and 2020 c 76. WSR 22-18-036, § 246-924-493, filed 8/29/22, effective 9/29/22. Statutory Authority: 2019 c 351, 2019 c 444 and RCW 18.83.050. WSR 20-12-076, § 246-924-493, filed 6/1/20, effective 7/2/20.]

WAC 246-924-495 Qualifications for granting a license. Candidates applying for initial licensure under RCW 18.83.170 must meet the following requirements:

(1) Submit a completed application form provided by the department.

(2) Pay the application and examination fees described in WAC 246-924-990.

(3) Provide evidence of completing a doctoral degree program described in WAC 246-924-046.

(4) Provide evidence of completing the practicum requirement set forth in WAC 246-924-049.

(5) Provide evidence of completing the internship experience requirement as defined in WAC 246-924-056.

(6) Provide evidence of completion of supervised experience requirement as defined in WAC 246-924-043 (1)(c)(ii) and, if applicable, WAC 246-924-043 (1)(c)(iii).

(7) Pass the national Examination of Professional Practice of Psychology (EPPP) described in WAC 246-924-070.

(8) Pass the jurisprudence examination in WAC 246-924-070.

[Statutory Authority: 2019 c 351, 2019 c 444 and RCW 18.83.050. WSR 20-12-076, § 246-924-495, filed 6/1/20, effective 7/2/20. Statutory Authority: RCW 18.83.050. WSR 08-09-100, § 246-924-495, filed 4/21/08, effective 5/22/08.]

WAC 246-924-500 Retired active credential. A practitioner may obtain a retired active credential. Refer to the requirements of chapter 246-12 WAC, Part 5.

[Statutory Authority: RCW 43.70.280. WSR 98-05-060, § 246-924-500, filed 2/13/98, effective 3/16/98. Statutory Authority: RCW 18.130.250 and 18.83.050. WSR 96-08-007, § 246-924-500, filed 3/22/96, effective 4/22/96.]

WAC 246-924-990 Psychology fees and renewal cycle. (1) Except for a probationary license as described in WAC 246-924-493, licenses must be renewed every year on the practitioner's birthday as provided in chapter 246-12 WAC, Part 2.

(2) The following nonrefundable fees will be charged:

Title of Fee	Fee
Original application	
Application	\$190.00

Title of Fee	Fee
UW online access fee (HEAL-WA)	16.00
Active license renewal	
Renewal	210.00
UW online access fee (HEAL-WA)	16.00
Late renewal penalty	105.00
Expired license reissuance	155.00
Retired active license renewal	
Renewal	105.00
Late renewal penalty	55.00
UW online access fee (HEAL-WA)	16.00
Duplicate license	10.00
Verification of license	25.00
Amendment of certificate of qualification	35.00

(3) For a probationary license as described under WAC 246-924-493, the following nonrefundable fees will be charged:

Title of Fee	Fee
Original application	
Application	\$190.00
Active license renewal	
Renewal	210.00
Late renewal penalty	105.00
Expired license reissuance	155.00
Duplicate license	10.00
Verification of license	25.00

[Statutory Authority: 2019 c 444, 2019 c 446, 2019 c 351, and RCW 18.19.050, 18.205.060, 18.225.040, 43.70.110, and 43.70.250. WSR 20-12-074, § 246-924-990, filed 6/1/20, effective 7/2/20. Statutory Authority: RCW 43.70.110 and 43.70.280. WSR 15-19-149, § 246-924-990, filed 9/22/15, effective 1/1/16. Statutory Authority: RCW 43.70.110 (3)(c) and 43.70.250. WSR 12-19-088, § 246-924-990, filed 9/18/12, effective 11/1/12. Statutory Authority: RCW 43.70.110, 43.70.250, and 2011 1st sp.s. c 50. WSR 11-20-092, § 246-924-990, filed 10/4/11, effective 12/1/11. Statutory Authority: RCW 43.70.110, 43.70.250, 2008 c 329. WSR 08-15-014, § 246-924-990, filed 7/7/08, effective 7/7/08. Statutory Authority: RCW 43.70.250, [43.70.]280 and 43.70.110. WSR 05-12-012, § 246-924-990, filed 5/20/05, effective 7/1/05. Statutory Authority: RCW 43.70.250, 2001 2nd sp.s. c 7 and RCW 18.83.020. WSR 01-23-101, § 246-924-990, filed 11/21/01, effective 1/21/02. Statutory Authority: RCW 43.70.250. WSR 99-08-101, § 246-924-990, filed 4/6/99, effective 7/1/99. Statutory Authority: RCW 43.70.280. WSR 98-05-060, § 246-924-990, filed 2/13/98, effective 3/16/98. Statutory Authority: RCW 43.70.250. WSR 96-08-006, § 246-924-990, filed 3/22/96, effective 4/22/96; WSR 91-13-002 (Order 173), § 246-924-990, filed 6/6/91, effective 7/7/91. Statutory Authority: RCW 43.70.040. WSR 91-05-028 (Order 133), recodified as § 246-924-990, filed 2/12/91, effective 3/15/91. Statutory Authority: RCW 43.70.250. WSR 90-04-094 (Order 029), § 308-122-275, filed 2/7/90, effective 3/10/90. Statutory Authority: RCW 43.24.086. WSR 87-10-028 (Order PM 650), § 308-122-275,

filed 5/1/87. Statutory Authority: 1983 c 168 § 12. WSR 83-17-031 (Order PL 442), § 308-122-275, filed 8/10/83. Formerly WAC 308-122-460.]