

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

**CHAPTER 1180-02
RULES GOVERNING PSYCHOLOGISTS**

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1180-02-.01 SCOPE OF PRACTICE.

- (1) The scope of practice of a Psychologist is prescribed and limited by Tennessee Code Annotated, Title 63, Chapter 11 and the rules set forth in this chapter and Chapter 1180-01.
- (2) A license issued by the Board specifies licensure as a Psychologist. The Board may grant designation as a Health Service Provider to qualifying Psychologists. HSP designation will be displayed on the renewal certificate.
- (3) Psychologists shall limit their practices to the use of those techniques, and to providing services to those populations, for which they have formal education, formal professional training and supervised experience, and for which they hold licensure.
- (4) Health services may be provided only by Psychologists with HSP designation. The scope of practice of Psychologists with HSP designation is limited to those health services for which the licensee has obtained education and specific training to provide.
- (5) The practice of a Psychologist includes, but is not limited to:
 - (a) Psychological testing and/or the evaluation or assessment of personal characteristics, such as intelligence, personality, mental status, psychopathology, abilities, achievement, interests, aptitudes and neuropsychological functioning;
 - (b) Behavioral analysis;
 - (c) Psychological evaluation or assessment or analysis of organizations and organizational functioning;
 - (d) Counseling, psychoanalysis, psychotherapy, group therapy, marital therapy, family therapy, hypnosis, hypnotherapy, biofeedback and behavior therapy;
 - (e) Psychological diagnosis and treatment of mental, emotional and nervous disorders or disabilities, developmental deviation or disability, alcoholism and substance abuse, disorders of habit or conduct, and the psychological aspect of physical illness, accident, injury or disability;
 - (f) Psychoeducational evaluation, psychoeducational therapy, developmental therapy, remediation and consultation; and

(Rule 1180-02-.01, continued)

- (g) Case management and utilization review of services and psychological consultations, program planning, and psychological research to industrial, business and corporate organizations.
- (6) A Psychologist's services may be rendered to individuals, families, groups, organizations and the public, without regard to whether payment is received for services rendered.
- (7) Standards for supervision of Psychologists, Psychological Examiners and Certified Psychological Assistants by Psychologists:
 - (a) Supervision must meet minimum standards and a supervisor of record must be made known to the Board. When a Psychologist renews his or her license he or she must list those Psychologists, Psychological Examiners, and Certified Psychological Assistants whom the Psychologist supervises and for whom he or she is the supervisor of record.
 - (b) Qualified supervision requires that a licensed Psychologist, qualified by experience and training to practice the overall supervised activity or activities, provide supervision on a regular and frequent basis. The supervising Psychologist for Psychological Examiners, Certified Psychological Assistants, and for Psychologists delivering health services must also be designated as a HSP.
 - (c) The supervising Psychologist shall limit the number of supervisees in order to assure an adequate ratio of supervision hours to practice hours consistent with professional standards and guidelines which insure the welfare of the supervisees and their clients.
 - (d) Specific case monitoring and skill training requires significant supervisory contact and must be in addition to overall administrative supervision. Supervision conducted via face-to-face video conferencing equipment and/or technology is acceptable, assuming compliance with subparagraphs (7)(a) through (7)(e) of this rule. "Face-to-face" means (a) can see one's face and (b) occurring in real time via video conferencing equipment and/or technology. No more than seventy-five (75) percent of supervision can be obtained through video conferencing.
 - 1. Supervision is to be conducted primarily on a one-on-one basis and shall be in addition to any group seminar or group consultations which are also deemed appropriate. Thus, adequate supervision will require considerable one-on-one contact and time with respect to each client. Records of the supervision process must be maintained by the supervisor covering the number of hours of supervision activities, the number and duration of one-on-one supervisory meetings and documentation of clients discussed at each supervisory session.
 - 2. A supervisor, at the time of supervision, must not be in a dual relationship with the supervisee, e.g., be a spouse, other close relative or therapist.
 - (e) In all cases the specific terms of the supervisory arrangement are the responsibility of the supervising Psychologist upon whom it is incumbent to assure supervisory time and service delivery. Likewise, it is the responsibility of the supervisee to obtain supervision. The education, training, experience, ongoing performance and level of licensure or certification of the supervisee must be considered by the supervisor. The arrangements for supervision must be agreed to by both the supervisor and the supervisee. In situations where supervision has been regular and frequent and one-on-one contact has occurred, the frequency and intensity of supervision may, at the discretion of the supervising Psychologist upon determination of the supervisee's competence and readiness, be modified. Ultimately, the supervising Psychologist of record must protect the welfare of the client and assure compliance with Tennessee law and professional ethics. (Requirements for Psychologists receiving supervision as

(Rule 1180-02-.01, continued)

part of the experience requirement for designation as a HSP are contained in 1180-02-.02(2)(d).)

1. The standard for supervision of newly licensed individuals with a provisional license as a Psychologist with HSP designation and for Psychological Examiners is one (1) hour per week.
 2. The standard for supervision of experienced (licensed for at least five [5] years) Psychological Examiners is that it shall occur no less than monthly. If an experienced Psychological Examiner changes supervisors, the experienced Examiner may follow the monthly supervision standard if agreed to by both the Psychologist supervisor and the experienced Psychological Examiner in question.
 3. The standard for supervision of Certified Psychological Assistants is direct and frequent supervision to take place at the site of service, considering the number of hours worked per week and the experience level of the Certified Psychological Assistant.
- (8) The Board shall consider that an individual, either licensed or unlicensed, is violating these limits of practice if his/her conduct includes, but is not limited to, the following:
- (a) Claiming expertise or using techniques or procedures of assessment or treatment for which the practitioner has not completed appropriate academic course work or supervised training experience;
 - (b) Knowingly assigning, permitting or hiring any unqualified person(s) to perform functions of assessment or treatment or delegating the provisions of psychological services to unqualified person(s);
 - (c) Failing to adequately supervise any assigned trainee or employee who is providing psychological services;
 - (d) Aiding, abetting, assisting, or hiring any individual to violate or circumvent any law or duly promulgated rule intended to guide the conduct of psychological services; or
 - (e) Providing or claiming to provide health services as a Psychologist without a designation as a HSP.

Authority: T.C.A. §§ 4-5-202, 4-5-204, 63-11-104, 63-11-201 through 63-11-208, 63-11-214, and 63-11-215. **Administrative History:** Original rule filed June 6, 1978; effective July 6, 1978. Repeal and new rule filed January 20, 1994; effective April 5, 1994. Repeal and new rule filed August 29, 2000; effective November 12, 2000. Amendment filed June 18, 2002; effective September 1, 2002. Amendments filed April 4, 2014; effective July 3, 2014.

1180-02-.02 QUALIFICATIONS FOR LICENSURE.

- (1) Psychologist. For licensure as a Psychologist, educational requirements shall be met in one of the following ways:
 - (a) Documentation of a doctoral degree from an educational program which is listed in the latest edition of "Designated Doctoral Programs in Psychology", compiled jointly by ASPPB and CNRHSP, shall be deemed adequate evidence that the applicant has fulfilled the academic requirements for licensure as a Psychologist. For HSP designation, only ASPPB/CNRHSP designated programs in clinical, counseling or

(Rule 1180-02-.02, continued)

school psychology, or professional programs combining the above three areas will meet the academic requirements.

- (b) Documentation of a doctoral degree from a program designated as a professional psychology program (clinical, counseling, school and combined) by the Committee on Accreditation of the APA shall be deemed adequate evidence that the applicant has fulfilled the academic requirements for licensure as a Psychologist with designation as a HSP.
 - (c) For applicants who received their doctoral degree in psychology prior to January 1, 1982, and who have been licensed in good standing as a Psychologist and practicing psychology continuously since that time in another jurisdiction, the Board may consider equivalent training and experience upon petition for a waiver specifically requesting that the Board utilize its discretionary authority.
- (2) Designation as a Health Service Provider. HSP includes the provision of supervision of health services to clients.
- (a) Internship:
 - 1. Any applicant for licensure as a Psychologist who intends to provide health services is required to complete a qualifying internship. A qualifying internship must be at least one (1) calendar year in duration and consist of no less than nineteen hundred (1900) hours in psychology at a site where health services are normally provided and which is part of an organized, integrated training program.
 - 2. A qualified internship is an organized, planned, continuous training experience in a professionally recognized program which is well announced, formal in structure and is designed to provide nineteen hundred (1900) hours of predoctoral training under qualified supervision in professional psychology. A qualified internship shall be titled as an "internship" or "residency" program and must be sponsored by an institution or organization which has health service objectives and offers health services which are broader and more extensive than the training objectives and services of the internship program which it sponsors.
 - 3. An intern may not simultaneously be an employee of the training institution or agency. On-the-job training or supervised work experience shall not be acceptable as an internship.
 - 4. These internship requirements are separate from and in addition to any on-site practicum or any course work related practicum/laboratory regardless of how titled.
 - 5. The internship shall occur after completion of all requirements for the doctoral degree except completion of the dissertation.
 - 6. The full-time internship shall be for a period of one (1) year. A half-time internship shall be for a period of two (2) continuous years. The internship experience shall include a minimum of nineteen hundred (1900) hours.
 - 7. Qualified supervision at the internship site shall be provided by at least two (2) licensed Psychologists with HSP designation or its equivalent by these rules.
 - (b) The internship requirements shall be met in one (1) of three (3) ways:

(Rule 1180-02-.02, continued)

1. An internship program approved by the Committee on Accreditation of the APA; or
 2. An internship program developed and administered by an internship center with membership in the APPIC; or
 3. An internship program approved by the Board whose standards exceed or are substantially the same as the provisions of subparagraph (a).
- (c) For those applicants who received their doctoral degree in psychology prior to January 1, 1982, and who have been licensed as a Psychologist and practicing psychology in good standing continuously since that time in another jurisdiction, the Board may consider equivalent training and experience upon petition for a waiver specifically requesting that the Board utilize its discretionary authority.
- (d) Postdoctoral supervised experience. One (1) year of postdoctoral supervised experience, in addition to a qualifying internship, is required for licensure as a designated HSP. Criteria for the postdoctoral supervised experience are as follows:
1. The postdoctoral year must consist of a minimum of nineteen hundred (1900) hours of supervised experience. "Trainee" status is not required for the postdoctoral year of the required supervised experience. The ratio of supervision time to direct service time should be sufficient to ensure adequate learning, i.e. at least one (1) hour per week of individual supervision. It is required that the applicant will have completed the required postdoctoral supervised experience as follows:
 - (i) A minimum of nineteen hundred (1900) hours of creditable supervised experience must be under the direct supervision of a Psychologist with a designation of HSP.
 - (ii) It must consist of direct, formal contact with a senior licensed Psychologist with HSP designation who is responsible for the educational development and guidance of the supervisee. Excluded are classwork, practicum experience, or other course related experience.
 - (iii) The supervision must be face-to-face for the direct provision of health services in psychology by the applicant to individuals or groups of clients/patients. Supervision regarding administrative matters does not count toward the required one hour per week of individual supervision. An applicant's own personal growth experience, i.e., personal therapy or encounter groups, is not acceptable. Supervision of others is not acceptable except as set forth in subpart (iv).
 - (iv) Fellows in an APA or APPIC-listed postdoctoral, post-internship training program or full-time tenure track faculty in a graduate training program in professional psychology may count group and individual supervision of psychology practicum students and APA or APPIC psychology interns toward their postdoctoral year experience requirement. The provision of such supervision must be part of a formal training program and the supervision provided must be supervised by a Psychologist with HSP designation.
 - (v) Upon completion of the supervised postdoctoral year, the supervising Psychologist must attest to the supervisee having attained a satisfactory level of proficiency in psychological assessment, intervention, legal and

(Rule 1180-02-.02, continued)

ethical knowledge, and their applications. In addition, the supervisor(s) must report to the Board the frequency and nature of the supervision and types of clients seen.

2. Supervisors must meet the following qualifications:
 - (i) Supervisors must be licensed Psychologists with a designation of HSP.
 - (ii) The professional qualifications of each direct supervisor must be appropriate to the services rendered. Applicants must provide documentation of the qualifications of all direct supervisors identified in the application.
3. Applicants for HSP designation must fulfill requirements for postdoctoral supervision in one of the following ways:
 - (i) Applicants who obtain the required year of postdoctoral supervised experience in Tennessee must hold a provisional license. Only experience obtained under a provisional license will be applicable.
 - (ii) Applicants who obtain the supervised experience in a Tennessee, APPIC-listed or APA accredited, post-internship, postdoctoral fellowship training program are exempt from the requirement of holding a provisional license while in trainee status.
 - (iii) For applicants who received their doctoral degree prior to January 1, 1982 and have been continuously licensed in good standing and practicing since that time as a Psychologist in another jurisdiction, the Board may at its discretion waive the postdoctoral supervised year requirement.

Authority: T.C.A. §§ 4-5-202, 4-5-204, 63-11-104, and 63-11-201 through 63-11-208. **Administrative History:** Original rule filed June 6, 1978; effective July 6, 1978. Repeal and new rule filed January 20, 1994; effective April 5, 1994. Repeal and new rule filed August 29, 2000; effective November 12, 2000. Amendment filed August 29, 2000; effective November 12, 2000. Amendment filed December 16, 2005; effective March 1, 2006. Amendment filed July 27, 2006; effective October 10, 2006.

1180-02-.03 PROCEDURES FOR LICENSURE. To become licensed as a Psychologist in Tennessee, a person must comply with the following procedures and requirements:

- (1) An application packet shall be requested from the Board's administrative office.
- (2) An applicant shall respond truthfully and completely to every question or request for information contained in the application form. The completed application form and all fees required by the form and these rules shall be submitted to the Board's administrative office.
- (3) Applications will be accepted throughout the year.
- (4) An applicant shall submit with the application two (2) signed passport type photographs taken within the preceding twelve (12) months.
- (5) An applicant shall submit with the application a certified copy or a notarized photocopy of his/her birth certificate.
- (6) It is the applicant's responsibility to request that the institution(s) of higher education submit the transcript(s) of all graduate course work directly to the Board office. The transcript(s) must show the highest degree(s) earned and must carry the official seal of that institution.

(Rule 1180-02-.03, continued)

- (7) An applicant must submit evidence of good moral character. Such evidence shall be a minimum of three (3) letters of recommendation. It is the applicant's responsibility to request references from individuals who have personal knowledge of, and can attest to, the applicant's education, training and performance. All letters of recommendation must contain a statement specifying if the recommendation is for licensure as Psychologist or Psychologist with HSP designation. All letters shall be current, original letters written specifically for the licensure application and mailed directly to the Board by the person providing the information on the signator's letterhead. Such letters are valid for one (1) year from date of receipt. Additional inquiries may be initiated by the Board as it may require.
 - (a) For applicants at the Psychologist level, the Board requires letters of recommendation from three (3) Psychologists, two (2) of whom must be licensed. If the application is for HSP designation, two (2) endorsers must be licensed HSP designated Psychologists or if the endorser is from another jurisdiction, HSP equivalent Psychologist.
 - (b) If the application is for licensure with HSP designation, at least one (1) letter must be from an internship director or supervisor in addition to the internship documentation. The letter(s) shall provide specific information about the types of clients and range of services provided as well as the nature of the internship or practicum site. An overall evaluation of the quality of services provided by the trainee must be included.
 - (c) If the applicant for licensure with HSP designation is already licensed as a Psychologist at the doctoral level for five (5) years in another jurisdiction, then documentation verifying an APA or APPIC-listed internship may be sent in lieu of the letter(s) from the director or supervisor of the internship required by the preceding subparagraph (b).
- (8) An applicant shall disclose the circumstances surrounding any of the following:
 - (a) Conviction of any criminal law violation of any country, state or municipality, except minor traffic violations.
 - (b) The denial of licensure application by any other state or the discipline of licensure by any state.
 - (c) Loss or restriction of licensure.
 - (d) Any civil suit judgment or civil suit settlement in which the applicant was a party defendant including, without limitation, actions involving malpractice, breach of contract, antitrust activity, or any other civil action remedy recognized under the country's or state's statutory, common or case law.
- (9) An applicant shall cause to be submitted to the Board's administrative office directly from the vendor identified in the Board's licensure application materials, the result of a criminal background check.
- (10) If an applicant holds or has ever held a license or certificate to practice psychology in another state, regardless of the type or level of licensure or certification, the applicant shall cause to be submitted the equivalent of a Tennessee Certificate of Fitness (verification of license) from the authorizing regulatory agency which indicates the applicant holds or held an active license or certificate and whether it is in good standing presently or was at the time it became inactive.
- (11) When necessary, all required documents shall be translated into English and the translation and original document certified as to authenticity by the issuing source. Both versions must be submitted to the Board's administrative office.

(Rule 1180-02-.03, continued)

- (12) Reciprocity. The Board may expedite the review process of an applicant requesting licensure who holds a valid license in good standing in another jurisdiction, meets the criteria established by T.C.A. § 63-11-211 and:
- (a) Submits the completed application with the non-refundable application fee.
 - (b) Submits supporting documents and proof of a qualifying doctoral program, a qualifying internship and supervised postdoctoral experience if application is made for designation as a health service provider pursuant to 1180-02-.02(2).
 - (c) Submits proof of a written examination score that meets the standards for licensure in Tennessee.
 - (d) Submits proof of valid licensure or certification, including information regarding any disciplinary action, from the agency of another jurisdiction empowered with the oversight of the practice of psychology.
 - (e) An applicant shall cause to be submitted to the Board's administrative office directly from the vendor identified in the Board's licensure application materials, the result of a criminal background check.
 - (f) Instead of submitting the documentation required in subparagraphs (12)(b) and (12)(c), applicants who have been continuously licensed in good standing for five (5) or more years in another jurisdiction may submit proof of current certification by the ABPP, or current listing in the National Register of Health Service Providers, or cause to have submitted a Certificate of Professional Qualification (CPQ) sent directly from the ASPPB to the Board's administrative office.
 - (g) Notwithstanding the provisions of subparagraph (12)(f) or T.C.A. § 63-11-208(d)(2)(A), under no circumstances shall an applicant for licensure by reciprocity with HSP designation be approved without successful completion of the qualifying internship required in Rule 1180-02-.02(2)(a) and the postdoctoral supervised experience required in Rule 1180-02-.02(2)(d).
- (13) Under no circumstances shall the ethics and jurisprudence examination be waived.

Authority: T.C.A. §§ 4-5-202, 4-5-204, 63-11-104, 63-11-203, 63-11-208, and 63-11-211.
Administrative History: Original rule filed June 6, 1978; effective July 6, 1978. Repeal and new rule filed January 20, 1994; effective April 5, 1994. Repeal and new rule filed August 29, 2000; effective November 12, 2000. Amendment filed August 29, 2000; effective November 12, 2000. Amendment filed June 18, 2002; effective September 1, 2002. Amendment filed May 15, 2003; effective July 29, 2003. Amendment filed October 18, 2004; effective January 1, 2005. Amendment filed November 9, 2005; effective January 23, 2006. However, Stay of Effective Date filed by the Board of Examiners in Psychology on January 20, 2006; new effective date March 23, 2006. Amendments filed March 17, 2006; effective May 31, 2006. Amendment filed July 27, 2006; effective October 10, 2006.

1180-02-.04 EXAMINATIONS.

- (1) Written examination. The method of administration for the written examination shall be "pencil and paper" or "computer delivered."
- (a) The written examination is the EPPP provided by the Professional Examination Service (PES). This is a test covering basic psychological science, professional application, ethics and related considerations in psychology.

(Rule 1180-02-.04, continued)

1. PES shall provide applications for examination to applicants.
 2. Following written Board approval to take the written examination, the applicant shall submit the written examination application along with the required fee to PES.
 3. The applicant may receive additional information concerning this test by writing to Professional Examination Service, 475 Riverside Drive, New York, New York 10115.
 4. PES will send written authorization to test, or eligibility letter, to the applicant with instructions to contact the chosen testing provider.
 5. The applicant will contact the testing provider to schedule the examination at the applicant's choice of testing provider locations.
 - (i) Applicants must take the examination within sixty (60) days of the date on the eligibility letter provided by PES. If the applicant does not take the examination within this time period, he/she will be removed from the eligibility listings of the testing provider and will be required to begin the examination application process again.
 - (ii) Applicants may reschedule the examination up to two (2) working days prior to the scheduled test date by calling the toll-free number provided to them in their eligibility letter without penalty. Applicants who fail to give such notice to the testing provider, and who fail to sit for the examination as scheduled, will forfeit the examination fees paid and will be required to begin the examination application process again.
- (b) The passing score at the Psychologist level for the "pencil and paper" version shall be a score which is equal to or greater than a score which is seventy percent (70%) correct, as reported in the EPPP statistical data provided by the Professional Examination Service for each administration of the examination or shall be a score which is that set as the passing score for Psychologists by the ASPPB for the EPPP.
- (c) The passing score at the Psychologist level for the "computer delivered" version shall be a scaled score which is equal to or greater than five hundred (500), as reported in the EPPP statistical data provided by the Professional Examination Service for each administration of the examination or shall be a score which is that set as the passing score for Psychologists by the ASPPB for the EPPP.
- (2) Ethics and jurisprudence examination. All applicants for licensure must successfully complete the Board's ethics and jurisprudence examination as a prerequisite to licensure.
- (a) The Board shall mail a registration form to applicants for licensure who have paid all applicable fees required by Rule 1180-01-.03, and who have successfully completed all requirements for licensure except for successful completion of the ethics and jurisprudence examination.
 - (b) Upon receiving the registration form, the applicant shall contact the Board's administrative office and schedule a time to take the ethics and jurisprudence examination.
 1. The examination test site is the Board's administrative office.

(Rule 1180-02-.04, continued)

2. The applicant shall bring the registration form and photo identification to the examination.
 3. The examination shall be completed in two (2) hours or less.
- (c) The scope and content of the examination shall be determined by the Board but limited to
1. Tennessee Code Annotated, Title 33, Chapter 3, Parts 1 and 2 and Chapter 6, Part 4; and
 2. Tennessee Code Annotated, Title 37, Chapter 1, Part 4, Section 403; and
 3. Tennessee Code Annotated, Title 63, Chapters 2 and 11; and
 4. Official Compilation, Rules and Regulations of the State of Tennessee, Chapters 1180-01, 1180-02, 1180-03, and 1180-04; and
 5. The version of the “Ethical Standards” which are part of the “Ethical Principles of Psychologists and Code of Conduct” published by the American Psychological Association (A.P.A.), and approved by the A.P.A.’s Council of Representatives on August 21, 2002 to become effective on June 1, 2003.
- (d) The Board shall provide copies of the applicable statutes, regulations, and the “Ethical Standards” for use during the examination. No other copies may be used during the examination. Information on how to acquire copies of the applicable statutes, regulations, and the “Ethical Standards” for study purposes is available upon request from the Board’s administrative office.
- (e) The format of the examination shall be “open-book.”
- (f) Correctly answering ninety percent (90%) of the examination questions shall constitute successful completion of the ethics and jurisprudence exam.
- (3) The Board may delay a decision on eligibility to take the written examination(s) and/or the ethics and jurisprudence examination for any candidate for whom the Board has requested additional information.
- (4) The Board shall schedule a meeting within ninety (90) days following the completion of all examinations at which time the Board will consider completed applications and examination results for the purpose of licensure.
- (5) Failure of examinations.
- (a) If the Board determines that the applicant has not passed the written examination, the applicant may request to take another written examination which will be scheduled no sooner than sixty (60) days after the previous written examination.
 1. An applicant may take the examination no more than four (4) times in a twelve (12) month period.
 2. Upon payment of appropriate reexamination fees, the applicant may take the written examination again.
 - (b) If the Board determines that the applicant has failed to successfully complete the ethics and jurisprudence examination, the applicant will be mailed another registration form.

(Rule 1180-02-.04, continued)

1. Upon receiving the registration form to retake the examination, the applicant shall contact the Board's administrative office and schedule a time and location to retake the ethics and jurisprudence examination.
2. The applicant shall mail the registration form and the Ethics and Jurisprudence Re-Examination Fee, as provided in Rule 1180-01-.03, to the Board's administrative office.
3. The examination test site is the Board's administrative office.
4. The applicant shall bring photo identification to the examination.
5. The examination shall be completed in two (2) hours or less.
6. The applicant must continue to retake the examination until it has been successfully completed before the licensure application will be deemed complete and presented to the Board for consideration.

Authority: T.C.A. §§ 4-5-202, 4-5-204, 63-11-104, 63-11-208, 63-11-209, 63-11-210, and 63-11-211.
Administrative History: Original rule filed June 6, 1978; effective July 6, 1978. Repeal and new rule filed January 20, 1994; effective April 5, 1994. Repeal and new rule filed August 29, 2000; effective November 12, 2000. Amendment filed December 11, 2000; effective February 24, 2001. Amendment filed June 18, 2002; effective September 1, 2002. Amendment filed November 9, 2005; effective January 23, 2006. However, Stay of Effective Date filed by the Board of Examiners in Psychology on January 20, 2006; new effective date March 23, 2006. Amendment filed March 23, 2007; effective June 6, 2007.

1180-02-.05 TEMPORARY LICENSE.

- (1) The Board may issue a temporary license to an applicant for licensure as a Psychologist who has completed the academic course work and training required for the license sought. If the applicant is seeking HSP designation, the qualifying internship and year of post-internship, postdoctoral supervised experience must be completed. The Board shall designate a current Board member or qualified person to review applications and approve, deny or defer them to a quorum of the Board for consideration.
- (2) Temporary license for unlicensed applicants.
 - (a) The temporary license will allow the applicant to perform the functions specified in T.C.A. § 63-11-203 for which the applicant is seeking licensure only under qualified supervision.
 - (b) The temporary license shall become invalid for the following reasons:
 1. Failure of the written examination.
 2. Failure to take the written examination within one hundred and twenty (120) days of the issuance of the temporary license:
 3. Failure of the second (2nd) ethics and jurisprudence examination.
 4. Expiration of the twelve (12) month period established by law.
 - (c) When the temporary license becomes invalid for any reason or expires, it must be returned to the Board office within ten (10) days. The supervisor shall be responsible

(Rule 1180-02-.05, continued)

for monitoring this requirement and the Board will notify the supervisor when the temporary license becomes invalid.

- (d) An application for a temporary license will be considered only when the application is completed and the applicant is approved by the Board to be scheduled for an initial written examination.
 - (e) When an applicant is applying for a temporary license, successful completion of an academic course of study must be verified in one (1) of two (2) ways:
 - 1. By an official transcript verifying the date upon which the degree was conferred.
 - 2. By a formal written statement bearing the official seal of the educational institution from the registrar attesting to the completion of all educational requirements.
 - (f) A licensed Senior Psychological Examiner or a licensed Psychological Examiner applying at the Psychologist level may be granted a temporary license without regard to the results of earlier written examinations taken at the Psychological Examiner level.
- (3) Temporary license for applicants licensed in other jurisdictions.
- (a) A temporary license may be issued to a Psychologist licensed in another jurisdiction who has been in the continuous practice of psychology in good standing and who is not the subject of a current investigation (if such information is discloseable) or litigation for criminal, professional practice or ethical violations.
 - (b) Such Psychologist licensed in another jurisdiction must meet the educational requirements for licensure as a Psychologist in Tennessee and have passed the EPPP with a score as required by Rule 1180-02-.04. If the Psychologist is seeking HSP designation he/she must have completed a qualifying internship and a year of post-internship, postdoctoral supervised experience or be listed in the National Register of Health Service Providers in Psychology.
 - (c) The temporary license will allow the applicant to perform the functions specified in T.C.A. § 63-11-203 under the qualified supervision of a Psychologist licensed in Tennessee. If seeking HSP designation, supervision must be provided by a Tennessee licensed Psychologist with HSP designation.
 - (d) The temporary license becomes invalid upon failure of the second (2nd) ethics and jurisprudence examination.
 - (e) The temporary license becomes invalid upon the expiration of the twelve (12) month period.
 - (f) A Psychologist licensed in another jurisdiction can apply to the Board for authorization to perform functions listed in T.C.A. § 63-11-203 for a period not to exceed twelve (12) days within a one (1) year period. A written request for authorization must include the reason for the authorization, the dates of these activities, and the name of the supervising Tennessee Psychologist. A letter from the supervising Psychologist and a verification of a valid license in good standing must also be submitted. The Board shall designate a current Board member or qualified person to review the authorization request and approve, deny or defer such request to a quorum of the Board for consideration.

(Rule 1180-02-.05, continued)

- (4) All applicants for temporary licensure shall cause to be submitted to the Board's administrative office directly from the vendor identified in the Board's licensure application materials, the result of a criminal background check.

Authority: T.C.A. §§ 4-5-202, 4-5-204, 63-11-104, 63-11-201, 63-11-206, 63-11-208, 63-11-209, 63-11-210, 63-11-211, and 63-11-215. **Administrative History:** Original rule filed June 6, 1978; effective July 6, 1978. Repeal and new rule filed January 20, 1994; effective April 5, 1994. Repeal and new rule filed August 29, 2000; effective November 12, 2000. Amendment filed August 29, 2000; effective November 12, 2000. Amendment filed December 11, 2000; effective February 24, 2001. Amendment filed June 18, 2002; effective September 1, 2002. Amendment filed November 9, 2005; effective January 23, 2006. However, Stay of Effective Date filed by the Board of Examiners in Psychology on January 20, 2006; new effective date March 23, 2006. Amendment filed March 17, 2006; effective May 31, 2006.

1180-02-.06 PROVISIONAL LICENSE.

- (1) The Board may issue a provisional license to an applicant for licensure as a Psychologist with HSP designation who has completed the academic coursework and a qualifying internship, but not the postdoctoral supervised experience. The Board shall designate a current Board member or qualified person to review applications and approve, deny or defer them to a quorum of the Board for consideration.
- (2) An applicant for provisional licensure shall cause to be submitted to the Board's administrative office directly from the vendor identified in the Board's licensure application materials, the result of a criminal background check.
- (3) The provisional license will allow the applicant to perform the functions specified in T.C.A. § 63-11-203 only under qualified supervision. A provisional license will be valid for one (1) year, but may be extended for additional years for the purposes of allowing the applicant to complete the required nineteen hundred (1900) hours of postdoctoral supervised experience required for HSP designation. The Board may approve an extension beyond the second year for those applicants who are tenure-track faculty in a department of psychology that has a graduate psychology-training program. The faculty appointment must be confirmed in a letter from the chair of that psychology department. The Board may approve an extension beyond the second year for those applicants who can document a disability that prohibits less than half-time practice. A written request must be sent to the Board for any extension of the provisional license.
 - (a) Each time a provisional licensee requests an extension of the provisional license expiration date, the provisional licensee shall submit a new application for provisional licensure.
 - (b) The new application for provisional licensure shall be accompanied by a provisional license fee, as provided in Rule 1180-01-.03.
- (4) For applicants where a medical illness, pregnancy and childbirth, or illness of a dependent interrupts the postdoctoral supervised experience, the applicant should submit to the board a written request for a suspension of the provisional license.
- (5) The provisional license shall become invalid for the following reasons:
 - (a) Failure to take the EPPP within one (1) year of the issuance of the provisional license or the second failure of the EPPP after the issuance of the provisional license.
 - (b) The second (2nd) failure of the ethics and jurisprudence exam after the issuance of the provisional license.

(Rule 1180-02-.06, continued)

- (c) Expiration of the provisional license.
- (6) When the provisional license becomes invalid for any reason it must be returned to the Board office within ten (10) days. The supervisor shall be responsible for the monitoring this requirement and the Board will notify the supervisor when the provisional license becomes invalid.

Authority: T.C.A. §§ 4-5-202, 4-5-204, 63-11-104, 63-11-203, 63-11-204, 63-11-206, 63-11-208, 63-11-209, 63-11-210, 63-11-211, and 63-11-215. **Administrative History:** Original rule filed June 6, 1978; effective July 6, 1978. Amendment filed May 27, 1980; effective August 27, 1980. Repeal and new rule filed January 20, 1994; effective April 5, 1994. Repeal and new rule filed August 29, 2000; effective November 12, 2000. Amendment filed June 18, 2002; effective September 1, 2002. Amendment filed November 9, 2005; effective January 23, 2006. However, Stay of Effective Date filed by the Board of Examiners in Psychology on January 20, 2006; new effective date March 23, 2006. Amendment filed March 17, 2006; effective May 31, 2006.

1180-02-.07 FREE HEALTH CLINIC AND VOLUNTEER PRACTICE REQUIREMENTS.

- (1) Free health clinic practice pursuant to T.C.A. § 63-1-201.
 - (a) Any Psychologist licensed to practice psychology in this state or any other state who has not been disciplined by any psychology licensure board may have their license converted to or receive a Tennessee “Special Volunteer License,” as defined in T.C.A. § 63-1-201, which will entitle the licensee to practice without remuneration solely within a “free health clinic,” as defined by T.C.A. § 63-1-201, at a specified site or setting by doing the following:
 - 1. Obtaining from the Board’s administrative office a “Special Volunteer License” application, completing it and submitting it along with any required documentation to the Board’s administrative office; and
 - 2. Have the licensing authority of every state in which the Psychologist holds or ever held a license to practice psychology submit directly to the Board’s administrative office the equivalent of a “certificate of fitness” as described in T.C.A. § 63-1-118 which shows that the license has never been subjected to any disciplinary action and is free and clear of all encumbrances; and
 - 3. For Psychologists who have not been licensed in Tennessee, comply with all provisions of paragraphs (4), (6), (7), and (8) of Rule 1180-02-.03 and the Health Care Consumer-Right-To-Know Act compiled at T.C.A. §§ 63-51-101, et seq.; and
 - 4. Submitting the specific location of the site or setting of the free health clinic in which the licensee intends to practice along with proof of the clinic’s private, and not-for-profit status.
 - (b) A Psychologist holding a Special Volunteer License is not required to pay any fee for its issuance or the required biennial renewal pursuant to the Division of Health Related Board’s biennial birthdate renewal system.
 - (c) A Psychologist holding a Special Volunteer License may not do any of the following:
 - 1. Practice psychology anywhere other than in the free health clinic site or setting specified in the application; and

(Rule 1180-02-.07, continued)

2. Charge any fee or receive compensation or remuneration of any kind from any person or third party payor including insurance companies, health plans and state or federal benefit programs for the provision of psychological or any other services; and
 3. Practice for any free health clinic that imposes any charge on any individual to whom health care services are rendered or submits charges to any third party payor including insurance companies, health plans and state or federal benefit programs for the provision of any services.
- (d) Special Volunteer Licenses are subject to all of the following:
1. All rules governing renewal, retirement, reinstatement and reactivation as provided by Rules 1180-01-.05 and .07, except those requiring the payment of any fees; and
 2. The rules governing continuing education as provided by Rule 1180-01-.08; and
 3. Disciplinary action for the same causes and pursuant to the same procedures as all other licenses issued by the Board.
- (2) Practice pursuant to the "Volunteer Health Care Services Act" T.C.A. §§ 63-6-701, et seq.
- (a) Any Psychologist licensed in this or any other state, territory, district or possession of the United States whose license is not under a disciplinary order of suspension or revocation may practice psychology in this state but only under the auspices of an organization that has complied with the provisions of this rule and T.C.A. §§ 63-6-701 through 707 and Rule 1200-10-01-.12 of the Division of Health Related Boards.
 - (b) Any person who may lawfully practice psychology in this or any other state, territory, district or possession of the United States under an exemption from licensure and who is not under a disciplinary order of suspension or revocation and who is not and will not "regularly practice," as defined by T.C.A. § 63-6-703(3) may practice psychology in this state but only under the auspices of an organization that has complied with the provisions of this rule and T.C.A. §§ 63-6-701 through 707 and Rule 1200-10-01-.12 of the Division of Health Related Boards.
 - (c) A Psychologist or anyone who practices under an exemption from licensure pursuant to this rule may not charge any fee or receive compensation or remuneration of any kind from any person or third party payor including insurance companies, health plans and state or federal benefit programs for the provision of psychological or any other services; and may not practice for any organization that imposes any charge on any individual to whom health care services are rendered or submits charges to any third party payor including insurance companies, health plans and state or federal benefit programs for the provision of any services.
 - (d) Any organization that organizes or arranges for the voluntary provision of health care services on residents of Tennessee may utilize persons described in subparagraphs (a) and (b) to practice psychology only when it has complied with the provisions of T.C.A. §§ 63-6-701 through 707 and Rule 1200-10-01-.12 of the Division of Health Related Boards.
- (3) Application review and licensure decisions for these types of licensure or organization registration shall be governed by Rule 1180-01-.04.

(Rule 1180-02-.07, continued)

Authority: T.C.A. §§ 4-5-202, 4-5-204, 63-1-201, 63-6-701 through 63-6-707, 63-11-104, 63-11-201, 63-11-203, 63-11-208, 63-11-211, and 63-11-225. **Administrative History:** Repeal filed August 29, 2000; effective November 12, 2000. Amendment filed November 9, 2005; effective January 23, 2006.

1180-02-.08 THROUGH 1180-02-.26 REPEALED.

Authority: T.C.A. §§ 4-5-202, 4-5-204, and 63-11-104. **Administrative History:** Repeal filed August 29, 2000; effective November 12, 2000.

1180-02-.27 TELEPSYCHOLOGY.

- (1) Telepsychology means the practice of psychology via electronic communications technology by persons licensed under T.C.A. § 63-11-203. Electronic communications technology is information exchanged typically using audio or visual technology that is part of a plan of care during a scheduled or agreed upon time.
- (2) Whenever feasible, secure communications shall be used, such as encrypted text messages, secure email, secure websites or secure real-time video.
- (3) In order to practice telepsychology in the state of Tennessee, one must hold a current, valid psychology license issued by the Tennessee Board of Examiners in Psychology. The scope of practice of a Psychologist is prescribed and limited by Tennessee Code Annotated, Title 63, Chapter 11 and the rules set forth in this chapter and Chapter 1180-01.
- (4) Licensees cannot provide telepsychology to patients domiciled or physically located in any jurisdiction other than Tennessee. The provision of telepsychology to any person domiciled or otherwise physically located in the State of Tennessee subjects the licensee to the jurisdiction of the Board in all matters set forth in the Tennessee Psychology Practice Act and implementing rules and regulations, including all matters related to discipline.
- (5) Licensees should recognize that telepsychology is not appropriate for all psychological problems and patients, and decisions regarding the appropriate use of telepsychology shall be made on a case-by-case basis. Licensees practicing via telepsychology should be aware of potential risks incurred when practicing psychology through the use of electronic communications and take special care to conduct their professional practice in a manner that protects the welfare of the patient. Licensees practicing telepsychology shall:
 - (a) Conduct a risk-benefit analysis and document findings specific to:
 1. Whether the patient's presenting problems and apparent condition are consistent with the use of telepsychology to the patient's benefit; and
 2. Whether the patient has sufficient knowledge and skills in the use of the technology involved in rendering the service or can use a personal aid or assistive device to benefit from the service.
 - (b) Not provide telepsychology services to any person or persons when the outcome of the risk-benefit analysis is inconsistent with the delivery of telepsychology services, whether related to clinical or technological issues.
 - (c) Prior to providing telepsychology services, obtain the written informed consent of the patient which must include, but is not limited to:
 1. The limitations and innovative nature of using electronic communications in the provision of psychology services;

(Rule 1180-02-.27, continued)

2. The potential risks to confidentiality of information due to the use of electronic communication;
 3. The potential risks of sudden and unpredictable disruption of telepsychology services and how an alternative means of re-establishing electronic or other connection will be used under such circumstances;
 4. The time and manner in which the licensee will respond to electronic messages;
 5. The emergent circumstances when the licensee and patient will use alternative means of communication;
 6. The other parties who may have access to communications between the patient and the licensee;
 7. The specific methods for ensuring that a patient's electronic communications are directed only to the licensee or supervisee; and
 8. The manner in which the licensee will store electronic communications exchanged with the patient.
- (d) Upon initial and subsequent contacts with the patient, make reasonable efforts to verify the identity of the patient.
 - (e) Obtain alternative means of contacting the patient.
 - (f) Provide the patient with alternative means of contacting the licensee.
 - (g) Establish a written agreement with the patient relative to the patient's access to face-to-face emergency services in the patient's geographical area in instances such as, but not limited to, the patient experiencing a suicidal or homicidal crisis.
 - (h) Make reasonable efforts to protect and maintain the confidentiality of the data and information relating to their patients and inform them of the potentially increased risks, if any, of loss of confidentiality inherent in the use of electronic communications.
 - (i) Ensure that confidential communications stored electronically cannot be recovered and/or accessed by unauthorized persons when the licensee disposes of electronic equipment and data.
 - (j) Document in the patient record that the licensee conducted a patient encounter via electronic communication and state the type or form of electronic communication used.
 - (k) Comply with all patient record requirements as defined in Rule 1180-01-.06.
- (6) In the context of a face-to-face professional relationship, the following are exempt from this rule:
 - (a) Electronic communications used specific to appointment scheduling, billing, and/or the establishment of benefits and eligibility for services; and
 - (b) Telephone or other electronic communications made for the purpose of ensuring patient welfare in accordance with reasonable professional judgment.
 - (7) Licensees providing supervision via telepsychology shall be aware of the potential risks incurred when providing supervision through the use of electronic communications and take

(Rule 1180-02-.27, continued)

special care to conduct their supervision in a manner that protects the welfare of the patients. Licensees providing supervision via electronic communications shall:

- (a) Consider and document findings specific to:
 1. Whether the patient's presenting problems and apparent condition are consistent with the use of telepsychology in the supervisory process to the patient's benefit; and
 2. Whether the supervisee has sufficient knowledge and skills in the use of the technology involved in rendering the supervision.
- (b) Not provide supervision via telepsychology services to any supervisee when the outcome of the analysis required in parts (7)(a)1. and (7)(a)2. of this rule is inconsistent with the delivery of supervision via telepsychology, whether related to issues involving a given case or issues involving the technological knowledge and skills of the supervisee.
- (c) Prior to providing supervision via telepsychology services, the supervisor and supervisee shall enter into a written agreement which must include, but is not limited to:
 1. The potential risks of sudden unpredictable disruption of supervision that is dependent upon telepsychology services and a plan for an alternative means of re-establishing electronic or other connection under such circumstances;
 2. The time and manner by which the supervisor will respond to routine electronic messages from the supervisee;
 3. The emergent circumstances when the supervisor and supervisee will use alternative means of communication; and
 4. The precautionary measures that the supervisor and supervisee will take to ensure that confidential communications stored electronically cannot be recovered and/or accessed by unauthorized persons when the licensee disposes of electronic equipment and data.
- (d) Upon initial and subsequent contact with the supervisee, make reasonable efforts to verify the identity of the supervisee.
- (e) Obtain alternative means of contacting the supervisee.
- (f) Provide to the supervisee alternative means of contacting the supervisor.

Authority: T.C.A. §§ 63-1-155, 63-11-104, and 63-11-203. **Administrative History:** New rule filed August 1, 2022; effective October 30, 2022.