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1512#024

RULE

Department of Health and Hospitals Board of Examiners of Psychologists

Provisional Licensure of Psychologists
(LAC 46:LXIII.Chapters 31-43)

In accordance with R.S. 49:950 et seq., the Administrative Procedure Act, the Department of Health and Hospitals, state Board of Examiners of Psychologists has adopted LAC 46:LXIII.Chapters 31-43 to include regulations for licensed specialists in school psychology, pursuant to Act 136 of the 2014 Legislative Session.

Title 46

PROFESSIONAL AND OCCUPATIONAL STANDARDS

Part LXIII. Psychologists

Subpart 2. Licensed Specialists in School Psychology

Chapter 31. Definitions

§3101. Definition of Board

Board—the Louisiana State Board of Examiners of Psychologists.

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:2357.

HISTORICAL NOTE: Promulgated by the Department of Health and Hospitals, Board of Examiners of Psychologists, LR 41:2621 (December 2015).

Chapter 32. Licensed Specialist in School Psychology Advisory Committee

§3201. Scope

A. The rules of this Chapter identify the constitution, functions and responsibilities of the licensed specialist in School Psychology Advisory Committee to the board.

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HISTORICAL NOTE: Promulgated by the Department of Health and Hospitals, Board of Examiners of Psychologists, LR 41:2621 (December 2015).

§3202. Constitution, Function and Responsibilities of Advisory Committee

A. The board shall constitute and appoint a Licensed Specialist in School Psychology Advisory Committee, which shall be organized, and function in accordance with the law and rules of the board.

B. Composition. The committee shall be comprised of 4 members, consisting of:

1. two members that are licensed school psychologists licensed under the LSBEP who meets all requirements as determined by the board, selected from a list of self-nominations to the board;

2. one member that is either a licensed school psychologist licensed under the LSBEP or a licensed

specialist in school psychology licensed under LSBEP who meets all requirements as determined by the board selected from a list of self-nominations to the board; and

3. the board's executive director as the ex-officio, non-voting member.

C. Appointment. Each member, to be eligible for and prior to appointment to the committee, shall have maintained residency and a current and unrestricted license to practice in the state of Louisiana under the authority of LSBEP for not less than two years.

D. Vacancy. In the event of a vacancy on the committee, the board shall appoint a replacement for the remainder of the member's term. The replacement shall meet the same requirements as determined by the board and be drawn from a list of self-nominations to the board.

E. Term of Service. Each member of the initial committee shall serve staggered terms. For the first appointment to the committee, one member will serve three years, one member will serve two years and one member will serve one year. The ex-officio member will serve continuously. Initial committee members shall be eligible for 1 reappointment for a full term of three years.

1. For future committee appointments, members will serve for a term of three years, or until a successor is appointed and shall be eligible for one reappointment. Committee members serve at the pleasure of the board.

F. Functions of the Committee. The committee will provide the board with recommendations relating to the following matters:

1. applications for licensure (initial and renewal);
2. educational requirements for licensure (initial and renewal);
3. changes in related statutes and rules; and
4. other activities as might be requested by the board.

G. Committee Meetings, Officers. The committee shall meet at least quarterly, or more frequently as deemed necessary by a quorum of the committee or the board. Two members of the committee constitute a quorum. The committee shall elect from among its members a chair. The chair shall designate the date, time and place of, and preside at all meetings of the committee.

H. Confidentiality. In discharging the functions authorized under this Section, the committee and the individual members thereof shall, when acting within the scope of such authority, be deemed agents of the board. Committee members are prohibited from disclosing, or in any way releasing to anyone other than the board, any confidential information or documents obtained when acting as agent of the board without first obtaining written authorization from the board.

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HISTORICAL NOTE: Promulgated by Health and Hospitals, Board of Psychologists, LR 41:2621 (December 2015).

Chapter 33. Definition of Applicant for Licensure as a Specialist in School Psychology

§3301. Definition

A. An applicant is a person who submits to the board the required application fee and the complete prescribed application which includes evidence that the person:

1. is at least 21 years of age; and
2. is of good moral character; and

3. is a citizen of the United State or has declared his intention to become a citizen. A statement by the person under oath that he is a citizen or that he intends to apply for citizenship when he becomes eligible to make such application shall be sufficient proof of compliance with the requirement of this Paragraph;

4. has completed a school specialist degree from a National Association of School Psychologists approved program or equivalent;

5. has completed a one-thousand-two-hundred hour, at least a nine-month internship under the supervision of a certified school psychologist in a school setting or by a licensed psychologist in a community setting. Of the 1200 hundred hours, 600 hours shall be completed in a school setting;

6. has completed three years of supervised experience as a certified school psychologist within the public school system;

7. has passed the nationally certified school psychologist examination;

8. has demonstrated professional knowledge of the laws and rules regarding the practice of psychology in Louisiana; and

9. Is not in violation of any of the provisions of this Chapter and the rules and regulations adopted by the board.

B. Applicant status shall not be used for professional representation.

C. An applicant who is denied licensure by the board based on the evidence submitted as required under Subsection A of this Section, may reapply to the board after two years have elapsed, and having completed additional training meeting the requirements of the law and as defined in the rules and regulations adopted by the board.

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:2357.

HISTORICAL NOTE: Promulgated by the Department of Health and Hospitals, Board of Examiners of Psychologists, LR 41:2621 (December 2015).

Chapter 34. Specialist Programs in School Psychology

§3401. Program Requirements—General

A. A graduate of a specialist in school psychology program that is a National Association of School Psychologists (NASP) -approved program is recognized as holding a specialist degree, or an equivalent certificate, from a university offering a full-time graduate course of study in school psychology. The NASP criteria for program approval serves as a model for specialist-level training in school psychology.

B. Graduate education in specialist in school psychology is delivered within the context of a comprehensive program framework based on clear goals and objectives and a sequential, integrated course of study in which human diversity is emphasized. Graduate education develops candidates' strong affiliation with school psychology, is delivered by qualified faculty, and includes substantial coursework and supervised field experiences necessary for the preparation of competent specialist-level school psychologists whose services positively impact children, families, schools, and other consumers.

C. Degrees from online programs will only be accepted if NASP-approved and meet the requirements in Subsection D of this Section.

D. A graduate of a specialist program that is not approved by the NASP must meet the criteria listed below.

1. Training in school psychology is at the specialist level offered in a regionally accredited institution of higher education.

2. The program, wherever it may be administratively housed, must be clearly identified and labeled as a specialist in school psychology, or certificate, program. Such a program must specify in pertinent institutional catalogs and brochures its intent to educate and train specialist-level school psychologists.

3. The specialist program must stand as a recognizable, coherent organizational entity within the institution.

4. There must be a clear authority and primary responsibility for all specialist program components consistent with NASP standards for training programs.

5. The program must be an integrated, organized sequence of study.

6. There must be an identifiable school psychology faculty and a school psychologist responsible for the program. A minimum of two program faculty must have earned doctorates in school psychology.

7. The specialist program must have an identifiable body of students who have matriculated in that program for a degree.

8. The specialist program must include supervised practicum and internship completed in field-based settings consisted with NASP standards for training.

9. The specialist program shall involve at least one continuous academic year of full-time residency on the campus of the institution at which the degree is granted.

10. The curriculum shall encompass a minimum of two academic years of full-time graduate study and an approved one-year internship consistent with published NASP standards for training. Additionally, the program shall require each student to demonstrate competence in each of the NASP practice domains:

- a. data-based decision making and accountability;
- b. consultation and collaboration;
- c. interventions and instructional support to develop academic skills;
- d. interventions and mental health services to develop social and life skills;
- e. school-wide practices to promote learning;
- f. preventive and responsive services;
- g. family-school collaboration services;
- h. diversity in development and learning;
- i. research and program evaluation;
- j. legal, ethical, and professional practice.

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:2357.

HISTORICAL NOTE: Promulgated by the Department of Health and Hospitals, Board of Examiners of Psychologists, LR 41:2622 (December 2015).

§3402. Program Requirements—Supervised Practica Prior to Internship

A. The school psychology program should include supervised practica prior to internship that includes the following:

1. completion of practica, for academic credit that are distinct from, precede, and prepare students for the school psychology internship;
2. specific, required activities and systematic evaluation of skills that are consistent with goals of the program;
3. emphasize human diversity, and are completed in settings relevant to program objectives for development of practice competencies;
4. direct oversight by the program to ensure appropriateness of the placement, activities, supervision, and collaboration with the placement sites and practicum supervisors; and
5. close supervision of students by program faculty and qualified practicum supervisors, including appropriate performance-based evaluation, to insure that students are developing professional work characteristics and designated competencies.

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:2357.

HISTORICAL NOTE: Promulgated by the Department of Health and Hospitals, Board of Examiners of Psychologists, LR 41:2623 (December 2015).

§3403. Program Requirements—Internship

A. The school psychology program should include a comprehensive, supervised, and carefully evaluated internship in school psychology that includes the following:

1. a culminating experience in the program’s course of study that is completed for academic credit or otherwise documented by the;
2. a primary emphasis on providing breadth and quality of experiences, attainment of comprehensive school psychology competencies, and integration and application of the full range of domains of school psychology;
3. completion of activities and attainment of school psychology competencies that are consistent with the goals and objectives of the program and emphasize human diversity, and provision of school psychology services that result in direct, measurable, and children, families, schools, and/or other consumers;
4. inclusion of both formative and summative performance-based evaluations of interns that are completed by both program faculty and field-based supervisors, are systematic and comprehensive, and insure that interns demonstrate professional work characteristics and attain competencies needed for effective practice as school psychologists;
5. a minimum of 1200 clock hours, including a minimum of 600 hours of the internship completed in a school-based setting;
6. at least nine-month internship under the supervision of a certified school psychologist in a school setting or by a licensed psychologist in a community setting;
7. completion in settings relevant to program objectives for intern competencies and direct oversight by

the program to ensure appropriateness of the placement, activities, supervision, and collaboration with the placement sites and intern supervisors;

8. provision of field-based supervision from a school psychologist holding the appropriate state school psychologist credential for practice in a school setting or, if in an a program approved alternative setting, field-based supervision from a psychologist holding the appropriate state psychology credential for practice in the internship setting;
9. an average of at least two hours of field-based supervision per full-time week or the equivalent for part-time placements; and
10. a written plan specifying collaborative responsibilities of the school psychology program and internship site in providing supervision and support ensuring that internship objectives are achieved.

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§3404. Program Requirements—Foreign Programs

A. Graduates of foreign programs will be evaluated according to the following.

1. Graduates of foreign programs must meet the substantial criteria in §3401.D above.
2. Applicants for specialist licensure whose applications are based on graduation from foreign universities shall provide the board with such documents and evidence to establish that there formal education is equivalent to specialist-level training in a NASP-approved program granted by a United States university that is regionally accredited. The applicant must provide the following:
 - a. an original diploma or other certificate of graduation, which will be returned, and a photostatic copy such a document, which will be retained;
 - b. a transcript or comparable document of all course work completed;
 - c. a certified translation of all documents submitted in a language other than English;
 - d. satisfactory evidence of supervised experiences; and
 - e. a statement prepared by the applicant based on the documents referred to in the Section, indicating the chronological sequence of studies. The format of this statement shall be comparable as possible to a transcript issued by United States universities.

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:2357.

HISTORICAL NOTE: Promulgated by the Department of Health and Hospitals, Board of Examiners of Psychologists, LR 41:2623 (December 2015).

Chapter 35. Limits in Practice

§3501. Limits in Practice

A. Licensed specialists in school psychology shall apply their knowledge of both psychology and education to render services that are germane to the current state educational bulletins, including but not limited to Louisiana Bulletins 1508 and 1706.

B. A licensed specialist in school psychology cannot diagnose mental disorders as defined by the Diagnostic and Statistical Manual of Mental Disorders or disease as defined by the International Classification of Diseases.

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:2357.

HISTORICAL NOTE: Promulgated by the Department of Health and Hospitals, Board of Examiners of Psychologists, LR 41:2623 (December 2015).

Chapter 36. Supervision

§3601. Supervisor/Supervisee Relationship

A. A licensed specialist in school psychology may contract with and work outside of the school system under the clinical supervision of a licensed psychologist or medical psychologist licensed in accordance with R.S. 37:1360.51 et seq.

B. The supervising psychologist shall be administratively, clinically and legally responsible for all professional activities of the licensed specialist in school psychology. This means that the supervisor must be available to the supervisee at the point of decision-making. The supervisor shall also be available for emergency consultation and intervention.

C. The supervising psychologist shall have demonstrated competency and continue maintenance of competency in the specific area of practice in which supervision is being given.

D. The supervising psychologist shall be required to sign any final reports prepared by the licensed specialist in school psychology.

E. The supervising psychologist is responsible for the representation to the public of services, and the supervisor/supervisee relationship.

F. All clients shall be informed of the supervisory relationship, to whatever extent is necessary to ensure the client to understand, the supervisory status and other specific information as to the supervisee's qualifications and functions.

G. The supervising psychologist is responsible for the maintenance of information and files relevant to the client. The client shall be fully informed, to whatever extent is necessary that ensures the client understands that the supervising psychologist is to be the source of access to this information.

H. An ongoing record of supervision shall be created and maintained which adequately documents activities occurring under the supervision of the supervising psychologist.

I. Failure and/or neglect in maintaining the above standards of practice may result in disciplinary action of the licensed specialist in school psychology and/or the licensed psychologist/medical psychologist.

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:2357.

HISTORICAL NOTE: Promulgated by the Department of Health and Hospitals, Board of Examiners of Psychologists, LR 41:2624 (December 2015).

§3602. Qualifications of Supervisors

A. A supervising psychologist must at least be licensed for one full year prior to entering into a supervision relationship with a licensed specialist in school psychology.

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:2357.

HISTORICAL NOTE: Promulgated by the Department of Health and Hospitals, Board of Examiners of Psychologists, LR 41:2624 (December 2015).

§3603. Amount of Supervisory Contact

A. The purpose of this section is to set the minimum standard of one hour per week for general professional supervision.

B. Supervision is to be conducted on a one-on-one, face-to-face basis.

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:2357.

HISTORICAL NOTE: Promulgated by the Department of Health and Hospitals, Board of Examiners of Psychologists, LR 41:2624 (December 2015).

§3604. Supervision of Graduate Students and Graduates in Specialist Level School Psychology

A. A licensed specialist in school psychology may supervise graduate students and graduates if they have been licensed for a minimum of one year and supervise no more than a total of two individuals at the same time.

B. Graduate students and graduates providing services must be under the direct and continuing professional supervision of a licensed specialist in school psychology.

C. In order to maintain ultimate legal and professional responsibility for the welfare of every client, a licensed specialist in school psychology must be vested with functional authority over the services provided by graduate students or graduates.

D. Supervisors shall have sufficient contact with clients, and must be empowered to contact any client in order to plan effective and appropriate services and to define procedures. They shall be available for emergency consultation and intervention.

E. Work assignments shall be commensurate with the skills of the graduate student or graduates. All work and procedures shall be planned in consultation with the supervisor.

F. In the case of prolonged illness or absence, the supervisor should designate another licensed specialist in school psychology to perform as full supervisor with all of the responsibilities of the original supervisor. All legal and professional liability shall transfer to the temporary supervisor.

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:2357.

HISTORICAL NOTE: Promulgated by the Department of Health and Hospitals, Board of Examiners of Psychologists, LR 41:2624 (December 2015).

Chapter 37. Examinations

§3701. Examinations

A. A Licensed Specialist in School Psychology must have successfully taken and passed the Praxis Series-school psychologist exam as constructed by the National Association of School Psychology. The acceptable passing rate for state licensure is the passing rate established by the National Association of School Psychology.

B. A licensed specialist in school psychology must demonstrate professional knowledge of laws and rules regarding the practice of psychology in Louisiana prior to the issuance of a license by successfully taking and passing a jurisprudence examination developed by and issued by the board.

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:2357.

HISTORICAL NOTE: Promulgated by the Department of Health and Hospitals, Board of Examiners of Psychologists, LR 41:2624 (December 2015).

Chapter 38. Fees

§3801. Licensing and Administrative Fees

A. Licensing Fees

Licensing Fees:	
Application for Licensure	\$200
Jurisprudence Examination	\$75
Annual License Renewal	\$100
Reinstatement of Lapsed License	\$300
Criminal Background Check	\$50

B. Administrative Fees

Administrative Fees:	
Address List	\$100
Licensure Verification	\$15
Replacement License/Certificate	\$15
Disciplinary Action Documents	\$25

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:2357.

HISTORICAL NOTE: Promulgated by the Department of Health and Hospitals, Board of Examiners of Psychologists, LR 41:2625 (December 2015).

Chapter 39. Renewal Requirements for Licensed Specialists in School Psychology

§3901. Renewal Process

A. A licensed specialist in school psychology shall renew their current license every year by July 31, beginning in July 2015. The renewal period shall open in May and will close July 31 annually. The licensed specialist in school psychology must submit the required renewal forms, renewal fee and proof of fulfillment of all continuing education requirements as approved by the board.

B. A license may be valid for one year beginning August 1 through July 31 for each renewal period.

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:2357.

HISTORICAL NOTE: Promulgated by the Department of Health and Hospitals, Board of Examiners of Psychologists, LR 41:2625 (December 2015).

§3902. Noncompliance—Renewal Process

A. Noncompliance shall include, in part, incomplete forms, unsigned forms, failure to file all of the required renewal forms by July 31, failure to postmark the renewal package by July 31 and failure to report a sufficient number of acceptable continuing education credits as determined by the board.

B. If the license is not renewed by the end of July, due notice having been given, the license shall be regarded as lapsed effective August 1. An individual shall not practice as licensed specialist in school psychology in Louisiana while the license is lapsed.

C. A lapsed license may be reinstated, at the approval of the board, if all applicable requirements have been met, along with payment of the reinstatement fee.

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:2357.

HISTORICAL NOTE: Promulgated by the Department of Health and Hospitals, Board of Examiners of Psychologists, LR 41:2625 (December 2015).

§3903. Extensions/Exemptions—Renewal Process

A. The board may grant requests for renewal extensions or exemptions on a case-by-case basis. All requests must be made in writing, submitted via U.S. mail, to the board office and shall be reviewed at the next regularly scheduled board meeting.

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:2357.

HISTORICAL NOTE: Promulgated by the Department of Health and Hospitals, Board of Examiners of Psychologists, LR 41:2625 (December 2015).

Chapter 40. Continuing Education Requirements of Licensed Specialist in School Psychology

§4001. General Requirements

A.1. Pursuant to R.S. 37:2357 each licensed specialist in school psychology is required to complete continuing education hours within biennial reporting periods. Continuing education is an ongoing process consisting of learning activities that increase professional development.

a. Each licensed specialist in school psychology is required to complete 50 hours of credit of continuing education within the biennial reporting period beginning in July 2015.

b. Two of the above 50 hours of credit of continuing education must be in the areas of ethics or law.

2. Within each reporting period, LSSPs must earn credits in at least two of the nine categories listed under §4002.

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:2357.

HISTORICAL NOTE: Promulgated by the Department of Health and Hospitals, Board of Examiners of Psychologists, LR 41:2625 (December 2015).

§4002. Categories and Calculation of Credits Earned

A. Workshops, Conferences, In-Service Training. This category is defined by professional development activities that involve opportunities for direct instruction and interaction. It includes seminars, workshops, real-time webcasts, and distance learning programs with interactive capabilities:

1. one hour of participation—1 credit;
2. required documentation—certificate of attendance.

B. College and University Coursework

1. This category includes all college or university credit, including both onsite and distance learning courses:

a. one semester hour—15 credits (e.g., 3 credit course = 45 credits);

b. one quarter hour—10 credits.

2. Required documentation: official college or university transcript.

C. Training and In-service Activities

1. Credit may be claimed once for development and presentation of new workshops or in-service training activities:

- a. one hour of participation—1 credit;
- b. maximum credit—30 credits.

2. Required documentation: program flyer or syllabus. The hours of credit, date of training, and sponsor must be included in the documentation.

D. Research and Publications

1. Research and Contribution to the Professional Knowledge. To claim credit in this category, it is necessary for the participant to reasonably estimate the amount of time spent and claim those actual hours up to the maximum specified:

- a. maximum credit—25 credits total;
- b. empirical research—up to 10 credits per project;
- c. professional publication—up to 5 credits per project.

2. Required documentation: board-approved form.

E. Supervision of Graduate Students

1. Field supervisors of school psychology interns should consider the extent to which this activity leads to professional growth on the part of the supervisor:

- a. supervision of one intern for one academic year—up to 10 credits;
- b. supervision of one practicum student per semester—up to 5 credits;
- c. maximum credit—20 CPD credits.

2. Required documentation: board-approved form.

F. Supervised Experience

1. Supervised experiences that occur as part of a planned and sequential program on the job or in settings outside the licensed specialist in school psychology's regular job setting. For credit, the supervised experience should lead to professional growth and new knowledge and skills:

- a. one hour per month—up to 10 credits;
- b. two hours per month—up to 20 credits;
- c. maximum credits—20 CPD credits.

2. Required documentation: board-approved form.

G. Program Planning/Evaluation

1. Credit for program planning and evaluation may be claimed when planning, implementing, and evaluating a new program, but not for maintenance and evaluation of an ongoing program:

- a. one hour of participation—1 credit;
- b. maximum credits—maximum of 25 CPD credits.

2. Required documentation: board approved form.

H. Self-Study

1. Two types of self-study are valid for CPD credit.

a. Formal structured programs are self study programs developed and published to provide training in specific knowledge or skill areas, including, for example, NASP online modules. A test is typically given at the end of the program and often a certificate of completion is issued. This could also include a course taken on the Internet.

b. Informal self-study involves systematically studying a topic of interest by reviewing the literature and becoming familiar with the available resources. Included in this category are the reading of books, journals, and manuals:

- a. one hour of participation in either type—1 credit;
- b. maximum credits—25 credits.

2. Required documentation: certificate of completion.

I. Professional Organization Leadership

1. A licensed specialist in school psychology may earn credit for holding a position in a local, state, or national professional school psychology organization:

- a. officer, board position, committee chair—5 CPD credits per position;
- b. maximum credit—a maximum of 5 credits are allowed every two years.

2. Required documentation: verification form approved by the board.

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:2357.

HISTORICAL NOTE: Promulgated by the Department of Health and Hospitals, Board of Examiners of Psychologists, LR 41:2625 (December 2015).

§4003. Acceptable Sponsors, Offerings and Activities

A. The board will recognize the following as fulfilling the continuing education requirements:

1. accredited institutions of higher education;
2. hospitals which have approved regional medical continuing education centers;
3. hospitals which have APA-approved doctoral training internship programs;
4. national, regional, or state professional associations or divisions of such associations, which specifically offer or approve graduate or post doctoral continuing education training;

5. National Association of School Psychologists (NASP) -approved sponsors and activities offered by NASP;

6. activities sponsored by the Board of Examiners of Psychologists; and

7. activities sponsored by the Louisiana Department of Health and Hospitals its subordinate units and approved by the chief psychologist of the sponsoring state office.

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:2357.

HISTORICAL NOTE: Promulgated by the Department of Health and Hospitals, Board of Examiners of Psychologists, LR 41:2626 (December 2015).

§4004. Reporting Requirements

A. Each licensed specialist in school psychology shall, complete the continuing education report provided by the board. By signing the report form the licensee signifies that the report is true and accurate.

B. Licensees shall retain corroborative documentation of their continuing education for six years. The board may, at its discretion, request such documentation. Any misrepresentation of continuing education will be cause for disciplinary action by the board.

C. Licensed specialists in school psychology holding even numbered licenses must submit to the board, in even numbered years, their continuing education report along with renewal form and fee. Licensed specialists in school psychology holding odd numbered licenses must submit to the board, in odd numbered years, their continuing education report along with renewal form and fee.

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:2357.

HISTORICAL NOTE: Promulgated by the Department of Health and Hospitals, Board of Examiners of Psychologists, LR 41:2626 (December 2015).

§4005. Extensions/Exemptions

A. Licensed specialists in school psychology on extended military leave outside of the state of Louisiana during the applicable reporting period and who do not engage in delivering psychological services within the state of Louisiana may be granted an extension or an exemption if the board receives timely notice.

B. Licensed specialists in school psychology who are unable to fulfill the requirement because of illness or other personal hardship may be granted an exemption if timely confirmation of such status is received by the board.

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:2357.

HISTORICAL NOTE: Promulgated by the Department of Health and Hospitals, Board of Examiners of Psychologists, LR 41:2627 (December 2015).

§4006. Noncompliance

A. Noncompliance shall include, in part, incomplete forms, unsigned forms, failure to file a renewal form, failure to pay the appropriate renewal fee, failure to report a sufficient number of accepted continuing education credits as determined by the board.

B. Failure to fulfill the requirements of continuing education rule shall cause the license to lapse.

C. If the licensee fails to meet continuing education requirements by the appropriate date, the license shall be regarded as lapsed beginning August 1 of the year for which the licensee is seeking renewal.

D. The board shall serve written notice of noncompliance on a licensee determined to be in noncompliance.

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:2357.

HISTORICAL NOTE: Promulgated by the Department of Health and Hospitals, Board of Examiners of Psychologists, LR 41:2627 (December 2015).

§4007. Reinstatement

A. For a period of two years from the date of lapse of the license, the license may be renewed upon proof of fulfilling all continuing education requirements applicable through the date of reinstatement and upon payment of a fee equivalent to the application fee and a renewal fee.

B. After a period of two years from the date of lapse of the license, passing a new jurisprudence examination and payment of a fee equivalent to the application fee and renewal fee may renew the license.

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:2357.

HISTORICAL NOTE: Promulgated by the Department of Health and Hospitals, Board of Examiners of Psychologists, LR 41:2627 (December 2015).

Chapter 41. Contact Information

§4101. Contact Information

A. A licensed specialist in school psychology shall notify the board within 30 calendar days, with documentation, attesting to any change of mailing/home address, and email address. The documentation notice shall include the LSSP's full name, license number, and the old and new information.

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:2357.

HISTORICAL NOTE: Promulgated by the Department of Health and Hospitals, Board of Examiners of Psychologists, LR 41:2627 (December 2015).

Chapter 42. Ethical Standards for Licensed Specialists in School Psychology

§4201. Ethical Principles and Code of Conduct

A. The board incorporates by reference and maintains that the licensed specialists in school psychology shall follow the current version of NASP's Principles for Professional Ethics.

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:2357.

HISTORICAL NOTE: Promulgated by the Department of Health and Hospitals, Board of Examiners of Psychologists, LR 41:2627 (December 2015).

Chapter 43. Public Information

§4301. Public Display of License

A. The license of the specialist shall be publicly displayed in the office where services are offered. The LSSP shall provide a copy of the license in any setting in which they work.

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Executive Director

1512#025

RULE

**Department of Health and Hospitals
Board of Medical Examiners**

Physician Practice; Complaints and Investigations;
Adjudication (LAC 46:XLV.Chapters 97 and 99)

In accordance with the Louisiana Administrative Procedure Act, R.S. 49:950 et. seq., and pursuant to the authority vested in the Louisiana State Board of Medical Examiners (Board) by the Louisiana Medical Practice Act, R.S. 37:1261-1292, as amended by Act 441 of the 2015 Session of the Louisiana Legislature, the board has adopted LAC 46:XLV Chapter 97, governing the investigation of complaints against physicians. It has also amended various sections of its existing rules relative to adjudication of alleged violations, LAC 46:XLV.Chapter 99. The rules and amendments are set forth below.

Title 46

**PROFESSIONAL AND OCCUPATIONAL
STANDARDS**

Part XLV. Medical Professions

Subpart 5. Rules of Procedure

Chapter 97. Complaints and Investigations

§9701. Scope of Chapter

A. The rules of this Chapter govern the board's processing of complaints and investigations relative to the laws governing the practice of medicine by physicians, other state and federal laws to which physicians are subject and the board's rules. These rules are intended to supplement, but not replace, any applicable provision of the Louisiana Administrative Practice Act, R.S. 49:950 et seq. regarding the disciplinary process and procedures. To the extent that any rule of this Chapter is in conflict therewith, the