

## ARTICLE 66-04

### PREDOCTORAL PSYCHOLOGY INTERNSHIP PROGRAM

#### Section

66-04-01	Definitions
66-04-02	Application and Certification Requirements
66-04-03	Supervision Contract
66-04-04	Qualifications of Internship Supervisor
66-04-05	Supervision Requirements
66-04-06	Compensation
66-04-07	Restrictions to Supervision of Psychology Intern

#### **66-04-01. Definitions**

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

**History:** Effective

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

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