

# ARIZONA BOARD OF PSYCHOLOGIST EXAMINERS

## BEHAVIOR ANALYST APPLICATION FOR LICENSURE

### APPROPRIATE DOCUMENTATION FOR “YES” ANSWERS

The licensing Board’s mission first and foremost is to protect the public. To that end, the Board requires applicants to answer questions related to professional conduct so that it can ascertain whether an applicant may be a danger to clients and patients. Below are the professional conduct questions asked on the Behavior Analyst application, and the associated documentation or evidence that the applicant must submit to the Board if the applicant’s answer to the question is “yes”.

Q. Have you ever had a professional license, certification or registration refused, revoked, suspended or restricted in any regulatory jurisdiction of the U.S. or in another country?

- a. A copy of any and all official Board order(s), action(s), consent agreement(s), etc. detailing the finding of facts, conclusions of law and terms of the order.
- b. Your detailed written explanation regarding the events that led to the Board’s action(s). Please include what you’ve learned from the experience(s), and what corrective action measures you have taken as a result.

Q. Have you ever voluntarily surrendered a license, certification, or registration in another regulatory jurisdiction in the U.S. or another country while under investigation for reasons that relate to unprofessional conduct or in lieu of disciplinary proceedings?

- a. A copy of any and all official Board order(s), action(s), consent agreement(s), etc. detailing the finding of facts, conclusions of law and terms of the order.
- b. Your detailed written explanation regarding the events that led to the voluntary surrender. Please include what you’ve learned from the experience(s), and what corrective action measures you have taken as a result.

Q. Have you ever had a complaint, allegation or investigation in another regulatory jurisdiction in the US or another country that relates to unprofessional conduct against your professional license, certification or registration?

- a. A copy of any and all unresolved complaints, allegations or investigation(s), a copy of your response(s), and the current status of the complaint.
- b. Your detailed written explanation regarding the events surrounding the complaint, allegation, etc., and what corrective action measures you have taken as a result.

Q. Are you currently awaiting trial, under indictment, have been convicted of, pled no contest or guilty to any felony or misdemeanor other than a minor traffic offense or ever entered into a diversion program in lieu of prosecution, including any convictions that have been expunged, pardoned, or deleted? (*Please note: a DUI is not a minor traffic offense and is required to be reported.*) If yes, please provide a detailed written explanation, a copy of any and all police records and any and all court records. A docket is not a complete court record.

- a. A copy of any and all police records. Please contact the law enforcement agency involved to obtain these records. The records should include the officer’s report, ticket(s), any and all sobriety test results and lab results, if applicable, all initial charges, impound records, if any, etc.
- b. A copy of any and all court records. Please contact the court where the matter was heard to obtain these records. Court records may include some police records. Include any charging documents, sentencing documents, probation documents, proof of completion of terms of sentencing, etc.

- c. If the law enforcement agency and the court no longer have the records on file, a letter from the agency or court is required. The letter must explain why the records no longer exist.
- d. Your detailed written explanation regarding the events that led to the arrest/charge, how the matter was resolved, what you learned from the experience(s), and what corrective measures you have taken as a result.

Q. Have you ever been sued or prosecuted for an act or omission relating to your practice as a behavior analyst, or your work in another profession?

- a. A copy of any and all official court documents related to the lawsuit including the lawsuit, any settlement documents, dismissals if any, etc.
- b. Your detailed written explanation of the events that led to the lawsuit, how it was resolved, what you learned from the experience, and what corrective measures you have taken as a result.

Q. Have you ever been involuntarily terminated for cause or have you resigned for cause from any position related to the practice of applied behavior analysis as defined by A.R.S. §32-2091(3) in lieu of termination from any behavioral health position or related employment?

- a. Your detailed written explanation of events that led to your termination or resignation.
- b. A copy of any written communication with or from your employer concerning the matter. This includes emails, texts and letters, if any.

**ANSWERS TO THE FOLLOWING QUESTIONS ARE CONFIDENTIAL AND WILL NOT BE DISCLOSED TO THE PUBLIC**

Q. Are you currently addicted to alcohol or any drug that in any way impairs or limits your ability to safely and competently practice?

- a. Your detailed written explanation regarding this medical condition, when it started, when you became sober, if there have been any relapses, how it has been and/or is being treated, and the steps you have taken and are taking to remain sober.
- b. Any related medical records, discharge reports, etc.

Q. Do you have any medical, physical, or psychological condition that may in any way impair or limit your ability to practice behavior analysis safely and effectively?

- a. Your detailed written explanation regarding this medical condition, when it started, how it is being treated, your current health status, etc.
- b. A letter from your treating health professional directly to the Board regarding the professional's credentials, how long you have been under the professional's care, your current health status, treatment plan, prognosis, and their opinion of your ability to practice safely.