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**State of Arizona
Board of Psychologist Examiners**

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Application Review Committee

Staff

Dr. Cindy Olvey
Executive Director
Megan Martin
Deputy Director
Heather Duracinski
Licensing Coordinator

**MINUTES OF TELEPHONIC MEETING
April 30, 2013
7:30 a.m.**

1400 West Washington
Suite #235
Phoenix, AZ 85007

1. CALL TO ORDER

The regular session of the Arizona State Board of Psychologist Examiners Application Review Committee was called to order by Madam Chair Mellott at 7:33 a.m. on April 30, 2013. No Executive Sessions were held.

2. ROLL CALL

Committee Members Participating by Telephone

Ramona N. Mellott, Ph.D. – Chair
John P. DiBacco, Ph.D.

Staff Present

Cindy Olvey, Psy.D. - Executive Director
Heather Duracinski – Licensing Coordinator

Attorney General

Jeanne Galvin, Esq.

3. APPROVAL OF MINUTES – December 4, 2012, Regular Session Minutes

Dr. DiBacco made a motion, seconded by Dr. Mellott, to approve the December 4, 2012, Regular Session Minutes as drafted. The motion carried 2-0.

4. **DISCUSSION/DECISION REGARDING APPROVAL OF PSYCHOLOGY APPLICANTS**

Requesting Approval to sit for Examination (EPPP) Only

Nicole Degomez, Ph.D. – Dr. Mellott recused herself from this item, therefore the matter was moved to the full Board for review due to lack of a quorum.

Heather Brister, Ph.D. – Committee members proceeded with a substantive review of Dr. Brister's application. Upon review of Dr. Brister's Reference Letter from Deborah Stote, Ph.D. the Committee noted the approximate dates of Dr. Brister's relationship with Dr. Stote was 2006-2008 which may not meet to the requirement of A.A.C. R4-26-203(A)(27). At this time, the Committee is requesting a more recent reference. If a more recent reference is not available, the Committee is requesting that Dr. Brister provide an explanation.

Dr. Mellott made a motion, seconded by Dr. DiBacco, to forward the application of Nicole Degomez, Ph.D. to the full Board for review due to lack of a quorum and to issue a RAID letter to Heather Brister, Ph.D., regarding the deficiencies discussed in her application. The motion carried (2-0).

Requesting Approval to sit for Examination (EPPP) & Licensure

Phillip Dang, Psy.D. – Committee members proceeded with a substantive review of Dr. Dang's application. Upon review of Dr. Dang's application, the Committee noted that he answered question #29 b, on page 7 of the application incorrectly. Question #29 b specifically asks to specify the number of hours by category. The Committee is requesting that Dr. Dang specify the number of hours he wishes to use toward licensure. Upon review of Dr. Dang's Postdoctoral Professional Psychology Experience Verification form from Harry S. Truman Memorial Veteran's Hospital, the Committee noted that his supervisor, Janet Johnson, Ph.D., indicated that Dr. Dang received 3 hours per week of individual, face to face supervision and 15 hours per week of direct client contact. The Committee noted that the questions specifically asks for **TOTAL** number of individual, face to face supervision and **TOTAL** number of direct client contact hours. The Committee is requesting an attestation from Dr. Johnson that the hours indicated on the postdoctoral form are correct. Furthermore, the Committee voted to send a copy of Dr. Dang's application to him requesting that he review his application to ensure that all information is correct. The Committee is requesting that once Dr. Dang has reviewed his application, he submit an attestation that all information is correct.

Amanda Dean, Psy.D. – Committee members proceeded with a substantive review of Dr. Dean's application and subsequent submission. Dr. Dean was present, made a statement and answered Committee member's questions. Upon review, the Committee noted that the materials submitted were complete and fulfilled the requirements of statutes and rules. It was the consensus of the Committee to move Dr. Dean's application to the full Board for approval to take the EPPP and licensure upon a passing score and payment of the pro-rated licensure fee.

Matthew Guelker, Ph.D. – Committee members proceeded with a substantive review of Dr. Guelker's application. Upon review, the Committee noted that the materials submitted were complete and fulfilled the requirements of statutes and rules. It was the consensus of the Committee to move Dr. Guelker's application to the full Board for approval to take the EPPP and licensure upon a passing score and payment of the pro-rated licensure fee.

Melissa Inman, Ph.D. – Committee members proceeded with a substantive review of Dr. Inman's re-application. Upon review, the Committee noted that the materials submitted were complete and fulfilled the requirements of statutes and rules. It was the consensus of the Committee to

move Dr. Inman’s application to the full Board for approval to take the EPPP and licensure upon a passing score and payment of the pro-rated licensure fee.

Janna Kautz, Ph.D. – Committee members proceeded with a substantive review of Dr. Kautz’s application. Upon review, the Committee noted that Dr. Kautz answered “no” to question #12 of the application: “*Are you licensed or certified in any other field or profession? If yes, please provide the name of the profession(s), jurisdiction(s), and license number(s)*”. The Committee directed Board staff to contact Dr. Kautz to inquire as to whether she is certified in Arizona as a School Psychologist. If Dr. Kautz affirms that she is certified as a School Psychologist in Arizona, the Committee is requesting that the Board be provided with verification of her certification.

Sandra Pahl, Ph.D. – Committee members proceeded with a substantive review of Dr. Pahl’s application. Upon review, the Committee noted that the materials submitted were complete and fulfilled the requirements of statutes and rules. It was the consensus of the Committee to move Dr. Pahl’s application to the full Board for approval to take the EPPP and licensure upon a passing score and payment of the pro-rated licensure fee.

Rhea Racaza, Psy.D. – Committee members proceeded with a substantive review of Dr. Racaza’s application. Upon review of Dr. Racaza’s Supervised Preinternship Experience Verification forms her Director of Clinical Training, Sheryn T. Scott, Ph.D., indicated that Dr. Racaza received the following supervised hours and hours of individual supervision:

<u>Supervised Experience</u>	<u>Individual Supervision</u>	<u>Training Site</u>
534.5	5.5	Loma Linda University Medical Center and Children’s Hospital and craniofacial Clinic
829.25	5.5	Loma Linda University Behavioral Medicine Center
243.25	11	Child Family and Development Center Azusa Unified School District Mountain View Elementary School

The Committee noted that Dr. Racaza’s number of hours of individual supervision does not meet the statutory requirement of A.R.S. §32-2071(E)(4)(c). At this time, Dr. Racaza does not meet the 3,000 hour supervised experience requirement. The Committee determined that Dr. Racaza may wish to submit additional preinternship or postdoctoral experience to meet the 3,000 hour requirement. Additionally, Dr. Racaza may request to sit for the EPPP only at this time. Once Dr. Racaza’s postdoctoral experience is complete, and upon a passing score of the EPPP, she may request licensure by submitting her postdoctoral experience for review and approval.

Melanie Anderson Rowe, Psy.D. – Committee members proceeded with a substantive review of Dr. Anderson Rowe’s application. Upon review, the Committee noted that the materials submitted were complete and fulfilled the requirements of statutes and rules. It was the consensus of the Committee to move Dr. Anderson Rowe’s application to the full Board for approval to take the EPPP and licensure upon a passing score and payment of the pro-rated licensure fee.

Vickie Spitzer, Psy.D. – Committee members proceeded with a substantive review of Dr. Spitzer’s application. Upon review of Dr. Spitzer’s Supervised Preinternship Experience Verification forms her Director of Clinical Training, Michelle Melton, Psy.D., indicated that Dr. Spitzer received the following supervised hours and hours of Direct Patient/Client Contact :

<u>Supervised Experience</u>	<u>Direct Patient/Client Contact</u>	<u>Training Site</u>
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83.5	484.75	Southwest Education Center
76.5	273.5	Marana Health Center
62.75	392	Psychological Counseling Services

The Committee noted that Dr. Spitzer’s number of hours of Direct Patient/Client Contact exceeds her total number of supervised hours. At this time, the Committee is requesting clarification as to how many supervision hours Dr. Spitzer completed.

Michael Sulkowski, Ph.D. – Committee members proceeded with a substantive review of Dr. Sulkowski’s application. Upon review, the Committee noted that the materials submitted were complete and fulfilled the requirements of statutes and rules. It was the consensus of the Committee to move Dr. Sulkowski’s application to the full Board for approval to take the EPPP and licensure upon a passing score and payment of the pro-rated licensure fee.

Jennifer Thompson, Psy.D. – Committee members proceeded with a substantive review of Dr. Thompson’s re-application. Upon review, the Committee noted that the materials submitted were complete and fulfilled the requirements of statutes and rules. It was the consensus of the Committee to move Dr. Thompson’s application to the full Board for approval to take the EPPP and licensure upon a passing score and payment of the pro-rated licensure fee.

Dr. DiBacco made a motion, seconded by Dr. Mellott, to forward the applications of Amanda Dean, Psy.D., Matthew Guelker, Ph.D., Melissa Inman, Ph.D., Sandra Pahl, Ph.D., Melanie Anderson Rowe, Psy.D. Michael Sulkowski, Ph.D. and Jennifer Thompson, Psy.D., to the full Board for review and approval to take the EPPP and licensure upon a passing score and payment of the pro-rated licensure fee, directed Board staff to contact Janna Kautz, Ph.D., to inquire as to whether she an Arizona certified school psychologist, and to issue RAID letters to Phillip Dang, Psy.D., Rhea Racaza, Psy.D., and Vickie Spitzer, Psy.D., regarding the deficiencies discussed in their applications. The motion carried (2-0).

Requesting Approval of Licensure by Waiver

Glenn Humphrey, Ph.D. – Committee members proceeded with a substantive review of Dr. Humphrey’s application and subsequent submission. Upon review, the Committee noted that the materials submitted were complete and fulfilled the requirements of statutes and rules. It was the consensus of the Committee to move Dr. Humphreys’s application to the full Board for review and approval of licensure upon receipt of the pro-rated licensure fee.

John Martin, Ph.D. - Committee members proceeded with a substantive review of Dr. Martin’s application. Upon review, the Committee noted that the materials submitted were complete and fulfilled the requirements of statutes and rules. It was the consensus of the Committee to move Dr. Martin’s application to the full Board for review and approval of licensure upon receipt of the pro-rated licensure fee.

Matthew Van Schoick, Psy.D. – Committee members proceeded with a substantive review of Dr. Van Schoick’s application and subsequent submission. Upon review, the Committee noted that the materials submitted were complete and fulfilled the requirements of statutes and rules. It was the consensus of the Committee to move Dr. Van Schoick’s application to the full Board for review and approval of licensure upon receipt of the pro-rated licensure fee.

James Willis, Ph.D. – Committee members proceeded with a substantive review of Dr. Willis’ application and subsequent submission. Upon review, the Committee noted that Dr. Willis’ doctoral degree program in General Psychology may not fulfill the requirements of A.R.S. §32-2071(A) as “an applied psychology” degree. Additionally, the Committee noted that Dr. Willis’

transcript does not reflect credit awarded for an internship. It was the consensus of the Committee to forward Dr. Willis' application to the full Board for further review and possible denial.

Dr. Mellott made a motion, seconded by Dr. DiBacco, to forward the applications of Glenn Humphrey, Ph.D., John Martin, Ph.D. and Matthew Van Schoick, Psy.D. to the full Board for review and approval of licensure upon receipt of the pro-rated licensure fee and to forward the application of James Willis, Ph.D. to the full Board for review regarding the deficiencies discussed in his application and possible denial. The motion carried (2-0).

Requesting Approval of Licensure by Credential

Matthew Meier, Psy.D., NRHSPP – Committee members proceeded with a substantive review of Dr. Meier's application. Upon review, the Committee noted that the materials submitted were complete and fulfilled the requirements of statutes and rules. It was the consensus of the Committee to move Dr. Meier's application to the full Board for review and approval of licensure upon receipt of the pro-rated licensure fee.

Dr. Mellott made a motion, seconded by Dr. DiBacco, to forward the application of Matthew Meier, Psy.D., NRHSPP to the full Board for review and approval of licensure upon receipt of the pro-rated licensure fee. The motion carried (2-0).

Requesting Approval of Supervised Professional Experience Hours and Licensure

Amra Stafford, Psy.D. - Committee members proceeded with a substantive review of Dr. Stafford's application. Upon review, the Committee noted that the materials submitted were complete and fulfilled the requirements of statutes and rules. It was the consensus of the Committee to move Dr. Stafford's application to the full Board for review and approval of licensure upon receipt of the pro-rated licensure fee.

Dr. DiBacco made a motion, seconded by Dr. Mellott, to forward the application of Amra Stafford, Psy.D., to the full Board for review and approval of licensure upon receipt of the pro-rated licensure fee. The motion carried (2-0).

5. NEW AGEND ITEMS FOR FUTURE MEETINGS

There were no items for future meetings.

6. ADJOURNMENT

There being no further business to come before the Committee, Dr. DiBacco made a motion, seconded by Dr. Mellott, to adjourn the meeting at 8:41 a.m.

Ramona N. Mellott, Ph.D.
Application Review Committee Chair