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**State of Arizona  
Board of Psychologist Examiners**

1400 West Washington, Suite 235  
Phoenix, Arizona 85007

Phone: (602) 542-8162 Fax: (602) 542-8279  
[www.psychboard.az.gov](http://www.psychboard.az.gov)

**Application Review Committee**

**Staff**

Dr. Cindy Olvey  
Executive Director

Meghan Hinckley  
Deputy Director

Heather Duracinski  
Administrative Assistant

**MINUTES OF TELEPHONIC MEETING**

**November 2, 2010  
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 Dr. Mellott at 7:32 a.m. on November 2, 2010. No Executive Sessions were held.

**2. ROLL CALL**

**Committee Members Participating by Telephone**

Ramona N. Mellott, Ph.D. - Chairperson  
John P. DiBacco, Ph.D.

**Staff Present**

Meghan B. Hinckley – Deputy Director

**Attorney General**

Jeanne Galvin, Esq.

**3. APPROVAL OF MINUTES**

- **Regular Session Minutes – September 28, 2010** – Dr. DiBacco made a motion, seconded by Dr. Mellott, to approve the September 28, 2010 Application Review Committee Regular Session minutes as drafted. The motion carried (2-0).

**4. DISCUSSION/DECISION REGARDING APPROVAL OF APPLICANTS – Dr. Mellott**

**Requesting Approval for Examination & Licensure**

Rene C. Behinfar, Psy.D. – Committee members proceeded with a substantive review of Dr. Behinfar's application. Upon review, the Committee noted that the materials submitted were complete and fulfilled the requirements of statutes and rules. Dr. Mellott requested that Board staff contact Dr. Behinfar and request she submit a copy of the Consortium Internship

Completion Certificate. It was the consensus of the Committee to move Dr. Behinfar's application forward to the full Board, upon receipt of the Internship Completion Certificate, for review and approval to take the EPPP and licensure upon receipt of a passing score and the pro-rated licensure fee.

Denise Glassmoyer, Psy.D. – Committee members proceeded with a substantive review of Dr. Glassmoyer's application. Upon review, the Committee noted that the materials submitted were complete and fulfilled the requirements of statutes and rules. Dr. Mellott requested that Board staff contact Dr. Glassmoyer and request she submit a copy of the Consortium Internship Completion Certificate. It was the consensus of the Committee to move Dr. Glassmoyer's application forward to the full Board, upon receipt of the Internship Completion Certificate, for review and approval to take the EPPP and licensure upon receipt of a passing score and the pro-rated licensure fee.

Eric Kebker, Ph.D. – Committee members proceeded with a substantive review of Dr. Kebker'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. Kebker's application forward to the full Board for review and approval to take the EPPP and licensure upon receipt of a passing score and the pro-rated licensure fee.

Linda Lee, Psy.D. – Committee members proceeded with a substantive review of Dr. Lee's application. Upon review, the Committee noted that the materials submitted were complete and fulfilled the requirements of statutes and rules. Dr. Mellott also noted, for the record, that, while Dr. Lee submitted her Supervised Pre-internship Training Experience Verification forms, her accrual of supervision hours was based upon her Internship Experience and Postdoctoral Psychology Experiences. It was the consensus of the Committee to move Dr. Lee's application forward to the full Board for review and approval to take the EPPP and licensure upon receipt of a passing score and the pro-rated licensure fee.

Kavita Perumparaichallai, Ph.D. – Committee members proceeded with a substantive review of Dr. Perumparaichallai's application. Upon review, the Committee noted that Dr. Perumparaichallai was deficient three semester credits, or the equivalent, in the Scientific and Professional Ethics core content area [A.R.S. § 32-2071(A)(4)(a)]. In addition, the Committee noted that her internship supervisor, Dr. Rao, was not licensed in the U.S. or Canada which does not fulfill the requirements of A.R.S. § 32-2071(F)(1). Dr. Mellott commented that since Dr. Perumparaichallai had excess Postdoctoral hours, it may be worth reviewing the hours to see if any fulfill the requirements of A.R.S. § 32-2071(F). The Committee recommended sending Dr. Perumparaichallai a Request for Additional Information and Documentation regarding the deficiencies.

Leonard Sarff, Ph.D. – Committee members proceeded with a substantive review of Dr. Sarff'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. Sarff's application forward to the full Board for review and approval to take the EPPP and licensure upon receipt of a passing score and the pro-rated licensure fee.

Codi Schale, Ph.D. – Committee members proceeded with a substantive review of Dr. Schale's application. Upon review, the Committee noted that Dr. Schale failed to submit a written training plan to accompany the Supervised Pre-Internship Training Experience Verification form. The Committee recommended sending Dr. Schale a Request for Additional Information and Documentation regarding the deficiency in her application.

Courtney Schuneman-Patel, Psy.D. – Committee members proceeded with a substantive review of Dr. Schuneman-Patel's application and subsequent submissions. 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. Schuneman-Patel's application forward to the full Board for review and approval to take the EPPP and licensure upon receipt of a passing score and the pro-rated licensure fee. The Committee noted for the record, that Dr. Schuneman-Patel's Postdoctoral Supervised Professional Experience was not counted toward her accrual of supervision hours due to the supervisor, Dr. Foster not having been licensed a full two years prior to supervising her postdoctoral experience.

Tracie Umaki, Psy.D. – Committee members proceeded with a substantive review of Dr. Umaki'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. Umaki's application forward to the full Board for review and approval to take the EPPP and licensure upon receipt of a passing score and the pro-rated licensure fee.

Lynda Vaterlaus, Psy.D. – Committee members proceeded with a substantive review of Dr. Vaterlaus's application. Upon review, the Committee noted that Dr. McMahon, Dr. Vaterlaus' Postdoctoral Supervisor, failed to have the Postdoctoral Professional Psychology Experience Verification form notarized. The Committee recommended sending Dr. Vaterlaus a Request for Additional Information and Documentation regarding her supervisor's failure to notarize the supervision verification documents.

Dr. DiBacco made a motion, seconded by Dr. Mellott, to direct staff to contact applicants Rene Behinfar, Psy.D. and Denise Glassmoyer, Psy.D. and request faxed copies of their Consortium Internship Completion Certificate prior to moving their applications forward to the full Board for review. Upon receipt of the Consortium Internship Completion Certificate, the Committee directed staff to forward the two applications to the full Board for review and approval to sit for the EPPP and licensure upon the receipt of a passing score on the exam. The motion carried (2-0).

Dr. DiBacco made a motion, seconded by Dr. Mellott, to forward the applications of Eric Kebker, Ph.D., Linda Lee, Psy.D., Leonard Sarff, Ph.D., Courtney Schuneman-Patel, Psy.D., and Tracie Umaki, Psy.D., to the full Board for review and approval to sit for the EPPP and licensure upon the receipt of a passing score on the exam. The motion carried (2-0).

Dr. DiBacco then made a motion, seconded by Dr. Mellott, to issue Kavita Perumparaichailai, Ph.D. and Lynda Vaterlaus, Psy.D. each a Request for Additional Information and Documentation regarding the deficiencies discussed in their applications. The motion carried (2-0).

## **5. DISCUSSION/DECISION REGARDING APPROVAL OF BEHAVIOR ANALYST APPLICANTS – Dr. Mellott**

### **Requesting Licensure by Certification**

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

Janine Cawthorne, M.S.W., BCBA – Committee members proceeded with a substantive review of Ms. Cawthorne's application. Upon review, the Committee noted that the materials submitted were complete and fulfilled the requirements of statutes. It was the consensus of the Committee to

move Ms. Cawthorne's application forward to the full Board for review and approval of licensure upon receipt of the pro-rated licensure fee.

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

Robert Davidson, M.S., BCBA – Committee members proceeded with a substantive review of Mr. Davidson's application. Upon review, the Committee noted that the materials submitted were complete and fulfilled the requirements of statutes. It was the consensus of the Committee to move Mr. Davidson's application forward to the full Board for review and approval of licensure upon receipt of the pro-rated licensure fee.

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

Katharine A. Gutshall, M.A., BCBA – Committee members proceeded with a substantive review of Ms. Gutshall's application. Upon review, the Committee noted that the materials submitted were complete and fulfilled the requirements of statutes. It was the consensus of the Committee to move Ms. Gutshall's application forward to the full Board for review and approval of licensure upon receipt of the pro-rated licensure fee.

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

Paige Raetz, M.A., BCBA – Committee members proceeded with a substantive review of Ms. Raetz's application. Upon review, the Committee noted that Dr. Raetz listed the original date of licensure on her application as 03/31/2007. On the Behavior Analyst Request for Certification verification, she listed the original date of certification as 12/31/2006. The Committee requested Board staff contact Ms. Raetz and ask for clarification and proof of her original date of certification prior to moving this application forward to the full Board for approval. Should Ms. Raetz be able to produce such documentation, the Committee noted that the materials submitted were complete and fulfilled the requirements of statutes and recommended Ms. Raetz's application be forwarded to the full Board for review and approval of licensure upon receipt of the pro-rated licensure fee.

Jennifer Smith, M.S., BCBA – Committee members proceeded with a substantive review of Ms. Smith's application. Upon review, the Committee noted that the materials submitted were complete and fulfilled the requirements of statutes. It was the consensus of the Committee to move Ms. Smith's application forward 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 applications of Michele Bishop, Ph.D., BCBA, Janine Cawthorne, M.S.W., BCBA, Daniel Davidson, Ph.D., BCBA, Robert Davidson,

M.S., BCBA, Doreen Granpeesheh, Ph.D., BCBA, Katharine Gutshall, M.A., BCBA, Amy Kenzer, Ph.D., BCBA and Jennifer Smith, M.S., BCBA to the full Board to the full Board for review and approval of licensure upon the receipt of the pro-rated license fee. The motion carried (2-0).

Dr. DiBacco made a motion, seconded by Dr. Mellott, to direct staff to contact Paige Raetz, M.A., BCBA, and request clarification and documentation of her original date of certification through the national board. Upon receipt of the documentation, the Committee directed staff to forward the application to the full Board for review and approval for licensure upon the receipt of the pro-rated license fee. The motion carried (2-0).

## **6. DISCUSSION, CONSIDERATION AND ACTION REGARDING DRAFT PREINTERNSHIP LOG**

Dr. Mellott introduced to the Committee members a draft prototype of a spreadsheet titled "Preinternship Log" that she created. Dr. Mellott noted that she created this document to help clarify and keep track of the preinternship hours submitted by applicants and felt that it should be included in the current application as part of the Supervised Preinternship Training Experience Verification form. Dr. Mellott requested input regarding its functionality and use and any suggestions for modifications.

Dr. DiBacco noted that several applicants have submitted preinternship practicum as part of their accrual of supervised experience hours. Dr. DiBacco commented that the spreadsheet log is very helpful, and suggested it be added to the application as a supplement to the Supervised Preinternship Verification forms already used.

Dr. Mellott noted the change. It was the consensus of the Committee to recommend that the full Board review the document and consider it for addition to the current application as part of the Supervised Preinternship Experience or Training Verification form.

## **7. DISCUSSION, CONSIDERATION AND ACTION REGARDING A.R.S. § 32-2071.01 AND A.R.S. § 32-2091.04 IN REFERENCE TO APPLICATIONS FOR LICENSURE FOR BEHAVIOR ANALYSTS AND PSYCHOLOGISTS**

Dr. Mellott noted that A.R.S. § 32-2071.01 and A.R.S. § 32-2091.04 ask applicants whether they are licensed in any other field(s) or profession(s). Dr. Mellott noted that this particular question is not included on the psychologist Licensure by Credential application or the Behavior Analyst applications. Dr. Mellott expressed that it is important to ask ALL applicants whether they are licensed or certified in any other field(s) or profession(s). Ms. Galvin noted that many other Boards ask the same question and require primary source verification from those Boards as well. Dr. Mellott noted that it does not state in our rules that it is required for the applicant to submit primary source verification; therefore, does the Board have the right to request such? Ms. Galvin reported that it is within the Board's purview to not only inquire about other license and certifications, but to also ask for documentation and/or verification of such. It was the consensus of the Committee to bring this issue before the Board at its next meeting to inquire about changing the application to include questions about licensure in other field(s) and profession(s) as well as requesting applicants submit verification of such.

## **8. SCHEDULE NEXT COMMITTEE MEETING**

Dr. Mellott noted that next Committee meeting was tentatively scheduled for November 29, 2010 at 7:30 a.m. All members of the Committee are available for this date and time, thus the meeting was confirmed. The meeting date was changed at the November 5, 2010 Board meeting to reflect

a new date of December 7, 2010 at 7:30 a.m. All members confirmed that they were available for this date and time, and thus the meeting was confirmed.

## **9. 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 8:55 a.m.

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**Ramona N. Mellott, Ph.D. - Chairperson**  
**Application Review Committee**