

APPLICATION MANUAL FOR SPECIALTY
BOARD AFFILIATION

WITH THE

AMERICAN BOARD OF PROFESSIONAL
PSYCHOLOGY

(2005 Revision)

American Board of Professional Psychology
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These application policies and procedures were initially developed by an ad hoc committee consisting of Russell Bent, David Drum, Jacque Goldman, Manny Meier (Consultant), Ted Packard (Chair), Walter Pryzwansky, and Barbara Williams. They were adopted by ABPP's Board of Trustees on August 21, 1993. The BOT and the ad.hoc committee acknowledge the value and significance of the "SOS document" drafted in 1984 by an APA subcommittee, in guiding ABPP's efforts to develop a viable set of policies for recognizing new psychological specialties and in stimulating the creation of these new application procedures. The ad hoc committee also acknowledges the helpful influence of ABPP's previous application policy statement, Procedures for Recognition and Acceptance of New Specialties. Several years of experience involving several applicant specialty boards as well as developments in the field related to specialization in professional psychology have guided the 1997 revision of the affiliation process and application. The manual's Appendix C (Articles of Agreement) and the competency definitions/areas were revised and included in the 2005 revision of the documents following approval by the BOT.

The 1997 revision was the product of the ABPP Committee on Specialty Board Affiliation; Russell J. Bent (Chair), Michael Gottlieb, and Ted Packard with the approval by the ABPP BOT.

1. SUMMARY OF PHASES IN THE APPLICATION AND AFFILIATION PROCESS

Phase 1: The Initial Application

- a. To be accepted as an applicant for specialty board affiliation with the American Board of Professional Psychology (ABPP), the applicant board must meet the requirements which are described in the ABPP Application Manual for Specialty Board Affiliation (1999 Revision). If the specialty has been recognized by the APA, the applicant board may use relevant information related to the specialty which was part of the APA application for recognition as a specialty.
- b. The initial application is submitted to ABPP along with an application fee of \$2,500. A specialty recognized by APA may reference or quote material from the CRSPPP application while adhering to the ABPP documentation guidelines format.
- c. The application is reviewed by ABPP's Specialty Board Affiliation Committee.
- d. The committee may request clarification recommend revisions to the submitting organization.
- e. The committee makes a recommendation to ABPP's Board of Trustees (BOT).
- f. The BOT studies all materials and votes on the application. The application may be (1) approved, (2) approved contingent on specific changes and resubmission to the BOT, or (3) not approved.
- g. Specialty boards whose applications are approved are invited to move on to Phase 2 of the affiliation process.
- h. When applications are approved for completeness the specialty is asked to draft a definition describing their specialty area. The statement is published in the next issue of The Specialist and individual ABPP Specialists and the Governance are invited to send written reactions to the Affiliation Committee.

Note: In Phase 1 and other phases of the application, materials should be forwarded to the committee(s) with sufficient time (usually 45 days) to allow review and response.

Phase 2: The Implementation Plan

- a. The specialty board prepares an implementation plan that includes final versions of all credentialing examination materials and a plan for the initial examination phase.
- b. The implementation plan is submitted to ABPP along with an implementation fee of \$2,500.
- c. ABPP's Specialty Board Affiliation and Standards Committees independently review the implementation plan and examination materials.
- d. Either Committee may request clarifications or recommend revisions.
- e. Each committee makes an independent recommendation to the BOT.
- f. The BOT studies the implementation plan, considers the recommendations from the committees, and votes on the plan. The plan may be (1) approved, (2) approved contingent on specific changes and resubmission to the BOT, or (3) not approved.
- g. Specialty boards whose implementation plan is approved move to Phase 3 of the affiliation process.

Phase 3: The Monitoring Phase

- a. The specialty organization and ABPP sign Articles of Agreement which specifies the conditions under which the monitoring process will occur; including various financial arrangements (see Appendix for outline of Articles of Agreement).
- b. The BOT appoints an ad hoc committee to monitor the specialty's examination process.
- c. The specialty board nominates a slate of 2 qualified individuals, one of whom will be selected by the BOT, to serve as a liaison to the Board of Trustees.
- d. The initial credentialing examination is carried out according to the conditions specified in the implementation plan.
- e. Subsequent credentialing examinations are conducted for up to 2 years. A minimum of 30 candidates must be examined during this period of time.
- f. The ad hoc committee observes the examination process and reports to the BOT.
- g. The ad hoc committee makes a recommendation to the BOT based on observations of at least 30 examined candidates. It is important that new candidates have a primary affiliation with the specialty and not designate the specialty as secondary to another specialty affiliated with the ABPP.
- h. The BOT acts on the recommendation of the ad hoc committee and votes on the question of full recognition and affiliation.

2. PHASE I: GUIDELINES FOR COMPLETING AN INITIAL APPLICATION

These guidelines are intended to provide guidance to your specialty board as you complete the application, implementation and monitoring procedures for ABPP affiliation. A designated ABPP consultant, typically the chair of the Specialty Board Affiliation Committee can answer additional questions as they arise.

As you prepare your application, please remember to (1) document conclusions and cite sources whenever possible (using APA style) (2) respond to all questions posed but (3) do so concisely and succinctly. The document you produce will be widely reviewed and should present an enduring rationale for the specialty in professional psychology.

Development of your initial application is the first in a series of steps that may lead ultimately to affiliation with the American Board of Professional Psychology. The specialty board must explain how the proposed specialty meets the various criteria specified below and present a written rationale to the Board of Trustees that is judged to be credible and adequate.

Section I: Basic Information

In Section I, you are asked to provide essential summary information that serves as a foundation for your application.

A. Recognition of the Specialty by the APA

The ABPP accepts applications for affiliation from a specialty board representing a specialty either recognized by the APA or not recognized by the APA. If the applicant's specialty is recognized by the APA the SB may include documentation which was part of the APA application for recognition, adding such other information as required by the ABPP. The ABPP additional information primarily would include the certification examination plan and the SB composition, bylaws, and incorporation.

B. Proposed Name of Specialty

C. Brief Definition of Specialty

Please limit this to a one-paragraph statement that sufficiently describes the specialty area.

D. Organization of Credentialing Board

1. Provide a brief description of the history of the specialty board's development in chronological fashion.
2. List names and relevant affiliations of specialty board members including brief statement of qualifications and geographic distribution.
3. Include samples of minutes from some of the specialty board's meetings.

4. Present a rationale that defends your board as nationally representative of the dominant views and practices of the specialty area, including indications of support that it will be nationally recognized as the certifying body for the specialty (e.g. related APA Division support). Include results of relevant surveys and letters of support.
5. Attach copies of Bylaws and Articles of Incorporation (if incorporated) or attach an outline of the key components of such documents if they are not yet completed. These documents clearly must establish the specialty board's affiliate status with the ABPP. The functions of the specialty board and the election of Board members following the founding Board members terms must be consistent with the ABPP policies and procedures.

Suggested guidelines for the above matters and consultation with the ABPP's attorney can be obtained by contacting the ABPP Executive Officer.

E. Fiscal and Long-term Stability

1. Provide evidence that your specialty board possesses the financial resources necessary to complete the application and affiliation process including (a) a \$2,500 initial application fee, (b) a second \$2,500 fee due when your implementation plan is accepted, (c) financial support to cover your representatives participation at ABPP Board of Trustees meetings, and (d) financial resources sufficient to cover expenses specified in the Articles of Agreement (see Appendix C). Evidence of your Board's financial stability may include copies of existing financial records such as fund balances and annual statements of condition, your organization's annual budget, letters of interest from or summary projections of number of potential Board Certified Specialists, promises of financial support from other sources, or descriptions of other methods you will use to generate operating funds.
2. Provide evidence supporting the necessary long-term stability of the professional specialty you are proposing. This may include (a) a description of the historical development of the specialty, (b) summaries of needs assessments and related surveys of consumer demand for services your specialty practitioners provide, (c) brief description of related national organizations, (d) a brief review of the history of your board, or (e) any other evidence that speaks to the probable long-term viability of your specialty, especially projected numbers of new Board Certified Specialists.

F. Common Minimum ABPP Eligibility Requirements

Indicate how your specialty board's current or projected minimum eligibility requirements are consistent with ABPP's basic requirements for application (i.e., the minimum requirements every applicant for an ABPP Diploma must meet). These basic requirements for application include a doctoral degree in professional psychology and satisfaction of the criteria outlined in Appendix A. Describe the credentials review procedures to be used to insure that applicants meet these basic standards. Please include an affirmative statement pledging your

specialty board will adhere to and support all ABPP standards as long as your specialty is affiliated.

Section II: Demographic Estimates

A. Approximate Number of Current Practitioners

Estimate the number of practitioners in North America who primarily (i.e., spend 25% or more of their work time) provide the services characteristic of your specialty. Indicate how you arrived at this number by citing published survey data, summarizing results of surveys conducted by your organization, reporting numbers of members of related organizations, or describing other sources unique to your specialty area.

B. Geographic Distribution of Practitioners

Estimate how well practitioners of your specialty are distributed across North America, including a description of the procedures you used in reaching this conclusion.

C. Description of "Typical" Practitioner

Describe a typical or modal practitioner of your specialty, citing any sources that support your conclusions. The description should include a clear picture of the pattern of practice for those engaged in the specialty incorporating the essential and distinctive practice activities described in Section IV Phase I.

D. Description of Training Activities

Indicate the number and names of institutions of higher learning, agencies, or organized programs providing pre-doctoral and/or post-doctoral training in the specialty. Estimate the number of professionals currently being trained and the number that may be trained in the next decade including supervised practice or formal programs. Information related to current or anticipated development of post-doctoral education/training/experience is a priority.

E. Potential Number of Applicants.

Estimate the number of potential candidates for credentialing in your specialty area during the first 3 years of affiliation with ABPP, including a description of how you arrived at this conclusion. Estimate the approximate percent that already hold an ABPP Diploma in another ABPP specialty.

Section III: Parameters of Practice

A. Client Populations

Describe characteristics of clients who typically receive services provided by practitioners of your specialty, citing sources that support your conclusions.

B. Client Problems/Issues

Describe typical problems or issues presented by clients seeking services from practitioners of your specialty, citing sources that support your conclusions.

C. Practice Settings

Describe the primary settings (outpatient, hospitals, CMHCs, independent practice, university counseling centers, schools, etc.) where psychologists practice this specialty, citing any sources that support your conclusions.

Section IV: Comprehensive Rational for the Specialty

The material you present in this section operationally defines the competencies which characterize your specialty and represents the primary rationale for its definition. The procedures your Board develops for reviewing applicants' credentials, evaluating practice samples, and conducting examinations should relate directly to the professional competencies and activities that you define in this section. Finally, the content validity of your credentialing examination should relate directly to the precision with which you define the competencies.

A competency in professional psychology is defined as those key related clusters of practice activities that are characteristic of practicing psychologists and that are related to relevant knowledge, attitudes, and skills of the discipline and profession. A practice activity is defined as those more specific, practical actions, methods or techniques associated with each competency area which characterize the day-to-day pattern of practice in the specialty.

You will be asked to define up to ten (10) basic practice activities associated with each eight (8) widely recognized professional competency areas. These competency areas are identified and defined as follows:

Assessment Competence: Defining, diagnosing, and conceptualizing client problems, issues, or possibilities.

Intervention Competence: Developing, implementing, and evaluating various interventions designed to produce client change.

Consultation Competence: Providing expert advice or professional assistance to consultees concerning assessment, intervention, or other professional activities.

Supervision Competence: Taking responsibility for and/or training others as they provide assessment, intervention, or other professional services.

Research and Inquiry Competence: Producing and/or utilizing scientific knowledge relevant to areas of professional practice.

Consumer Protection Competence: Being aware of and appropriately exercising legal, professional, and ethical issues and standards that protect client welfare.

Professional Development Competence: Participating consistently in continuing education and other professional activities that enhance practitioner competence.

For each of the defined activities within each competency area you are asked to make two judgments: (1) Is this an essential activity for the practice of your specialty, or one that is important but not essential? (2) Is this an activity that is distinctively characteristic of your specialty or one that is shared with one or more other specialties?

It is expected that all practitioners of a given specialty have acquired the essential and particularly characteristic practice activities associated with each area of competence. The evaluation of essential and particularly characteristic competency activities must be included by your specialty board in the evaluation and verification of education, training, and experience or in the oral examination (including the practice sample evaluation or written examination for some specialties). The oral examination should include a reasonable sample of essential activities and of distinctively characteristic activities most reasonably lending themselves to that format.

A format you may use in constructing the comprehensive rationale for your specialty area is summarized in Appendix B. Examples of statements of practice activities within competencies also are included in Appendix B.

Section V: Education and Training Standards or Guidelines

Write a statement that demonstrates how the specialty area has developed education and training requirements or guidelines that assure opportunities at doctoral and post-doctoral levels for students to learn essential and distinctively characteristic activities which characterize the specialty practice. Note that the components to be learned are in large part identified by the professional competencies and associated activities defined in Section IV.

Your statement should describe the various components of specialty training, and their sequencing, including didactic course work and supervised practice experiences. It is important to emphasize the post-doctoral training and experience requirements which most distinctively characterize specialty training. Include brochures or other literature from a number of established training programs. Your statement should include information about the historical development of training in your specialty area.

If the specialty has developed written education and training standards or guidelines, please attach a copy to your application.

Indicate why training in the specialty is sufficiently complex or extensive that it is not feasible to include it in established training programs or in continuing education or as a practice proficiency.

Most emerging specialties are in the early developmental stages of formal training programs and requirements. Please describe the specialty's aspirational plans to develop further the education and training in the specialty.

Include a representative number of training program descriptions which are representative of the specialty (brochures may be included).

Section VI: Practice Standards or Guidelines

Many specialties have developed practice guidelines or standards. If your organization has done so, please attach a copy and include in the application any additional necessary commentary that explains how the practice guidelines reflect the distinctive professional competencies defined in Section IV. If your specialty has not yet published formal practice guidelines, you may outline an initial draft of guidelines for appropriate practice in your specialty.

Section VII: Outcome Research

Write a brief literature review that summarizes published research of the past decade on the efficacy of services provided by practitioners of your specialty. Please attach any recently published outcome reviews that are relevant to your specialty area.

Section VIII: Credentialing Procedures

Describe the procedures you will use in evaluating individual applicants for your specialty credential, coordinating these procedures with the procedures employed by the ABPP Central Office. Attach a copy of any relevant documents already in existence (e.g., examination manual), or present an outline that summarizes your intended plans. Basic components in the credentialing process include a review of applicants' generic and specialty academic and training experiences, a comprehensive practice sample, and the specialty examination itself.

- A. Credentials Review procedures represent the first step in the credentialing process where transcripts are evaluated and supervised training is documented. Applicants who move on to the next level of evaluation must meet the generic and specialty ABPP eligibility requirements as summarized in Appendix A.
- B. Practice Sample submission offers applicants an opportunity to demonstrate their professional skills to peer reviewers in advance of in-person examinations. Please describe the policies

and procedures your specialty board will employ in defining acceptable practice samples and in evaluating them objectively and reliably. If practice sample instructions are already developed, please send copies with your application.

- C. Specialty Examinations are the culminating experience in the credentialing process. In order to possess content validity, examinations must be constructed around the most distinctive professional activities within the competency areas necessary for practice of the specialty (as outlined in Section IV). In addition to detailing your examination development process describe the examination content, format, methods used to enhance reliability, scoring criteria, procedures for training examiners, and the appeals process that will be available to dissatisfied examinees. If examination manuals are already developed, please send copies with your application.

SUBMISSION OF INITIAL APPLICATION

Send 6 copies of your completed application document and the initial application fee of \$2,500 to:

American Board of Professional Psychology
600 Market Street, Suite 300
Chapel Hill, NC 27516

Your application will be forwarded to ABPP's Specialty Board Affiliation Committee for intensive review. The Committee may contact you for clarification or with suggested modifications. After the review is completed, the Committee will forward your application to the ABPP Board of Trustees with a recommendation. The BOT will then act on your application by either (1) approving, (2) approving contingent upon specific changes, or (3) not approving at that point in time.

If the BOT approves the initial application, the applying specialty board moves into the second phase of affiliation and is asked to complete an implementation plan. Instructions for completing the implementation plan are summarized on the following pages.

3. PHASE II: GUIDELINES FOR COMPLETING AN IMPLEMENTATION PLAN

The **Implementation Plan** is a comprehensive outline of the specialty board's plan of action for beginning to offer ABPP supervised credentialing examinations. In order to implement the plan, final approved versions of examination manuals, practice sample requirements, education, training and experience review, and verification procedures need to be in place. The BOT must approve the implementation plan and final versions of all credentialing examination documents prior to the specialty boards offering the examination under the supervision of ABPP. Components in the implementation planning phase of affiliation are as follows:

- A. Implementation Plan: The plan specifies where and under what conditions the first ABPP sanctioned examinations will occur.
 1. In most instances this means that members of the founding specialty board will of necessity examine one another. The plan must indicate who will serve as initial examiners, provide a rationale for their selection, specify how each person will be examined, and provide dates and geographic locations for the examinations.
 2. The plan must include a tentative timetable and geographic locations for examinations projected to be offered within the first 2 years. The specialty board must demonstrate the capacity to administer at least 30 examinations within the first 2 years of operation in addition to the founding specialty board of directors.
 3. In addition, the plan needs to specify details for conducting reviews and verification of candidate applications and for processing the required practice samples.
 4. Final versions of all examination materials must be submitted with the implementation plan, including examination manuals, practice sample descriptions and evaluation forms, credentials review materials, and candidate application forms.
- B. Submission to ABPP: All materials outlined under A. are submitted to ABPP along with an implementation fee of \$2,500 no later than one year after approval of the initial application.
- C. Review of Materials:
 1. The implementation plan is forwarded to the Specialty Board Affiliation Committee and the Standards Committee for review.
 2. Either committee may ask the specialty board for clarifications, or recommend revisions.
 3. Each committee makes an independent recommendation to the materials they have reviewed.
- D. BOT's Decision: After reviewing the implementation plan, credentialing examination documents, and the committee recommendations, the BOT votes to (1) approve, (2) approve contingent on specific changes and resubmission to BOT, or (3) not approve. Specialty boards whose plans are approved move on to the final monitoring phase of the

affiliation process. Instructions for working through the monitoring phase of affiliation are summarized in Phase III.

SUBMISSION OF IMPLEMENTATION PLAN

Send 6 copies of your completed implementation plan and final versions of all credentialing examination documents, along with the implementation fee of \$2,500 to:

American Board of Professional Psychology
600 Market Street, Suite 300
Chapel Hill, NC 27516

4. PHASE III: GUIDELINES FOR COMPLETING THE MONITORING PROCESS

- A. Articles of Agreement: ABPP and the specialty board sign Articles of Agreement which specify the conditions under which the monitoring process will occur and also spell out (pending approval as a Member Board) Member Board responsibilities. A generic example of Articles of Agreement is contained in Appendix C.
- B. Ad hoc Monitoring Committee: An ad hoc monitoring committee of the BOT is charged with monitoring and providing constructive consultation over all aspects of the specialty board's credentialing process until the board is fully affiliated with the ABPP. The ad hoc monitoring committee is composed of two persons, one representing the Specialty Board Affiliation Committee, and one representing the Standards Committee.
- C. Representative to BOT: During the monitoring phase, a representative of the specialty board serves as a liaison to ABPP's Board of Trustees.
1. The representative is selected by the BOT from a slate of two rank ordered individuals forwarded to the BOT by the specialty board. Ordinarily the BOT selects the first ranked individual, but in order to maintain diversity the BOT reserves the right to select the second ranked individual.
 2. During the monitoring phase of affiliation the specialty board pays the travel, lodging, and meal expenses of their liaison to the BOT as specified in the Articles of Agreement.
 3. The representative from the specialty board during the monitoring phase is expected to participate in the BOT meeting, but does not have voting privileges until the board is accepted as fully affiliated.
- D. Initial Credentialing Examination: The first credentialing examination is carried out as specified in the approved implementation plan.
1. Founding members of the specialty board will qualify and examine one another. In order to maximize reliability and credibility, it is important that this be done precisely as described.
 2. In all instances every member of the specialty board must be examined before the credentialing examination process is made available to at-large applicants. All policies and procedures approved during the implementation phase of the affiliation process (e.g. examination manuals, practice samples guidelines, credentials review forms and procedures, etc.) must be used in the credentialing examinations of founding members of the specialty board.
- E. Subsequent Credentialing Examination: Subsequent credentialing examinations are carried out as specified in the implementation plan.
1. The schedule of subsequent examinations includes dates and locations for two years.
 2. The specialty board must demonstrate the capacity to administer at least 30 examinations in addition to the examinations administered to founding board

members. The board should understand that in order to meet its expenses, a sufficient number of candidates must be examined and qualified annually in the specialty.

F. Action by the ad hoc Monitoring Committee: The ad hoc committee regularly reviews all credentialing examination activities of the specialty board.

1. Reviews of application procedures, credentials assessments, and practice sample evaluations will often be done by mailing copies of materials to committee members and a review of these materials at the examination site.
2. Monitoring of actual examinations, including the initial examination of founding board members, is accomplished on site with one or two members of the monitoring committee directly observing the process.
3. The ad hoc committee reports to the BOT at each meeting during the monitoring phase.
4. At the first BOT meeting after the monitoring is completed, the ad hoc monitoring committee reports to a joint meeting of the Specialty Board Affiliation Committee and the Standards Committee. Following review and deliberations, the joint committee makes a summary report and recommendations to the BOT, either recommending full affiliation as a Member Board that the monitoring phase be extended, or that affiliation is not granted.

G. Action of the ABPP Board of Trustees: Acting on the recommendation of the joint committee (F.4) the BOT votes on the question of full recognition and affiliation for the specialty board.

1. Voting options include (a) full affiliation, (b) affiliation contingent on specific conditions being met, (c) continued monitoring for a specified period of time, or d) affiliation not granted.
2. Specialty boards achieving full affiliation become regular members of the ABPP family with rights, privileges, and responsibilities as specified in ABPP's bylaws.

Appendix A

ABPP Generic Doctoral Program Eligibility Requirements

The following criteria define the generic educational requirements of a doctoral program in professional psychology. Education is used in the broad sense to include academic coursework, supervised practice, and related experiences.

1. Education in professional psychology is doctoral education offered in a regionally accredited institution of higher education.
2. The program may exist in a number of administrative arrangements, and it must be clearly identified and supported as a doctoral program in professional psychology. The program must specify in pertinent institutional catalogs and brochures its intent to educate professional psychologists.
3. The professional psychology program must stand as a recognizable, coherent organizational entity within the sponsoring institution.
4. There must be an evident organizational structure, and clear lines of authority, denoting responsibility for core components in the curriculum including the foundations of science and practice, the specialty areas of the program, and supervised practice requirements.
5. The program must be an integrated, organized sequence of educational and training experiences.
6. There must be a psychology faculty sufficient in number to implement the program and fully qualified to teach the science, practice, and specially components of the curriculum.
7. There must be an identifiable body of matriculated students whose preparation is sufficient for an expectation of reasonable progress to program completion.
8. The program must include supervised practicum, internship and related experiences appropriate for supervised practice in the specialty offered.
9. The curriculum shall encompass at least three academic years of doctoral level graduate education including instruction in the following scientific and practice foundations of psychology:
 - a. Biological aspects of behavior
 - b. Social aspects of behavior
 - c. Cognitive-affective aspects of behavior
 - d. History and systems of psychology
 - e. Psychology measurement
 - f. Research methodology
 - g. Techniques of data analysis
 - h. Individual differences in behavior
 - i. Human Development
 - j. Dysfunctional behavior or psychopathology
 - k. Professional standards and ethics
10. Preparation for specialty practice also shall include instruction and supervised experience designed to develop competencies in:
 - a. Assessment
 - b. Intervention
 - c. Consultation
 - d. Supervision
11. Education, training, and supervised experience in the above academic foundations and competency areas should be sufficient to meet the doctoral level requirements of the specialty as established by each specialty board affiliated with the ABPP.

Appendix B
FORMAT FOR CONSTRUCTING A COMPREHENSIVE RATIONALE
FOR A PSYCHOLOGICAL SPECIALTY, INCLUDING EXAMPLES

Professional Competencies and Activities Associated
with the Proposed Psychological Specialty of:

Instructions: Define up to a maximum of 10 professional practice activities associated with your specialty area in each of the 7 competency areas noted below. Each activity should be operationally defined in as concrete and succinct a fashion as possible. For each defined professional activity, check the appropriate box indicating whether you judge it to be (1) an essential activity (often shared with other specialties) for practice in your specialty or (2) an activity that is distinctively characteristic to your specialty (often unique to the specialty).

Essential (E) or

Competency Areas/Activities

Distinctive (D)

Assessment:

1. Administer and interpret adult individual intelligence tests.
(Clinical Psychology example)

E

2. Etc.

(Note: Comments related to activities or the pattern of practice among activities may be added at the end of any of the competency areas.)

Intervention:

1. Provide family therapy to families assessed as dysfunctional on or more dimensions.
(Family Psychology example)

D

2. Etc.

Consultation:

1. Consult with teachers about classroom management strategies for behaviorally disordered students.
(School Psychology example)

D

2. Etc.

Competency
Areas/Activities

Essential (E)
or Distinctive
(D)

Supervision:

1. Provide regular supervision to post-doctoral trainees in clinical neuropsychology residency programs.

D
(Clinical Neuropsychology example)

2. Etc.

Research and Inquiry:

1. Conduct single-subject (N=1) research on effects of various treatments on individual clients. (Behavioral Psychology example)

Etc.

Consumer Protection:

1. Know and understand state laws that regulate aspects of psychology practice (e.g. child abuse statutes).
(Example applies to all specialties)

2. Etc.

Professional Development:

1. Participate regularly in state and/or national psychological association continuing education activities.
(Examples apply to all specialties.)

2. Etc.

Appendix C
ARTICLES OF AGREEMENT
Between the
AMERICAN BOARD OF PROFESSIONAL PSYCHOLOGY
And the
AMERICAN BOARD OF _____ PSYCHOLOGY

It is hereby understood by and between the American Board of Professional Psychology and the American Board of _____ Psychology (SB) that as of this date the AB__P has successfully completed the Monitoring Phase of the application for recognition and affiliation and has been approved and accepted as a Member Specialty Board (SB) by the ABPP Board of Trustees and that:

1. As of the date of this agreement all applications and application fees and registration/fees for examinations shall be processed through the ABPP Central Office. The ABPP shall process these applications and registrations in accord with its policies, procedures, and agreements with the SB. Certification process fees shall be deposited in the operating budget account of the ABPP and systematically reported to the SB.
2. The Bylaws and policies and procedures of the American Board of _____ Psychology must be consistent with the policies and procedures of the American Board of Professional Psychology.
3. The American Board of _____ Psychology shall submit to the American Board of Professional Psychology, Inc., all of its by-laws, operating agreements, organizational agreements or other documents which shall include requirements that the American Board of _____ Psychology have policies and procedures which are consistent with the American Board of Professional Psychology, Inc.'s policies and procedures within one year of the date of this agreement.
4. The American Board of _____ Psychology will manage its financial affairs in accordance with the Financial Plan, Policy and Procedure AA of the ABPP, with particular attention to Section V, "Annual Budgets for Specialty Boards." The plan provides SBs considerable flexibility in meeting expenses. The AB__P shall receive an annual budget allocation to underwrite basic operational activities and a "carry-over" allocation for special initiatives. The plan requires that fees shall be established and approved by the ABPP for all applications and examinations and includes guidelines for travel, per diem, administrative, miscellaneous, and special expenses related to SB activities.
5. Upon attainment of Member Board Status and thereafter no funds are to be held in an independent SB budget account. Funds held by the SB at the time of acceptance of Member Board status are to be transferred to SB's ABPP Operations Account to be used by the SB or may be donated to the SB's related Academy.
6. The American Board of _____ Psychology will submit a slate of two qualified nominees from which the BOT will select a Trustee to the Board of Trustees (who shall be a voting member of the SB). The slate of candidates will

be submitted with brief biographical sketches to the BOT prior to the ABPP Annual Board of Trustees Meeting. The BOT will ordinarily select the first ranked nominee submitted by the American Board of _____ Psychology, but this procedure may be superseded when issues of diversity, geography, or other compelling circumstances make departure from the ordinary procedure desirable.

7. The American Board of _____ Psychology, consistent with the “ABPP Standards for Specialty Boards, Candidacy, and Examinations” shall recommend for certification as a board certified specialist in the specialty of _____ those psychologists who have met all the requirements for certification in the specialty. Upon a favorable recommendation the ABPP and the President of the AB__P shall confer a Diploma verifying the attainment of certification in the specialty.
8. The American Board of _____ Psychology verifies that there are no outstanding claims or pending court cases as of this date which may affect its financial standing or in any way adversely affect the financial position of ABPP now or in the future.

These **Articles of Agreement** executed this _____ day of _____, 20__ by

President, ABPP

President, AB__P