

Agency Purpose

Minnesota Statutes, sections 148.88-148.98 provides the Board of Psychology (Board) with authority to regulate the practice of psychology. Within this authority, the Board's mission is to protect the public from the practice of psychology by unqualified persons and from unethical or unprofessional conduct by persons licensed to practice psychology.

At a Glance

Licensure Services

- 3,475 Licensed Psychologists (LP) issued or renewed
- 70 Licensed Psychological Practitioners (LPP) issued or renewed
- Three Guest Licenses
- Nine Emeritus Registrations
- 115 LPP to LP Conversions
- 13 Education Upgrades
- 10,455 Licensure Verifications
- 23 Registered Psychological Firms
- Admit 270 applicants to the Professional Responsibility Examination (PRE)
- Admit 225 applicants to the national examination

Complaint Resolution Services

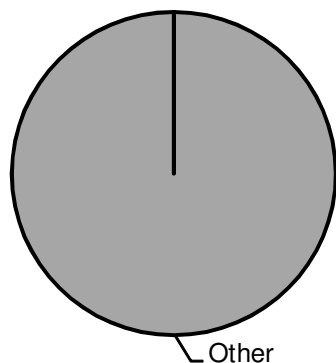
- Investigate 261 jurisdictional complaints on applicants, psychologists, or psychological practitioners alleged to have violated the Psychology Practice Act
- Resolve 20 complaints via disciplinary action
- Resolve five complaints via agreements for corrective action
- Remove four licensed psychologists from practice based on a potential increased risk to public safety
- Monitor compliance of 20 licensees under disciplinary order

Staff: 10.88 full-time equivalent employees.

Continuing Education Services

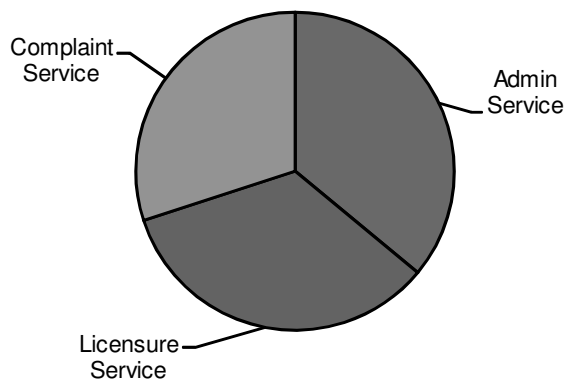
- Promote the health and well being of the residents of Minnesota receiving psychological services from licensees through mandatory continuing education
- Approve continuing education activities as requested by individuals or sponsors

Est. FY 2010-11 Expenditures by Fund



Source: Consolidated Fund Statement.

Est. FY 2010-11 Expenditures by Service



Source: Board expenses allocated to the services provided by board staff.

Strategies

The Board accomplishes its mission by:

- Reviewing applicants' educational credentials and training experiences for compliance with Board requirements for licensure to assure the public that individuals who practice psychology in Minnesota have the requisite education, competence, and ethical character to practice psychology safely and effectively; and
- Investigating and resolving complaints against applicants, and licensees alleged to have violated the Psychology Practice Act, including removing licensees from practice who are a risk to client safety and monitoring licensees whose practice requires remediation and oversight to assure public safety.

Public safety is enhanced by providing public access to information regarding licensure, discipline status, individual license history, information on the complaint process, and how to obtain forms to file a complaint;

- Requiring, approving, and establishing mandatory continuing education for licensees; and
- Educating the public on the requirements for licensure and rules of conduct for applicants and licensees.

Operations

The Board is comprised of 11 members appointed by the Governor. The Board interacts with and provides services to consumers, applicants, licensees, attorneys, and other state agencies and health-related licensing boards. Information is disseminated by maintaining a web site, developing educational sessions for students in doctoral psychology programs, public presentations, and handouts and mailers developed by Board staff.

The Board operates with two distinct units, licensure and the complaint resolution unit. The Licensure Unit reviews all applications for admission to examination, licensure, and emeritus registration to ensure compliance with all statutory and administrative requirements for approval.

- Board staff gathers information from applicants about their qualifications for licensure and independently verifies the information from primary sources. If the information is substantiated and meets licensure requirements, Board staff admit applicants to examination, or in the case of licensure applications, the Application Review Committee (ARC) recommends licensure to the full Board.
- Licenses are renewed biennially after licensees meet all renewal requirements, including providing documentation of the required number of continuing education hours.

The Complaint Resolution Unit triages all complaints received by the Board for appropriate jurisdiction, conducts limited investigations, and performs administrative functions to prepare complaints for Complaint Resolution Committee (CRC) review.

- Consumer complaints are investigated to establish whether a violation of the Psychology Practice Act has occurred and the Board adopts any necessary remedial or disciplinary action against an applicant's ability to be admitted to practice or a licensee's license to practice psychology.

Key Activity Goals & Measures

Goals:

- Maintain excellence in regulation over the practice of psychology;
- Increase quality of mental health services through high standards of licensure, practice, and regulation of psychological practice; and
- Advance the Minnesota Board of Psychology as a key partner in psychology and public policy.

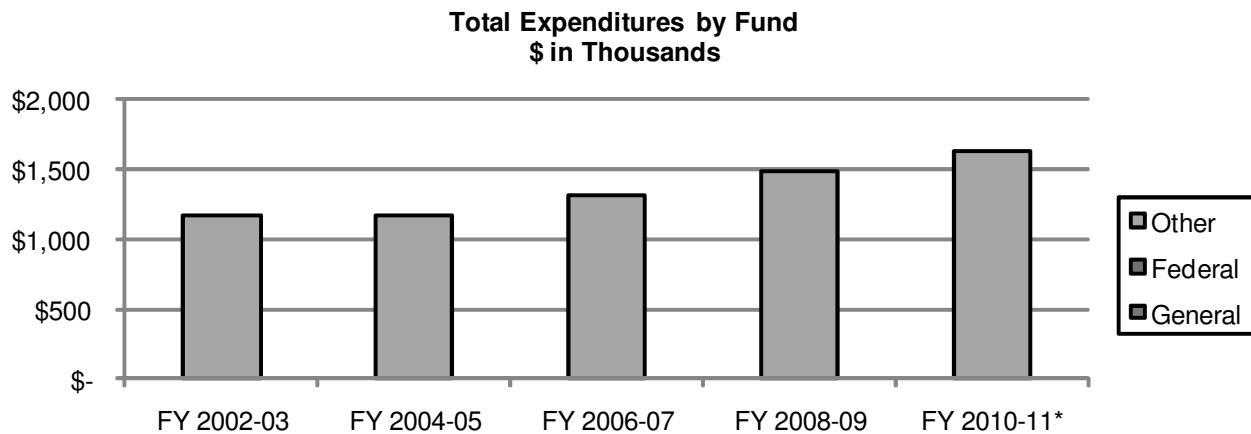
Measures:

- In FY 2010, the Board moved an online licensure renewal and verification project into final testing as an investment in technology and improvement in services offered for licensees and public users.
- The Board is in the final stages of completing a four part update to the administrative rules in the areas of licensure, definitions, continuing education, and rules of conduct to improve clarity of the regulatory language and to align Board rules with current trends in the field of psychology.
- In FY 2010, the Board implemented new statutory language in the areas of licensure to increase mobility for experienced psychologists wishing to practice in Minnesota, licensure for voluntary practice to promote the provision of pro bono psychological services, and guest licensure to allow applicants for licensure to obtain temporary permits.
- Board staff conducted an internal audit on the licensure process to ensure statutory compliance, improve efficiency, and to better serve applicants and the public. As a result of the internal audit, delegated authority was sought from the Board to Board staff to enable staff to complete ministerial functions such as admission to examination and approval of a limited number of applications. As a result of the delegated authority, the time it takes for admission to examination was decreased by 91%.
- Based on new application review procedures, Application Review Committee (ARC) processing efficiency increased and ARC meetings were shortened by approximately three hours per meeting for a cost savings of approximately \$135 per meeting.

Budget Trends

The board is responsible for collecting sufficient revenue to cover both direct and indirect expenditures. The board is estimated to collect \$2.299 million in FY 2010-11, which is deposited as non-dedicated revenue into the state government special revenue fund.

From this fund, the board receives a direct appropriation to pay for agency activities such as salaries, rent, costs for disciplinary/contested cases and operating expenditures. It also pays statewide indirect costs through an open appropriation. In FY 2010-11, total expenditures for these purposes are estimated at \$1.659 million. The chart below shows funding trends over the last five biennia for the direct and open appropriation.



* FY 2010-11 is estimated, not actual

Source data for the previous chart is the Minnesota Accounting and Procurement System (MAPS) as of 07/31/10.

Board fees are also responsible for covering a prorated share of support functions provided outside of the Board itself. These include legal support (Attorney General), statewide e-licensing system development and operations (Office of Enterprise Technology), centralized administrative support (Health Boards Administrative Services Unit) and funding for services to health professionals (Health Professionals Services Program). In FY 2010-11, some of the health boards' reserves in the state government special revenue fund were also transferred to the general

fund. The table below displays direct and open appropriation expenditures, external support costs (prorated share), and the general fund transfers (prorated share) estimated in FY 2010-11.

	FY 2010-11 (in thousands)
Board's Direct and Open Appropriations	\$ 1,659
Board's External Support Costs and Transfers (prorated Share)	
• Attorney General support	412
• E-licensing support	109
• Central administrative service unit	77
• Health professional service program	16
• General fund transfer	689
Total	<u>2,962</u>
 Fees Collected by Board	 <u>\$2,299</u>
Prorated Surplus/(Deficit)	(663)

In most years, Board fee revenues exceed direct expenditures and external support costs, and as directed by law, the surplus is used to maintain a reserve in the state government special revenue fund. It should be noted here that the FY 2010-11 transfers to the General Fund, along with unanticipated increases in the support costs discussed above, have resulted in the Board's fee revenue not covering its prorated costs and transfers.

External Factors Impacting Agency Operations

The number of licensees regulated by the Board continues to rise, as do the number of complaints and the complexity of the cases.

Contact

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Dollars in Thousands

	Current		Forecast Base		Biennium 2012-13
	FY2010	FY2011	FY2012	FY2013	
<u>Direct Appropriations by Fund</u>					
State Government Spec Revenue					
Current Appropriation	806	806	806	806	1,612
Forecast Base	806	806	806	806	1,612
Change		0	0	0	0
% Biennial Change from 2010-11					0%
 <u>Expenditures by Fund</u>					
Direct Appropriations					
State Government Spec Revenue	725	919	806	806	1,612
Open Appropriations					
State Government Spec Revenue	6	9	12	12	24
Total	731	928	818	818	1,636
 <u>Expenditures by Category</u>					
Total Compensation	573	604	610	630	1,240
Other Operating Expenses	158	324	208	188	396
Total	731	928	818	818	1,636
 <u>Expenditures by Program</u>					
Psychology, Board Of	731	928	818	818	1,636
Total	731	928	818	818	1,636
 Full-Time Equivalent (FTE)	 9.6	 10.3	 10.3	 10.3	

PSYCHOLOGY BOARD

Agency Revenue Summary

Dollars in Thousands

	Actual FY2010	Budgeted FY2011	Current Law		Biennium 2012-13
			FY2012	FY2013	
<u>Non Dedicated Revenue:</u>					
Departmental Earnings:					
State Government Spec Revenue	1,163	1,150	1,150	1,150	2,300
Other Revenues:					
State Government Spec Revenue	(100)	0	0	0	0
Total Non-Dedicated Receipts	1,063	1,150	1,150	1,150	2,300
<u>Dedicated Receipts:</u>					
Total Dedicated Receipts	0	0	0	0	0
Agency Total Revenue					
	1,063	1,150	1,150	1,150	2,300