

**TITLE 16 OCCUPATIONAL AND PROFESSIONAL LICENSING**  
**CHAPTER 22 PSYCHOLOGISTS AND PSYCHOLOGIST ASSOCIATES**  
**PART 5 PSYCHOLOGISTS: APPLICATION REQUIREMENTS; PROCEDURES**

**16.22.5.1 ISSUING AGENCY:** Regulation and Licensing Department, New Mexico State Board of Psychologist Examiners.  
[16.22.5.1 NMAC - Rp, 16.22.5.1 NMAC, 11/15/06]

**16.22.5.2 SCOPE:** The provisions of Part 5 apply to all applicants for licensure.  
[16.22.5.2 NMAC - Rp, 16.22.5.2 NMAC, 11/15/06]

**16.22.5.3 STATUTORY AUTHORITY:** This part is adopted pursuant to the Professional Psychologist act, Section NMSA 61-9-4.1, 61-9-6, 61-9-10 61-9-11, 61-9-11.1.  
[16.22.5.3 NMAC - Rp, 16.22.5.3 NMAC, 11/15/06]

**16.22.5.4 DURATION:** Permanent.  
[16.22.5.4 NMAC - Rp, 16.22.5.4 NMAC, 11/15/06]

**16.22.5.5 EFFECTIVE DATE:** November 15, 2006 unless a later date is cited at the end of a section.  
[16.22.5.5 NMAC - Rp, 16.22.5.5 NMAC, 11/15/06]

**16.22.5.6 OBJECTIVE:** This part establishes requirements for eligibility to apply and establishes application procedures and supervisory requirements.  
[16.22.5.6 NMAC - Rp, 16.22.5.6 NMAC, 11/15/06]

**16.22.5.7 DEFINITIONS:** [RESERVED.]  
[Refer to 16.22.1.7 NMAC]

**16.22.5.8 APPLICATION; EXAMINATION; PROCESS**

**A.** A non-refundable application fee set by the board is due at the time of each initial application. Additional fees may be charged and will be collected by the board, as necessary, for the administration of examinations.

**B.** The applicant may be considered for licensure if he fulfills conditions of 16.22.5.9, 16.22.5.10, 16.22.5.11, 16.22.5.12, 16.22.5.13, 16.22.5.14 or 16.22.5.15 NMAC.

**C. NATIONWIDE CRIMINAL HISTORY SCREENING.** All applicants for initial licensure in any category in New Mexico are subject to a state and national criminal history screening at their expense. All applicants must submit two (2) full sets of fingerprints, completed fingerprint certificate form, signed authorization for criminal background screening and fee at the time of application.

(1) Applications for licensure will not be processed without submission of fingerprints, completed fingerprint certificate form, signed authorization for criminal background screening and fee.

(2) Applications will be processed pending the completion of the nationwide criminal background screening and may be granted while the screening is still pending.

(3) If the criminal background screening reveals a felony or a violation of the Psychologist Examiners Practice Act, the applicant/licensee will be notified to submit copies of legal documents and other related information to the board which will make the determination if the applicant is eligible for licensure or if disciplinary action will be taken.

[16.22.5.8 NMAC - Rp, 16.22.5.9 NMAC, 11/15/06; A, 09/16/10]

**16.22.5.9 APPLICATIONS NOT PREVIOUSLY LICENSED IN ANY JURISDICTION**

**A.** Initial application procedure. To open an initial application file, the applicant shall submit the following:

- (1) a completed and signed application;
- (2) verification of predoctoral internship and supervision as described in 16.22.5 NMAC;
- (3) the application fee as required by the board;
- (4) official transcripts directly from the institution's office of the registrar;

(5) if the applicant chooses, a notarized letter from the graduate office of the degree-granting institution that documents the date of the doctoral degree; indicating (a) the date of completion of all requirements for the doctoral degree, and (b) the specific psychology program that the applicant completed;

(6) three (3) letters of reference; dated within the last two (2) years and two (2) of the letters must be from a licensed practicing psychologist familiar with their clinical work, and can attest to their competency and moral character;

(7) verification of postdoctoral supervision as described in 16.22.6 NMAC.

**B.** If the application is not complete, the applicant will be notified of all deficiencies within thirty (30) days of the board's receipt. The application process shall be completed within thirty (30) days of the receipt at the board office of all materials listed in Subsection A of 16.22.5.9 NMAC. The applicant must have all documents in the board office at least sixty (60) days prior to taking the examination for professional practice in psychology (EPPP).

**C.** Complete applications will be reviewed by the board and a notification of approval, denial or need for additional information will be issued to the applicant within thirty (30) days.

**D.** The written examination for licensure is the EPPP, developed by the association of state and provincial psychology boards (ASPPB) and administered by the professional examination service (PES). An applicant shall be eligible to take the EPPP three (3) times within the eighteen (18) months following the date the applicant was notified of the board's approval of their application.

(1) If the applicant does not pass the EPPP any of the three (3) times it is administered within eighteen (18) months, the applicant shall submit a new initial application.

(2) Upon the submission of the new application, the rules and regulations in effect at the time the new initial application is received will be used to determine whether an applicant meets the requirements for licensure.

**E.** The applicant shall take and pass an online jurisprudence examination after the board had received his EPPP score from the ASPPB reporting service, indicating that the applicant received a passing score pursuant to the act.

**F.** During the first year of licensure an applicant shall furnish evidence to the board that demonstrates an awareness and knowledge of New Mexico cultures.

**G.** When the applicant fulfills all the requirements of this section, a license will be issued. If postdoctoral supervised experience is incomplete, the applicant will be issued an 18-month provisional license. This is not subject to renewal or extension. The applicant will be issued an unrestricted license when the applicant has met the postdoctoral supervised experience as defined in 16.22.6 NMAC.

**H.** The applicant may request an additional twelve (12) months to complete necessary supervisory hours in accordance with the act, but the applicant will be practicing under supervision and under the supervisor's license and can no longer hold a provisional license. This request will only be honored one (1) time.

[16.22.5.9 NMAC - Rp, 16.22.5.10 NMAC, 11/15/06; A, 03/21/09; A, 09/16/10]

#### **16.22.5.10 APPLICANTS HOLDING A VALID LICENSE IN ANOTHER STATE FOR TEN YEARS OR MORE SEEKING LICENSURE UNDER SECTION 61-9-10 - RECIPROCITY**

**A.** An applicant seeking licensure under this section may obtain a license pursuant to Section 61-9-10 of the act if the applicant fulfills the following conditions.

(1) At the time of application, the applicant shall possess a current license to practice psychology in another state, territory, possession of the United States, the District of Columbia, the Commonwealth of Puerto Rico, or other country.

(2) The applicant shall possess a doctoral degree in psychology or a related field.

(3) The applicant shall have no pending disciplinary actions, no formal disciplinary actions issued against the license in the last five (5) years and no past suspensions or revocations.

(4) The applicant shall have been licensed for a minimum of ten (10) years.

**B.** Application under this board regulation shall be made on a form provided by the board. The applicant shall submit the following:

(1) completed and signed application;

(2) application fee as required by the board; (for fee schedule, see 16.22.13.8 NMAC)

(3) license verification from all jurisdictions in which the applicant is or has been granted a psychologist license;

(4) official doctoral degree college or university transcripts; and

(5) three (3) current letters of reference; applicants under this section are not required to submit verification of predoctoral internship and postgraduate experience.

C. Upon approval by the board, an applicant must take and pass an online jurisprudence examination and during the first year of licensure furnish evidence to the board that demonstrates an awareness and knowledge of New Mexico cultures.

[16.22.5.10 NMAC - Rp, 16.22.5.11 NMAC, 11/15/06, A, 03/21/09]

**16.22.5.11 APPLICANTS HOLDING AN ASPPB CERTIFICATION OF PROFESSIONAL QUALIFICATION OR A NATIONAL REGISTER HEALTH SERVICE PROVIDER IN PSYCHOLOGY CREDENTIAL: RECIPROCITY**

A. **Eligibility.** A licensee in good standing for a minimum of five (5) years in another jurisdiction is eligible for licensure pursuant to Section 61-9-10 of the act if the applicant holds current certification of professional qualification (CPQ) or holds a current national register (HSPP) credential at the doctoral level, pursuant to Subsection A of 16.22.4.8 NMAC. In addition, the applicant shall have passed the EPPP with a minimum score required for licensure as set forth in Paragraph (6) of Subsection A of Section 61-9-11 of the act, have no disciplinary actions within five (5) years immediately preceding the date of application, and shall have no prior license suspensions or revocations in any jurisdiction in which the applicant is or has been licensed.

B. **Application procedure.** The applicant shall submit the following:

(1) a verified or certified copy of the applicant's CPQ or national register HSPP credential or other evidence satisfactory to the board that the applicant holds a CPQ or national register HSPP credential;

(2) a completed application on a form provided by the board;

(3) license verification from any jurisdictions in which the applicant is or has been granted a psychologist license;

(4) verification of passing the EPPP with a minimum score required for licensure as defined in Paragraph (6) of Subsection A of Section 61-9-11 of the act; and

(5) the non-refundable application fee established by the board.

C. **Examination.** Upon approval by the board, an applicant must take and pass an online jurisprudence examination and during the first year of licensure furnish evidence to the board that demonstrates an awareness and knowledge of New Mexico cultures.

D. **Applicability of other provisions.** The provisions of Section 61-9-13 of the act shall apply to applications filed under this section. A psychologist licensed pursuant to this section is subject to all requirements and obligations applicable to licensees under the act and board regulations.

[16.22.5.11 NMAC - Rp, 16.22.5.13 NMAC, 11/15/06; A, 03/21/09]

**16.22.5.12 APPLICANTS LICENSED IN ANOTHER JURISDICTION WHO DO NOT QUALIFY UNDER SECTION 16.22.5.10, 16.22.5.11, 16.22.5.12, 16.22.5.13, 16.22.5.14 OR 16.22.5.15 NMAC**

A. **Application procedure.** An applicant seeking licensure under this section may obtain a license pursuant to Section 61-9-12 of the act if the applicant fulfills the following conditions:

(1) a completed and signed application;

(2) the application fee as required by the board;

(3) official doctoral degree transcripts sent directly from the institution's office of the registrar;

(4) if the applicant chooses, a notarized letter from the graduate office of the degree-granting institution that documents the date of the doctoral degree; the letter shall indicate (a) the date of completion of all requirements for the doctoral degree, and (b) the specific psychology program the applicant completed;

(5) license verification from all jurisdictions in which the applicant is or has been granted a psychologist license;

(6) three (3) letters of reference dated within the last two (2) years and two (2) of the letters must be from a licensed practicing psychologist familiar with their clinical work, and can attest to their competency and moral character;

(7) verification of predoctoral internship and supervision as defined in 16.22.6 NMAC;

(8) verification of postdoctoral supervised experience as defined in 16.22.6 NMAC; and

(9) verification of passing the EPPP as defined in 16.22.7.8 NMAC.

B. Upon approval by the board, an applicant must take and pass an online jurisprudence examination and during the first year of licensure furnish evidence to the board that demonstrates an awareness and knowledge of New Mexico cultures.

[16.22.5.12 NMAC - Rp, 16.22.5.12 NMAC, 11/15/06; A, 03/21/09; A, 09/16/10]

**16.22.5.13 APPLICANTS SEEKING A TEMPORARY LICENSE**

**A.** A temporary six (6) month license may be issued to a psychologist who meets the following conditions:

- (1) the applicant is licensed in another jurisdiction and in good standing, and the out-of-state- license meets current licensing criteria for New Mexico;
- (2) the applicant qualifies under 16.22.5.10, 16.22.5.11, 16.22.5.12 or 16.22.5.15 NMAC of this part;
- (3) the applicant completes a form provided by the board that includes required information and the appropriate fees set by the board;
- (4) the temporary license will expire in six (6) months; and
- (5) the temporary may be extended at the discretion of the board with a written request thirty (30) days prior to the expiration, stating the reason for extension.

**B.** Nothing in this section should be construed to prevent an applicant with a temporary license from applying for an unrestricted license. The applicant may apply for an unrestricted license by completing a form provided by the board, remitting appropriate fees, and taking and passing the online jurisprudence examination. [16.22.5.13 NMAC - N, 11/15/06; A, 09/16/10]

#### **16.22.5.14 APPLICANTS FROM FEDERAL DISASTER AREAS SEEKING A FOUR-MONTH EMERGENCY LICENSE- RECIPROCITY**

**A.** An emergency license may be issued to a psychologist who is from a state in which a federal disaster has been declared, holds that state's active unrestricted license, and is in good standing or otherwise meets requirements for New Mexico licensure. This applicant may obtain a New Mexico license for a period of four (4) months following the declared disaster, at no cost and upon satisfying the following requirements:

- (1) the board received a completed, signed and notarized application accompanied by proof of identity in the form of a copy of a drivers license, passport or other photo identification issued by a governmental entity;
- (2) the applicant qualifies for a license as set forth in 16.22.5.10, 16.22.5.11, 16.22.5.12 or 16.22.5.15 NMAC of this part;
- (3) the board may waive the specific forms required under the immediately preceding section if the applicant is unable to obtain documentation from the federally declared disaster area;
- (4) nothing in this paragraph shall constitute a waiver of licensure requirements set forth in 16.22.5.8 NMAC above; and

(5) a license issued under this emergency provision shall expire four (4) months after issuance, unless a renewal application is received and approved by the board or its designee in a timely fashion; a renewal application shall commence no later than three (3) months after the issuance date in order to allow at least one month for renewal process and avoid a late renewal fee set by the board (see fee schedule in 16.22.13.8 NMAC of these regulations); the board reserves the right to request additional documentation, including but not limited to recommendation forms and work experience verification forms prior to approving emergency license renewal.

**B.** The emergency license shall terminate upon:

- (1) four (4) months from issuance date, if not renewed;
- (2) the issuance of an unrestricted license as set forth in 16.22.5.8 NMAC above;
- (3) proof that the emergency license holder has not engaged in fraud, deceit or misrepresentation in procuring or attempting to procure a license under 16.22.5.14 NMAC, and
- (4) termination of an emergency license shall not preclude application for unrestricted licensure. [16.22.5.14 NMAC - N, 11/15/06; A, 03/21/09]

#### **16.22.5.15 APPLICANTS WHO ARE GRADUATES FROM PROGRAMS OUTSIDE THE UNITED STATES AND CANADA- RECIPROCITY**

**A.** Graduates of programs outside the United States and Canada shall be evaluated according to the following criteria for New Mexico licensure:

- (1) applicants shall meet the requirements set forth in Subsection A of 16.22.4.8 NMAC of these regulations; "substantial equivalencies" of professional schools in the United States, Canada, or any other jurisdiction under ASPPB shall meet the requirements set forth in 16.22.4 NMAC;
- (2) applicants for licensure whose applications are based on graduation from universities outside the United States and Canada shall provide the board with such documents and evidence to establish that their formal education is equivalent to a doctoral program in psychology granted by a United States university that is regionally accredited; equivalency will be reviewed by a board approved agency specializing in the credentialing of foreign graduates; such documents and evidence include:

- (a) an original diploma or other certificate of graduation which will be returned, and a photocopy of such a document which will be retained;
- (b) an official transcript or comparable document of all course work completed;
- (c) a certified translation of all documents submitted in a language other than English;
- (d) satisfactory evidence of supervised experience; and
- (e) a statement prepared by the applicant listing studies and research based on documents referenced in this section in a format as comparable as possible to a transcript issued by a United States university.

**B.** After evaluation and acceptance by the board, the applicant shall take and pass the EPPP and an online jurisprudence examination to obtain licensure.  
[16.22.5.15 NMAC - N, 11/15/06; A, 09/16/10]

**HISTORY OF 16.22.5 NMAC:**

**Pre-NMAC History:** The material in this part was derived from that previously filed with the State Records Center and Archives under:

- Rule 4, Requirements for Certifications Psychologists, 11/1/83.
- Rule 4, Requirements for Certification Psychologists, 4/19/85.
- NMBPE Rule 2 Requirements for Certification Licensure Psychologists, 12/28/89.
- NMBPE Rule 2, Requirements for Certification Licensure Psychologists, 8/28/90.
- Rule No. 2, Requirements for Licensure, 4/24/95.
- Rule 5, Requirements for Certification Psychologist Associate, 11/1/83.
- NMBPE Rule 3, Requirements for Licensure, 12/28/89.
- Rule No. 3, Education Requirements, 4/24/95.
- Rule 6, Psychologist Associates Conditions of Practice, 1/3/84.
- NMBPE Rule 4, Psychologist Associates, 12/28/89.
- Rule No. 4, Supervised Practice Leading Towards Licensure, 4/24/95.
- Rule 8, Examination-Psychologist Associate, 11/1/83.
- Rule 8, Examination-Psychologist Associate, 3/19/84.
- Rule 8, Examination-Psychologist Associate, 4/19/85.
- NMBPE Rule 6, Examination-Psychologist Associate, 12/28/89.
- NMBPE Rule 6, Examination-Psychologist Associate, 8/28/90.
- Rule No.6 Examination for Licensure Psychologist-Psychologist Associate, 4/24/95.
- NMBPE Rule 15 Senior Psychologist, 8/28/90.
- Rule No. 15, Section 61-9-10 Licensure, 4/24/95.

**History of Repealed Material:**

- 16 NMAC 22.3, Licensure, Educational and Examination Requirements - Repealed, 4/16/00.
- 16.22.5 NMAC, Application Procedures and Requirements for Licensure as a Psychologist - Repealed 11/15/06.