

PSYCHOLOGY INTERJURISDICTIONAL COMPACT (PSYPACT)

PSYPACT Policies and Procedures

UPDATED

March 27, 2026





Reducing Regulatory Barriers. Increasing Access to Mental Health Care.

Policy Number: 1.1

Area: Administration

Authority: Compact – Article X C

Purpose: To establish the period of time records will be retained and subsequently destroyed by the PSYPACT Commission.

Date Approved: November 19, 2020

Amendment History (List when amended and cite section number):

- March 26, 2026 Appendix A

Policy:

1. Records are retained for at least seven (7) years unless specified in the Appendix A Record Retention Schedule included with this policy, and scanned and stored when appropriate. This must be followed and can only be changed with the approval of the PSYPACT Executive Board.
2. When records are stored at an offsite location, they are to be placed in a file storage box with the contents and date of destruction clearly noted on the outside of the box.
3. The destruction or deletion of records must be approved by the PSYPACT Executive Board.
4. All records will be maintained in a secure format.
5. Record destruction or deletion, including email, is prohibited if there is any pending or continuing litigation.

Appendix A – Record Retention Schedule

Record Type	Retention Period
Financial Records	
Annual Audit Reports and Financial Statements	Permanent
Annual Audit Records, including work papers	7 years after completion of audit
Bank Records <ul style="list-style-type: none">• Bank Reconciliations• Deposit and withdrawal records• Bank Account statements• Cancelled checks	3 years



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• Check register	
Investments	7 years after sale of investment
Invoices to Members, Customers and Vendors	7 years
General Commission Records	
Commission Records (minutes, bylaws, etc.)	Permanent
PSYPACT Policies	Current version with revision history; retain current version only
PSYPACT Rules	Current version with revision history; retain current version only
Patents, Trademark Registrations, Copyright Registrations	Permanent
Contracts and related correspondence	7 years after expiration or termination
Legal Memorandum and Opinions (including all subject matter files)	7 years after close of matter
Annual Reports	Permanent
Authorization holder records	Permanent
Election ballots	One (1) year following applicable vote
Insurance Records	
Insurance Policies, amendments, endorsements, and related correspondence	Permanent
Accident reports and claims	Permanent
Certificates of insurance issued or received	Permanent
Audits or adjustments	2 years after final adjustment
Correspondence	
Electronic Mail	Staff will strive to delete emails from internal and external sources in a timely manner.



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	Retention of emails deemed necessary by staff may be maintained.
Correspondence and Internal Memorandum	Same period as the document it pertains to or supports (Example: Correspondence regarding a contract would be kept seven (7) years from expiration of the contract).
Correspondence pertaining to non-routine matters or having significant lasting consequences	Permanent
Routine correspondence and notes that require no acknowledgment or follow-up, such as letters of appreciation or congratulations	2 years
Requests for Departure from Records Retention Plan	10 years
Electronic Storage of Information	
Internet Cookies	Delete internet cookies once per month
Recordings of Meetings	Deleted once minutes are approved
PSYPACT Generated Social Media Posts	Permanent (Unless error is found)
PSYPACT YouTube Channel Postings	Permanent (Unless new updated content is uploaded)
PSYPACT Website Revisions	Permanent (as part of website software)



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Policy Number: 1.2
Area: Administration
Authority: Compact - Article X Section C Bylaws - Article VI
Purpose: The purpose of the conflict-of-interest policy is to foster public confidence and trust in the PSYPACT Commission and to protect the interests of the PSYPACT Commission as it conducts its business. This policy is intended to prevent actual or perceived conflicts from influencing PSYPACT Commissioners or PSYPACT Staff in the performance of their duties.
Date Approved: November 19, 2020

Amendment History (List when amended and cite section number):

- March 5, 2024 (A)(F)

Policy:

PSYPACT Commissioners and PSYPACT Staff occupy positions of trust and good faith and are obligated to act in the best interest of PSYPACT, and its Compact states, without regard to their personal benefit or the interests of other organizations with which they are associated. PSYPACT Commissioners and PSYPACT Staff shall disclose all actual or perceived conflicts of interest and shall recuse themselves from all discussions and decisions when a conflict of interest has been disclosed or identified unless a majority of the quorum of the PSYPACT Commission determines otherwise.

Definitions:

- A. “Conflict of Interest” means: An actual or perceived conflict of interest exists when a financial or other relationship might directly or indirectly benefit the private or personal interests of a PSYPACT Commissioner or PSYPACT Staff or prejudice a PSYPACT Commissioner or PSYPACT Staff in business before the PSYPACT Commission. A majority of the quorum of the PSYPACT Commission may determine if an actual or perceived conflict of interest exists for a PSYPACT Commissioner or PSYPACT Staff.
- B. “Financial Interest” means: an interest, whether through commitment, investment, relationship, obligation, involvement, loan, donation, exchange transaction, or otherwise, direct or indirect, that may influence a Commissioner’s and/or staff’s judgment.
- C. “Gift” means: any item or service with monetary value in excess of \$25.00 offered to the PSYPACT Commission, a PSYPACT Commissioner or PSYPACT Staff without the expectation of compensation to the contributor. The gift might be tangible or intangible.



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Requirements:

- A. **Duty to Disclose.** PSYPACT Commissioners and PSYPACT Staff have a duty to disclose all actual or perceived conflicts of interest for themselves or other PSYPACT Commissioners or PSYPACT Staff.
- B. **Personal recusal.** PSYPACT Commissioners and PSYPACT Staff who disclose a personal conflict of interest shall recuse themselves from all discussions and decisions, on the matter, unless otherwise determined by a majority of the quorum of the PSYPACT Commission, or by a majority of a committee designated by the PSYPACT Commission. The recusal shall be recorded in the PSYPACT Commission minutes or in a disclosure form provided by the PSYPACT Commission at the initiation of a meeting.
- C. **Commission-directed recusal.** If a PSYPACT Commissioner or PSYPACT Staff becomes aware of the existence of an actual conflict of interest, the PSYPACT Commissioner or PSYPACT Staff shall provide this information to the PSYPACT Commission, or a committee designated by the PSYPACT Commission. Upon the Commissioner's own motion, or motion of a party, a majority of the quorum of the PSYPACT Commission may recuse a PSYPACT Commissioner upon a determination that the actual conflict of interest raises an unacceptable risk of bias or prejudice in matter before the PSYPACT Commission. The recusal shall be recorded in the PSYPACT Commission minutes or in a disclosure form provided by the PSYPACT Commission at the initiation of a meeting.
- D. **Gifts.** The PSYPACT Commission shall maintain a public listing of all gifts.
- E. **Annual review of this policy.** Each PSYPACT Commissioner and PSYPACT Staff shall annually sign a statement which affirms such person:
 - 1. Has received a copy of the conflict-of-interest policy,
 - 2. Has read and understands the policy, and
 - 3. Has agreed to comply with the policy.
- F. If a complaint is received regarding an actual or perceived conflict of interest, the PSYPACT Executive Director will forward the complaint to the PSYPACT Chair. The Chair will review the complaint and if warranted, refer it to the Executive Board for disposition. During the processing of the



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complaint, the Executive Board will follow the PSYPACT Commissioner Code of Ethics and Procedures for Review of Commissioners Conduct.

- G. Administration of this policy. The PSYPACT Commission Executive Board shall be responsible for administering this policy and ensuring that this policy is current, compliant with all statutory requirements and case law, and consistent with other applicable standards. The Executive Board may delegate administration and maintenance of this policy to the PSYPACT Executive Director.



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Policy Number: 1.3
Area: Administration
Authority: Compact – Article X C
Purpose: To facilitate an effective and efficient system for communications within the Compact, to state psychology licensing boards, and to other groups.
Date Approved: November 19, 2020

Amendment History (List when amended and cite section number):

- June 15, 2023; 11

Policy:

The PSYPACT Commission shall maintain open communication with psychology licensing boards and other interested parties. The PSYPACT Commission is subject only to the language of the Compact and its own rules and policies.

Procedure:

1. All requests for PSYPACT Commission information shall be submitted in writing to the PSYPACT Executive Director. The written request, which also includes via email, shall include the name, address, and other contact information of the requestor along with a detailed description of the information being sought.
2. When a PSYPACT Commissioner receives a request, the PSYPACT Commissioner should forward the request to the PSYPACT Executive Director.
3. The PSYPACT Executive Director will make a record of each request as it is received and notify the requestor that the request has been received.
4. All requests for information regarding the PSYPACT Commission from the public, an agency, an organization, governmental entity, or other body will be evaluated based on their merit, rules and laws governing the PSYPACT Commission
5. When applicable, the PSYPACT Executive Director will notify the board administrator of the psychology licensing board in the state where the request originated.



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6. The PSYPACT Executive Director will maintain a repository of information on behalf of the PSYPACT Commission.
7. The PSYPACT Executive Director shall fulfill the request for PSYPACT Commission information as reasonably possible after sending the notification of receipt.
8. For any request that the PSYPACT Executive Director determines will require extensive time, money, or other resources to fulfill, the PSYPACT Executive Director may bring the request to the PSYPACT Executive Board for consultation.
9. Any PSYPACT Commissioner who agrees to speak about PSYPACT to an entity shall notify the PSYPACT Executive Director. The PSYPACT Executive Director shall send a courtesy email to the Chair and Board Administrator of the psychology licensing board of the state in which the speech will be given prior to the speech.
10. The PSYPACT Executive Director may speak on behalf of and represent the PSYPACT Commission including, but not limited to, testifying on behalf of PSYPACT in support of introduced PSYPACT legislation.
11. PSYPACT Commission and/or staff do not participate in or sponsor mass communication by 3rd parties nor provide mailing lists to 3rd parties.



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Policy Number: 1.4
Area: Administration
Authority: Compact – Article XIII C
Purpose: To describe the process for a Compact state to withdraw from the Compact.
Date Approved: November 19, 2020

Amendment History (List when amended and cite section number):

- None

Policy:

Any Compact state may withdraw from PSYPACT by enacting legislation repealing the Compact Statute. As provided in the Compact language, the withdrawal will not take effect until six (6) months after the enactment of the legislation repealing the Compact Statute. As stated in the Compact – Article XIII C:

Any Compact State may withdraw from this Compact by enacting a statute repealing the same.

1. A Compact State’s withdrawal shall not take effect until six (6) months after enactment of the repealing statute.
2. Withdrawal shall not affect the continuing requirement of the withdrawing State’s Psychology Regulatory Authority to comply with the investigative and adverse action reporting requirements of this act prior to the effective date of withdrawal.

Procedure:

1. Action by the Compact state wishing to withdraw from PSYPACT:
 - a. The Compact state shall send email or written notification to the PSYPACT Commission Chair and PSYPACT Executive Director of the intent to withdraw prior to initiating the formal process as described in the Compact state’s Compact Statute.
 - b. The Compact state shall develop a timetable for the withdrawal process and communicate the timetable to all interested parties consistent with the Compact Statute.



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- c. The timetable shall provide reasonable time for notification of psychologists holding active Compact authorizations or obtaining new Compact authorizations in the withdrawing Compact state and time for those psychologists to obtain a license in the withdrawing Compact state.
 - d. The withdrawing Compact state shall forward a copy of the repealing Compact Statute to the PSYPACT Executive Director.
2. Responsibilities of the PSYPACT Commission:

The PSYPACT Commission shall notify all states, Compact and non- Compact, and all Compact authorization holders, and those Compact authorization holders who designated the withdrawing Compact state as their home state, of the Compact state's effective date of withdrawal from PSYPACT.



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Policy Number: 1.5
Area: Administration
Authority: Compact – Article X C 4
Bylaws – Article VI Section 3
Purpose: To establish PSYPACT Commission procedures for elections to the PSYPACT Executive Board.
Date Approved: November 19, 2020

Amendment History (List when amended and cite section number):

- June 15, 2023: 3, 4 & 5

Procedure:

1. An Elections Committee, made up of at least three (3) PSYPACT Commissioners not on the PSYPACT Executive Board, will solicit nominations at least two (2) months prior to the PSYPACT Commission Annual Meeting. Nominations for the PSYPACT Executive Board may be made up until one (1) month prior to the PSYPACT Commission Annual Meeting or from the floor during the PSYPACT Commission Annual Meeting.
2. The Elections Committee will establish the slate of candidates based on the received nominations.
3. A candidate will only be slated for one position.
4. No nominations will be accepted from the floor.
5. The Elections Committee will tally and verify the election and report the results to the PSYPACT Commission during the PSYPACT Commission Annual Meeting. Members of the PSYPACT Executive Board shall be elected by majority vote. Any election resulting in a tie will be decided by lot.



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Policy Number: 1.6
Area: Administration
Authority: Compact - Article X D
Purpose: To establish how and when Compact authorization holders will be notified when a Compact state is suspended or terminated
Date Approved: November 19, 2020

Amendment History (List when amended and cite section number):

- None

Policy:

Upon a Compact state's suspension or termination, all psychologists holding active Compact authorizations in that Compact state shall be notified by the PSYPACT Commission.

Procedure:

Suspension of a PSYPACT Compact State:

1. 30 days prior to a meeting of the PSYPACT Commission to discuss the potential suspension of a Compact state, the PSYPACT Executive Director shall send notification of the potential suspension to all psychologists holding active Compact authorizations.
2. Within 24 hours of the official vote to suspend by the PSYPACT Commission, the PSYPACT Executive Director shall send notification to all individuals holding active compact authorizations with the suspended state designated as their home state that that compact authorizations will be deactivated until further notice and thus are no longer valid in the suspended state.
3. Within 24 hours of the official vote to lift a suspension by the PSYPACT Commission, the PSYPACT Executive Director shall send notification to all individuals with deactivated Compact authorizations associated with said Compact state, notifying them that Compact authorizations will be re-activated within five (5) business days.



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Termination of a PSYPACT Compact State

1. 30 days prior to a meeting of the full PSYPACT Commission to discuss the potential termination of a Compact state, the PSYPACT Executive Director shall send notification of the potential of termination to all psychologists holding active Compact authorizations designating this Compact state as their home state.
2. Within 24 hours of the official vote to terminate by the PSYPACT Commission, the PSYPACT Executive Director shall send notification to all psychologists holding active Compact authorizations with the suspended state designated as their home state that compact authorizations are no longer valid and will be terminated immediately until another home state can be designated.
3. Within 24 hours of the official vote to terminate by the PSYPACT Commission, the PSYPACT Executive Director shall send notification to all individuals that this state that has been terminated from PSYPACT and that compact authorizations are no longer valid in this state.



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Policy Number: 1.7
Area: Administration
Authority: Compact - Article X
Purpose: To establish the process by which minutes will be drafted, reviewed, and posted.
Date Approved: November 19, 2020

Amendment History (List when amended and cite section number):

- June 18, 2024 (1,3)

Policy:

Minutes will be drafted, reviewed, and posted in a timely manner following the conclusion of a meeting.

Procedure:

1. Minutes of official PSYPACT Commission meetings, including those of the PSYPACT Commission, PSYPACT Executive Board, committees, and task forces, will be drafted and submitted to the respective entity for review and comment within ten (10) business days after the conclusion of the meeting.
2. After review and incorporation of any necessary edits as determined by the PSYPACT Executive Director, draft minutes will be posted publicly within 15 business days after the conclusion of the meeting.
3. At its next meeting, all pending draft minutes will be reviewed and approved by the respective PSYPACT committee, Executive Board, or full Commission. Final approved minutes will be posted publicly within 15 business days after the conclusion of that meeting.



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Policy Number: 1.8
Area: Administration
Authority: Bylaws - Article VII
Purpose: To establish the role and duties of the PSYPACT Finance Committee.
Date Approved: November 19, 2020

Amendment History (List when amended and cite section number):

- None

Policy:

As delegated by the PSYPACT Treasurer, the PSYPACT Finance Committee shall provide support in the performance of the duties of the PSYPACT Treasurer as outlined in Article VII Section 1 D of the Bylaws

Procedure:

1. The Treasurer will give the financial report to the PSYPACT Commission at its Annual Meeting.
2. The Treasurer may direct the PSYPACT Finance Committee to assist in tasks such as:
 - a. Serving in an advisory role in developing financial policies and practices.
 - b. Reviewing quarterly financial reports and annual budget.
 - c. Other duties as assigned.



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Policy Number: 1.9
Area: Administration
Authority: Bylaws - Article VII
Purpose: To establish the employment policies for the PSYPACT Staff.
Date Approved: November 19, 2020

Amendment History (List when amended and cite section number):

- None

Policy:

1. PSYPACT Staff will have employment policies provided at the time of employment by the PSYPACT Commission, or if employed and managed through a third party, said third party employer shall provide a copy of the employment policies governing the PSYPACT Staff and administer the policies as needed.
2. The third-party employer will provide a copy of the employment policies to the PSYPACT annually for review and acknowledgement.



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Policy Number: 1.10
Area: Administration
Authority: Bylaws - Article VII
Purpose: To establish the role and duties of the PSYPACT Rules Committee.
Date Approved: November 19, 2020

Amendment History (List when amended and cite section number):

- None

Procedure:

Annual Review of Bylaws, Rules and Policies

1. The PSYPACT Rules Committee will be comprised of five (5) members.
2. Annually, at a time determined by the PSYPACT Rules Committee Chair, the PSYPACT Rules Committee will solicit suggestions from PSYPACT Commissioners, Compact state psychology licensing board administrators, and PSYPACT Staff for suggested amendments to the PSYPACT Commission Bylaws, Rules and Policies.
3. The PSYPACT Rules Committee will review all submitted suggestions and draft proposed amendments for any suggestions that the PSYPACT Rules Committee mutually agrees should be made within 30 calendar days of the receipt for comments deadline.
4. The PSYPACT Rules Committee will then provide both the PSYPACT Executive Board and all PSYPACT Commissioners and Compact state psychology licensing board administrators the opportunity for informal review and comment on the proposed draft amendments prior to making any official recommendation. The comment period will be no more than 30 calendar days.
5. After consideration of informal comments on the proposed draft amendments, the PSYPACT Rules Committee will make changes that it agrees should be made and vote on a final version of the proposed draft amendments to recommend for PSYPACT Executive Board consideration within 60 calendar days of the next scheduled PSYPACT Executive Board Meeting.



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6. If the PSYPACT Executive Board does not vote to recommend the proposed draft amendments for consideration by the full PSYPACT Commission, the PSYPACT Rules Committee will review the amendments and revise as necessary before voting again to recommend to the PSYPACT Executive Board.



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Policy Number: 1.11
Area: Administration
Authority: Bylaws - Article x
Purpose: To establish financial processes of the PSYPACT Commission.
Date Approved: November 19, 2020

Amendment History (List when amended and cite section number):

- None

Policy:

The PSYPACT Commission finances shall be conducted in accordance with common financial practices and shared with PSYPACT Commissioners. The fiscal year of the PSYPACT Commission shall be January 1 through December 31.

Procedure:

Financial Reporting

1. **Treasurer's Report at Annual Meeting**
The Treasurer of the PSYPACT Commission, with the assistance of the PSYPACT Executive Director, will present an annual report to the PSYPACT Commission at the PSYPACT Annual Meeting.
2. **Review of Financial Activities**
Financial statements will be prepared in a timely manner at the conclusion of each quarter. Such statements will be distributed to the Treasurer of the PSYPACT Commission, PSYPACT Commission Finance Committee, and PSYPACT Executive Board.
3. **Reporting Financial Matters to Compact States**
Actual incomes and expenses will be published and shared with the PSYPACT Commission and Compact state psychology licensing board administrators after the end of the fiscal year or after an annual audit is completed.



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Annual Budget

1. The PSYPACT Executive Director will summarize and discuss the proposed annual budget with the Treasurer of the PSYPACT Commission. The Treasurer of the PSYPACT Commission will submit the annual budget to the PSYPACT Executive Board for consideration.
2. The PSYPACT Executive Board will submit the proposed annual budget for consideration and vote by the full PSYPACT Commission at the PSYPACT Annual Meeting.



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Policy Number: 1.12
Area: Administration
Authority: Bylaws - Article VIII Section 2
Purpose: To establish processes to manage contracts on behalf of the PSYPACT Commission
Date Approved: November 19, 2020

Amendment History (List when amended and cite section number):

- None

Policy:

Contracts binding on the PSYPACT Commission may only be signed by an individual delegated in writing the authority to sign such contract in compliance with this policy.

Definition:

“Contract” means any contract, agreement, memorandum of understanding, memorandum of agreement, letter of intent, or other written or electronic document, or renewal of or amendment to such document that commits the funds, personnel, facilities, equipment, property, or other resources of the PSYPACT Commission.

Procedure:

1. Contracts necessary for the daily operation of PSYPACT and the PSYPACT Commission may be executed by the PSYPACT Executive Director or the PSYPACT Executive Director’s designee.
2. Consistent with this policy, the following officials are authorized to execute contracts as described below:
 - a. The PSYPACT Executive Director is authorized to execute all contracts necessary for the operation of PSYPACT and the PSYPACT Commission.



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- b. If the written delegation of authority to execute contracts so permits, the authorized officials may sub-delegate authority to execute contracts to other officers or individuals in writing.



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Policy Number: 1.13
Area: Administration
Authority: Bylaws - Article X
Purpose: To establish processes to manage the PSYPACT Commission/
Association of State and Provincial Psychology Boards (ASPPB)
Memorandum of Understanding (MOU)
Date Approved: November 19, 2020

Amendment History (List when amended and cite section number):

- None

Policy:

The PSYPACT Commission and the Association of State and Provincial Psychology Boards (ASPPB) have engaged in a Memorandum of Understanding (MOU), which provides for services needed by the PSYPACT Commission including staffing, consultation services, office space, and access to ASPPB data systems.

Procedure:

Review and Modification of the MOU:

1. The PSYPACT Executive Director will review the MOU by September 1st of each year to see if any changes are needed.
2. The PSYPACT Executive Director will provide a summary of their review and present to the PSYPACT Commission at its annual meeting.
3. The PSYPACT Commission will review the MOU at its Annual Meeting and instruct the PSYPACT Executive Director on how to proceed.
4. The PSYPACT Executive Director will provide written notice to the ASPPB Chief Executive Officer as specified in the MOU if any changes are noted.
5. If at any time, the PSYPACT Commission wishes to terminate the MOU, the PSYPACT Executive Director will provide 60 days written notice on behalf of the PSYPACT Commission to the ASPPB Chief Executive Officer.



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Process for Compliance with Payment Provisions of the MOU:

1. The PSYPACT Executive Director will compute the quarterly number of Compact authorization applications received each quarter and will authorize payment from the PSYPACT bank account to ASPPB.
2. The PSYPACT Executive Director will provide verification of the quarterly payment to the PSYPACT Treasurer.



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Policy Number: 1.14
Area: Administration
Authority: Compact - Article X
Bylaws - Article VI
Purpose: To establish the processes for maintaining the PSYPACT website and other public facing media.
Date Approved: November 19, 2020

Amendment History (List when amended and cite section number):

- None

Policy:

The PSYPACT Commission provides information via its website and other public facing media. The PSYPACT Commission Training and Public Relations Committee shall oversee substantive changes and may delegate maintenance to PSYPACT Commission staff.

Procedure:

1. All substantive information provided on the PSYPACT website or other public facing media shall be reviewed and approved by the PSYPACT Commission Training and Public Relations Committee prior to posting.
2. The PSYPACT Commission Training and Public Relations Committee delegates to the PSYPACT Executive Director, or staff designated by the PSYPACT Executive Director, the authority to make non-substantive updates and changes to the PSYPACT website and other public facing media which are administrative or technical in nature, as deemed necessary to conduct business. Examples include but are not limited to:
 - a. Posting of minutes.
 - b. Posting notices of meeting dates and times.
 - c. Posting of public documents as approved by the PSYPACT Commission and/or its committees.
 - d. Posting of press and information releases as approved by the PSYPACT Commission and/or its committees.



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- e. Posting of reports and audit results approved by the PSYPACT Commission and/or its committees.
- f. Posting of updates to the information regarding the level of participation by Compact states and legislation introduced by states to join PSYPACT.
- g. Posting of contact information for the PSYPACT Commission.
- h. Posting of rulemaking information as approved by the PSYPACT Commission Rules and Administrative Policies Committee Technical updates as they relate to the Compact authorizations application processes.
- i. Other specific actions as authorized by the PSYPACT Commission Training and Public Relations Committee.



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Policy Number: 1.15
Area: Administration
Authority: Compact - Article X F 5
Purpose: To establish the processes for creating and disbursing the PSYPACT Annual Report
Date Approved: November 19, 2020

Amendment History (List when amended and cite section number):

- None

Policy:

The PSYPACT Commission shall provide an annual report.

Procedure:

1. The PSYPACT Commission Training and Public Relations Committee shall be responsible for the creation, production and distribution of the PSYPACT Annual Report. The PSYPACT Commission Training and Public Relations Committee may delegate any and all of these responsibilities to the PSYPACT Executive Director.
2. The PSYPACT Annual Report shall be released not later than 180 days after the end of the fiscal year.
3. The content of the PSYPACT Annual Report shall be determined by the PSYPACT Commission Training and Public Relations Committee which will include at a minimum:
 - a. Reports of financial audits and any recommendations that may have been adopted by the PSYPACT Commission.
 - b. A report of the budget.
 - c. A summary of policies, amendments to bylaws, amendments to the rules and any advisory opinions that were issued during the previous fiscal year.
 - d. Information on Compact authorizations issued during the year.
 - e. Information on compliance actions through the Compact.
 - f. A roster of Compact states and appointed commissioners.
 - g. A summary of committee activities.



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- h. A report from the PSYPACT Executive Director.
4. The PSYPACT Executive Board may approve the publication of the annual report as presented by the PSYPACT Commission Training and Public Relations Committee. The PSYPACT Executive Board may delegate administration and maintenance of this policy to the PSYPACT Executive Director.



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Policy Number: 1.16
Area: Administration
Authority: Compact - Article X C
Purpose: To establish a uniform policy on the use of the PSYPACT logo and other brand elements by non-Commission parties.
Date Approved: November 19, 2020

Amendment History (List when amended and cite section number):

- None

Policy:

In order to protect the reputation and integrity of the Commission and its name, logo and other brand elements (hereinafter, “Brand Elements”), the use of Commission Brand Elements by Non-Commission Individuals or Entities shall be limited to educational, informational, legislative and similar purposes, and may not be used in any way that is false, malicious, misleading, or that implies a commercial endorsement or relationship between PSYPACT and any other individual or entity.

Definitions:

- A. “Brand Element” means a word, name, symbol or logo adopted by, or that identifies or refers to, the Psychology Interjurisdictional Compact and/or the Commission (collectively, “PSYPACT”), and/or the goods or services of PSYPACT. Brand Elements specifically include, but are not limited to, the PSYPACT name and logo.
- B. “Non-Commission Individuals or Entities” means any person, organization, corporation, partnership, sole proprietorship, or any other type of entity, other than duly appointed Commissioners and/or staff of PSYPACT.

Procedures:



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- A. Non-Commission Individuals or Entities may utilize the Brand Elements only for informational, educational and/or bona fide legislative purposes that are consistent with and which further the purpose, mission and functions of PSYPACT.
- B. Without limiting the foregoing, examples of permissive use of PSYPACT Brand Elements as set forth in (A) above shall include, but not be limited to:
 - a. Materials for a presentation to state officials for purposes of considering enactment of the Compact legislation.
 - b. Materials in an educational presentation at a conference, seminar and/or professional meetings of licensed psychologists or others in the psychology profession.
 - c. Information on a website, blog, social media application, or other such application or site intended to educate users or visitors about PSYPACT and/or the psychology profession.
- C. The Brand Elements may not be used in any manner that is, in the sole opinion of PSYPACT, false, misleading, unfair, malicious, inappropriate, defamatory, obscene, infringing, offensive or inaccurate, or otherwise objectionable to PSYPACT.
- D. The Brand Elements may not be utilized in any manner that expresses or implies a commercial or business relationship, partnership, affiliation or other business or proprietary relationship between PSYPACT and any Non- Commission Individuals or Entities, or that can be reasonably interpreted to suggest content has been authorized by, or represents the views or opinions of PSYPACT or its Commissioners, staff or representatives.
- E. The Brand elements may not be used in any matter that expresses or implies an endorsement or acceptance of the products, services or other offerings of any Non-Commission Individuals or Entities. Brand Elements may not be utilized on any website or application that contains or displays adult content, promotes gambling, involves the sale of tobacco or alcohol, or otherwise violates applicable law.
- F. Brand Elements may not be utilized on any website or application that contains or displays adult content, promotes gambling, involves the sale of tobacco or alcohol, or otherwise violates applicable law.
- G. Non-Commission Individuals or Entities may not adopt or utilize in any manner any marks, logos, slogans, or designs that are confusingly similar to the Brand Elements.
- H. All Brand Elements remain the intellectual property of PSYPACT.
- I. Any use in a manner inconsistent with this Policy, or in any manner that the Commission determines is inappropriate or unacceptable, shall constitute a violation and shall be subject to a cease-and-desist order from the Commission and/or its legal counsel. Any use



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of Brand Elements in contravention of this Policy shall cease immediately even in the absence of such a cease-and-desist notification.

- J. Any Non-Commission Individual or Entity that wishes to use a Brand Element in any manner not expressly permitted by this Policy shall contact PSYPACT prior to any such use so that the Commission may make a determination on the acceptability of any such proposed use.



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Policy Number: 1.17
Area: Administration
Authority: Compact - Article X C
Purpose: To facilitate the use of social media as an effective and efficient system for communications within the Compact, to state psychology licensing boards, PSYPACT authorization holders and to other groups.
Date Approved: July 14, 2022

Amendment History (List when amended and cite section number):

- None

Policy:

To further disseminate information about PSYPACT, the PSYPACT Commission will maintain a social media presence. Content must be PSYPACT-related, relevant to PSYPACT authorization holders or PSYPACT member jurisdictions and/or highlight PSYPACT activities or functions. Content will refrain from express opinions or position statements. The PSYPACT Commission is subject only to the language of the Compact and its own rules and policies.

Procedure:

1. PSYPACT staff is responsible for creating content, monitoring, and responding to comments on the PSYPACT social media accounts.
2. PSYPACT social media accounts will respect copyrights and properly cite sources or only post items that are covered by fair use. Otherwise, written permission will be sought first.
3. PSYPACT staff will monitor the PSYPACT social media accounts regularly and promptly respond to any posts or comments.
4. Submitted comments, when possible, will be reviewed prior to being released for public viewing. Any comments deemed inappropriate or disrespectful will be removed from the social media accounts.



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5. PSYPACT staff will respect privacy rights of the PSYPACT Commission and must not disclose information or post photographs without obtaining permission.
6. PSYPACT Commissioners may unofficially post on PSYPACT social media accounts. If the Commissioner so wishes, the Commissioner can submit for review to the PSYPACT Executive Director any comments to be posted prior to posting.
7. The PSYPACT Executive Director may officially speak on behalf of the Commission on PSYPACT social media accounts.



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Policy Number: 1.18
Area: Administration
Authority: Compact - Article VII C
Purpose: To establish the role and duties of the PSYPACT Compliance Committee.
Date Approved: July 14, 2022

Amendment History (List when amended and cite section number):

- None

Policy:

The Compliance Committee is responsible for administering the provisions of the compact related to compliance and enforcement. The Compliance Committee shall assist in monitoring compact member jurisdiction compliance with the requirements of the PSYPACT, assist in remediation and make recommendations to the PSYPACT Executive Board regarding enforcement actions when needed.

Procedure:

The PSYPACT Executive Director shall be responsible for overseeing the entire process with the involvement of members of the Compliance Committee as outlined below: Compliance Monitoring and Reporting. The Compliance Committee will establish and maintain the compliance components and establish the ranking for non-compliance of those components. The ranking shall be critical, moderate or low impact to the Commission for non-compliance. The Compliance Committee will establish and maintain the quarterly compliance reporting criteria.



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Quarterly Compliance Reporting:

1. The PSYPACT Executive Director shall send the staff and PSYPACT Commissioner of each compact member jurisdiction a quarterly report detailing its compliance regarding the Key Compliance Factors.
 - a. The report shall highlight compliance and non-compliance with each factor as well as the ranking of each key compliance factor.
 - b. The PSYPACT Executive Director will allow 10 business days for the compact member jurisdiction to respond to any key compliance factors not in compliance.
 - c. If steps are being taken to rectify the non-compliance factors, set a time frame for those steps to be completed.
 - d. Update the quarterly report for the Compliance Committee regarding this jurisdiction.
 - e. If the compact member jurisdiction does not proactively contact the PSYPACT Executive Director within 10 business days, the PSYPACT Executive Director will follow up with a phone call. and alert the Compliance Committee in its quarterly report.
2. The PSYPACT Executive Director will provide the Compliance Committee with a quarterly compliance report.

Remediation for compact member jurisdictions in non-compliance:

1. The PSYPACT Executive Director shall request a meeting to discuss the non-compliance of a member state.
2. Attendees of this meeting shall consist of the PSYPACT Executive Director, a representative from the compact member jurisdiction in non-compliance and a representative from another compact member state with similar structure around the non-compliance factor.
3. The goals of the meeting are to discuss steps to remediate the noncompliance issues.
4. Once remedial steps are identified, a deadline is established. The deadline will be on a case-by-case basis depending on the severity of the non-compliance and steps created.
5. After the meeting, the PSYPACT Executive Director will provide to the compact member jurisdiction a summary of the meeting to include the steps identified and deadlines set.
6. If compliance is met, move the compact member jurisdiction off the non-compliance report.



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7. If compliance is not met during the timeline provided, move to formal notification of non-compliance.

Formal Notification of Non-Compliance

1. If remediation is unsuccessful, the PSYPACT Executive Director will notify the Compliance Committee of the non-compliance issue and schedule a committee meeting.
2. A summary report will be provided to the Compliance Committee outlining communications and steps taken to rectify the non-compliance issue.
3. The committee will review the report and make recommendations regarding compliance enforcement.
4. Depending on the non-compliance impact on the Commission, the committee can make recommendations to take no action, suspend until remediated or terminate the compact member jurisdiction.
5. If compliance is achieved any time during this process, the compact member jurisdiction is moved off the non-compliance report.
6. If compliance is not achieved, the Compliance Committee's recommendations are sent to the PSYPACT Executive Board by the PSYPACT Executive Director and placed on the agenda for the next

Executive Board meeting.

1. The PSYPACT Executive Director shall notify the Executive Board of the non-compliance issue and schedule a meeting.
2. The PSYPACT Executive Director shall provide a summary report along with the Compliance Committee's recommendations.
3. The Executive Board shall vote to either take no action, suspend until remediated or terminate the compact member jurisdiction's membership in the compact. If termination is chosen, the matter is referred to the full Commission for consideration at an emergency meeting or its next scheduled meeting.
4. If compliance is achieved any time during this process, the compact member jurisdiction is moved off the non-compliance report and all further action is stopped.
5. The compact member jurisdiction shall have the right to dispute resolution as provided in Compact law, rules and bylaws.



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Full Commission Board Action:

1. If the PSYPACT Executive Board recommends termination of a compact member jurisdiction based on non-compliance, the PSYPACT Executive Director shall notify the Commission of the non-compliance issue.
2. The PSYPACT Executive Director shall provide a summary report along with the Executive Board's recommendations.
3. The full Commission shall vote to either take no action, suspend until remediated or terminate the compact member jurisdictions' membership in the compact.
4. If compliance is achieved any time during this process, the compact member jurisdiction is moved off the non-compliance report and all further action is stopped. If the Commission recommends suspension or termination, the PSYPACT Executive Director will send notification to all required parties as established by Article XII B of the PSYPACT model language.



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Policy Number: 1.19
Area: Administration
Authority: Compact - Article X
Purpose: To establish the policies on funds and investment strategies based on preservation of principal and a conservative growth model. The purpose of this policy is to promote the stability of the PSYPACT Commission as it moves toward the goal of self-sustainment utilizing revenue and efficient financial management through an operating fund, reserve fund and investments.
Date Approved: July 14, 2022

Amendment History (List when amended and cite section number):

- June 18, 2024- Procedure

Policy:

The Psychology Interjurisdictional Compact (PSYPACT) model language Article X states the PSYPACT Commission shall carry out the purposes and exercise the powers of the Compact. Article X of the Bylaws establishes the fiscal year, budget and other financial matters.

Definitions:

1. Cash Assets – Assets consisting of cash and items readily convertible to cash, such as funds held in savings and checking accounts.
2. Fund Return – the amount of fund earned during a specific time period, minus the fees.
3. Investment Advisor – An organization or individual responsible for the day-to-day management of an investment portfolio.
4. Investment Strategy – A prudent methodology for investing cash in investment vehicles such as certificates of deposit (CDs).



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5. Operating Fund – The fund was created to provide sufficient cash flow to meet the PSYPACT Commission’s financial obligations during the current budget cycle.

6. Reserve Fund – An amount of cash set aside to meet future liabilities.

Procedure:

1. All transactions shall be for the sole benefit of the PSYPACT Commission.
2. The Finance Committee will conduct an annual review of:
 - a. The PSYPACT Commission Investment Policy
 - b. Investment assets to ensure compliance with the Investment Policy
 - c. The performance of the investment strategies and consider any changes to the policy or investment strategies.
3. Any recommendations regarding changes to the Investment Policy shall be made by the PSYPACT Executive Director and Finance Committee to the PSYPACT Executive Board.
4. The PSYPACT Executive Director shall be responsible for managing the Investment Policy process with oversight by the Treasurer. The PSYPACT Executive Director shall:
 - a. Maintain the balance in the PSYPACT Commission operating fund based on established protocols.
 - b. Transfer, as appropriate, funds to the PSYPACT Commission reserve fund.
 - c. Authorize the investment of funds from the PSYPACT reserve fund into federally insured Certificates of Deposit not to exceed FDIC insurance limits in value per institution.
 - d. Authorize the investment of any funds under \$1,000 remaining in the reserve account to be invested in Money Market Mutual Funds.
 - e. Communicate with the Investment Advisor at regular established intervals.
 - f. Provide an annual report of the schedule of investments to include the nature and terms of the investments to the Finance Committee.
5. The PSYPACT Executive Director will recommend the hiring or replacing of an investment advisor to the PSYPACT Finance Committee.

The PSYPACT Finance Committee will review the investment advisor candidates and make recommendations to the PSYPACT Executive Board.



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Policy Number: 1.20
Area: Administration
Authority: Rule 4.12
Rule 5.12
Bylaw: Article VII Section 1 H
Purpose: To establish the processes for applicants to appeal decisions of the Commission
Date Approved: July 14, 2022

Amendment History (List when amended and cite section number):

- February 4, 2025 (8)

Policy:

Applicants who are denied authorization may file an appeal by submitting the appropriate form to the PSYPACT Commission staff.

Procedure:

1. Appeals shall be considered by the Appeals Committee.
2. Applicants who are denied authorization may file an appeal by submitting the appropriate form to the PSYPACT Commission Central Office.
3. The applicant has 30 days from the date of the notice to appeal the denial of authorization.
4. An appeal must be based on the contention that the Commission erred in its decision based on the information submitted in the application and supporting documentation as of the applicant's last review.
5. Additions or changes to the applicant's record may not be made on appeal but may be submitted to the Commission's Requirements Review Committee for reconsideration. An appeal may include written arguments regarding misapplication of standards or misinterpretation of information or documentation.



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6. Nothing contained in the Commission's Policies shall entitle any applicant to a hearing on their application. An applicant and/or their attorney may submit arguments in writing so long as they are reasonable in length.
7. The decision of the Appeals Committee will be final.
8. A member of the Appeals Committee may recuse themselves in the event there is an appearance of conflict. The member will note the recusal and reason on the PSYPACT Appeals Committee Voting Form. If the other two (2) members do not agree on the decision for the appeal, the Chair of the Executive Board will review and cast the deciding vote.
9. The Appeals Committee will be provided only the information that was available to the Commission when it made its original decision.
10. The Appeals Committee may make the following decisions:
 - a. Affirm the Commission's decision; or
 - b. Reverse the Commission's decision and issue an authorization; or
 - c. Send back to the Requirements Review Committee with a request to the applicant for additional information for the Commission to consider.



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Policy Number: 1.21
Area: Administration
Authority: Rule 4.12
Rule 5.12
Bylaw: Article VII Section 1 H
Purpose: To establish the processes for authorization holders to appeal decisions of the Commission
Date Approved: July 14, 2022

Amendment History (List when amended and cite section number):

- None

Policy:

Authorization holders whose authorization has been suspended or terminated may file an appeal by submitting the appropriate form to the PSYPACT Commission staff.

Procedure:

1. Appeals shall be considered by the Appeals Committee.
2. An Authorization Holder whose authorization has been suspended or terminated may file an appeal by submitting the appropriate form to the PSYPACT Commission Central Office.
3. The Authorization Holder has 30 days from the date of the notice to appeal the suspension or termination of an authorization.
4. An appeal must be based on the contention that the Commission erred in its decision.
5. Additions or changes to the authorization holder's record may not be made on appeal but may be submitted to the Commission for reconsideration. An appeal may include written arguments regarding misapplication of standards or misinterpretation of information or documentation.
6. Nothing contained in the Commission's Policies shall entitle any authorization holder to a hearing on their suspension and/or termination.
7. An authorization holder and /or their attorney may submit arguments in writing so long as they are reasonable in length.



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8. The decision of the Appeals Committee will be final.
9. The Appeals Committee will be provided only the information that was available to the Commission when it made its original decision.
10. The Appeals Committee may make the following decisions:
 - a. Affirm the Commission's decision; or
 - b. Reverse the Commission's Committee's decision and lift the suspension or remove the termination and reinstate the authorization; or
 - c. Send back to the Commission with a request to the authorization holder for additional information for the Commission to consider.



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Policy Number: 1.22
Area: Administration
Authority: Rule 4.11
Rule 5.11
Bylaw: Article VII Section 1 H
Purpose: To establish the process for the completion of the Application Attestation and Acknowledgement Form
Date Approved: November 2, 2022

Amendment History (List when amended and cite section number):

- None

Policy:

Applicants for the Authority to Practice Interjurisdictional Telepsychology (APIT) and/or the Temporary Authorization to Practice (TAP) must complete the appropriate Application Attestation and Acknowledgement section of the APIT and/or TAP application prior to their authorization being issued by the PSYPACT Commission.

Procedure:

1. The Applicant shall initial all portions of the APIT and/or TAP Acknowledgement section of the application and submit the application as final.
2. Failure to complete the form within 30 days from starting the APIT or TAP application process will result in the closing of the application.
3. A new application along with applicable application fees will be required if authorization is applied for at a later date.
4. Failure to comply with the requirements of the APIT and/or TAP including those listed in the Application Attestation and Acknowledgement application section will result in revocation.



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Policy Number: 1.23
Area: Administration
Authority: PSYPACT Compact Article X C
Purpose: To establish the process when an E. Passport and/or Interjurisdictional Practice Certificate (IPC) has expired or been placed on inactive status.
Date Approved: November 2, 2022

Amendment History (List when amended and cite section number):

- None

Policy:

1. All APIT and TAP holders must have a current, active, and valid E. Passport or Interjurisdictional Practice Certificate (IPC) respectively.
2. Once ASPPB has notified PSYPACT staff of an inactive or expired E. Passport and/or IPC, PSYPACT staff will inactivate or expire the appropriate PSYPACT certificate.
3. PSYPACT staff will send an email to the APIT and/or TAP certificate holder notifying them of the change in status and that no services can be provided under the authority of PSYPACT as long as they are in inactive or expired status.
4. Once ASPPB has notified PSYPACT staff that an E. Passport and/or IPC has been restored to active status, PSYPACT staff will reactive the appropriate PSYPACT certificate.
5. Once the active status has been restored, PSYPACT staff will send an email to the APIT and/or TAP certificate holder alerting them that they can again practice under the authority of PSYPACT.



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Policy Number: 1.24
Area: Administration
Authority: PSYPACT Compact Rule 4.7 and 5.7
Purpose: To establish the renewal process for an APIT and/or TAP
Date Approved: June 15, 2023

Amendment History (List when amended and cite section number):

- March 28, 2025

Policy:

1. The APIT and/or TAP must be renewed annually by submission of the established fee and documentation to PSYPACT. Renewal is due one year from the date upon which the initial authorization was issued and the renewal date thereafter. The renewal date is static and will remain one (1) year from the initial issue date and subsequent renewals thereafter, regardless of when the next renewal is processed. The renewal will activate an update of the authorization holder's file.
2. For APIT and/or TAP renewal, holders must possess a current active E. Passport or Interjurisdictional Practice Certificate (IPC) respectively, with ASPPB.
3. PSYPACT will provide advanced notification of the renewal deadline to the authorization holder. Failure to receive a reminder from PSYPACT does not excuse the authorization holder from renewing their authorization by the renewal date. Failure to renew by the renewal deadline will cause the authorization to expire.
4. PSYPACT staff will send an email to the APIT and/or TAP authorization holder notifying them of the successful renewal.
5. When an authorization holder has made a timely and sufficient application for renewal of their APIT and/or TAP, the authorization does not expire until the application has been finally acted upon by PSYPACT.
6. Failure to renew will result in the APIT and/or TAP being in expired status. PSYPACT Staff will email the authorization holder of the change to expired status and that no services can be provided under the authority of PSYPACT if they remain in expired status.



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Policy Number: 1.25
Area: Administration
Authority: Bylaws – Article III E
Purpose: To establish PSYPACT Commission procedures for Convention Sponsorship and/or Exhibit
Date Approved: June 18, 2024

Amendment History (List when amended and cite section number):

- None
1. All outside requests for convention sponsorships and/or exhibit participation must be submitted in writing to the PSYPACT Executive Director no later than 90 days prior to the date of the event.
 2. The PSYPACT Executive Director will review and may approve requests based on established criteria ensuring that the request adheres to the Commission’s mission and supports the work of the Commission, and if allocated funding is currently available for the request. Qualifying activities must:
 - a. meet an appropriate audience for PSYPACT
 - b. provide a positive benefit, or return, to justify the resources the Commission will invest in the event
 - c. create and/or promote and/or uphold a positive impression of the Psychology Interjurisdictional Compact, the Commission, participating PSYPACT jurisdictions, and PSYPACT authorization holders.
 3. To further the work of the Commission, the PSYPACT Executive Director may perform independent reviews of requests to identify appropriate sponsorship and/or exhibit opportunities and approve participation, if funding exists.
 4. The PSYPACT Executive Director will consult with the Training and Public Relation Committee regarding materials and other resources that may be needed for approved events.



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Policy Number:	1.26
Area:	Administration
Authority:	Compact - Article X C
Purpose:	To establish a trademark usage policy regarding trademarks owned and overseen by the PSYPACT Commission.
Date Approved:	June 18, 2024

Amendment History (List when amended and cite section number):

- None

Goal

The Psychology Interjurisdictional Compact Commission (“the Commission” or “PSYPACT®”) is a body politic and an instrumentality of the states that have adopted the Compact. The Commission owns and oversees trademarks for the names and logos of the Commission. Trademarks signify an organization’s identity and reputation, two things that are vitally important to the Commission. We understand that in the interstate practice of Psychology, it is helpful for Psychologists to be able to practice under an interstate practice privilege overseen by the Commission. This Trademark Usage Policy was developed with the following goals in mind:

1. The Commission wants to make it clear how Psychologists holding Commission privileges, and others, can and cannot use the Commission’s intellectual property.
2. The Commission wants to discourage and prevent use of Commission’s intellectual property in a manner that is unfair, exploitative, misleading or confusing.
3. The Commission wants to enable Psychologists to be able to indicate that they hold Commission privileges, as applicable, while at the same time, making sure that anyone using the trademarked name and/or logos of PSYPACT® only uses them while also using the symbol ® to show that they are registered trademarks and intellectual property belonging to the Commission.



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4. All materials appearing on the Commission’s website and social media are copyrighted materials that are the intellectual property of the Commission. The Commission wants to ensure that any person or entity who wants the public to see any materials on the Commission’s web and/or social media pages only provides a link to the Commission’s web and/or social media pages and does not copy and paste materials from the Commission’s web and/or social media pages without written permission from the Commission.

Trademarks Owned by the Commission

Word Marks:

PSYPACT®

ADVANCING THE INTERJURISDICTIONAL PRACTICE OF PSYCHOLOGY®

APIT®

TAP®

Design Mark:



Intellectual Property Usage Policy

1. Written permission from the Commission is required to use any Commission marks, including the Commission’s logo or “Advancing the Interjurisdictional Practice of Psychology” or anything that might be confusingly similar to these trademarks.
2. PSYPACT®, APIT®, and TAP® may only be used by individual Psychologists and Psychology group practitioners, and these trademarks may only be used when accompanied by the trademark symbol ®, with a link to the Commission’s website for an explanation of the privilege to practice in a remote state.
3. No images or descriptions appearing on the Commission’s web and social media pages may be copied and pasted onto any third-party websites or social media pages without the written permission or written agreement with the Commission. Anyone desiring to have people see or read this information and/or images must provide a link to the Commission’s



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website and/or social media pages to have people review it on the Commission's website and/or social media pages.

4. The Commission does not allow or permit any other uses of its Intellectual Property without the written permission of the Commission. When in doubt about your use of the Intellectual Property of the Commission, we encourage you to contact the Commission for clarification.



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Policy Number:	1.27
Area:	Administration
Authority:	Compact - Article X
Purpose:	To establish strategies for managing PSYPACT’s reserve funds to ensure financial growth, preservation, and long-term sustainability as the Commission works toward self-sustainment through effective use of revenues, operating funds, and investments.
Date Approved:	July, 2025

Amendment History (List when amended and cite section number):

- None

Policy:

The Psychology Interjurisdictional Compact (PSYPACT) model language Article X states the PSYPACT Commission shall carry out the purposes and exercise the powers of the Compact. Article X of the Bylaws establishes the fiscal year, budget and other financial matters.

Definitions:

1. Cash Assets – Assets consisting of cash and items readily convertible to cash, such as funds held in savings and checking accounts.
2. Operating Fund – The fund created to provide sufficient cash flow to meet the PSYPACT Commission’s financial obligations during the current budget cycle.
3. IT Project Fund Account – the fund created to maintain funds for future IT projects.
4. Savings Account – the fund created to maintain excess funds outside of those designated for other purposes



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5. Emergency Operating Fund – the fund created to maintain a set amount of funds needs to be maintained for at a minimum of three (3) years of operation to cover future liabilities
6. Investment Portfolio Reserve Fund – An account set as the funding account for investments.

Procedure:

1. All transactions shall be for the sole benefit of the PSYPACT Commission.
2. The Finance Committee will conduct an annual review of the funding accounts and associated policies.
3. The Treasurer and Executive Director will serve as authorized signers on funding accounts.
4. The Operating Account shall maintain a minimum balance of \$100,000.
5. Excess Funds will be transferred to other funding accounts upon email approval by the Executive Board as outlined below:
 - a. Excess funds will be transferred to the IT Project Fund Account until the minimum balance is met.
 - b. On an annual basis, a designated annual amount will be transferred to the Emergency Operating Fund Account until the established balance has been met.
 - c. Monthly, any excess funds remaining are transferred to the Savings Account, where the established minimum balance of \$100,000 will be maintained.
 - d. Once the Savings Account balance reaches the identified maximum balance, the Executive Director will request, after Executive Board approval, that excess funds from the Savings Account be moved to the Investment Portfolio Reserve Fund for investment under Policy 1.19.
6. Any recommendations regarding changes to the Reserve Fund Account(s) Policy shall be made by the PSYPACT Executive Director and Finance Committee to the PSYPACT Executive Board.
7. The PSYPACT Executive Director shall be responsible for managing the Reserve Fund Account Policy process with oversight by the Treasurer. The PSYPACT Executive Director shall:
 - a. Maintain the balance in the PSYPACT Commission operating fund in accordance with established protocols.
 - b. Transfer, as appropriate, funds to the appropriate reserve fund.



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- c. Authorize the investment of funds from the PSYPACT Investment Portfolio Reserve Fund as outlined in Policy 1.19.
- d. Provide an annual report of the Reserve Fund Account(s) to include the balances and annual activity to the Finance Committee.



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Policy Number: 1.28
Area: Administration
Authority: Article X
Rule 10
Purpose: This policy outlines the data privacy and security policy maintained by the Commission
Date Approved: March 26, 2026

Amendment History (List when amended and cite section number):

- None

Purpose: The purpose of this policy is to highlight the commitment of the Commission to maintain the accuracy, confidentiality, and security of personal information.

Scope: This policy applies to all PSYPACT Commission members, employees, contractors, and any other individuals or entities acting on behalf of the Commission who interact with the software systems, website, and other data systems utilized by the Commission and its staff in the course of their official duties.

Procedures:

- **Information Collection and Use:**
The Commission collects information to provide services, improve its website, and communicate with stakeholders.
- **Consent:**
By using services, the stakeholders consent to the collection and use of information as outlined in this policy.
- **Data Security (Internal Measures)**
To protect the information, PSYPACT implements:
 - *Access Control:* Access to sensitive data is restricted to authorized personnel based on business needs.
 - *Device Security:* All organizational devices are secured with password protection, automatic updates, and VPNs.
 - *Data Retention:* Data is maintained as identified in Policy 1.1 Record Retention of the PSYPACT Commission.



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- **Data Sharing and Disclosure**

PSYPACT does not sell personal data to third parties. We may share information with trusted third parties as needed in connection with business services.

- **Data Breach Notification**

In the event of a security breach, PSYPACT will immediately investigate, take remedial action, and notify all affected stakeholders as required by law.

- **Employee Responsibilities**

PSYPACT employees must not store stakeholder data on local devices, must use secure portals, and must immediately report any suspected breaches to their supervisor.

This policy was generated with AI assistance, but all content was reviewed for accuracy.



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Policy Number: 1.29

Area: Administration

Authority: Article X
Rule 10

Purpose: This policy outlines the ethical, secure, and compliant use of generative Artificial Intelligence (AI) by the Commission

Date Approved: March 26, 2026

Amendment History (List when amended and cite section number):

- None

Purpose: The purpose of this policy is to establish guidelines for the responsible use, integration, and management of Artificial Intelligence (AI) technologies within the PSYPACT Commission and among its staff. The policy aims to ensure that AI is used ethically, securely, and in alignment with PSYPACT's mission and values.

Scope: This policy applies to all PSYPACT Commission members, employees, contractors, and any other individuals or entities acting on behalf of the Commission who utilize AI systems, tools, or services in the course of their official duties.

Procedures:

- **Acceptable:** AI should only be used for tasks that support the Commission's operations, regulatory functions, and strategic objectives. All use of AI must comply with relevant legal and ethical standards, including confidentiality and nondiscrimination requirements.
- **Data Management:** All data used to train, operate, or inform AI systems must be handled in accordance with PSYPACT's data privacy and security policies. Any sharing or external processing of data involving AI systems requires prior approval from authorized personnel.



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- **Oversight and Review:** The PSYPACT Executive Board will conduct periodic reviews of AI implementations to assess compliance with this policy, effectiveness, and emerging risks. Staff are encouraged to report any concerns related to AI use to designated leadership.
- **Training and Awareness:** All staff engaging with AI technologies will receive appropriate training in the ethical, legal, and operational aspects of AI. The PSYPACT Executive Board will provide ongoing training to keep staff informed about developments in AI policy and technology.
- **Policy Violations:** Violations of this policy may result in disciplinary action, up to and including termination of employment or contract, as well as potential legal consequences. The Commission reserves the right to limit or revoke access to AI if misuse is identified.
- **Policy Maintenance:** This policy will be reviewed annually by the PSYPACT Executive Director or their designee or as needed to reflect changes in technology, laws, and organizational objectives.

Requirements

- **Ethical Use:** AI technologies must be used in ways that respect the privacy, dignity, and autonomy of individuals, adhering to all applicable laws and ethical standards.
- **Confidentiality and Data Privacy**
 - **Prohibited Input:** Do not upload or input confidential, proprietary, or sensitive information, including customer data, employee personal information, intellectual property, or trade secrets, into any public AI tool.
 - **Approved Tools:** Only use company-approved, secure AI tools for work-related tasks.
- **Transparency:** The Commission will strive for transparency in the deployment and operation of AI systems, including clear communication about the use and purpose of AI in its processes. Documents created using AI will be clearly identified (e.g., "This document was created using AI tools. A review of the information provided has been conducted to ensure accuracy"). Do not present AI-generated work as entirely human-original.



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- **Accountability:** Staff and Commission members are responsible for the outcomes of AI-assisted decisions and must ensure human oversight is maintained.
 - **Security:** AI systems must be implemented with appropriate safeguards to protect sensitive data and prevent unauthorized access or misuse. Avoid using unauthorized third-party plugins, web-based tools, or automated "meeting notetakers" that may steal data.
 - **Bias Mitigation:** The Commission commits to regularly evaluating AI systems for potential bias and implementing corrective measures as needed. AI must not be used to create content that is discriminatory, defamatory, harassing, or illegal.

This policy was generated with AI assistance, but all content was reviewed for accuracy.



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Policy Number: 2.1
Area: Implementation
Authority: Compact - Article XII
Purpose: To assure that states prepare/adopt language consistent with the model Psychology Interjurisdictional Compact language.
Date Approved: November 19, 2020

Amendment History (List when amended and cite section number):

- None

Policy:

1. Any compact or enabling statute provisions that require a psychologist to meet additional requirements to obtain or maintain a compact authorization will be deemed to impose material limitations and conditions on the exercise of the Compact authorization and to constitute a material variation from the Compact enacted by the existing Compact states.
2. Any compact or enabling statute provisions that require a psychologists to notify the state psychology licensing board that they are practicing in the state so that the state may determine the availability of psychologists or practice patterns within its jurisdiction, etc. are not deemed to impose a material limitation or condition on the exercise of the Compact authorization or to constitute a material variation from the Compact enacted by the existing Compact states so long as the state psychology licensing board does not require registration, payment of a fee, satisfaction of a background check or other conditions as a precondition to practice on a Compact authorization in the state.

Procedure:

1. If PSYPACT Staff or a PSYPACT Commissioner becomes aware of proposed Compact legislation or when the Compact is enacted by a new state, the PSYPACT Executive Director will review the statute adopting the Compact to determine whether the statute imposes material limitations and conditions on the ability to practice in the state pursuant to a Compact authorization and whether the Compact, as enacted, contains other material variations from the Compact as enacted by existing Compact states. All reasonable efforts



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will be made to notify a state which introduces proposed Compact legislation, prior to the enactment of said statute.

2. Where the PSYPACT Executive Board, in consultation with legal counsel, determines that the Compact legislation, as enacted by a new state, is materially different from the enactments of the other Compact states, the PSYPACT Executive Director will notify the new state that the PSYPACT Commission will not recognize it as effectively adopting the Compact and identify the reasons therefore.
3. States enacting Compact legislation that is determined to be materially equivalent by the PSYPACT Executive Director will automatically be deemed a member of the PSYPACT Commission. Subsequently, the PSYPACT Executive Director will send notification to the PSYPACT Executive Board, PSYPACT Commissioners, and the board administrator of the new Compact state psychology licensing board.



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Policy Number: 2.2
Area: Implementation
Authority: Compact - Article III
Bylaws - Articles III & IV
Rule - Section 9
Purpose: To assure that states prepare/adopt language consistent with the model Psychology Interjurisdictional Compact language.
Date Approved: November 19, 2020

Amendment History (List when amended and cite section number):

- March 5, 2024- Procedure

Policy:

A Compact state must satisfactorily demonstrate its readiness to begin recognizing Compact authorizations before psychologists in other Compact states can practice under Compact authorization(s) in said state.

Procedure:

Compact states must implement the following items and inform the PSYPACT Executive Director once implementation is complete: Identify the PSYPACT Commissioner to serve on the PSYPACT Commission no later than 90 days after the effective date of the PSYPACT legislation. To ensure continued compliance once implementation is complete, a new Commissioner must be appointed within 60 days of the previous Commissioner vacating their position on the Commission.

1. Have the PSYPACT Commissioner and appropriate staff participate in the Compact implementation calls.
2. Fully implement the requirements of PSYPACT Rule Section 9 regarding the Coordinated Licensure Information System.
3. If necessary, adopt any new rules related to the Compact. Psychology Interjurisdictional Compact (PSYPACT)



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Policy Number: 2.3
Area: Implementation
Authority: Compact- IV and V Rule Section 4 and 5
Purpose: To establish the process by which Compact authorization applications are reviewed.
Date Approved: November 19, 2020

Amendment History (List when amended and cite section number):

- March 5, 2024- Procedure
- March 28, 2025-Procedure
- March 26, 2026-Procedure

Policy:

Authority to Practice Interjurisdictional Telepsychology (APIT) and Temporary Authorization to Practice (TAP) authorizations are issued by the PSYPACT Commission and are required to practice under the authority of PSYPACT.

Procedure:

1. A psychologist wishing to practice under the authority of PSYPACT must first obtain an Authority to Practice Interjurisdictional Telepsychology (APIT) to practice interjurisdictional telepsychology or a Temporary Authorization to Practice (TAP) to practice temporary, in- person face-to-face psychology in another Compact state.
2. A psychologist applies for the APIT and/or TAP through the Association of State and Provincial Psychology Boards' (ASPPB) current online application management software.
3. An application shall be opened once any portion of the application and the fee is received.



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4. Primary Source Verified (PSV) Documents are required for the application (e.g., transcripts). Applicants are expected to seek additional sources to verify their documents, such as the issuing institution, licensing boards, and credentialing organizations. If an applicant is unable to provide the required PSV documents, they may request a hardship waiver upon beginning the APIT and/or TAP application, provided they can document that all normal channels for obtaining the documents have been exhausted. The Requirements Review Committee will review each waiver on a case-by-case basis. No guarantee is made that the waiver will be accepted in lieu of the required PSV documents.
5. An application may be completed by a 3rd party, with the exception of the conduct and/or acknowledgments sections, and the final submission of the application.
6. Initial review of an application shall be made by PSYPACT Staff. This initial review shall consist of the completion of an application checklist in order to verify that the required documentation has been submitted by the applicant and primary source verification was completed.
7. If the application is deemed incomplete, the applicant will be notified of the deficiencies precluding action on the application. Once an application is determined to be complete, an evaluation of the application shall be conducted by two (2) PSYPACT Staff reviewers.
8. After the first reviewer recommends approval or denial of the application, the application shall be forwarded to the next reviewer. If both reviewers concur, the application will be deemed approved or denied by the PSYPACT Commission. If the reviewers do not concur, the application will be submitted to the PSYPACT Requirements Review Committee for a final determination.
9. If an applicant provides a “yes” answer to any of the following questions in the Conduct section of the application, the Requirements Review Committee will review and advise on how to proceed with the application:
 - a. Have you ever been censured, reprimanded, dismissed, suspended, terminated or asked to resign, or has any disciplinary action been taken against you during your education, training or employment as a mental health professional?



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- b. Have you ever been refused renewal of any professional license/registration/certificate for any reason in any jurisdiction?
 - c. Have you ever practiced psychology without a license or exemption in any other jurisdiction?
10. All reviews will be completed by electronic means.
11. The applicant will be notified of a decision on the application



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Policy Number: 2.4
Area: Implementation
Authority: Compact - Article III
Rule - Section 4.4 and 5.4
Purpose: To establish the process by which Compact authorization holders must notify the PSYPACT Commission of a change in home state or license status.
Date Approved: November 19, 2020

Amendment History (List when amended and cite section number):

- October 25, 2024 – Procedure (2)

Policy:

Compact authorization holders must notify the PSYPACT Commission of a change in home state or addition of a new license(s) or any license that has expired within 30 days per PSYPACT Rule 4.4 and 5.4.

Procedure:

1. If a Compact authorization holder changes home state, as defined in PSYPACT Rules 4.4 and 5.4, the Compact authorization holder must update their identified home state in the Association of State and Provincial Psychology Boards (ASPPB) current application management software.
2. If a Compact authorization holder adds or has a psychology license expire, the Compact authorization holder must update their licensure status section of their APIT/TAP record within the Association of State and Provincial Psychology Boards (ASPPB) current application management software.



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Policy Number: 2.5
Area: Implementation
Authority: Compact - Article X
Rule - Section 9
Purpose: To establish the process by which Compact authorization status will be verified to third parties.
Date Approved: November 19, 2020

Amendment History (List when amended and cite section number):

- None

Policy:

Compact authorization status will be provided to third parties when authorized by Compact Authorization Holders.

Definitions:

A. Authority to Practice Interjurisdictional Telepsychology (APIT) Statuses:

- i. Active: Certificate has been approved
- ii. Expired 1: Users E. Passport certificate has expired.
- iii. Expired 2: Users E. Passport Certificate has expired for 2 renewal periods.
- iv. Expired Permanently: Users E. Passport Certificate has expired permanently and must reapply.
- v. Active*: Significant Investigatory Information has been identified. Users cannot modify their Home State while listed as Active* but can use the certificate. Only Commissioners and/or PSYPACT Staff have access to this information.
- vi. Suspended: User is in an Alternative Program. Certificate cannot be used while listed as Suspended.
- vii. Voluntarily Resigned: User has requested the certificate be closed.
- viii. Revoked: Disqualifying activity identified, and certificate is closed

B. Temporary Authorization to Practice (TAP) Statuses:

- i. Active: Certificate has been approved



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- ii. Expired 1: Users Interjurisdictional Practice Certificate (IPC) has expired.
- iii. Expired 2: Users IPC has expired for 2 renewal periods.
- iv. Expired Permanently: Users IPC has expired permanently and must reapply.
- v. Active*: Significant Investigatory Information has been identified. Users cannot modify their Home State while listed as Active* but can use the certificate. Only Commissioners and/or PSYPACT Staff have access to this information.
- vi. Suspended: User is in an Alternative Program. Certificate cannot be used while listed as Suspended.
- vii. Voluntarily Resigned: User has requested the certificate be closed.
- viii. Revoked: Disqualifying activity identified, and certificate is closed.

C. Procedure

1. Verifications will be conducted via a public directory to be housed on the PSYPACT website.
2. Compact authorization holders must complete the appropriate release of information form to request paper verification of their Compact authorization status be sent to a third party.
3. Based on a completed release of information form, PSYPACT Staff will verify the following information:
 - a. E. Passport Number
 - b. E. Passport Issue Date
 - c. E. Passport Status
 - d. E. Passport Renewal Date
 - e. APIT Issue Date
 - f. APIT Status
 - g. APIT Home State
 - h. IPC Number
 - i. IPC Issue Date
 - j. IPC Status
 - k. IPC Renewal Date
 - l. TAP Issue Date
 - m. TAP Status
 - n. TAP Home State



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Policy Number: 2.6
Area: Implementation
Authority: Compact Article VI & Article V
Rules -Section IV & V
Purpose: To establish the guidelines for advertising PSYPACT Credentials.
Date Approved: November 19, 2020

Amendment History (List when amended and cite section number):

- June 18, 2024: 1 (g); 4; 5 & 6
- July 7, 2025: 1, 7 & 8

Policy:

1. Holders shall not refer to their authorization as a license. PSYPACT Authorization Holders are authorized to practice under PSYPACT in PSYPACT jurisdictions, they do not hold a license to practice in those jurisdictions.
2. When listing an Authority to Practice Interjurisdictional Telepsychology (APIT) and/or Temporary Authorization to Practice (TAP) under PSYPACT, the Authorization Holder may include the following under a header of certification:
 - a) Authority to Practice Interjurisdictional Telepsychology (APIT) and/or Temporary Authorization to Practice (TAP)
 - b) Granted by the PSYPACT Commission
 - c) Date issued
 - d) Mobility number
 - e) Digital Badge and/or Digital Certificate
 - f) Verification link(s) to PSYPACT Directories: www.verifypsypact.org and directory.psypact.gov
3. The Authorization Holder shall not indicate that this authorization implies an advance skill, license or education level.
4. Neither the APIT nor the TAP may be listed after the holder's name to indicate an academic degree or certification but under the name such as another qualification to practice.



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1. When possible, an explanation of what the authorization means should be included, see the example* below.
2. Authorization Holders are responsible for ensuring any information provided about their PSYPACT authorization is current and should not include any false or misleading information.
3. The PSYPACT Commission issues digital badges to active Authorization Holders. These digital badges serve as a virtual representation that the holder has been granted authorization to practice under the authority of the PSYPACT Commission. The Authorization Holder may and is strongly encouraged to share the digital badge issued by the PSYPACT Commission on email signatures, websites, social media, and any other manner that assists the authorization holder in properly identifying their PSYPACT status.
4. The PSYPACT Commission provides the PSYPACT Spotlight Directory (www.psypact.gov/page/Directory), where authorization holders may provide personal biographical and other information.

***Example:** PSYPACT is an interstate compact that offers a voluntary expedited pathway for practice to qualified psychologists who wish to practice in multiple states. PSYPACT is designed to facilitate the practice of telepsychology and the temporary in-person, face-to-face practice of psychology across state boundaries. To practice telepsychology in PSYPACT states, psychologists licensed in PSYPACT states only, can apply to the PSYPACT Commission for an Authority to Practice Interjurisdictional Telepsychology (APIT). To conduct temporary practice in PSYPACT states, psychologists licensed in PSYPACT states only can apply to the PSYPACT Commission for a Temporary Authorization to Practice (TAP). The PSYPACT Commission is the governing body of PSYPACT and is comprised of one representative from each PSYPACT state. More information regarding PSYPACT and its requirements can be found at www.psypact.gov.



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Policy Number: 2.7

Area: Implementation

Authority: Compact - Article X C

Purpose: To establish a process for handling possible trademark infringement. usage policy regarding the use of trademarks owned and overseen.

Date Approved: June 18, 2024


Amendment History (List when amended and cite section number):

- None

Policy:

PSYPACT Staff will modify and alert third parties of any possible PSYPACT trademark infringement in conjunction with Policy 1.26, Trademark Usage Policy.

Procedure:

1. Approximately once per quarter, a member of the PSYPACT staff conducts an internet search, searching for:
 - a. PSYPACT
 - b. ADVANCING THE INTERJURISDICTIONAL PRACTICE OF PSYCHOLOGY
 - c. APIT
 - d. TAP
 - e. 
2. When the use of these trademarks is found on a third-party website or social media page (outside of ASPPB), look at the following:
 - a. Is an ® used with the mark?
 - b. Is there a reference to PSYPACT or the Psychology Interjurisdictional Compact Commission?
 - c. Are there links to PSYPACT's web page for additional information?
 - d. Does there seem to be a lot of copying and pasting materials from PSYPACT's web page?



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3. If the answers to any of 2(a)-(c) are no, forward a link to the website/social media page to the Executive Director of PSYPACT.
4. If the answer to 2(d) is no, forward a link to the website/social media page to the Executive Director of PSYPACT.
5. The Executive Director of PSYPACT will examine the possibly infringing websites to balance the following factors:
 - a. Whether the website is trying unfairly profit from, trick, or confuse people. (An example of this would be using PSYPACK instead of PSYPACT.) If the Executive Director believes the owner of the website is trying to unfairly profit from, trick, or confuse people, then the link for the website/social media page should be forwarded to legal counsel for review.
 - b. It is fair for Psychologists holding a PSYPACT privilege to be able to indicate this on their website, but all people should be encouraged to comply with the Trademark Usage Policy and put the trademark symbol ® next to any of PSYPACT's trademarks.
 - c. It is also fair for Psychologists holding a PSYPACT privilege to be able to explain in lay terms what that means. But they should be making the explanation in their own words with links to the PSYPACT website for additional information, rather than copying and pasting the information from the PSYPACT website.
6. If, in the Executive Director's opinion, someone is not using the trademark symbol ® or is excessively copying, then the Executive Director will send a letter enclosing a copy of the Trademark Usage Policy from PSYPACT's website with verifiable appropriate notice and letting them know what they need to do to come into compliance with the Trademark Usage Policy.



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Policy Number: 3.1
Area: Discipline
Authority: Compact - Article VII and VIII
Rules - Section 7
Purpose: To assist Compact states in obtaining evidence for investigative and disciplinary purposes when an incident occurs in another Compact state.
Date Approved: November 19, 2020

Amendment History (List when amended and cite section number):

- None

Policy:

Compact states will assist in obtaining evidence necessary for investigations and disciplinary proceedings in Compact states, as allowed by state law and PSYPACT Rules.

Procedure:

1. The Compact state requesting investigatory information shall communicate directly with the psychology licensing board of the state making the notification of available investigatory information. The designated staff of each state shall come to a mutual agreement on what information will then be formally requested in writing and shared between the states based on their respective state laws.
2. The Compact state needing the documentary evidence shall request, in writing, that the psychology licensing board of the state where the incident occurred obtain the requested records. The request shall be specific regarding the time frame to be covered and documents needed (medical records, personnel records, policies, time records, etc.)
3. The Compact state where the incident occurred shall acknowledge the request within ten (10) business days of receipt and will provide an estimated time within which the information will be provided.
4. The Compact state will facilitate obtaining requested records as allowed by state law and PSYPACT Rules, including but not limited to, subpoenas and formal requests.
5. Those Compact states allowed by law to issue subpoenas will do so within ten (10) days of receipt of request.



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Policy Number: 3.2
Area: Discipline
Authority: Compact - Article IX
Rule - Section 9
Purpose: To establish the process by which Compact states will report adverse actions to the PSYPACT Commission.
Date Approved: November 19, 2020

Amendment History (List when amended and cite section number):

- None

Policy:

Compact states must report any new adverse actions taken on a license to the PSYPACT Commission.

Definition: “Adverse Action” means any action taken by a State Psychology Regulatory Authority which finds a violation of a statute or regulation that is identified by the State Regulatory Authority as discipline and a publicmatter.

Procedure:

1. Compact states will use the jurisdiction interface of the Association of State and Provincial Psychology Boards (ASPPB) Disciplinary Data System (DDS) to log any adverse action taken on a license in accordance with the requirements of PSYPACT Rule 9.
2. The effective date of the adverse action, as referenced in PSYPACT Rule 9, is to be defined as the date in which the psychology licensing board order officially goes into effect after any appeals or mandated delays.



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Policy Number: 3.3
Area: Discipline
Authority: Compact - Article IV and V
Purpose: To establish the process by which Compact authorizations will be terminated.
Date Approved: November 19, 2020

Amendment History (List when amended and cite section number):

- None

Policy:

The PSYPACT Commission will terminate Compact authorizations if the Compact authorization holder is found to have violated PSYPACT Law, Rules, Bylaws or Policies or if notified by a psychology licensing board, after due process, that a state's laws have been violated.

Procedure:

1. Upon termination of a Compact authorization, the PSYPACT Staff as designated will send an email notification to the psychologist that all Compact authorizations were terminated.
2. Upon termination of a Compact authorization, the PSYPACT Executive Director will send email notification to all Compact states notifying of the termination of Compact authorization.



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Policy Number: 3.4
Area: Discipline
Authority: Compact - Article VII &
Compact – Article IX
Rule - Section 7
Purpose: To establish the process by which PSYPACT staff manages
complaints and/or concerns regarding APIT and/or TAP
Authorization Holders.
Date Approved: March 5, 2024

Amendment History (List when amended and cite section number):

- None

Policy:

1. PSYPACT staff will respond promptly to any received complaints and/or concerns regarding APIT and/or TAP holders.
2. PSYPACT staff will instruct the person reporting to contact the appropriate jurisdictional psychology board and will provide contact information as needed.