



Saskatchewan College of Psychologists (SCP)

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Subject: Authorised Practice Endorsement

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Authorised Practice Endorsement (APE): Regulations and Application Procedural Guidelines

A licence to perform an Authorised Practice with Endorsement under the Psychologists Act, 1997, s. 23 may be obtained from the Council of the Saskatchewan College of Psychologists (SCP), subject to the following provisions and restrictions:

A. Administration of the Act

1. For the purposes of administering Section 23 of The Psychologists Act, 1997, and Section 43 of the Bylaws of the Saskatchewan College of Psychologists:
 - a) “communication” means a written communication contained in a report that documents the findings of an assessment by a psychologist;
 - b) “diagnosis” means a finding, on the basis of an assessment, by a psychologist, that a person meets the conditions identified in a formal manual^[1] for the classification of mental disorders, recognised by the Council.
2. Section 23 does not apply to the following circumstances:
 - a) the description of a problem with reference only to the V-Codes^[2] contained in the DSM-IV^[3]; the S-codes^[4]; and/or the Z-Codes or other codes identified by an initial letter in the ICD-10^[5]
 - b) the written or verbal communication of non-diagnostic feedback^[6] to clients or their representatives who have been the subject(s) of an assessment.
3. A diagnosis carries substantial risk of harm to the client if not performed accurately. Communication of a diagnosis goes beyond a description of procedures, functioning and recommendations for management or intervention strategies. When a diagnosis is based on appropriate assessment techniques it carries with it a high level of certainty in identifying a disorder in such a way that the exclusion of alternate diagnoses is also possible. Among the appropriate assessment techniques one may identify,

as examples, history taking, standardised testing and/or clinical interviews relevant to the symptoms presented by the client.

4. Information provided to an individual or his or her personal representative resulting from an evaluation is not necessarily communicating a diagnosis. An individual is not considered to be performing a diagnosis with respect to a communication made in the course of counselling about emotional, social, educational or spiritual matters as long as this communication does not involve the communication of a diagnosis in accordance with 1(b), above.

B. Eligibility

- 1 A former member of SPA, in good standing, is eligible for an APE upon completion of the appropriate application form and attesting that she/he was performing an APE prior to March1, 2002.
- 2 A registered member of SCP who has a “full-practice” licence prior to September 1, 2002, and who was not a former members of SPA but who has practice experience, under a job title, “psychologist”, in a setting exempt under the former “Registered Psychologist Act”, affirmed by a current or former supervisor in the same exempt setting, is eligible for an APE upon completion of the appropriate application form, signed by the applicant and appropriate same current or former supervisor (see Section C, below).
- 3 A registered member of SCP who has a “full-practice” licence acquired after September1, 2002 but prior to March1, 2004 is eligible for APE certification if a registered psychologist who holds an APE certificate from the College assesses the applicant and judges that the applicant for APE meets all the requirements identified in section 43 of the bylaws. This assessment may include practice experience, under a job title, “psychologist”, in a setting formerly exempt under the former “Registered Psychologist Act, if this occurred prior to March1, 2002.
4. A registered member of SCP who applies for APE certification and who is not eligible to be affirmed as described in 3., shall acquire or may have previously acquired supervised APE relevant experience, and any necessary knowledge and skill to the extent identified as necessary. This determination and/or supervision shall occur under the supervision of a full practising registered psychologist with APE certification and practice competency in the area sought by the applicant.
 - } The psychologist supervising APE acquisition may accept partial experience prior to March1, 2002 or require supervised APE experience to be undertaken entirely subsequent to March1, 2002.
 - } In the instance of post September1 , 2002 supervised APE experience, the supervising psychologist and the member seeking APE shall claim the same areas of competence in their registration with the SCP.

- a) a supervising psychologist must co-sign any written communication of a diagnosis by a SCP member under supervision for APE. In such circumstances, the supervising psychologist must accept responsibility by adopting any diagnosis communicated under the provisions of Section 23 of the Psychologists Act –1997 as their own rendered judgement,
 - b) The full practising member who attains membership under the ‘grand-parenting’ provisions of By-law 40(2), after September 1, 2002 shall submit the appropriate application form, signed by the applicant and the current or former assessing or supervising psychologist(s). (See Section C, below).
5. An applicant who is not eligible for APE application, under B. 1 or B. 2 or B 3, may apply for an APE after becoming a registered member of SCP with a “full-practising” licence, subject to meeting the required supervision, and examining committee endorsement that the applicant meets all requirements to perform an APE.

C. Application Procedures

1. A registered member of SCP who was a registered member of the former Saskatchewan Psychological Association (SPA) may apply for an APE licence by submitting the appropriate application form and the application fee of \$100.00 to the SCP.
2. A registered member of SCP who received grandparent status as a full practising member prior to September 1, 2003, and who obtained professional experience in communicating a diagnosis, as defined in Section A, while employed in a setting that exempted him/her from the requirement to be registered under the former Registered Psychologists Act, may apply for an APE licence by submitting the appropriate application form, including a former or current supervisor’s signature (see D, below), and the application fee of \$100.00 to the SCP.
3. A registered member of SCP who received grandparent status as a full practising member between September 1, 2003 and March 1, 2004, and who obtained professional experience in communicating a diagnosis, as defined in Section A, by either
 - a) experience while previously employed in a setting that exempted him/her from the requirement to be registered under the former Registered Psychologists Act, or
 - b) through subsequent acquisition of appropriately supervised knowledge, skill and experience acquisition, or
 - c) in some combination thereof,

may apply for an APE licence by submitting the appropriate application form, including a former or current assessing or supervising full practising registered psychologist with APE's signature (see D, below), and the application fee of \$100.00 to the SCP.

4. A registered member of SCP who does not meet the stipulations of C.1, C.2, or C.3, may apply for an APE licence by submitting the appropriate application form and the application fee of \$100.00, and by having submitted on his/her behalf the appropriate supervisor and examining committee reports endorsing his/her receipt of an APE, to the SCP Registrar.
5. Appropriately completed applications may be reviewed by the Registrar, who has been designated competent to make APE determinations by the Registration Committee, and may issue an APE in straightforward applications. Any application that is of concern or presents questions regarding the qualification of the applicant or supervisor or assessor to the Registrar will be reviewed and resolved by the Registration Committee.
6. Application forms are available from the SCP office and will soon be available for download from the SCP Website.

D. Supervision endorsement of a candidate's application for an Authorised Practice Endorsement.

1. An application, by a person described in B (2), must be endorsed by a former or current employer who affirms that: a) the applicant has been performing an authorised practice in the course of his/her previous employment in an exempt setting; and b) the applicant has the appropriate training and experience to communicate a diagnosis competently, in accordance with all stipulations of section A, above.
2. An application, by a person described in B (3), must be endorsed by a former or current appropriately qualified full practising APE registered psychologist sharing the same claimed areas of competence as the applicant. The endorsing psychologist must affirm that: a) the applicant has been performing an authorised practice in the course of his/her previous employment in an exempt setting; and b) the applicant has the appropriate training and experience to communicate a diagnosis competently, in accordance with all stipulations of section A, above.

Please note that until a team member is authorised under the law to perform an authorised practice, he or she cannot convey the diagnosis discussed at a team meeting to the client, or his or her personal representatives unless a legally authorised registered psychologist or medical practitioner has already done this.

Note: The Saskatchewan College of Psychologists acknowledges the significant contribution of material made available from the College of Psychologists of Ontario to the development of this document.

^[1] Council recognises two manuals in the classification of mental disorders: 1) The Diagnostic and Statistical Manual of Mental Disorders, Fourth Edition; and 2) The International Classification of Disorders, Tenth Edition.

^[2] The term “V-Code” refers to those codes, contained in the Diagnostic and Statistical Manual of Mental Disorders, Fourth Edition (DSM-IV), that are designated with initial term “V”.

^[3] The Diagnostic and Statistical Manual of Mental Disorders, Fourth Edition and

^[4] In The Mental Health Information System User Guide, Saskatchewan Health, December 2001

^[5] The ICD-10 Classification of Mental and Behavioural Disorders: Clinical Descriptions and Diagnostic Guidelines. World Health Organisation: Geneva, 1992.

^[6] Feedback may include a general description of the test performance and/or the information that was gained in an interview process. Feedback may include:

- a) the description of a child’s academic achievement or problems (e.g., present vs. expected reading level) or a clients cognitive, linguistic, social, emotional or other behaviour functioning (strengths or weaknesses);
- b) discussing or recommending classroom or program modifications, academic interventions, behavioural strategies or teaching styles;
- c) communicating opinions to other colleagues in team meetings, where the client, or his or her personal representative, is not present.