



# Monterey County Behavioral Health Policy and Procedure

<b>Policy Number</b>	143
<b>Policy Title</b>	Psychologists Waivers and Licensure Requirements
<b>References</b>	<ul style="list-style-type: none"><li>• California Business and Professions Code Chapter 6.6</li><li>• California Welfare and Institutions Code Sections 5751.2</li><li>• California Department of Mental Health (CA DMH) Letter 10-03</li><li>• Monterey County Behavioral Health Policy 107 – Licensure Requirements and Verification of Licensure</li></ul>
<b>Form</b>	California Department of Health Care Services Mental Health Professional Licensing Waiver Request
<b>Effective</b>	September 25, 2014

## Policy

It is the policy of Monterey County Behavioral Health (MCBH) to comply with all relevant State statutes and regulations regarding waivers and licensure of psychologists.

### Licensed Psychologists

All licensed psychologists will either:

- Possess and maintain licensure from the California Board of Psychology (CA BOP); or,
- If licensed in another state, obtain in cooperation with MCBH Quality Improvement (QI) a waiver from the California Department of Health Care Services (CA DHCS) in accordance with California Welfare and Institutions Code (CA W&IC) 5751.2.
  - MCBH expects that out-of-state licensed psychologist will obtain a CA licensure within a time frame not to exceed the duration of the CA DHCS waiver.
  - Out-of-state licensed psychologists hired by MCBH cannot provide and bill for services that require licensure as a psychologist until the waiver from CA DHCS is obtained.
    - The above applies regardless of the payer source for the services.

### Psychologist Candidates (Unlicensed)

Per CA W&IC 5751.2, each psychologist candidate who meets the minimum requirements specified by statute or regulation and gaining experience required for licensure must obtain, in cooperation with MCBH QI, a waiver from the CA DHCS. Each psychologist candidate must obtain a waiver, even if they are registered with their licensing board.

- “Psychologist candidates” include any non-licensed psychologist candidate, such as doctoral students who meet the minimum statutory and regulatory educational minimums, post-doctoral/pre-licensure psychologist candidates, etc.
- Psychologist candidates in placements/internships or employed by MCBH cannot perform and bill for services that require a waiver until the waiver from CA DHCS is obtained.

- 31                   ○ The above applies regardless of the payer source for the services.

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33 Obtaining Waivers

34 All out-of-state licensed psychologists and psychologist candidates not in possession of a valid CA  
35 license must obtain in cooperation with MCBH QI a waiver from the CA DHCS. A waiver issued to  
36 an out-of-state licensed psychologist or psychology candidate while employed and/or gaining  
37 experience at a different mental health plan or organization, per State statute and regulation,  
38 cannot be accepted and utilized by MCBH and a new waiver must be obtained.

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40 The out-of-state licensed psychologist or psychologist candidate and their supervisor will contact  
41 MCBH QI to begin the process of obtaining a waiver immediately upon the commencement of their  
42 placement, internship, employment, etc. with MCBH. Failure to do so will be an issue immediately  
43 directed to and addressed by MCBH Administration and/or Monterey County Health Department  
44 Human Resources.

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46 Out-of-state licensed psychologists or psychologist candidates are expected to fully cooperate with  
47 MCBH QI to compile all the requirements (i.e., documents) for the waiver process. The waiver  
48 process generally requires that the out-of-state licensed psychologist or the psychologist candidate  
49 provide MCBH QI, at a minimum, a copy of their current transcript and resume. Other items may  
50 be required. MCBH QI will not obtain these items from any other sources, such as from Monterey  
51 County Health Department Human Resources, so they must be provided directly to MCBH QI  
52 unless it is absolutely required by law for MCBH QI to acquire them directly.

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54 Once all necessary materials are gathered by MCBH QI from the out-of-state licensed psychologist  
55 or psychologist candidate, MCBH QI will forward the required materials to the CA DHCS and  
56 inform the out-of-state licensed psychologist or the psychologist candidate and their  
57 supervisor/manager once the waiver is received.

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59 The CA DHCS Mental Health Professional Licensing Waiver Request can be viewed or obtained at  
60 [http://www.dhcs.ca.gov/formsandpubs/forms/Forms/Mental\\_Health/DHCS\\_1739.pdf](http://www.dhcs.ca.gov/formsandpubs/forms/Forms/Mental_Health/DHCS_1739.pdf) or by  
61 conducting a search on the CA DHCS website (<http://www.dhcs.ca.gov>) for “Mental health  
62 Professional Licensing Waiver.”

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64 Again, it is important to note that the out-of-state licensed psychologist or the psychologist  
65 candidate must not provide services or bill for services in which a psychology license or waiver is  
66 required until the actual waiver from CA DHCS is received by MCBH QI.

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68 Verification of Licensure and Waivers

69 Refer to MCBH Policy 107 – Licensure Requirements and Verification of Licensure.