



ABPP

SPECIALTY CERTIFICATION
IN PSYCHOLOGY SINCE 1947

AMERICAN BOARD OF ORGANIZATIONAL AND BUSINESS CONSULTING PSYCHOLOGY (ABOBCP)

EXAMINATION PREPARATION (EXAMINEE) MANUAL FOR BOARD CERTIFICATION IN ORGANIZATION AND BUSINESS CONSULTING PSYCHOLOGY

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I. ABOUT THE ABPP AND THE AMERICAN BOARD OF ORGANIZATIONAL AND BUSINESS CONSULTING PSYCHOLOGY (ABOBCP)

Welcome to the Examination Preparation (Examinee) Manual for Board Certification in Organization and Business Consulting Psychology (ABOBCP/OBCP). We appreciate your interest in becoming certified in OBCP. Hopefully, you will find this guide useful in your successful journey toward ABOBCP certification.

About ABOBCP

The American Board of Organizational and Business Consulting Psychology (ABOBCP; area covered is OBCP) is affiliated with the American Board of Professional Psychology, Inc. (ABPP) as a Member Specialty Board, with representation through a Board of Trustees (BOT). The ABPP was originally incorporated on April 23, 1947 and is currently incorporated in the state of Missouri.

The ABPP Board certifies specialists in fifteen areas of professional practice, namely:

1. Behavioral Cognitive
2. Clinical Child and Adolescent Clinical
3. Clinical
4. Clinical Health
5. Clinical Neuropsychology
6. Counseling
7. Couple and Family
8. Forensic Psychology
9. Geropsychology
10. Group
- 11. Organizational and Business Consulting (OBCP)**
12. Police and Public Safety
13. Psychoanalysis
14. Rehabilitation
15. School Psychology.

This is the guide for examinees interested in the OBCP area. What is OBCP?

The **OBCP** specialty is defined as the practice of psychology applied to organizations, especially consultation in business and organizational settings. This specialty area includes the areas known as Industrial-Organizational Psychology, Consulting Psychology, Managerial Psychology, and those psychologists involved in business coaching. It can also include psychologists involved in the applied application of psychology in businesses or organizations.

Defining the Standard for Certification as a Specialist in OBCP

The ABOBCP examination process encompasses the inter-related competency domains required by the specialty of OBCP. The American Psychological Association and the ABPP have adopted an educational and training matrix based on foundational and

functional competencies that can be applied to any theoretical framework. ABOBCP Candidates should be familiar with the competency model as referenced by these organizations.

A successful Candidate demonstrates knowledge, skills, competencies, and attitudes/values within each of the domains, and the experience necessary to provide specialty level services in the practice of OBCP. Effectively that means that the successful Candidate can demonstrate the acquisition of competencies beyond those required for initial licensure and of a level sufficient to allow for independent practice as an OBCP.

All ABPP examinations are designed to assess the Candidate's professional competence at the specialist's level in the Candidate's area of practice. The *specialist level* is defined in terms of that level of competency an OBCP Psychologist would be expected to meet or attain after approximately two years of concentrated work and/or supervised experience in the relevant Practice Area Cluster (PAC) following completion of the doctorate (Ph.D., PsyD., Ed.D. or similar degree), and licensure as a psychologist. Board certification assures the public and the profession that the specialist in OBCP has met the education, training, and experience requirements, as well as demonstrating the advanced competencies required by the specialty, through an individualized, peer reviewed examination. The precise competencies assessed through ABPP certification examinations include both foundational competencies common to all professional psychologists and functional competencies specific to the specialty.

Measurement of Competencies

The OBCP Candidate is examined on foundational competencies, functional competencies, and the identified PAC area(s). The Candidate must be able to apply theory, research, and evidence-based knowledge to practical problems with real world organizations. This must be accomplished while being mindful of ethical principles, professional guidelines, and sensitivity to diversity and individual differences.

The assessment carried out by the ABOBCP is conducted for the purpose of demonstrating that the Candidate has established that they have met the professional standards of competence at the specialty level. This differs from the requirements of licensing in that it represents the expectation of a higher level of professional performance. Passing the examination process indicates that the Candidate possesses a specialist level of professional competence in OBCP. The Candidate should be able to demonstrate how their work reflects each of the required competencies.

Foundational Competencies

Recognition as a specialist is a function of the Candidate's ability to demonstrate satisfactory performance on various foundational and functional competencies. The foundational competencies are:

- **Professionalism:** Demonstrating professional values and ethics as evidenced in behavior and comportsment that reflect the values and ethics of psychology, integrity, and responsibility. This includes engaging in continuing education in areas of organizational and business consulting psychology. It also covers practicing within the boundaries of competencies and involvement in the OBCP profession and specialty.

- **Reflective Practice/Self-Assessment/Self-Care:** Practice conducted with personal and professional self-awareness and reflection; with awareness of competencies, with appropriate self-care.
- **Scientific Knowledge and Methods:** Understanding of research, research methodology, techniques of data collection and analysis, biological bases of behavior, cognitive-affective bases of behavior, and development across the lifespan. Respect for scientifically derived knowledge. Also, specific knowledge related to OBCP and one's specific practice areas. Can discuss critically and share information on research and new developments in both general psychology and OBCP.
- **Relationships:** Relate effectively and meaningfully with individuals, groups, and/or communities. This includes recognizing a responsibility for the welfare and dignity of others when engaged in relationships.
- **Individual and Cultural Diversity:** Awareness, sensitivity, and skills in working professionally with diverse individuals, groups and communities who represent various cultural and personal backgrounds and characteristics defined broadly and consistent with APA policy. Awareness of issues of justice, equity, diversity, and inclusion in organizational settings. Practices in a manner which recognizes and shows appreciation for individual differences, differences due to identify, ethnicity, and various group and cultural memberships, as well as an understanding of global and cross-cultural issues.
- **Ethical Legal Standards and Policy:** Application of ethical concepts and awareness of legal issues regarding professional activities with individual, groups, and organizations. Knowledge of relevant employment laws and court cases, as well as government laws and guidelines relevant to OBCP practice, and specialty guidelines and principles relevant to the field.
- **Interdisciplinary Systems:** Knowledge of key issues and concepts in related disciplines. Identify and interact with professionals in multiple disciplines. Can express understanding of issues and thinking as it might come from other professionals including other psychologists, statisticians, and business professionals. Understands the operation of various kinds of organizations and businesses.
- **Evidence-Based Practice:** Demonstration of the capacity to integrate current research literature into practice, research/evaluation, and other functional competency domains where applicable. Demonstrates that decisions and recommendations are based on evidence-based practices. Can apply and communicate the results from applying various research methods and statistical techniques.

Functional Competencies¹

Functional competencies correspond to what might be called procedural or applications competencies. These competencies are defined in terms of OBCP specific knowledge, skill, and ability clusters as demonstrated through effective applied practice. The functional competencies include:

- **Assessment*:** This competency includes assessment and diagnosis of problems, capabilities, and issues associated with individuals, groups, and/or

¹ Functional competencies noted by an asterisk (*) are considered core functional competencies upon which all Candidates must be examined to successfully complete board certification and maintain board certification.

organizations. Involves defining, diagnosing, and conceptualizing problems and issues associated with individuals, groups, and/or organizations. Within OBCP, this competency often involves OBCP specific knowledge of tests and assessment instruments. Demonstrates competence in the design, selection, administration, and interpretation of appropriate assessment instruments, case conceptualization and diagnostic assessment that is grounded in science-based theory, research, and practice.

- **Intervention*:** This competency includes designing interventions designed to alleviate suffering and to promote health and well-being of individuals, groups, and/or organizations. Involves developing, implementing, and evaluating interventions designed to produce positive change and results. This competency often involves OBCP specific knowledge of various types of individuals, group, and organizational interventions. Demonstrates competency in the design, selection, administration, and monitoring of level appropriate and evidence-based interventions.
- **Consultation*:** This competency includes the ability to provide expert guidance or professional assistance in response to a client's needs or goals. Involves OBCP specific knowledge of consulting theories, methods, processes, and techniques. Can communicate and consult effectively with a range of individuals, organizations, and stakeholders.
- **Research/Evaluation:** This competency includes generating research that contributes to the professional knowledge base and/or evaluates the effectiveness of various professional activities. Involves OBCP specific knowledge of evaluation and research methods. Demonstrates competency in the design, selection, administration, and interpretation of evaluation approaches, as well as the ability to communicate the results of evaluation efforts to others.
- **Supervision:** This competency includes supervision and training in the professional knowledge base and evaluation of the effectiveness of various professional activities (note: this differs from simple organizational supervision) including theories, research, roles, processes, procedures, and potential ethical issues related to the supervision of others in psychological practice.
- **Teaching:** This competency includes providing instruction, disseminating knowledge, and evaluating acquisition of knowledge and skill in professional psychology. This can be in formal or informal roles.
- **Management-Administration:** This competency includes managing the direct delivery of services and/or the administration of organizations, programs, or agencies in areas of professional psychology. Demonstrates competence when working in management, administration, or leadership roles in an organization.
- **Advocacy:** This competency includes actions targeting the impact of social, political, economic, or cultural factors to promote change at the individual (client), institutional, and system level. Demonstrates the competency to formerly advocate for public positions with regard to government public laws or by working for government agencies or non-profits.

ABOBCP Practice Area Cluster (PACs)

Psychologists from many backgrounds, disciplines, and specialty areas may identify as being under the OBCP umbrella. The areas in which OBCP professionals practice can

be quite diverse. For that reason, and to aid in structuring the examination process, in addition to the foundational and functional competencies, the ABOBCP Board has identified specific PACs. There is admitted overlap between the various PACs. A Candidate should select at least one (but may select more than one) PAC area of specialized applied practice. The PACs are:

- Industrial or Personnel Psychology
- Psychology of Groups, Teams, and Leadership
- Organizational Psychology and Organization Development
- Consulting Psychology
- Occupational Health Psychology
- Coaching Psychology
- National Security, Intelligence, and Military Psychology
- Managerial and Administrative Psychology

Due to their importance, additional information on the PACs is provided here. Under each major PAC, a number of typical duties, tasks, knowledges, or content areas are listed.

Industrial or Personnel Psychology

- Testing
- Selection
- Development of recruitment materials, websites, and programs
- Job analysis and job evaluation
- Developing performance management systems; developing performance appraisal instruments; developing and administering 360s
- Individual motivation
- Developing assessment tools for selection/placement/classification
- The validation of test instruments consistent with legal and professional standards and guidelines
- Developing and administering tests and assessments in high stakes situations including police and fire selection
- Development or consulting in the areas of online and un-proctored testing
- Providing services as an expert witness in employment-related cases
- Developing feedback systems
- Job design and job redesign
- Providing feedback to employees and managers
- Identifying training and development needs, including need analysis
- Succession and workforce planning
- Talent development, minority talent development
- Creating and developing talent management systems

Psychology of Groups, Teams, and Leadership

- Teams
- Executive teams
- Team building
- Team training
- Leadership
- Training and consulting in leadership
- Developing leadership programs
- Identifying leadership patterns and facilitating leadership processes

- Analyzing and promoting effectiveness of small group behavior in organizations

Organizational Psychology and Organization Development

- Change and development
- Organizational surveys and feedback
- Organizational redesign
- Compensation and reward systems
- Process consultation
- Analysis of organizational structure
- Maximizing the effectiveness of work groups and organizations
- Change management and theories
- Providing consultation during mergers and acquisitions
- Engage in strategic planning or guiding strategic planning
- Provide consultation during restructurings
- Dealing with aggression and violence
- Dealing with diversity, identity, and sexual harassment issues
- Developing programs to enhance motivation to work
- Assessing and improving work related attitudes, climate, culture, and satisfaction
- Application of systems analysis and systems theories
- Role theory
- Organizational Exit

Consulting Psychology

- Program Evaluation
- Coaching
- Leadership Development
- Global and cross-cultural issues
- Diversity
- Communication
- Justice
- Groups and Teams

Occupational Health Psychology

- Health and wellness surveys
- Quality of work life
- Work family balance
- Psychologically healthy workplaces
- Diversity, identity, and sexual harassment issues

Coaching Psychology

- Individual Assessment and Coaching
- Executive Assessment and Coaching
- Feedback
- Career coaching
- Conflict resolution, negotiation, mediation
- Outplacement and career transitions
- Emotional Intelligence

National Security, Intelligence, and Military Psychology

The Board has made special arrangements to allow for the unique job requirements of psychologists who hold positions in the national security, intelligence, and military communicates. Some typical content or knowledge areas include:

- Leadership Development
- Evaluation
- Coaching
- Fitness for Duty
- Command Consultation
- Employee Development
- Program Evaluation
- Training
- Organizational Diagnosis
- In depth understanding of normal and abnormal behavior and their influence on behavior
- Risk assessment
- Influence of cultural factors
- Individual assessment, advance interviewing
- Police and intelligence-related psychology
- Understanding of mission
- Ethical issues

Managerial and Administrative

This category is appropriate for psychologists who are in managerial, administrative, or leadership positions. For example, this choice might be appropriate for individuals who might consider membership in the Society for Psychologists in Leadership (SPL) In the past, this area has seemed appropriate for individuals employed in administrative positions in the prison system or health care. Candidates who are in management or leadership roles in private commercial or industrial organizations might also find this PAC relevant. Some typical content or knowledge areas include:

- Supervision of Psychologists
- Teaching of Psychologists
- Providing supervision to organizational psychologists or human resource professionals
- Working from models of supervision
- Managing human resource units or other organizational Psychologists
- Applying psychology in management
- Applying management principles to psychological organizations
- Improving the practice of management based on psychological principles
- Project management

II. THE ABOBCP GENERAL PROCESS AND APPLICATION

In this and the next few sections, we will be providing detailed information you will need to move from Applicant to Candidate to Credentialed Specialist. A summary of the process is as follows:

1. Completion and submission of application.

2. Approval of the application to candidacy.
3. Appointment of a mentor.
4. Preparation and submission of practice samples.
5. Approval or passage of practice samples.
6. Preparation for the oral board examination.
7. Completion and passage of the oral board examination.
8. Notification of certification as a specialist.

There are, of course, a number of sub-steps within each of the sets listed above, including the payment of appropriate fees. In this section, we will discuss the initial application.

Application and Admission to Candidacy

Applications are accepted throughout the year. The initial review is completed by the Central Office. The Central Office asks the ABOBCP Credential Reviewer to complete a specialty specific review.

When a psychologist believes they meet the requirements of the specialty, they may apply for candidacy. Upon submission of the application, the Applicant should request that official graduate transcripts be sent directly to the ABPP Central Office. At least two letters of recommendation or endorsement are submitted to the ABPP Central Office along with the application. When all the necessary documents have been received, the Executive Officer conducts whatever investigation seems necessary to provide appropriate information for review and appraisal.

When all credentials have been assembled, the Central Office will seek evidence that the Applicant meets its standards in accordance with the following criteria:

1. Licensure or certification as a psychologist at the independent practice level.
2. Meets the generic educational requirements.
3. Passes a review of the specialty specific requirements completed by the Credential Reviewer.

Requirements

ABOBCP strongly embraces specialty competence and certification, beyond licensure, as the future direction of applied professional psychology. Through ABPP, the ABOBCP sponsors a straightforward and pragmatic specialty examination of a Candidate's specific practice, experience, and competence. The intent of Specialty Board certification is to provide assurance to the public and the profession that a psychologist certified by ABPP has successfully completed an approved, systematic program of education, training, and experience, has successfully completed an examination designed to assess the competencies (i.e., knowledge, skills, attitudes, and their integration) and experience required to provide quality services in that specialty, and has maintained competence in their specialty. It is the responsibility of the Applicant to document to the satisfaction of ABPP that requirements have been met.

Both generic and specialty specific requirements are necessary to establish candidacy to sit for examinations. Applications are reviewed by the Executive Officer (EO). If the EO determines that the Applicant has demonstrated that the Generic Requirements

have been met, the application proceeds to the Specialty Board for review. If the EO determines that the Generic Requirements have not been met, the application is reviewed by the Chair of the Standards Committee (SC). A determination by both the EO and SC Chair that the Generic Requirements have not been met is binding. For applications in which either the EO or SC Chair determines that the criteria have not clearly been demonstrated, the application proceeds to the Standards Committee for review. At any point, the EO may seek input from the SC Chair and/or full Standards Committee to assist in a determination.

Generic Requirements

1. Doctoral Degree: The Applicant shall hold an earned doctorate, i.e., PhD, PsyD, or EdD from a doctoral program in professional psychology that, at the time the degree was granted, met the generic requirements.

To simplify and expedite the generic verification process, it is noted that over 90% of applications to the ABPP meet one or more of the three qualifications listed below. Each of these qualifiers meets the ABPP generic requirements, and therefore is an acceptable verification of these requirements. If the Applicant believes that they are qualified, but do not meet one of the three qualifiers below, they may request an individualized review of documented educational preparation by the ABPP Executive Officer.

- a) The Doctoral Program is accredited by the American Psychological Association or the Canadian Psychological Association or an accrediting agency recognized by the U.S. Department of Education at the time of – their graduation, or
- b) The Doctoral Program is listed in the publication, Doctoral Psychology Programs Meeting Designation Criteria, or
- c) The Applicant currently holds the Certificate of Professional Qualifications in Psychology from the Association of State and Provincial Psychology Boards, qualifying as meeting doctoral degree and professional program requirements.

For psychologists who obtained their doctoral degrees in a Health Service Psychology program **in 2018 or later from an institution in the United States or Canada**, the doctoral program from which they obtained their doctoral program shall have been accredited by the American Psychological Association, the Canadian Psychological Association, or an accrediting agency recognized by the U.S. Department of Education at the time of their graduation.

2. Predoctoral Internship: For Applicants who completed their internships in an area of health service psychology after December 31, 2019, the internship program they completed must have been accredited by the American Psychological Association, the Canadian Psychological Association, or an accrediting agency recognized by the U.S. Department of Education at the time of internship completion. Exceptions to this may be granted to those

individuals that applied to ABPP prior to January 1, 2021, and who complete their internship no later than December 31, 2025.

3. Doctoral Degree/Program Exceptions

Individualized exception reviews are available for degrees granted outside the United States or Canada, doctoral degrees granted prior to 1983, or for Applicants claiming equivalent doctoral degree and program requirements.

- a) Doctoral degrees granted prior to 1983. It has been the policy of the ABPP to recognize earlier standards for professional psychology preparation in the United States and Canada for Applicants who completed their doctoral training prior to 1983. The American Psychological Association's landmark comprehensive accreditation guidelines and principles were distributed in 1979, and ABPP has extended a several-year grace period beyond 1979 for compliance with these standards. Applicants with degrees granted in and after 1983 must meet current requirements.
- b) Re-specialization as a Professional Psychologist. Formal programs of the re-specialization of non-professional doctoral degree psychologists may be recognized as qualifying psychologists for the degree/program requirements. These programs are not postdoctoral level programs, but doctoral level programs completed by psychologists with a doctorate in a non-professional program.

4. International Applicants

- a) Applicants who are educated outside of the United States and Canada and practice in another country are not eligible for candidacy.
- b) Applicants educated outside the United States and Canada but now living in the United States or Canada are eligible for candidacy if the doctoral degree/program and licensing requirements of the ABPP are met. Transcripts provided from institutions outside of the United States or Canada must be submitted to an organization that is a member of the National Association of Credential Evaluation Services (NACES) for review, and the resulting review must be provided to ABPP by the NACES member organization.
- c) Applicants educated in the United States or Canada meeting the doctoral degree/program requirements of the ABPP but living and practicing outside of these countries may be eligible for candidacy if the statutory requirement of that country is met for the practice of psychology.

5. Non-Traditional Degree Programs

- a) Applications from non-traditional degree programs will be considered on a case-by-case basis if their degrees were not in Health Service Psychology, and if their program degree provided eligibility for licensure in their jurisdiction. Factors that will be taken into consideration include the Applicant's program's attention to the relevant foundational and functional competencies, and integrated practicum and internship supervised practice.
- b) The doctoral program must have required of each student a minimum of 3 full-time academic years of graduate study (or the equivalent thereof) and

completion of an internship prior to awarding the doctoral degree. At least 2 of the 3 academic training years (or the equivalent thereof) must have been at the institution from which the doctoral degree is granted, and at least 1 year of which must have been in fulltime residence (or the equivalent thereof) at that same institution.

- c) For degrees granted after 1983, the Applicant must provide a transcript and any additional material requested to document to the satisfaction of ABPP that the Applicant's program structure and foundational coursework in psychology meet ABPP standards. Coursework from either a master's program or doctoral program may be acceptable if there is sufficient evidence that the master's work led directly into the doctoral work.
 - i. Foundational coursework at a minimum includes biological aspects of behavior, social aspects of behavior, cognitive-affective aspects of behavior, history and systems of psychology, psychology measurement, research methodology, techniques of data analysis, individual differences in behavior, human development, dysfunctional behavior or psychopathology, and professional standards and ethics.
 - ii. If the transcript does not reflect the titles for these courses, the Applicant may submit course syllabi to prove that they completed the foundational coursework.
- d) For psychologists who completed an internship prior to January 1, 2020, that was not accredited as noted earlier, the internship will be deemed acceptable if:
 - i. The internship was a planned, sequential program of training as evidenced by information provided in the ABPP internship training summary form (see Appendix B below).
 - ii. There were two or more interns in the internship at the time the Applicant was an intern (either pre-doctoral interns and/or post-doctoral interns/residents/fellows).
 - iii. There was an onsite licensed primary psychologist supervisor for the intern and at least one other licensed psychologist available for supervision.
 - iv. The Applicant received at least one half of his or her individual face to-face supervision from a licensed psychologist (the other half might be from a licensed mental health professional with a terminal degree, such as a licensed social worker or psychiatrist).
 - v. The Applicant received at least one hour of individual face-to-face supervision from a supervisor for every 20 hours of direct service work.
- e) As noted above, for Applicants who completed their internships in an area of health service psychology after December 31, 2019, the internship program they completed must have been accredited by the American Psychological Association, the Canadian Psychological Association, or an accrediting agency recognized by the U.S. Department of Education at the time of internship completion. Exceptions to this may be granted to those individuals that applied to ABPP prior to January 1, 2021, and who complete their internship no later than December 31, 2025.

Step 1. Application by Candidate

The process begins with an application from a Candidate. For application instructions, a Candidate can go to the ABPP webpage, <https://abpp.org/>. Or go to:

<https://abpp.org/Applicant-Information/APPLY-NOW!.aspx>

or here

<https://abpp.org/Applicant-Information/Application-Process.aspx>

For information on the ABOBCP, the Candidate can go to:

<https://abpp.org/Applicant-Information/Specialty-Boards/Organizational-BusinessConsulting-Psychology.aspx>

Inspection of the relevant page reveals that the ABPP General process has the following requirements:

- Licensure.² Licensed as a psychologist at the independent doctoral level. All ABPP Candidates in the U.S., its territories or Canada must be licensed as a psychologist for independent practice at the doctoral level in a jurisdiction in the U.S., its territories or Canada.
- A doctoral degree (e.g., PhD., PsyD, EdD). Doctoral degrees may represent a range of specific areas of psychology. If the doctoral degree was obtained prior to 2018, a doctoral degree (PhD, PsyD, EdD) from a program in professional psychology, which at the time the degree was granted was accredited by the APA, CPA, or was listed in the publication Doctoral Psychology Programs Meeting Designation Criteria. For doctoral degrees in 2018 or later from an institution in the United States or Canada, must have been awarded their doctoral degree from a doctoral program that was accredited by the American Psychological Association, the Canadian Psychological Association, or an accrediting agency recognized by the U.S. Department of Education at the time of their graduation.
 - The doctoral degree program is expected to meet the requirements listed in the ABPP Generic Doctoral Program Eligibility Requirements. Applicants who hold the Certificate of Professional Qualification in Psychology (CPQ) from the ASPPB qualify as meeting the doctoral degree and professional program requirements.
- Each board has their own Specialty Specific Requirements that must be submitted in order for their application to be complete.

The steps that need completed then are:

1. Complete and return an application with the appropriate fee. The application can be found online.
2. The endorsers or letters of reference should be included when the application is submitted to the ABPP Central Office.
3. Have transcripts from all graduate institutions sent to ABPP Central Office.

Specialty Specific Requirements

² Application for the ABPP does require licensure. However, not all states license consulting or, more specifically, General Applied Psychologists. The Candidate must be licensed in at least one state or jurisdiction to apply and pass through the review process.

In applying, the Candidate should be aware of and consider the specialty specific requirements. In the initial application, the Candidate should provide evidence that they have obtained a level of competence expected of a Candidate for the ABOBCP through specific training in OBCP. The Applicant must provide evidence of:

1. Appropriate education or training in OBCP, such as coursework, continuing education, and/or retraining in OBCP.
2. Two (2) total calendar years of postdoctoral, relevant experience in OBCP.
3. Three thousand (3,000) hours of relevant experience in OBCP areas.³

The 3,000 hours indicated in Requirement 3 above may be spread out over more than the 2 calendar years listed in Requirement 2 above. For example:

1. Example 1. The 3,000 hours could be spread out over 3 years, where 1,000 hours of experience come from a pre-doctoral internship, 1,000 hours from a postdoctoral internship, and 1,000 hours come from the second year of work experience.
2. Example 2. The 3,000 hours or relevant OCP experience come from 2 years of postdoctoral experience, with 1,500 hours in Year 1 and 1,500 hours in Year 2.
3. Example 3. The 3,000 hours come from 500 hours from a pre-doctoral internship, 500 hours from a postdoctoral internship, 1,000 hours from Year 2 of postdoctoral work experience, and 1,000 hours from Year 3 of postdoctoral work experience.

The ABOBCP recognizes that an OBCP Candidate may not have completed an internship in a health service setting, but rather have the equivalent years of supervised experience in setting(s) appropriate for preparation in the specialty. The ABOBCP also recognizes that other individuals, especially those from health service provider backgrounds, may not have a supervised internship experience that involves experience in areas relevant to ABOBCP. In the initial application, the Candidate should provide evidence that they have obtained a level of competence expected of a Candidate for the ABOBCP through specific training in OBCP.

In order to offer clarification and respond to frequent questions, the application for the ABPP does require licensure. However, not all states license consulting or, more specifically, General Applied Psychologists. The Candidate must be licensed in at least one state or jurisdiction to apply for and pass through the review process.

Practice Area Cluster Identification Form

The Candidate should fill out and return a copy of the *Practice Area Cluster Identification Form*. This form appears in Appendix A.

The Senior Option

³ The Board recognizes that a Candidate may not have been engaged full time in the actual practice of their specialization. Part-time experience, such as teaching, consulting, research, and supervision, qualify if these activities are in the OBCP and PAC areas in which the Candidate seeks certification, and provided the Candidate has devoted a significant amount of time to professional practice in this specialty. The application should include a description of the Candidate's specific experience in OBCP and the PAC.

For those Applicants who have 15 years of relevant postdoctoral experience in the ABOBCP specialty area or in related competencies, certain procedural options are available if the Applicant wishes to use them. *Senior* Applicants often bring more specific, in depth, focused practice to the examination. As a result, more flexibility is needed for a review of practice samples of seniors, often including publications and special projects. For Applicants qualifying for the senior option:

1. The Applicant only needs to submit one (1) work product as part of the practice sample.
2. Given the practice sample only requires one work product, the oral exam will concentrate more strongly on a review of the Senior Option Candidate's previous experience.

Early Entry Option

There is an early entry option for:

- Not licensed as a psychologist at the independent, doctoral level.
- Must either be a student in, or have graduated from, an APA or CPA accredited or ASPPB/NR Designated doctoral program in psychology. For information, please check the ABPP website.

Step 2: Initial Review and Approval

The process is as follows:

1. A review of the application and relevant credentials/training/experience. This review is completed by the Central Office.
2. The Central Office then asks does ask the ABOBCP Board to provide feedback on the Credential Review.

Step 3. Notification of Central Office Action

At this point, the Applicant and the ABOBCP Board are notified by the ABPP Central Office as to whether or not the Applicant has met the candidacy requirements. When the Central Office determines that the Applicant has met the qualifying standards, they will be considered a Candidate and will be notified of admission to candidacy.

Additional Information

Inquiries concerning candidacy and requests for further information should be sent to:

American Board of Professional Psychology, Inc.
600 Market Street, Suite G3
Chapel Hill, NC 27516

Phone: (919) 537-8031
Fax: (919) 537-8034
Email: office@abpp.org

Application information can be found on the ABPP website.

Candidates with Disabilities

The Board encourages qualified individuals with disabilities to apply for Specialty Board status. The Board makes efforts to provide reasonable accommodations for these Applicants. The board will consider individual requests for accommodations by qualified individuals with disabilities. A qualified individual with disabilities can request reasonable accommodation, must formalize the request with the board, and support the request with documentation confirming a need for reasonable accommodation and the basis of the need. At the request of the board, Applicants with special needs should be ready to document the need consistent with the applicable guidelines, and assist the board in developing reasonable accommodations, as applicable.

III. MENTOR

Once the letter has been sent from the Central Office to the Candidate indicating that the Candidate has established candidacy status for specialty board certification, the Practice Sample Coordinator will write a letter to the Candidate inquiring as to whether the Candidate would like to have a mentor. If the Candidate requests a mentor, a mentor will be assigned to assist with the development of practice samples and preparation for the oral exam. If the Candidate does not request a mentor to assist with the Practice Sample, the Candidate may still request a mentor to assist with preparation for the Oral Examination.

The mentoring process is an informal one with the mentor and the Candidate mutually agreeing on the amount of contact and the process. The role of the mentor will be to assist the Candidate by answering any exam related questions that may come up and by providing general guidance regarding the exam process.

Mentoring is not intended to be a tutorial on the content areas for the exam, although the mentor may certainly suggest important books, publications, articles, and other materials.

IV. PRACTICE SAMPLE

The ABOBCP Practice Sample Rationale

Successful submission of a practice sample must be completed prior to the oral examination. A practice sample is an example of the Candidate's current work and expertise in the competency areas and PACs covered by the ABOBCP.

The review of the practice sample is an integral part of the examination and credentialing process. The ABOBCP Board, through a practice sample review committee, will review the practice sample when it is submitted, and use it as a springboard for portions of the oral examination. Therefore, it is essential that the Candidate submit a carefully prepared, representative, sample(s) of or products from their work as a specialist practitioner.

The practice sample may take many different forms but must provide materials that allow the examiners to assess proficiencies in each of the competency areas and in the designated PAC. Generally, the practice sample should provide as much information as necessary for a colleague, after inquiry and deliberation during the oral examination, to judge whether the work is of advanced competence in applying the core principles of the field.

Practice Sample Submission

Once the Candidate has been notified that the credentials are complete and that they have been accepted as a Candidate for examination, the ABPP Central Office will advise them to register for the practice sample with the Central Office and submit their practice samples to the Practice Sample Coordinator. Following notification of candidacy, the Candidate will 1) submit the practice sample registration to the ABPP Central Office including the required fee and 2) submit to the practice sample coordinator (or through the Central Office electronic process) one electronic copy of the practice sample(s), along with any relevant appendices or additional material. After acceptance to candidacy, the Candidate has one calendar year to submit their practice sample.

Except for those in the Senior Option, two examples of work or projects (i.e., two separate work products) are required as part of the practice sample review. For the Senior Option, only one work product is required.

Guidelines and Recommendations for Practice Samples

The following provides some general guidance and suggestions for the Candidate in preparing the practice sample. This information can be shared with the Candidate by either the Practice Sample Coordinator, the mentor, or both.

General Considerations

1. Start with a Table of Contents
2. Have an introduction. This should review the Candidate's background, motivation for considering the ABOBCP, and any other relevant information. It is highly desirable that information also be included on each of the required competencies.

3. Provide an overview or summary of the work products. This should include any ethical issues common to the work products.
4. The submission of the practice sample should include two separate and distinct work products (one work product for the Senior Option). Each should be clearly independent; what constitutes clearly independent is a judgment. Independence is based on complexity, time required, and involvement of distinct foundational or functional competencies. However, they can be related. For example, a 6-month long organizational needs analysis (assessment) followed by a one-year long organizational intervention could be considered two separate work products. However, a four-hour initial employee test session (assessment) followed by 6 one-hour coaching session (intervention), would not be considered two separate work products. The two work products should demonstrate distinct competencies and areas of expertise.
5. A work product may consist of a book or journal article. In this case, there should be adequate additional background and other information provided.
6. A work product may include PowerPoint presentations. However, if a PowerPoint presentation is submitted, then there should be adequate background explanation or additional material.
7. A work product may be a recording of a coaching or similar individual session or training presentation. If a recording is submitted, then there should be adequate background explanation or additional material.
8. The following are some recommendations that are offered to the Candidate for assembling and constructing their practice sample.
 - a. Start with a summary or introduction to the practice sample.
 - i. Provide a brief overview of the Candidate's career including education and experience.
 - ii. Discuss some influential theories and/or research.
 - iii. Provide a brief introduction to the work products.
 - b. Present the first work product.
 - i. Start with a summary or introduction to the work product.
 - ii. Present the content of the work product.
 - iii. Indicate any influential theories and/or research.
 - iv. Review any practical issues, constraints, and systems issues.
 - v. Any additional factors that were considered.
 - vi. What might other professional do in a case like this?
 - vii. Discuss any ethical implications.
 - viii. Provide a reference list.
 - c. Present the second work product.⁴
 - i. Start with a summary or introduction to the work product.
 - ii. Present the content of the work product.
 - iii. Indicate any influential theories and/or research.
 - iv. Review any practical issues, constraints, and systems issues.
 - v. Any additional factors that were considered.
 - vi. What might other professional do in a case like this?
 - vii. Discuss any ethical implications.
 - viii. Provide a reference list.
9. Additional Considerations. The practice sample will be judged based on factors of:

⁴ Only one work product is required for the Senior Option.

- a. Depth and breadth
- b. Comprehensiveness
- c. Completeness
- d. Professional judgment and compliance with professional standards and guidelines
- e. Coverage of and adequacy in terms of the competencies.

Work Product Outline – Organizational Change

- Executive Summary
 - ✓ Introduction
 - ✓ Outline ○
- Background or Nature of Problem
 - ✓ Type of Responsibility
- Overview of Process
 - ✓ Approach and Theories of Change
 - ✓ Leading Change
 - ✓ Obstacles to Change
- Assessment or Needs Analysis
- Implementation of Intervention and Change Processes
 - ✓ Setting Goals
 - ✓ Options
 - ✓ Implementation Methods-Actual
 - ✓ Decision Making and Actions
 - ✓ Problems and Solutions
- Evaluation
- Theories and/or Research
- Practical Issues and Factors
- Ethical Issues
- References

Work Product Outline - Individual or Executive Assessment

- Executive Summary
 - ✓ Introduction
 - ✓ Outline
 - ✓
- Background or Nature of Problem
 - ✓ Type of Responsibility
 - ✓
- Insert Actual Report
 - ✓ Tests Administered
 - ✓ Interpretation of Tests
 - ✓ Recommendations
 - ✓ Tests Administered
 - ✓ Interpretation of Tests
 - ✓ Recommendation
- Follow up
 - ✓ Feedback
 - ✓ Coaching

- ✓ Reactions of Assessee
- Evaluation
- Theories and/or Research
- Practical Issues and Factors
- Ethics
- Work Product Outline
- References

Work Product Outline - Coaching

- Executive Summary
 - ✓ Introduction
 - ✓ Outline
 - ✓
- Background or Nature of Problem
 - ✓ Type of Responsibility
- Coaching Overview
 - ✓ Influences-Theories and Research
 - ✓ Approach to Coaching
 - ✓ Choice of Coaching Approach for the Case
- Coaching Process
 - ✓ Assessment of Client
 - ✓ Problem
 - ✓ Assessment of Issues
 - ✓ The Coaching Process
 - ✓ Methods Actually Used
 - ✓ Description of Sessions
 - ✓ Obstacles that Emerged
 - ✓ Solutions to Obstacles
 - ✓ Termination
- Evaluation
- Practical Issues and Factors
- Ethical Issues
- References

Work Product Outline - Training Program

- Executive Summary
 - ✓ Introduction
 - ✓ Outline
 - ✓
- Background or Nature of Problem
 - ✓ Type of Responsibility
- Overview of Training Process
 - ✓ Approaches and Theories of Training
- Assessment or Needs Analysis
 - ✓ Organization
 - ✓ Job
 - ✓ Person

- Training Program (Note: Insert Training Program, for example, PowerPoint slides)
 - ✓ Implementation or Intervention
 - ✓ Objectives or Learning Goals
 - ✓ Design of Training
 - ✓ Delivery of Training
 - ✓ Problems and Solutions
 - ✓ ○ Implementation or Intervention ○ Objectives or Learning Goals ○ Design of Training ○ Delivery of Training ○ Problems and Solutions
- Evaluation
- Theories and/or Research
- Practical Issues and Factors
- Ethical Issues
- References

Evaluation of the Practice Sample

After the Practice Sample is submitted, the ABOBCP Exam Coordinator will arrange for the practice sample/oral examination board to evaluate the materials. All reviewers are board-certified. Before providing a final pass/fail judgment on the practice sample, in order to deliver a pass/fail judgment, the practice sample reviewers have the option to ask the Candidate for revisions, additional information, or other clarifications, if the practice sample is judged to have deficits/deficiencies.

Only if the practice sample reviewers judge the sample to be acceptable for the examination will the oral examination be scheduled. At that time, the oral exam registration and an examination fee will be required to be submitted to the ABPP Central Office.

If the practice sample reviewers judge the initial practice sample (the first time it is submitted) to be unacceptable, the oral examination is not scheduled. Candidates may decide to withdraw from the certification process at this time. The exam committee may offer the candidate an opportunity to revise the practice sample and resubmit it, if they conclude that the candidate has provided a sample that generally meets the criteria associated with such a submission, but falls short of fully meeting the criteria that have been established. Under these circumstances, the candidate must submit a revision within six (6) months from the date of notification that the practice sample was deemed unacceptable. Alternatively, the candidate may submit a new sample for consideration, provided the candidate does so within (6) months from the date of notification that the original practice was deemed unacceptable. In all cases, the practice sample must be resubmitted within 12 months of the initial sample being judged unacceptable.

VII. THE ABOBCP ORAL EXAMINATION PROCEDURE

The Oral Examination Overview

The ABOBCP Oral Examination is designed to reflect and implement the policies and procedures of ABPP and this specialty. The oral examination is conducted by a committee of three board-certified examiners; all examiners or reviewers at all stages are board

certified. The oral examination is conducted in a climate of collegiality, while still emphasizing professional opinion and judgment. The oral examiners represent the ABOBCP Board and the profession of psychology. They have to make a difficult decision as to whether Candidates have met the competencies required of a Specialist.

The oral examination is a confidential, professional situation. Examiners may ask questions, make comments, elicit information, offer prompts, and engage in open, thoughtful conversation with the Candidate specific to the purpose of the content of the examination. An Examiner should not communicate any examination-related information to the candidate before or after the examination.

Prior to the Examination – Candidate and Observers

In addition to paying their fees, the Candidate will have been sent a number of forms before the examination. These forms should be signed and returned. If they are not, you will be asked to complete them before the start of the examination. The forms are:

1. The form for identifying practice areas. This form is found in Appendix A and is referred to as the: *Candidate Practice Area Cluster Identification Form*.
2. Confidentiality Agreement.

Oral Examination – Structure and Content

The structure and content of the oral examination is as follows:

1. Introductions.
2. Review of the candidate's background. The Candidate offers a review of their background. Examiners ask clarifying questions, as needed.
- 3.
4. Review of practice sample one. The Candidate provides an overview of the sample. Along the way, Examiners ask clarifying questions, seek elaborations, etc.
5. Review of practice sample two. Again, the Candidate provided an overview the sample. Along the way, Examiners ask clarifying questions.
6. Competency examination. During the oral examination, Examiners evaluate the Candidate using the relevant functional competencies as a guide.
7. Ethical and legal issues. The Examiners offer case studies/vignettes involving ethical and legal issues to which the Candidate must respond.
8. Final assessment of the Candidate. The Examiners offer a final assessment of the Candidate. This is shared with the ABPP Central Office. The Central Office then notifies the Candidate.

The practice sample and the oral examination for the ABOBCP are designed to allow each Psychologist to demonstrate competence within their own specific area of practice and knowledge, while acknowledging that there is a general research and knowledge base. This means that the Candidate should have both knowledge that is broad in terms of general principles, detailed for specific areas, and of course both current and evidence based.

Oral Examination – Process Overview

Oral examinations are scheduled with the Candidate by the Chair of the Oral Examination Committee. Examinations are held either face-to-face or virtually using video conferencing.

The Candidate may take notes during the examination. Regardless of the format that is used, Candidates may not take retain any notes after the examination (i.e., they must be returned to the Examiners if the examination is held face-to-face and they must be destroyed if the meeting is held virtually).

All materials handed out/distributed during an Oral Examination must be returned to the Oral Examination Chair.

The Oral examination with the Candidate should take 3.5 to 4 hours which does not include time spent meeting before the examination or the rating process after the candidate is dismissed.

Submission of Results

After the examination, the Chair of the Examination committee submits the appropriate notification of votes and any accompanying reports to the Executive Director in the ABPP Central Office. At the end of the oral examination, Candidates are not provided with an immediate decision. The decision is then forwarded to the Central Office. The Central Office then notifies the Candidate of the decision.

Notification of Award of the Specialty Certificate

Each Candidate will receive formal notification of the Board's judgment as soon the Oral Examination Chair shares the decision with the Central Office. The Central Office notifies the President of the ABOBCP Board of a successful pass of the oral examination by the Candidate and the successful completion of the credentialing process. Following receipt of this notification, the President of the ABOBCP Board will send out a congratulatory letter to the Candidate.

Annual Fees

Candidates who pass the examination are Board certified in their specialty. They will be required to pay an annual fee until they have retired from all practice of psychology.

VIII. APPEALS

Appealable Decisions

The following are considered adverse decisions of the Specialty Board (SB) and may be appealed:

1. An SB determination that a Candidate has failed to meet specialty specific qualifications that results in a denial of certification.

2. SB determination that a Candidate's practice sample does not meet stated standards.
3. Failure of the oral or written examination.

Filing an Appeal

The Candidate may challenge an appealable decision within 30 days of the receipt of written notice of that decision. The Candidate must specify the grounds on which the appeal is made. Appeals can only be based on alleged violation of the Specialty Board's procedures.

The appeal should be addressed to the President of the Specialty Board, with a copy to the ABPP Executive Officer, who in turn shall refer it to the Appeals Committee of the Specialty Board. The Appeals Committee reviewing the appeal must complete its review within 60 days after receipt of the request for appeal letter.

Appeals related to the denial of meeting general requirements for candidacy shall be forwarded to the Executive Officer for resolution by the ABPP Standards Committee, whose decision on these requirements is final.

IX. MAINTENANCE OF CERTIFICATION (MOC)

Maintenance of Certification involves a process of self-examination and documentation of a Specialist's professional development since last examination or review. In the course of this self-examination, Specialists will examine their professional activities, documenting their professional development using a Specialty Continuing Professional Development Grid combined with a written Narrative.

MOC reviews will be regularly conducted. One year before the Specialist is due for MOC, the ABPP Central Office will notify the Specialist and the Specialty Board so that the Specialist and the Specialty Board may successfully satisfy their required activities.

Specialists boarded before January 1, 2015, do not have obligation to do a MOC. Specialists awarded certificates January 1, 2015, and after must complete maintenance of their certificates within ten years, and every ten years after, unless they seek and obtain a "retired" status from the ABPP Central Office.

Maintenance of Certification Appeal Procedure

There are two levels of examination MOC decision appeal Specialists may appeal Specialty Board level decisions to the Board of Trustees if there is an allegation that the Specialty Board did not follow the Specialty Board's MOC policy or their own Specialty Board appeal procedures.

As specified by the ABPP Central Office Policy L, appeals about MOC decisions will be handled as follows:

1. Specialists must file an appeal within 30 days of written notice from the MOC reviewers. The candidate must specify the grounds for the appeal, numbering each, and indicate how it is a violation of ABOBCP's procedures.
2. Appeals must be directed to the ABOBCP president. The president will refer the appeal to the Board's Appeals Committee, consisting of two trained reviewers who are not familiar with the Specialist's MOC narrative. That Committee must complete its review within 60 days of receipt of the appeal. The Committee reviewing the appeal shall render a decision on each issue raised by the Specialist and explain the basis for that decision in writing. Their findings will be reviewed by the president. The committee may recommend to overturn a review decision only in the event of a failure by the original reviewers to follow MOC procedures. The final remedy will be determined by the ABOCP president in consultation with other board members.
3. Failure by the Appeals Committee to respond to the appeal within 60 days will move the appeal to the ABPP Board of Trustees for resolution.

APPENDIX A. CANDIDATE PRACTICE AREA CLUSTER IDENTIFICATION FORM (ABOBCP)

Your Name _____

Check One or More	PAC Area	Evidence or Documentation of 2 Years and 3,000 hours – Please reference specific areas of your vita, or educational or experience history.
	Industrial or Personnel Psychology	
	Psychology of Groups, Teams, and Leadership	
	Organizational Psychology and Organization Development	
	Consulting Psychology	
	Occupational Health Psychology	
	Coaching Psychology	
	National Security, Intelligence, and Military Psychology	
	Managerial and Administrative Psychology	

As the Candidate, you must select at least one PAC area but may select more than one. Please submit with your initial application.

APPENDIX B. OBSERVER AUTHORIZATION

OBSERVER AUTHORIZATION

Authorization for Observation of the Oral Examination Process for ABOBCP

() I authorize allowing a current Specialist being trained in the oral examination process to observe the oral examination that is to be conducted by the American Board of Organizational and Business Consulting Psychology. I understand the observer is being trained in the examination process and the observation is part of the training process. The trainee may observe my examination, but will not participate in the examination, they will not offer any input regarding the examination committee's decision, and they are obligated to keep confidential my identity, my participation in the examination process, and the results of the examination. This decision is voluntary and will not affect my candidacy with ABPP.

() I authorize ABPP representatives to observe the oral examination that is to be conducted by the American Board of Organizational and Business Consulting Psychology. Although ABPP representatives may observe my oral examination, they will not participate in the examination, they will not offer any input regarding the examination committee's decision, and they are obligated to keep confidential my identity, my participation in the examination process, and the results of the examination. This decision is voluntary and will not affect my candidacy with ABPP.

() I decline to authorize anyone other than the examination team to observe the oral examination that is to be conducted by the American Board of Organizational and Business Consulting Psychology. This decision is voluntary and will not affect my candidacy with ABPP.

Name

Signature

Date

APPENDIX C. AGREEMENT TO SYNCHRONOUS AUDIO/VISUAL ORAL EXAMINATION BOARD CERTIFICATION EXAMINATION IN OBCP AMERICAN BOARD OF PROFESSIONAL PSYCHOLOGY

I understand that the decision to agree to an online (versus in-person) synchronous audio/visual oral examination rests entirely with me, the Candidate, with no requirement to do so. I understand that I have the alternate option of scheduling an in-person examination after the COVID-19 crisis, when travel and social distancing limitations are lifted, with no penalty to me as the Candidate. Informed consent includes the following condition:

I have requested and/or consented to have the ABPP Oral Examination conducted using synchronous audio/video. I understand that this procedure is being used due to the extraordinary circumstances arising out of the COVID-19 situation and is a means to proceed while protecting the safety of those involved. I understand that neither the Specialty Board nor the ABPP will consider an appeal, should one occur, that is based on a claim that this method of examination is a deviation from the normal procedure.

I, _____, agree to an online synchronous audio/visual oral examination. This decision is made with awareness of the options and condition above.

Candidate's Signature

Date

Date of Examination

Examination Chair will forward this signed form to the Regional Coordinator for filing on SharePoint site.

APPENDIX D. CONFIDENTIALITY AGREEMENT

SECURITY AGREEMENT

**ABOBCP ORAL EXAMINATION FOR
CANDIDATES FOR CERTIFICATION
CONFIDENTIALITY AND SECURITY AGREEMENT**

I understand that examination security and confidentiality is a fundamental requirement for the administration of a fair exam. It is important that ethics and other material be kept confidential.

By signing this document, I agree to keep confidential the details of materials used, especially those related to ethics, questions asked, and specific details of the process.

I may:

1. In the event of an appeal, disclose such information as is needed in order to provide documentation for my appeal.
2. If I am asked to serve as an examination mentor in the future, disclose general details of the examination process.

Signature: _____ Date: _____

APPENDIX E. CANDIDATE EVALUATION FORM

Candidate Name:

Date and Location of Examination:

The personal appraisal of the Candidate can be of great value in ABOBCP's efforts to improve the examination process. Therefore, we would appreciate it if you would complete this form on your examination experience. Your responses will in no way influence the outcome of the examination process nor will they be shared with the examination team prior to an examination decision being rendered.

1) To what extent was the examination conducted in accord with your understanding of the examination as contained in the Examination Manual?

Not at All Consistent

Somewhat Consistent

Consistent

2) To what extent did you feel that the practice areas or competency domains you had identified were adequately covered in the Oral Examination process?

Not at All Addressed

Somewhat Addressed

Fully Addressed

3) To what extent did you find the examination team to be collegial, respectful, and fair?

Not at All

Somewhat

Completely

4) In the space below and on a separate page, we encourage you to comment about any aspect of the content, format or conduct of the examination. We welcome both positive feedback and suggestions for improvement.

Please send your comments within the next 72 hours to:

American Board of Professional Psychology

ATTN: Executive Officer

Fax: 919.537.8034

Email: office@abpp.org