

# bulletin

Ontario Board  
of Examiners in  
Psychology



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Vol. 6, No.1, July 1980

## NEW BOARD MEMBER

The Board has been informed of the appointment by Order in Council 1378/80 of *John E. Callagan, Ph.D.* as a member of the Ontario Board of Examiners in Psychology, effective June 1, 1980. Dr. Callagan is replacing *Dr. William Melnyk* of Lakehead University who has retired from the Board after five years of service.

Dr. Callagan has been a Professor in the Department of Psychology at the University of Guelph since 1967 and has held academic positions in Ontario since 1958, at the University of Toronto and the University of Windsor. A graduate of the Universities of Manchester and London, Dr. Callagan's interests lie in the area of abnormal psychology. His publications have dealt with schizophrenia, crime and delinquency, social isolation, and personality. He is a past member of the Board of Directors, Ontario Association of Correction and Criminology and of the Scientific Advisory Council, Canadian Mental Health Association; and is a former chair of the Ethics Committee of the Ontario Psychological Association.

## STANDARDS OF PROFESSIONAL CONDUCT: RECENT REVISIONS

In December 1978, following its workshop to discuss the draft *Standards of Professional Conduct*, the Board circulated copies to all psychologists in Ontario. As most psychologists are aware, these standards represented an adaptation of the *Code of Professional Conduct* previously prepared by a committee of the Ontario Psychological Association and directed mainly at the private practitioner. The

Board had attempted to modify the code so that it would apply more readily to the circumstances of employed psychologists and also to the psychologist whose clients would not be considered to be "patients" or, in some cases, not even individuals, but organizations.

In view of the increasingly negative criticism directed by public policy makers in Canada toward the restrictions placed by governing bodies on professional advertising, as well as the concerns expressed by individual psychologists, the Board in its meeting of May 28, 1980 deleted a number of restrictions on announcements from *Appendix A* of the *Standards of Professional Conduct*. In the Board's view, the general statements in *Principle 4*, in the body of the Standards, provided sufficient direction to psychologists in announcing their services.

At the same meeting the Board approved the deletion of the term "*psychological service unit*" from the standards, as it had discovered that the members of the public, individuals in government and even some psychologists had tended to misinterpret the concept. Instead of "psychological service unit", the standards now refer to "*a psychologist and any persons they supervise in providing psychological services*". This change in terminology does not change the intent of the standards, but the Board recognizes some readers may not have scrutinized the definitions before interpreting the standards.

On June 18, 1980 the Board received comments on the Standards from the Board of Directors of the Ontario Psychological

Association which it intends to study in greater detail at its August meeting.

Until these and other revisions can be incorporated in a freshly printed version, the changes approved at the Board meeting of May 28, 1980 are reprinted on pages 4 to 8 inclusive.

#### SELECTING A NAME FOR A PRIVATE PRACTICE

The Board of Examiners has been referred to a number of instances in which psychologists have selected special titles for their private practices, such as "Institute for...", "Centre for...", "...Clinic", and so on; names which may suggest that the practice constitutes a large and mixed aggregate of recognized practitioners, or even some kind of institutional backing.

Appendix B, Section 2 of the *Standards of Professional Conduct* states that titles used by psychologists in announcing their practices must be in the name of the individual psychologist or in the name of a partnership where there are actual or active partners. The Board considers that names other than those of the practising psychologists are misleading and confusing to the public; and also tend to obscure the fact that it is an individual psychologist who is responsible for the conduct of a practice.

At the May 28 meeting of the Board, following receipt of a number of specific complaints, the Board decided to take immediate action to inform psychologists who are in violation of the Standards. The Board has decided to request that those psychologists who are in violation outline to the Board their timetable for reverting to a correct title for their practices: such as John Smith; or Smith and Jones; or Smith, Jones and Partners, and so on. Where the Board is aware of the inappropriate use of a title, the psychologist concerned will receive a letter from the Board. The information is published here so that it may be useful to those psychologists presently contemplating setting up a private practice.

#### SPRING EXAMINATIONS

On April 11 the written *Examination for Professional Practice in Psychology* was held in Toronto, Ottawa, London, Sudbury and Halifax. The Board is grateful to Ms. Jane Grigg, Dr. David Rommey, Professor Gilles Chagnon, Dr. David Evans and Mr. Victor Day who served as proctors.

The Board was assisted in conducting the oral examination of candidates on May 26 and 27 by:

*Diane C. Arthur, Ph.D.*, Psychologist, Child and Family Unit, Kingston General Hospital;  
*Helen Gatch Brown, M.A.*, Psychologist, Child Development Service, Children's Hospital of Eastern Ontario;  
*Philip Firestone, Ph.D.*, Assistant Professor, University of Ottawa School of Psychology; Children's Hospital of Eastern Ontario;  
*Peter M. Legate, Ph.D.*, Senior Psychologist, Nipissing Board of Education, North Bay;  
*Alvin R. Mahrer, Ph.D.*, Professor, School of Psychology, University of Ottawa;  
*John A. McGrory, Ph.D.*, Chief, Department of Psychology, Windsor Western Hospital Centre;  
*Kingsley G. Ferguson, Ph.D.*, Psychologist-in-Chief, Clarke Institute of Psychiatry;  
*Paul O'Grady, Ph.D.*, Chief Psychologist, Metropolitan Toronto Separate School Board;  
*Bruce Quarrington, Ph.D.*, Professor, Department of Psychology, York University;  
*David Rennie, Ph.D.*, Associate Professor, Department of Psychology, York University;  
*Robert A. Scheibe, Ph.D.*, Manager, Rohrer, Hibler & Replogle, Toronto Office;  
*Richard A. Steffy, Ph.D.*, Professor, Department of Psychology, University of Waterloo;  
*Diane Syer, Ph.D.*, Director, Crisis Intervention Unit, Toronto East General Hospital;  
*Christel A. Woodward, Ph.D.*, Associate Professor, Departments of Clinical Epidemiology and Biostatistics, Health Sciences Centre, McMaster University; and  
*Filson A. Young, Ph.D.*, Psychologist, Ottawa Board of Education.

PERMANENT REGISTRANTS

At its meeting on May 28, 1980 the Board approved the admission of the following psychologists to the Permanent Register:

- |                 |                     |
|-----------------|---------------------|
| Allan Anderson  | Jill Larkin         |
| James Bambrick  | Nancy Link          |
| James Belfrage  | Joan McAndrew       |
| Gilles Boulais  | Jill Moscovitch     |
| Douglas Cann    | John Munn           |
| David Chan      | Paul Nesbitt        |
| Stephen Chris   | Beth Nicota         |
| Randy Cole      | Marjorie Perkins    |
| Bruce Connell   | Ted Petit           |
| Ann Croll       | Rymantas Petrauskas |
| Will Cupchik    | Roy Raghunan        |
| Jane Faily      | Ric Reichard        |
| John Fisk       | David Reid          |
| Myrna Francis   | Myra Schiff         |
| Donald Franklin | Carlyle Smith       |
| Peter Fried     | Carl Sordoni        |
| Eva Klein       | Guy Thibaudeau      |
| Jeffrey Goldman | Michael Uriel       |
| Nancy Goodman   | Peter West          |
| Janice Hambley  | Melvin Wiener       |
| Tom Hay         | Nina Woulff         |
| Stephen Klaiman | Kathleen Wright     |

TEMPORARY REGISTRANTS SINCE FEBRUARY 1980

- |                      |                      |
|----------------------|----------------------|
| Lynne Beal           | Larry Leach          |
| Denis Bellehumeur    | Gillian Leigh        |
| Howard Bernstein     | Patricia Mason       |
| Mary Broga           | Sandra Palef         |
| Denton Buchanan      | Raymond Pavloski     |
| Raymond Cardey       | Barbara Roback-Moyal |
| Frances Cherry       | Lorcan Scanlon       |
| Ester Cole           | Anne Schlieper       |
| Mary-Ellen Francoeur | Verna-Jean Semkow    |
| Henry Frazer         | Mark Sinclair        |
| Robert Goulet        | A. Ian Smith         |
| Mary Guttman         | Elizabeth Solomon    |
| Leonard Harris       | Rhona Steinberg      |
| Iris Jackson-Whaley  | David Tucker         |
| Brian Jones          | Jean Walters         |
| John Kell            | Larry Waterman       |
| Morrie Kleinplatz    | Elizabeth Werth      |
| Kathleen Knox        | Sharon Williams      |
| Dennis Kord          | Nina Woulff          |

NOTICE

On June 18, 1980 cancellation notices were sent to all psychologists who had not paid the annual registration fee of \$150 due on May 31, 1980. Psychologists who received the notice are reminded that reinstatement on the Register is automatic upon payment of the \$175 reinstatement fee. (This amount represents \$150 regular renewal fee plus \$25 late penalty fee.)

REVISIONS TO THE STANDARDS OF PROFESSIONAL CONDUCT

Approved by the Board of Examiners on May 28, 1980  
and June 25, 1980

- A. The following changes removing references to a "psychological service unit" but without altering the meaning or intent were approved:

DEFINITIONS

Psychological Service Unit (deleted)

Psychological Services. (Inserted as first sentence):  
Psychological services refers to services provided by or under the direction of a psychologist. Psychological services include one or more of the following: ....

Original form of Principles are reprinted below followed by revised form in CAPITAL letters.

PRINCIPLE 1

- 1.1 As a member of a psychological service unit it is the responsibility of each psychologist to conduct him/herself so that all activities of the psychological service unit are in compliance with the ethics and standards of practice endorsed by the governing professional body.
- 1.1 IT IS THE RESPONSIBILITY OF EACH PSYCHOLOGIST TO CONDUCT HIMSELF/HERSELF SO THAT HIS/HER ACTIVITIES AND THOSE OF ANY PERSONS THEY SUPERVISE IN PROVIDING PSYCHOLOGICAL SERVICES ARE IN COMPLIANCE WITH THE ETHICS AND STANDARDS OF PRACTICE ENDORSED BY THE GOVERNING PROFESSIONAL BODY.
- 1.2 Where a psychological service unit includes non-psychologists as employees, trainees or members there must be clear assumption of professional authority, responsibility and accountability as well as supervision by a psychologist, who must be clearly identified to the client(s) as occupying this role.
- 1.2 WHERE A PSYCHOLOGIST SUPERVISES NON-PSYCHOLOGISTS AS EMPLOYEES OR TRAINEES IN THE PROVISION OF PSYCHOLOGICAL SERVICES THERE MUST BE A CLEAR ASSUMPTION OF PROFESSIONAL RESPONSIBILITY AND ACCOUNTABILITY AND THIS ROLE MUST BE MADE CLEAR TO THE CLIENT(S).
- 1.3 In any psychological service unit a psychologist must be responsible for planning, directing and reviewing the provision of psychological services.
- 1.3 A PSYCHOLOGIST MUST BE RESPONSIBLE FOR PLANNING, DIRECTING AND REVIEWING THE PROVISION OF ANY SERVICES PRESENTED TO THE PUBLIC AS PSYCHOLOGICAL SERVICES.

- 1.4 When employed by an institution or by individuals other than psychologists, a psychologist must be able to provide, if requested by the governing professional body, an account of his/her responsibilities and functions as well as a description of the organizational and service context.
- 1.4 A PSYCHOLOGIST MUST BE ABLE TO PROVIDE, IF REQUESTED BY THE GOVERNING PROFESSIONAL BODY, AN ACCOUNT OF HIS/HER RESPONSIBILITIES AND FUNCTIONS AND, WHEN EMPLOYED BY AN INSTITUTION OR BY INDIVIDUALS OTHER THAN PSYCHOLOGISTS, A DESCRIPTION OF THE ORGANIZATIONAL AND SERVICE CONTEXT.
- 1.5 A psychologist must comply promptly with requests from the governing professional body for information regarding his/her activities which would not violate the rights of client confidentiality.
- 1.5 A PSYCHOLOGIST MUST COMPLY PROMPTLY WITH REQUESTS FROM THE GOVERNING PROFESSIONAL BODY FOR INFORMATION REGARDING HIS/HER ACTIVITIES.
- 1.6 Where psychologists participate in a partnership that includes non-psychologists, each psychologist must assume responsibility for the planning, supervision and billing practices of the psychological service unit within the partnership.
- 1.6 WHERE PSYCHOLOGISTS PARTICIPATE IN A PARTNERSHIP THAT INCLUDES NON-PSYCHOLOGISTS, EACH PSYCHOLOGIST MUST ASSUME RESPONSIBILITY FOR THE PLANNING, SUPERVISION AND BILLING PRACTICES OF THE PSYCHOLOGICAL COMPONENT OF THE SERVICES OFFERED BY THE PARTNERSHIP.

## PRINCIPLE 2

- 2.1 A psychological service unit will include sufficient providers of psychological services to maintain the quality of the service offered.
- 2.1 SERVICES OFFERED TO THE PUBLIC BY A PSYCHOLOGIST OR UNDER THE SUPERVISION OF A PSYCHOLOGIST WILL INCLUDE SUFFICIENT PROVIDERS OF PSYCHOLOGICAL SERVICES TO MAINTAIN THE QUALITY OF THE SERVICE OFFERED.
- 2.2 Providers of psychological services who are not registered psychologists must be so supervised by a registered psychologist that the quality of services provided meet professional standards.
- 2.2 PSYCHOLOGISTS WHO SUPERVISE OTHERS ENGAGED IN THE PROVISION OF PSYCHOLOGICAL SERVICES MUST ENSURE THAT THE QUALITY OF SERVICES PROVIDED MEETS PROFESSIONAL STANDARDS.
- 2.5 Where a psychological service unit is organized within a sponsoring institution and where the most appropriate services to clients are not in accord with the expectations of the sponsoring institution, it is the supervising psychologist's responsibility to seek a resolution openly of these differences with the administration to the best advantage of clients.
- 2.5 WHERE A PSYCHOLOGIST IS OFFERING SERVICES OR DIRECTING THE SERVICES OF OTHERS WITHIN A SPONSORING INSTITUTION AND WHERE THE MOST APPROPRIATE SERVICES TO CLIENTS ARE NOT IN ACCORD WITH THE EXPECTATIONS

OF THE SPONSORING INSTITUTION, IT IS THE SUPERVISING PSYCHOLOGIST'S RESPONSIBILITY TO SEEK A RESOLUTION OPENLY OF THESE DIFFERENCES WITH THE ADMINISTRATION TO THE BEST ADVANTAGE OF CLIENTS.

- 2.8 A psychologist shall not enter any agreement, including a lease of premises, pursuant to which the amount payable by or to a psychologist or other member of a psychological service unit, directly or indirectly, is related to the amount of fees charged by any person.
- 2.8 A PSYCHOLOGIST SHALL NOT ENTER ANY AGREEMENT, INCLUDING A LEASE OF PREMISES, PURSUANT TO WHICH THE AMOUNT PAYABLE BY OR TO A PSYCHOLOGIST OR PERSONS SUPERVISED BY A PSYCHOLOGIST, DIRECTLY OR INDIRECTLY, IS RELATED TO THE AMOUNT OF FEES CHARGED BY ANY PERSON.

PRINCIPLE 4

- 4.2 All public statements, announcements of services, advertising, and promotional activities dealing with the members, facilities and services of a psychological service unit must conform to the requirements of the section dealing with public statements in the Code of Ethics endorsed by The Ontario Board of Examiners in Psychology.
- 4.2 ALL PUBLIC STATEMENTS, ANNOUNCEMENTS OF SERVICES, ADVERTISING, AND PROMOTIONAL ACTIVITIES DEALING WITH THE MEMBERS, FACILITIES AND SERVICES OF A PSYCHOLOGIST OR OF THOSE SUPERVISED BY A PSYCHOLOGIST MUST CONFORM TO THE REQUIREMENTS OF THE SECTION DEALING WITH PUBLIC STATEMENTS IN THE CODE OF ETHICS ENDORSED BY THE ONTARIO BOARD OF EXAMINERS IN PSYCHOLOGY.

PRINCIPLE 5

- 5.8 Only those psychological service units organized within school boards, post-secondary educational institutions, public hospitals, municipal or other government services may use a title or designation other than appropriately designated listing of the psychologist or psychologists involved. (See Appendix B for acceptable vocational designations and listings.) Such titles or designations, however, shall not withhold or disguise the nature of the professional services offered, nor the professional affiliation of the members.
- 5.8 PSYCHOLOGISTS DO NOT USE A TITLE OR DESIGNATION UNRELATED TO THE NATURE OF THE SERVICES THEY PROVIDE OR THE SETTING IN WHICH THEY PROVIDE THEM.

PRINCIPLE 7

- 7.2 A psychologist is responsible for informing clients early in their relationship of the limits of confidentiality of psychological information within the psychological service unit and, where relevant, within the sponsoring institutional context.
- 7.2 A PSYCHOLOGIST IS RESPONSIBLE FOR INFORMING CLIENTS EARLY IN THEIR RELATIONSHIP OF THE LIMITS OF CONFIDENTIALITY OF THE INFORMATION THEY AND THOSE THEY SUPERVISE MAINTAIN.

7.7 A psychologist who is responsible for the direction of a psychological service unit must also assume responsibility for the preservation and security of client records for a period of at least six years after the date of last entry.

7.7 A PSYCHOLOGIST MUST ALSO ASSUME RESPONSIBILITY FOR THE PRESERVATION AND SECURITY OF CLIENT RECORDS MAINTAINED BY THEMSELVES OR BY THOSE THEY SUPERVISE FOR A PERIOD OF AT LEAST SIX YEARS AFTER THE DATE OF LAST ENTRY.

B. The following changes, involving some alteration in meaning or intent were approved: (Original is reprinted and the revised version appears in CAPITAL letters, unless otherwise indicated)

2.6 Psychological services to a user must not be discontinued except at the user's request or unless other arrangements for service, acceptable to the user, have been made.

2.6 PSYCHOLOGICAL SERVICES TO A USER IN NEED OF PROFESSIONAL CARE MUST NOT BE DISCONTINUED WITHOUT MAKING REASONABLE ARRANGEMENTS IN CONSULTATION WITH AND AGREEABLE TO THE CLIENT FOR THE CONTINUATION OF SUCH CARE.

4.9 The following sentence was added:  
PSYCHOLOGISTS DO NOT USE EDUCATIONAL OR RESEARCH ACTIVITIES AS A MEANS OF SOLICITING OR ACQUIRING CLIENTS.

4.11 A psychologist shall not provide or offer to provide services to a client who is known or should be known to be receiving services of a related nature from another professional without the notification of the latter.

4.11 A PSYCHOLOGIST SHALL NOT PROVIDE OR OFFER TO PROVIDE SERVICES TO A CLIENT WHO IS KNOWN OR SHOULD BE KNOWN TO BE RECEIVING SERVICES OF A RELATED NATURE FROM ANOTHER PROFESSIONAL WITHOUT THE NOTIFICATION OF THE LATTER UNLESS IT IS IN THE CLIENT'S EXPRESSED INTEREST NOT TO MAKE NOTIFICATION OF THE LATTER.

7.3 A psychologist shall make available client information or records, as defined in Appendix C, only to those within the psychological service unit and to those professionals within a sponsoring institution who have a need to know in order to serve the client.

7.3 A PSYCHOLOGIST AND THOSE THEY SUPERVISE SHALL MAKE AVAILABLE CLIENT INFORMATION OR RECORDS, AS DEFINED IN APPENDIX C, ONLY TO THOSE PROFESSIONALS WHO HAVE A NEED TO KNOW IN ORDER TO SERVE THE CLIENT. INFORMATION WILL BE RELEASED ONLY WITH THE PERMISSION OF THE CLIENT, TO BE USED ONLY IN THE INTEREST OF THE CLIENT, AND PRESENTED IN A FORM WHICH, IN THE JUDGMENT OF THE PSYCHOLOGIST, IS CLEAR AND NOT LIKELY TO BE MISUNDERSTOOD BY THE RECIPIENT.

- 7.8 Where a psychological service unit discontinues functioning it is the responsibility of the directing psychologist to see that client records are preserved and secured for at least two years after the discontinuance of services. Where records must be transferred to another person this transfer must be to a psychologist or to the governing professional body.
- 7.8 WHERE A PSYCHOLOGICAL SERVICE UNIT DISCONTINUES FUNCTIONING IT IS THE RESPONSIBILITY OF THE DIRECTING PSYCHOLOGIST TO SEE THAT CLIENT RECORDS ARE PRESERVED AND SECURED FOR AT LEAST TWO YEARS AFTER THE DISCONTINUANCE OF SERVICES. WHERE RECORDS MUST BE TRANSFERRED TO ANOTHER PERSON THIS TRANSFER MUST BE TO A PSYCHOLOGIST.
- 8.3 A psychologist shall not accept a gift from a client.
- 8.3 A PSYCHOLOGIST SHALL NOT ACCEPT A GIFT OF MORE THAN TOKEN VALUE FROM A CLIENT.

APPENDIX A, 2. Telephone Directory Listings

- 2.(c) Where a practice is limited to certain areas of psychological service, the additional phrase "Practice limited to... (plus a brief statement of a recognized field)" may be included.
- 2.(c) WHERE A PRACTICE IS LIMITED TO CERTAIN AREAS OF PSYCHOLOGICAL SERVICE, ONE OF THE ADDITIONAL PHRASES "PRACTICE LIMITED TO" OR "PRACTICE IN" ... (PLUS A BRIEF STATEMENT OF A RECOGNIZED FIELD) MAY BE INCLUDED.
- 2.(f)(iii) listed only in the telephone directory for the geographical area in which the psychologist practises or one adjacent area, or both. Prior permission of the Ontario Board of Examiners in Psychology is required for listing in directories of additional geographical areas (Deleted)
- 2.(f)(iv) is listed only in one place (Deleted)
5. Published Announcements of Regular Services (Deleted)
6. Mailed Announcement Cards of Phasic Services (Deleted)
7. Published Announcements of Phasic Services (Deleted)