

BOARD OF EXAMINERS IN PSYCHOLOGY  
POLICY STATEMENT  
REGARDING LICENSEES WORKING ON AN EXPIRED LICENSE

The Board of Examiners in Psychology realizes that an individual may unintentionally allow his/her license or certificate to expire. However, statute prohibits an individual from working as a Psychologist, Senior Psychological Examiner, Psychological Examiner or Certified Psychological Assistant unless he/she has an active license or certificate. Acknowledgement is given to the fact that this problem exists; however, the Board cannot overlook an individual working on an expired license. With this in mind, the Board has adopted the following procedures for discipline:

- 1) The Board will allow a three (3) month grace period for renewal from the expiration date of the license or certificate, without penalty. Only the one hundred dollar (\$100.00) late renewal fee will be assessed.
- 2) The Licensee will then pay one hundred dollars (\$100.00) per month for each month the licensee practices on an expired license beyond the grace period.
- 3) This civil penalty will be assessed in the form of an Agreed Citation which is an offer of settlement to pay the appropriate fine. The licensee will have the option to accept the Agreed Citation, waiving the right to appear before the Board, or the licensee shall have the right to a contested case before the Board.
- 4) Should the licensee fail to pay the appropriate fine through an agreed citation, the Tennessee Department of Health, Office of General Counsel will file a formal disciplinary action against the licensee which will give the right to the licensee to appear before the Board and could result in additional penalties, costs, and disciplinary actions.

This Policy Statement was adopted by the Board of Examiners in Psychology on the 29th of January 2009.