

PRACTICE SAMPLES

The Curriculum Vitae and Professional Statement provide the Candidate with the opportunity to communicate about him/herself as a Clinical Child and Adolescent Psychologist and serve as a basis for discussion in the Oral Examination. The Curriculum Vitae and Professional Statement are required for all Candidates. Individuals who do not elect the Senior Psychologist Option must also submit two work samples from two of the five specialty specific competency domains: science base and application, assessment, intervention, consultation, and supervision/teaching/management (if applicable). The same client/patient cannot serve as the basis for both work samples. For detailed information on the requirements for the practice sample, see **Forms D-1 - D-5**. For the Senior Psychologist Option, see **Form D-6**. This option may be elected by Candidates qualified as senior.

CURRICULUM VITAE

All practice samples must include a Curriculum Vitae detailing the Candidate's professional contributions. The Curriculum Vitae must include educational and training background, professional roles and responsibilities, and professional contributions (e.g., service activities, publications, presentations, grants).

PROFESSIONAL STATEMENT

The Professional Statement (no more than 10 double-spaced, typewritten pages) must address in separate sections each of the following items:

- 1) Description of current professional work (employment and professional activities at the local, state, and national level), continuing professional education activities, long term plans in psychology, and reasons for board certification
- 2) Evidence of science base and application by addressing (a) discussion of evidence base that informs one's practice as a Clinical Child and Adolescent Psychologist OR (b) description of one's own current research activities
- 3) Assessment, intervention, consultation, and supervision/teaching/management activities (the latter only if applicable) and theoretical and empirical basis for these activities
- 4) Examples of handling of complex interpersonal interactions in the domains of scholarship, assessment, intervention, consultation, and supervision/teaching/management (the latter only if applicable)
- 5) Examples of awareness of individual and cultural diversity as pertinent to one's scholarship, assessments, interventions, consultations, and supervision/teaching/management (the latter only if applicable)
- 6) Description of a meaningful and challenging ethical dilemma personally encountered, the aspects of the APA Ethical Principles of Psychologists and

Code of Conduct pertinent to the dilemma, and how the dilemma was managed

- 7) Verification that no ethical/legal action has been taken against Candidate since candidacy

Also, please include a copy of your Informed Consent and Health Information Portability and Privacy Act (HIPPA) documents.

(See **Form E** for more details.)

TAPED PRACTICE SAMPLES

The Practice Sample includes two videotapes or DVDs of professional work (three copies of a **single** video cassette or DVD including both topics) of approximately 50 minutes each. These videotapes/DVDs should be made no more than six months prior to the submission. The Candidate may select to provide taped practice samples reflecting two of the following competency domains: assessment, intervention, consultation, and supervision/teaching/management (if applicable). The taped (video, DVD) practice samples will depict **two of the following**: (1) an unrehearsed psychological assessment or evaluation; (2) an unrehearsed intervention (any modality) drawn from typical clinical practice; (3) an unrehearsed consultation in any context drawn from typical practice; or (4) an unrehearsed demonstration of clinically relevant teaching, supervision, or management activities. It is not acceptable to provide two samples of the same competency domain (e.g., two assessment samples).

The Assessment Practice Sample may include psychological testing or an intake evaluation. If the Assessment Practice Sample includes test administration, the tape must be that portion during which rapport building and any interviewing takes place. Videotape/DVD solely depicting a test administration is not satisfactory. In other words, the videotape/DVD also must include another component of the testing process such as the development of rapport, the pre-assessment clinical interview, or the provision of feedback, in addition to the actual test administration. Where standardized assessment instruments are used, the Candidate should demonstrate a thorough knowledge of the construction, administration and interpretation of such instruments. Note that formal testing is not required for an Assessment Practice Sample.

The Intervention Practice Sample may include an example of ongoing therapy. An in-depth assessment feedback session may also be used. The Candidate may be queried as to how he/she handled the issues of confidentiality, informed consent, and privacy with the client/patient.

The Consultation Practice Sample may include an example of a clinical consultation.

A Supervision or Management Practice Sample may include a demonstration of performance in supervision or management activities. A teaching sample is not acceptable.

The two practice samples cannot use the same client/patient and they must reflect different aspects of the Candidate's practice. Both samples must include copies of all source documents and contextual statements that contain the information described in **D2-D5. Each written practice sample should be 1000-1500 words in length.**

Candidates are encouraged to submit video samples that reflect their competence and expertise (typical rather than exemplary situations are expected) and that depict their interactive style in their professional context(s).

The videotapes (T-120 VHS half-inch format, recorded in a continuous, unedited 50-minute-run at standard 2 hour speed) or DVDs shall continuously provide audible interactions between the Candidate and the other participant(s) (e.g., client/patient, student, colleague) and depict visible interactions, preferably between the Candidate and other participant(s), but in all cases at least the Candidate. Both samples must be submitted on one standard VHS cassette or DVD. **Good audio and video quality is essential.** If a tape or DVD should have moments of lowered audio quality, the Candidate should submit three copies of a typed verbatim transcript, clearly marked to show those areas of lowered audio quality.

Participant consent forms (**Form F** or the equivalent) **must** be obtained by the Candidate and maintained for his/her case records. **Candidates must send a brief attestation that written informed consent was secured.**

It is suggested that the consent form be obtained as part of the taping process. This includes the explanation of the nature and purpose of the examination, the fact that those involved in the examination process will review the Practice Sample, and that the tape will be returned to the Candidate for erasure upon completion of the examination. **Candidates should take great care to remove all identifiers from all materials, including test protocols.**

SCORING

The Practice Sample is considered to be an integral component of the examination process and will be reviewed by the Examination Team according to specified criteria (Scoring Criteria, and **Form G**). Team members work independently according to the criteria and vote on acceptability. The Chair also votes. Reviews are recorded in the Practice Sample column of **Form G**. The results are faxed by the Chair to the ABPP Central Office using **Form H**, and if necessary, **Form I** (failure). On **Form I**, it is necessary to provide specific details for the failure that can serve as a guide for a revised application. Positive aspects of the practice sample and/or the oral component also should be noted if applicable. This feedback must be based on the competencies as delineated in the manual. This feedback will be sent directly to the Candidate. Be sure this feedback is offered in a constructive fashion. See Section IX on process for providing feedback to Candidates who fail. Central Office will refer them to the contact person for the AACCP who will help them to secure a mentor.

1. If the Practice Sample meets the pass criterion (a minimum of two passing votes), the Candidate then proceeds to the oral portion of the examination.
2. If the Practice Sample does not meet the pass criterion, the Candidate is notified through Central office with a report specifically detailing the reasons for disapproval. The examination process is halted at this point. In such an event, the candidate may submit a new practice sample to the ABCCAP Practice Sample Coordinator and fee to ABPP Central Office. A new Examination Team, including a new Chair, will be assembled to review this new Practice Sample.

FORM D-1: PRACTICE SAMPLE CHECKLIST

CANDIDATE	REGIONAL BOARD MEMBER	EXAMINER	MATERIALS
			Three typewritten copies of the Curriculum Vitae and Professional Statement
			Three typewritten copies of the Sample Details and supplemental materials if applicable (e.g., testing raw materials and protocols, with any answer sheets, profiles, and computer printouts if formal assessment is conducted) for the two different work samples (i.e., assessment, intervention, consultation, supervision or management) (not necessary for Senior Exams)
			Three copies of a 50-minute, unedited videotape/DVD of the two different Practice Samples, where both the Candidate and the Client/patient are visible and both the Candidate and Patient/Candidate are clearly audible. BOTH segments are on one cassette of standard-play VHS tape or DVD. (not necessary for Senior Exams)
			\$250 Practice Sample fee submitted to ABPP Central Office

FORM D-2: ASSESSMENT PRACTICE SAMPLE

CHECK WHEN COMPLETE	REQUIRED INFORMATION
	Contextual Statement: with dates of client patient contacts, Non-identifying descriptive information, presenting Problem, brief history
	Rationale for procedures used
	Copies of all raw data (if applicable)
	Formation and discussion of the problem in terms of identified theory of practice and relevant research
	Diagnosis (Axis I – V)
	Recommendations
	Discussion of the individual and cultural diversity and ethical/legal considerations involved
	Reflective comment on the Candidate’s own behavior and The interpersonal interactions in the sample
	Copy of the full professional written report (if applicable)
	Attestation that written informed consent was secured
	MATERIALS MUST HAVE BEEN COLLECTED WITHIN THE SIX MONTHS PRIOR TO SUBMISSION AND SUBMITTED WITHIN ONE YEAR AFTER SUCCESSFUL CANDIDACY DETERMINATION

FORM D-3: INTERVENTION PRACTICE SAMPLE

CHECK WHEN COMPLETE	REQUIRED INFORMATION
	Contextual statement with dates of client/patient contacts, current session number in total sequence, non-identifying descriptive information and history, presenting problem, course of treatment, diagnosis (Axis 1-V)
	Theoretical and empirical rationale for interventions used and goals for present intervention
	Formulation and discussion of the intervention in terms of identified theory of practice and relevant research
	Discussion of the individual and cultural diversity and ethical/legal considerations involved
	Reflective comment on the Candidate's own behavior and the interpersonal interactions in the sample
	Copy of the full professional written report (if applicable)
	Attestation that written informed consent was secured
	MATERIALS MUST HAVE BEEN COLLECTED WITHIN THE SIX MONTHS PRIOR TO SUBMISSION And SUBMITTED WITHIN ONE YEAR AFTER SUCCESSFUL CANDIDACY DETERMINATION

FORM D-4: CONSULTATION PRACTICE SAMPLE

CHECK WHEN COMPLETE	REQUIRED INFORMATION
	Contextual statement with dates of consultation contacts, non-identifying descriptive information of the consultation context, purpose and goals of consultation, brief history of consultation
	Theoretical and empirical rationale for consultation activities used, goals for present consultation, and recommendations
	Formulation and discussion of the consultation in terms of identified theory of practice and relevant research
	Discussion of the individual and cultural diversity and ethical/legal considerations involved
	Reflective comment on the Candidate's own behavior and the interpersonal interactions in the sample
	Copy of the full professional written report (if applicable)
	Attestation that written informed consent was secured
	MATERIALS MUST HAVE BEEN COLLECTED WITHIN THE SIX MONTHS PRIOR TO SUBMISSION And SUBMITTED WITHIN ONE YEAR AFTER SUCCESSFUL CANDIDACY DETERMINATION

FORM D-5: SUPERVISION OR MANAGEMENT PRACTICE SAMPLE

CHECK WHEN COMPLETE	REQUIRED INFORMATION
	Contextual statement with dates of supervision or management activity, non-identifying descriptive information of the context, purpose and goals of the activity, brief history of the supervisory or management relationship
	Theoretical and empirical rationale for the activities used, goals for present activity, and recommendations
	Formulation and discussion of the supervision or consultation in terms of identified theory of practice and relevant research
	Discussion of the individual and cultural diversity and ethical/legal considerations involved
	Reflective comment on the Candidate's own behavior and the interpersonal interactions in the sample
	Copy of the full professional written report (if applicable)
	Attestation that written informed consent was secured
	MATERIALS MUST HAVE BEEN COLLECTED WITHIN THE SIX MONTHS PRIOR TO SUBMISSION AND SUBMITTED WITHIN ONE YEAR AFTER SUCCESSFUL CANDIDACY DETERMINATION
	* A teaching work sample is not acceptable

FORM E: PROFESSIONAL STATEMENT

The Candidate should answer all questions in 10 or fewer double spaced, typewritten pages and submit this material with the Practice Sample.

1. Tell the committee about the professional work in clinical child and adolescent psychology that you are engaged in at this time. Be sure to focus on your current employment and professional activities at the local, state, and national level; continuing professional education activities; long term plans in psychology; and reasons for seeking board certification.
2. Please provide evidence for the ways in which you utilize or contribute to the current science base by addressing one of the two following points. (a) Discuss the evidence base that informs your practice, including how you determine if your activities as a Clinical Child and Adolescent Psychologist are effective; or (b) describe your own current clinical-research activities and how these inform practice.
3. Discuss your current assessment, intervention, consultation, and supervision/teaching/management activities (the latter only if applicable) and both the theoretical and empirical basis for these activities. This discussion should include a description of your professional theoretical framework and a discussion of how researchers and theorists in the field have influenced you. If you call yourself eclectic or integrative, describe at least three major themes in your eclecticism or integrative model. Address ways in which your theoretical model informs your attitude toward individual and cultural diversity considerations as these impact your assessment, intervention, consultation, and supervision/teaching/management activities (the latter only if applicable).
4. Please provide examples of handling of complex interpersonal interactions in the domains of scholarship, assessment, intervention, consultation, and supervision/teaching/management (the latter only if applicable).
5. Please share specific examples of awareness of individual and cultural diversity as pertinent to your scholarship, assessments, interventions, consultations, supervision/teaching/management (the latter only if applicable), and interpersonal interactions.
6. Describe in 1-2 paragraphs an ethical dilemma encountered in your work as a Clinical Child and Adolescent Psychologist. Address what aspects of the APA Ethical Principles of Psychologists and Code of Conduct it related to and how you handled the dilemma. If applicable, address diversity considerations that arose in resolving this dilemma.
7. Verify that no ethical/legal action has taken place since admission to candidacy.

Enclose three copies of your Curriculum Vitae, Enclose a Copy of your Informed Consent (unless doing the Senior Psychologist without tapes), and Health Information Portability and Privacy Act (HIPPA) Documents

FORM F: VOLUNTARY CONSENT AGREEMENT

American Board of Clinical Child and Adolescent Psychology
American Board of Professional Psychology

I, _____, agree to participate in a psychological service, which includes TAPING (video/DVD) of an assessment, intervention, consultation, or supervision/teaching/management activity.

Name

Relationship

Name

Relationship

I am aware that the assessment, intervention, consultation, supervision/teaching/management activity will be taped (video/DVD) for the purpose of being observed by psychologists who will be evaluating Dr.

_____, a licensed psychologist applying for Board Certification by the American Board of Clinical Child and Adolescent Psychology (ABCCAP), a Specialty Board of the American Board of Professional Psychology (ABPP). No one other than those involved in the examination process will be allowed to observe the videotape/DVD and related documents. The videotape/DVD and related documents will be returned to Dr. _____ immediately upon completion of the examination.

I recognize that my participation in this process is entirely voluntary and not a requirement to receive psychological services. I have been told that I will receive a copy of this consent form.

Date: _____ Participant: _____

Date: _____ Participant: _____

Date: _____ Psychologist: _____

Candidate will keep the original of this consent agreement for her/his records and not mail it with the practice samples. There is no need for this form to be given to the Examination Team.