

## Annual CAPIC Program Attestation: 2018-19

### Overview for Annual CAPIC Program Attestation

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#### Page description:

CAPIC has updated its Quality Assurance procedures, including its annual attestation requirement, which is given here.

Starting with the 2018-19 year, CAPIC program members must attest to their compliance with a significantly more articulated list of CAPIC membership criteria, policies and procedures. This attestation (given below) is separate from the additional requirements that (a) programs keep their online profile up-to-date and (b) programs pay their annual membership dues. More details are provided on CAPIC's [Quality Assurance](#) webpage.

This online attestation identifies specific key areas where compliance is important. It is intentionally detailed, and is meant to help ensure that our programs remain aware of CAPIC membership criteria, policies and procedures, and the importance of following them. Still, most of these items, especially the membership criteria, should be familiar to you. I estimate that this attestation should take less than 15 minutes to complete, especially for more experienced CAPIC program members.

This online survey also provides links to references/sources for various areas for your

**convenience. Please be sure to right-click on links to open them in a new tab -- and to avoid mistakenly leaving the online attestation.**

**A PDF copy of this online attestation will be emailed to you for your own records upon completion and attestation. This PDF will also include the reference/source links found in the survey itself for your future reference.**

**Please also note that completion of this attestation is required prior to an internship program will be allowed to accept completed applications in the CAPIC online match or prior to a doctoral academic program's students to be allowed to rank individual internship sites/tracks.**

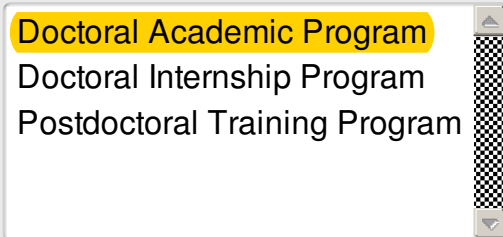
**Thanks in advance for your assistance to make our Quality Assurance program more efficient and helpful.**

René Puliatti  
CAPIC Executive Director

# 1. What Category of CAPIC Program Do You Represent?

\*

If you represent more than one type of CAPIC program (e.g. Internship and Postdoc), you must complete this survey attestation separately for each CAPIC program type.



Doctoral Academic Program  
Doctoral Internship Program  
Postdoctoral Training Program

## Doctoral Academic Programs

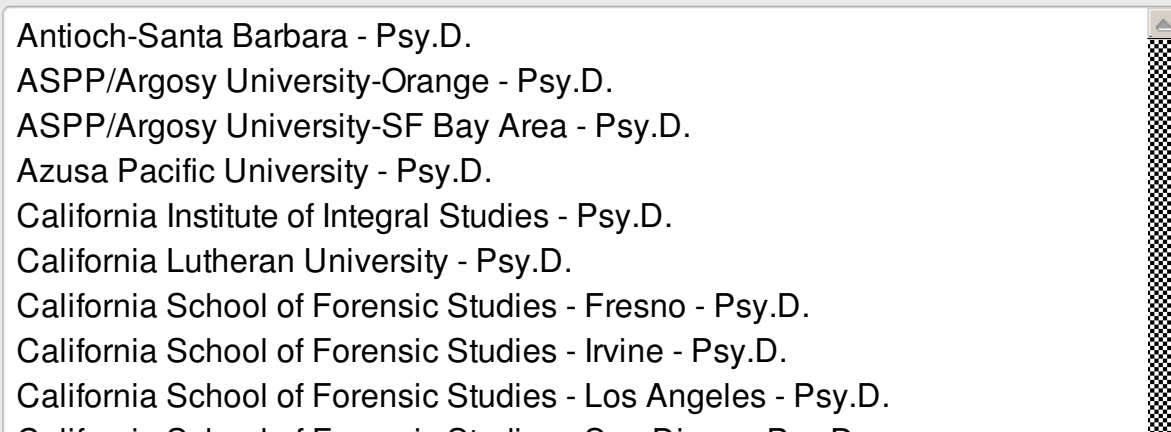
# CAPIC Doctoral Academic Program - Annual

## Attestation

NOTES:

- If you are the authorized representative for more than one CAPIC program, you will need to complete a separate attestation for each program.
- FYI, we will ask for your name and email address at the end of this attestation..

Doctoral Academic Program Name \*



Antioch-Santa Barbara - Psy.D.  
ASPP/Argosy University-Orange - Psy.D.  
ASPP/Argosy University-SF Bay Area - Psy.D.  
Azusa Pacific University - Psy.D.  
California Institute of Integral Studies - Psy.D.  
California Lutheran University - Psy.D.  
California School of Forensic Studies - Fresno - Psy.D.  
California School of Forensic Studies - Irvine - Psy.D.  
California School of Forensic Studies - Los Angeles - Psy.D.  
California School of Forensic Studies - San Diego - Psy.D.

California School of Forensic Studies - San Diego - Psy.D.  
California School of Forensic Studies - San Francisco - Psy.D.  
CSPP/Alliant- Fresno/PhD  
CSPP/Alliant-Fresno/PsyD  
CSPP/Alliant - Hong Kong/SCOPE  
CSPP/Alliant- LA/PhD  
CSPP/Alliant-LA/PsyD  
CSPP/Alliant-Sacramento/PsyD  
CSPP/Alliant-SD/PhD  
CSPP/Alliant-SD/PsyD  
CSPP/Alliant-SF/PhD  
CSPP/Alliant-SF/PsyD  
Capella University  
The Chicago School - Los Angeles - Psy.D. in Applied Clinical Psychology  
The Chicago School - Los Angeles - Psy.D. in Clinical Forensic Psychology  
The Chicago School - Los Angeles - Psy.D. in Clinical Psychology  
Fielding Graduate Institute - Psy.D.  
Fuller Theological Seminary - Ph.D. and Psy.D.  
John F. Kennedy University - Psy.D.  
Pacifica Graduate Institute - Ph.D.  
Palo Alto University - Ph.D (Formerly Pacific Graduate School of Psychology)  
Pepperdine University - Psy.D.  
Phillips Graduate Institute - Psy.D.  
Rutgers University, GSAPP (Clinical PsyD)  
Saybrook University - Ph.D. and Psy.D  
Sofia University - Psy.D. (Formerly Institute of Transpersonal Psychology)  
University of La Verne - Psy.D.  
University of San Francisco - Clinical Psychology Program  
Wright Institute - Psy.D.  
Other

If you selected "Other" above, please specify the name of your Doctoral Academic Program. You should also contact the CAPIC Office ([capicadmin@capic.net](mailto:capicadmin@capic.net)) to ensure that your program is properly set up in our system.

ID 202

The following items are taken directly from the official membership criteria for CAPIC doctoral academic programs, posted [here](#) on the CAPIC website. *(Be sure to **Right-click** on any links to open in a **new** tab - and to avoid leaving this online attestation by mistake!)*

**I, as my program's authorized representative, attest to the following:**

ID 196

2. The psychology doctoral academic program meets the requirements outlined in Section 1386 of the California Board of Psychology Laws and Regulations or equivalent for the state or province in which the program is located. \*

- Yes
- No - Explanation Write In (Required)

ID 197

3. The psychology doctoral academic program meets one of the following criteria:

Option A: Is accredited by the American Psychological Association (APA)/Commission on Accreditation (CoA)

Option B:

Offers one of the following degrees: Psy D or PhD in either: a. clinical psychology b. counseling psychology c. school psychology;

And has existed for two consecutive years.

And is offered by an institution that is at least regionally accredited.

\*

- Option A.: Is APA/CoA accredited
- Option B: Regionally-Accredited and PsyD/PhD and Clinical/Counseling/School/ and 2+ Years
- Meets Neither Criteria - Explanation Write In (Required)

ID 198

4. The doctoral academic program requires the following prerequisites for internship application:

a. Completion of 48 semester/trimester or 72 quarter units of doctoral coursework in psychology, not including thesis, internship or dissertation, as stated in the California Board of Psychology Laws and Regulations, Section 1387(a).

\*

- Yes
- No - Explanation Write In (Required)

ID 199

5. The doctoral academic program requires the following prerequisites for internship application:

b. Completion of a minimum of 500 program-approved practicum hours as part of the doctoral academic program.

\*

- Yes
- No - Explanation Write In (Required)

ID 200

6. The doctoral academic program requires the following prerequisites for internship application:

c. Completion of a doctoral internship as part of the doctoral academic program.

\*

- Yes
- No - Explanation Write In (Required)

ID 201

7. The psychology doctoral academic program requires the following prerequisites for internship application:

d. Doctoral-level training in the following areas:

- (1) Professional ethics and California law or equivalent state or provincial law.
- (2) Developmental or lifespan psychology
- (3) Theories of psychopathology and diagnosis
- (4) Clinical theories and interventions
- (5) Multicultural competency and social justice/diversity
- (6) Diagnostic assessment.

\*

- Yes - Doctoral-level training in all six areas
- No - Explanation Write In (Required)

ID 207

## CAPIC Policies and Procedures.

In addition to membership criteria, it is important that program members understand -- and agree to abide by -- CAPIC policies and procedures, most notably regarding the online match process and Quality Assurance/Grievance procedures. The key ones are noted below:

**I, as my program's authorized representative, attest to the following:**

ID 206



**8. The doctoral academic program agrees to abide by the following CAPIC internship match policies and procedures:**

- a. To register only eligible students from the doctoral academic program for the online internship match.
- b. To confirm the program's students eligibility and readiness for internship.
- c. To help the program's students to navigate the CAPIC online match process.
- d. To help ensure that the program's students comply with CAPIC online match policies (e.g. that an online match constitutes a binding internship agreement, that students are responsible for ensuring they do not match with both APPIC/APA and CAPIC internships, etc.) and procedures (e.g. that online ranking must be done by the given deadline). See references below.

*References: (Right-click on links below to open in a new tab to avoid leaving this online attestation!)*

- All of the materials below are posted on the [All Forms](#) page of the CAPIC website.
  - The CAPIC Eligibility and Readiness Form (CERF) is posted [here](#) on the CAPIC website.
  - The formal CAPIC Online Match Offer and Acceptance Policy is posted [here](#) on the CAPIC website.
  - CAPIC Online Match procedures are outlined on the various [Online Match](#) pages on the CAPIC website.
    - The [FAQ webpage](#) also provides answers to the most common online match questions.
  - CAPIC online match procedures and tutorials for students are posted [here](#) on the CAPIC InternFit platform.
  - CAPIC online match procedures and tutorials for DCT's are posted [here](#) on the CAPIC InternFit platform.

\*

- Yes to all.
- No - Explanation Write In (Required)

9. The doctoral academic program understands and agrees to abide by the following other policies and procedures:

**a. Starting with the 2018-19 training year, CAPIC will no longer resolve individual grievances, but will address such matters from a Quality Assurance perspective.** CAPIC will continue to address these issues in terms of Quality Assurance (e.g. program compliance with CAPIC membership criteria and/or policies), and will refer a complainant to outside entities for further assistance (e.g. the CA Board of Psychology (BoP)), as appropriate. Internships continue to be required to follow their own due process procedures.

b. The doctoral academic program agrees to work with its students and their internship programs to prevent and/or resolve conflicts, ideally by mutual agreement when possible and appropriate. The primary relationship in an internship agreement is that between the internship and the student, with students' doctoral academic programs providing support and advocacy for their students.

c. The doctoral academic program and its students agree to abide by APA ethical standards, as required by the CA BoP. I understand that this same standard applies for CAPIC internship and postdoctoral programs.

d. The doctoral academic program agrees to help its students comply with basic CA BoP rules and regulations, including but not limited to the proper completion of weekly supervisory logs, of Supervision Agreement forms (prior to the start of any client care or Supervised Professional Experience), and of Verification of Experience forms (at the end of the internship).

*References: (Right-click on links below to open in a new tab - and to avoid mistakenly leaving this online attestation!)*

- The formal CAPIC Online Match Offer and Acceptance Policy is posted [here](#) on the CAPIC website.

- CAPIC Quality Assurance and Grievance policies and procedures are posted [here](#) on the CAPIC website.

- The "Useful Info to CAPIC Interns" doc is posted [here](#) on the CAPIC website.

- The CA BoP Supervision Agreement and Verification of Experience forms are posted [here](#) on

the CA BoP website.

- The California Board of Psychology (CA BoP) rules and regulations (including incorporation of APA ethical standards) are posted [here](#) on the CA BoP website.

\*

- Yes to all.
- No - Explanation Write In (Required)

 210

10. CAPIC membership criteria, policies and procedures meet -- and often exceed -- requirements for licensure as a psychologist at a formal internship/postdoctoral program as set by the CA Board of Psychology (BoP).

A. The doctoral academic program understands that, while CAPIC requirements meet CA BoP standards, licensure requirements for psychologists vary from state to state and that acceptance by other state licensing boards is not guaranteed, and that some employers (e.g. US Department of Veterans Affairs aka VA) do not accept internship experience gained at CAPIC internship/postdoctoral programs.

B. To affirm this understanding, out-of state (OOS) doctoral academic programs agree to complete a separate attestation clarifying these issues, and also agree that their students must also complete an analogous attestation in order to obtain a CAPIC internship.

References: (**Right-click** on links below to open in a **new tab** - and to avoid mistakenly leaving this online attestation!)

- More information about CAPIC standards and its unique place in psychology training in California is posted [here](#) on the CAPIC website.

- California Board of Psychology (CA BoP) rules and regulations are posted [here](#) on the CA BoP website.

- The separate attestation for DCT's of Out-of-State (OOS) Doctoral Academic Programs is

posted here:

<http://www.surveygizmo.com/s3/1626303/Doctoral-Attestation>.

- The separate attestation for students at Out-of-State (OOS) Doctoral Academic Programs is posted here:

<http://www.surveygizmo.com/s3/1626175/Student-Attestation>.

\*

- A. Yes to A (Required for all Doctoral Programs).
- B. Yes to B. (Required only for OOS Doctoral Programs)
- No - Explanation Write In (Required)

\*

ID 212

11. Violations of CAPIC membership criteria, policies or procedures are reviewed by the CAPIC board. If a shortfall is found, CAPIC will offer assistance and/or guidance to help the program to address it, as appropriate.

The doctoral academic program understands that violations of CAPIC membership criteria, policies or procedures may result in remedial or disciplinary actions, up to and including expulsion or exclusion from membership or participation in CAPIC activities, and agrees to abide by the determination of the CAPIC board in these matters.

For example, a violation could result in a student or program being ineligible to participate in future CAPIC matches and/or stipend award programs. A violation by a Program member could also result in its CAPIC membership being revoked.

*References: (Right-click on link below to open in a new tab - and to avoid mistakenly leaving this online attestation!)*

- More information about CAPIC's Quality Assurance program is posted [here](#) on the CAPIC website.

\*

Yes to Understanding and Agreeing to Abide.

No - Explanation Write In (Required)

## CAPIC Program Annual Attestation - Internship Programs

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ID 60

# CAPIC Doctoral **Internship** Program - Annual Attestation

Doctoral **Internship** Program Name \*

If your internship is not listed here, please select "Other" (at the bottom of the list)

## [Annual Attestation for CAPIC Program Members:](#)

**If you need to make any changes to your attestation responses, please select the Back button below and make those changes before submitting your attestation here.**

**When ready, please enter your name and date below and click the submit button to file this program's attestation.**

Your attestation is not complete until electronically submitted here.

**By submitting this attestation electronically, I attest that all responses provided are true to the best of my knowledge and that I have not intentionally misrepresented myself or my program in any way.**

\*

Full Name and Degree

ID 233

47. Title

ID 263

48. Email Address.

*When your completed attestation form is submitted, a copy will automatically be sent to the email address you provide here, so please be sure it is entered correctly. Thanks!*

ID 236

49. Today's Date (mm/dd/yy) \*



**Thank You!**

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ID 101

[question('value'), id='34']:

**Thanks for completing this annual attestation regarding CAPIC membership criteria, policies and procedures for your program.**

You should receive an automated email from "CAPIC Office" with a PDF copy of this attestation shortly for your own records. It sometimes takes the system a few hours to send this email so please be patient. Thanks!

This PDF copy includes the various references noted throughout this attestation, and may also serve as a useful reference for you.

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Please note that this annual attestation is separate from the requirements (a) to keep your online profile accurate and up-to-date and (b) to pay your annual membership dues.

Full profiles of CAPIC internship and postdoctoral programs are maintained on the [Therasoft platform](#).

Internships and Postdocs should click "Login" on that page to edit their full profile. No login is required to View profiles.

Key online match profile info for CAPIC internship and doctoral academic programs is separately maintained on the [InternFit platform](#).

Click "Sign In" on that page to edit your online match info (e.g. contact info; acceptable sites; track names and # of open positions).

Again, thanks for your help in making our Quality Assurance program more efficient and useful..

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