

August 31, 2023

Fr: BCASP Executive Committee

Re: **Formal Notice of changes to School Psychology Services in BC and BCASP**

Dear Members:

The intention of this communication is to inform all members of BCASP (Active and Inactive) of the approaching deadlines and status of the expedited application process to the College of Psychologists of British Columbia (CPBC). To some of you this information may seem repetitive; however, the purpose of this communication is to reach all Active and Inactive members to ensure they have been informed and can take part in this opportunity. As such, this will be posted to the BCASP website, as well as sent to the email addresses provided to BCASP. This is an extremely high stakes time and individual members are responsible for the consequences to your employment eligibility, activities you can perform (e.g., diagnosis), as well as the title you can report after May 1, 2024 if you chose to not apply and complete the application process to CPBC.

As a BCASP member, you must:

- Have paid for and submitted your application form to CPBC **before November 1, 2023**. This is your responsibility to complete. If you haven't already done so or have not received an invitation from CPBC to the application portal, you may begin the process by (<https://collegeofpsychologists.bc.ca/school-psychologists/>). Please contact CPBC if you have any questions about the application process.

*All **Active and Inactive** BCASP members can apply to CPBC. Please do not delay this process as after the November 1<sup>st</sup> deadline, you will not be eligible for the Expedited BCASP Certified Application Process. After that time, anyone applying to CPBC to become a licensed school psychologist will need to do the ongoing application process to be reviewed and vetted by CPBC.*

As part of the application, and with your consent, BCASP can share the required information that is in your membership file (e.g., transcripts). Please complete the consent form you can find here (<https://bcasp.ca/wp-content/uploads/2023/04/Consent-Form.pdf>) or at the College of Psychologists website here: <https://collegeofpsychologists.bc.ca/cpbc-bcasp-consent/>).

Additionally, BCASP is asked by CPBC to verify the status of the member/applicant. This means that we need to provide a letter saying that the member is in good standing with BCASP<sup>1</sup>.

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<sup>1</sup> 3.3.2 Member in Good Standing Member in Good Standing is the status assigned to a Member of BCASP when he, she, or they has remained current on BCASP's annual membership fees, followed BCASP's Code of Ethics and Standards of Practice, has complied with all BCASP's explicit obligations, engages in ongoing learning through BCASP's Continuing Competence Program, while not being subject to any form of sanction, suspension or disciplinary censure, nor has been found at fault of an ethical complaint. All members are in good standing unless he, she or they: (a) have failed to pay current annual membership fee or any other subscription or debt due and owing to the society, (b) are in breach of Standard 2.2, (c) have had an ethical complaint whose resolution was determined that the member is not in keeping with BCASP Standards, (d) are in breach of Standard 2.3, or have not completed the required 25 hours of continuing competency.

*Letters of Good Standing continued:*

- In brief, BCASP will write letters of good standing for those members who:
  - do not owe a debt to our society (annual membership fees are up to date),
  - do not have an unresolved ethical complaint or resolution leaving them as a member not in good standing,
  - and maintain Continued Competency.
    - BCASP monitors Continued Competency in two ways. First, by submission of a Continued Competency Log (CCL) when requested. The second way is having the member sign a declaration saying that they are aware of and keep up the requirements.
    - The declaration of continued competency can be found with the verification of employment form and needs to be completed and submitted whether you are an Active or Inactive member. You can find the declaration here ([https://bcasp.ca/wp-content/uploads/2022/12/VOE\\_2023-fillable-revised-2.pdf](https://bcasp.ca/wp-content/uploads/2022/12/VOE_2023-fillable-revised-2.pdf))  
*Please note that Inactive Members complete just the first page of this form as members are often in this category because of employment changes and therefore cannot complete the second page.*

*If you are unclear or should you have any questions about whether your status is in good standing, please follow up with [membership@bcasp.ca](mailto:membership@bcasp.ca) as soon as possible and submit any missing documentation.*

*If you feel you have received anything from BCASP about the status of your membership (i.e., whether you are a member in good standing) that could be in error or is unclear, please follow up with the appropriate executive member to clarify. BCASP does not want there to be any barriers for you in making application to CPBC within the BCASP Certified expedited process.*

We understand that some of our members have decided not to become licensed school psychologists with CPBC, and that they are fully aware of the consequences of this but have made some different choices within their professional and personal life. We want to recognize and thank those for their years of membership and service to the children across school districts across BC and wish them well on their next adventures.

We appreciate each of you for taking the time to read this and take any necessary steps. Please direct any questions about starting an application, the status of your application, or if you are having difficulty with your application to CPBC.

Sincerely,

BCASP Executive

**Final Note: Individual members are solely responsible for completing their CPBC application, payments, and subsequent steps (including attending a CPBC orientation session and taking the written jurisprudence exam).**