



# TEMPORARY REGISTRATION

*The information provided below is intended to provide information and guidance in submitting your application for temporary registration. Only CURRENT forms provided by the LSBEP, or downloaded in their original format from [www.lsbep.org](http://www.lsbep.org) will be accepted. Additional documentation may be requested to verify compliance with the Board's licensing law and regulations.*

## Is Temporary Registration appropriate for you? and other FAQ's...

1. A Temporary Registration (TR) is available for individuals who are currently licensed in the state of their residence, who have been sought to provide psychological services in Louisiana. A TR is appropriate for individuals providing psychological services to clients including individuals, families, groups, institutions, or organizations. Examples of temporary services include continuation of care with current established client who may be temporarily in Louisiana or a one-time assessment or evaluation, including forensic settings. Practice should not exceed 30 practice dates in a calendar year (January to December). These dates are not required to be consecutive practice dates within the year. The dates or fees are not prorated should you apply in later months of a year. There is no renewal process, a TR is issued for one year and you must reapply for subsequent years. A TR may not be granted beyond three calendar years. If more than 30 days of practice is anticipated in a calendar year, OR services are anticipated to extend beyond a three year period, OR if your intended practice will involve multiple or long-term clients via telepsychology or in-person, OR if you intend to begin setting up a permanent practice, then this registration is not appropriate. Please begin the process for permanent licensure.
2. Louisiana has two additional scenarios for a Temporary Registration:
  - a. Emergency Temporary Registration - are available during a declared state of emergency. You or your clients personal urgency does not qualify as an emergency. The following MUST be satisfied to be eligible to apply under this form:
    - i. There is a Declaration of Emergency issued by the Governor of Louisiana
    - ii. The registrant is coming to Louisiana in direct response to the emergency and is associated with an organized relief effort. (e.g. Red Cross, Louisiana Volunteers in Action)
    - iii. The registrant is providing gratuitous services in response to the emergency.
  - b. Military Temporary Registrations - are available to Active Military Duty personnel or their spouses or qualified dependents when the Active Military Duty personnel is deployed to Louisiana and their spouses or qualified dependent is applying for a permanent license to practice psychology in Louisiana.

## **Q. If I am granted a Temporary Registration, do I need any additional certifications or licenses to provide telepsychology?**

A. No. Once you have a Temporary Registration, you are authorized to practice in Louisiana with the full scope and privilege of a Licensed Psychologist. However, you are restricted to a 30 day practice within one calendar year.

## **Q. I have a current client who is not a Louisiana resident but will be vacationing in Louisiana for one week. Do I need to obtain a Temporary Registration to offer telepsychology to my client?**

A. Yes, your practice is viewed as occurring where your client is located at the time of service. You should be aware of Louisiana's statutory and regulatory provisions, obtain practice privilege through the Temporary Registration, and establish an emergency plan for your client within the state of Louisiana.

## **Q. How long does it take to get a Temporary Registration approved?**

A. Temporary Registrations may be approved administratively on completion of ALL requirements. Applications that are incomplete, have unverifiable credentials, prior disciplinary history, failed jurisprudence examination, or requests for provisions outside of current intent, scope or lawful provisions of a TR will require formal review by the Board.

## How to Apply

1. Application for Temporary Registration: You must send a completed Temporary Registration Application. CAUTION: Incomplete or overlooked questions and applications submitted un-notarized may result in the delay or denial of your application. The application must be notarized and include a passport-type photograph of the applicant. A curriculum vita is not an acceptable substitute. The required application fee must be attached to the application in the form of a check or money order, made payable to the LSBEP, must accompany the application. Foreign checks are not accepted.
2. State Issued Photo Identification: A copy of your current state issued drivers license or state issued photo identification showing residence is required. A copy of your passport is not an acceptable substitute.
3. Verification of License: You must request that an official state issued verification of your current, unrestricted license to practice in the state of your residence be sent directly to Louisiana from the issuing agency.
4. Documentation of a "like and similar privilege" for temporary practice in the state of your residence: This is a reciprocity standard currently required by statute. Documentation could be an application, statutory citation or link to citation.
5. Louisiana Jurisprudence Examination: On receipt of your Temporary Registration Application and fee, this exam will be mailed to you. Current forms of this exam are less than 40 questions and the exam is an open-book format. You must return the completed, passing exam with the required examination fee. Passing scores are 80%. This examination score is valid for 3 years which should span subsequent applications for temporary practice.