NJPA ETHICS EDUCATION AND RESOURCE COMMITTEE MEETING
MINUTES

NJPA Central Office
January 7, 2020
10:00-12:00 a.m.

Respectfully submitted by Sandra Ackerman Sinclair, Ph.D.

Present in Office: Rhonda Allen, Jayne Schachter, Arline Shaffer, Jane Simon, Sarah Dougherty, Jon Wall, Sandra Ackerman Sinclair

Absent: Robyn Koslowitz, Don Franklin

Copies to: Keira Boertz-Smith, Ana DeMeo

I. Discussed status of committee members
II. Reviewed upcoming tips
   a. Sarah D submitted the last tip
   b. Next: Jane Simon
      i. Topic: clarify role of ethics committee for consults
   c. After: Robyn K
   d. Then: Jayne Schachter
III. Discussion about recent listserv topics for possible tip ideas
    a. Emotional support animals (clear delineation between therapeutic and evaluative relationships)
    b. Recognizing need for self care and halting treatment until emotionally stable (e.g., death of therapist’s family member)
IV. Ethics Committee seeking new members
    a. Members will reach out to potential interested parties
V. Winter Article:
    a. Sarah’s goal is to submit a draft shortly
VI. Spring Article:
    a. Jon will consider topics
    b. Jane Simon will reach out to Khaya
VII. Montclair State Program
    a. Sarah attended on behalf of the Ethics Committee
    b. Sarah discussed main points of learning with the students
       i. E.g., training, role of ethics committee for consults
VIII. Meeting dates for remainder of 2020
   a. February 4th
   b. March 3rd
   c. March 31st (in place of April 7th b/c of Passover)
   d. May 5th
   e. June 2nd
   f. September 8th
   g. October 6th
   h. November 3rd (election day)
   i. December 1st
   j. January 5th, 2021
IX. Consults
   a. Committee discussed several consults from the past month.
      i. Topics included addressing billing errors; recognizing need for self-care and halting services; maintaining separation between therapeutic and evaluative relationships;
X. Discuss upcoming Grand Rounds
   a. Group discussed upcoming program
   b. Plan to use polling app/technology to check in with audience throughout the program
   c. The gray area between doing right by clients/others (morals/empathy) vs. risk management/being careful not to err
      i. Potential Titles:
         1. “Doing good when good can go wrong”
         2. Beneficence vs. maleficence
         3. Good intention gone bad / what if they go badly?
         4. Top 5 ethical dilemmas – what would you do?
      ii. Jayne working on CE’s for the presentation
      iii. Arline will look for references on ethical dilemmas
      iv. Discussed other responsibilities and tasks for the group planning the program.
XI. Next meeting: February 4th, 2020
   a. Secretary at next meeting: Jon Wall

Respectfully submitted.
1. Potential Committee Member—NJPA Conference Tabling and use of on-line Video Link for South Jersey
2. Impact of Judith’s resignation on our committee—one week without a Dir. Of Prof. Affairs. Sandra Ackerman Sinclair is on-call for February. If inundated with consult requests, Rhonda Allen and Jane Simon will assist.
3. Upcoming tips (February-Don, March-Robyn, April-Jayne)
4. Update on Sarah’s article (due 2/10) and Khaya’s article (due 8/10) for fall journal. Jonathan Wall has committed for Winter article (11/10).
5. Review Consults
   a. Don discussed age of consent to engage in therapy; age 13 for drugs and sexual issues and age 16 for mental health issues: parents do not need to be told youth is engaged in treatment. When requests for treatment notes for minor, especially if it may harm youth to disclose information, one can provide summary of treatment to insurance companies and parents.
6. Update on Grand Rounds: “Conundrums--Practicing positive ethics in challenging situations.”
   a. Application submitted.
   b. Developing five scenarios to discuss.
   c. Focus on positive ethics, to do good not just avoid wrong/risk management.
   d. Present on March 20th, 2020 10am to Noon
e. Spoke of vignettes regarding cultural competence, competing values

Respectfully submitted,
Jonathan D. Wall, PsyD

NJPA Ethics Education and Resource Committee Meeting Minutes

NJPA Central Office
March 3, 2020
10:00-12:00

Present: Sarah Dougherty, Sandra Ackerman Sinclair, Rhonda Allen, Arline Shaffer, Jane Simon, Priti Shah, Don Franklin
Robyn Koslowitz and Jonathan Wall, – via Zoom

Absent: Jayne Schachter

Copies to: Keira Boertzel-Smith, Christine Gurriere

Jane Simon welcomed new committee member Priti Shah.

There is a new platform for consults that come in, that will begin soon.

Robyn is writing the March Tip of the month. Jayne Schacter will write the April tip and Arline will write one for May. Jane is June and Sandra is July and will write about one of her consults about regularly reviewing the board regulations.

Sarah will write an article for the Fall journal. Jon is writing for the winter journal next year.

The on-call schedule is: March- Rhonda, April-Arline, May-Don; June-Jayne. July–Robyn August-Jane, September -Sandra, October - Jon

The upcoming Grand Rounds presentation was discussed by Jon and Arline.
Consults were discussed. There were more than usual due to Judith’s resignation.

Jane and Jon brought up 2 clinical cases for discussion.

The next meeting will be April 7, 2020 at 10:00am.

Respectfully,
Rhonda Allen, Ph.D.

NJPA Central Office
April 7, 2020
10:00-12:00

Respectfully submitted by Sarah Dougherty, PsyD.

Present: Jane Simon, Sandra Ackerman-Sinclair, Arline Shaffer, Jon Wall, Rhonda Allen, Robyn Koslowitz, Don Franklin, Sarah Dougherty, Priti Shah, Jayne Schachter

1. Schedules for Secretary, Tip of the Month, and On-Call were confirmed:

<table>
<thead>
<tr>
<th>Date</th>
<th>Secretary</th>
<th>Tip of the Month</th>
<th>On-Call</th>
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<tbody>
<tr>
<td>April 2020</td>
<td>Sarah Dougherty</td>
<td>Jayne Schachter</td>
<td>Don Franklin</td>
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<tr>
<td>May 2020</td>
<td>Don Franklin</td>
<td>Arline Schafer</td>
<td>Robyn</td>
</tr>
<tr>
<td>June 2020</td>
<td>Robyn Koslowitz</td>
<td>Priti Shah</td>
<td>Jayne Schachter</td>
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<tr>
<td>July 2020</td>
<td>---</td>
<td>Jane Simon</td>
<td>Arline Schaffer</td>
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<tr>
<td>Aug 2020</td>
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<td>Jon Wall</td>
<td>Jane Simon</td>
</tr>
<tr>
<td>Sept 2020</td>
<td>Jayne Schachter</td>
<td>Sandra Ackerman-Sinclair</td>
<td>Jon Wall</td>
</tr>
<tr>
<td>Oct 2020</td>
<td>Arline Schafer</td>
<td>Rhonda Allen</td>
<td>Sandra</td>
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2. Practical and ethical challenges associated with practicing amidst ongoing Coronavirus shelter-in-place guidelines were discussed.

3. The group was apprised of the transition from paper to online documentation as it pertains to recording procedures for Ethics consults.

4. Jayne, Jon, and Arline gave an update on revisions to their re-scheduled Grand Rounds presentation, "Ethical Conundrums." The one-hour presentation will now be given via Zoom, and the title and content will be updated to "Covid Conundrums."

5. March consults were discussed.
6. Our next meeting will be May 5, 2020.

7. Sarah is completing her article for the Fall 2020 issue of NJ Psychologist on clinical/ethical implications of direct-to-consumer DNA testing. Jon will write an article for the Winter 2021 issue.

NJPA Ethics Education and Resource Committee Meeting Minutes
May 5, 2020
Respectfully submitted by Donald Franklin, PhD

Present by remote: Arline Shaffer, Donald Franklin, Jonathan Wall, Sandra Ackerman Sinclair, Jayne Schachter, Jane Simon, Sarah Dougherty, Rhonda Allen, Robyn Koslowitz, Priti Shah

1. General discussion of telehealth treatment and evaluation issues. Specific focus on forensic evaluations and need for evaluations when conditions limit in-person contact.

2. Upcoming schedule for Tip of the Month and On Call
   Tip of the Month
   May 2020 - Arline Shaffer
   June 2020 - Priti Shah
   July 2020 – Jane Simon
   August 2020 – Jon Wall

   On Call Schedule
   May 2020 - Robyn Koslowitz
   June 2020 - Jayne Schachter
   July 2020 - Arline Shaffer
   August 2020 – Jane Simon

3. Committee members present reviewed and approved May Tip of the Month re: Telehealth Ethics

4. Discussed possible topics for future Tip of the Month eg Platforms for providing telehealth, Ethical issues regarding advertising and reported experience, Training issues – Virtual vs In-Person

5. Review of online Ethics Consultation Form

6. Discussed NJPA listserv and ethics questions that frequently arise. Discussed option that committee members could refer such questions to Ethics Consultation Form. This will be referred back to Kiera and Lucy Takagi for comment.

7. Update on Ethics CE Program - Jon Wall and Jane Simon are ready for Online Presentation

8. Reviewed consults - 4 consults were addressed. One consult did not respond to committee member outreach.
June 2020

1. Upcoming schedule for Tip of the Month and On Call

**Tip of the Month**

June 2020 - Priti Shah  
July 2020 – Jane Simon  
August 2020 – Jon Wall  
September 2020 Sandra Ackerman Sinclair

**On Call Schedule**

June 2020 - Jayne Schachter  
July 2020 - Arline Shaffer  
August 2020 – Jane Simon  
September 2020- Jon Wall

2. Sarah Dougherty updated the committee on her progress with her article, which is due in August. Sarah sent around an additional resource – an article from the Washington Post that provides additional information.

3. Jon Wall is tentatively considering preparing an article for the winter edition (November deadline.)

4. Dr. Susan McGroarty, NJPA’s new Director for Professional Affairs introduced herself. Discussed the types of ethics calls that the committee can handle, leaving her free to handle DPA matters.
   a. Dr. McGroarty brought up the need to educate licensees regarding jurisdictional issues affecting distance therapy, particularly over the summer when therapists/patients may be out of state. Need to be aware of the laws of the jurisdiction of therapist's location as well as the NJ Board’s regulations regarding out-of-state teletherapy. In addition, licensees should be aware of the need to check with malpractice carrier to see if they are covered for remote therapy and send an informed consent for telehealth to patient. There are procedural issues, such as knowing the emergency resources in the state the patient is located in.
   b. This issue becomes particularly salient if there is a Duty to Warn situation. The licensee needs to be aware of the regulations in each jurisdiction.
   c. Dr. McGroarty is in the process of querying APA about this, licensees should be made aware that they may be operating with a false sense of security, as these matters have not been fully decided.
   d. Dr. McGroarty referenced PsyPact – legislation to make interjurisdictional telehealth more manageable.

5. Jane Simon and Jon Wall reviewed their experience providing an e-training in ethics for CE credits. Both reported that it went well and can be duplicated in the future, potentially addressing other ethics topics.
6. Review of ethics consultations for May.
7. Meeting adjourned, next meeting set for September 8, 2020

NJPA Ethics Education and Resource Committee Meeting Minutes

Date: September 8, 2020

Location: Zoom / https://zoom.us/j/94510143812?pwd=RFdFMmhNeUVWZWJQUzNpWm1JNloyZz09

Respectfully submitted by: Priti Shah, Ph.D

Present by Remote: Rhonda Allen, Donald Franklin, Sarah Dougherty, Robyn Koslowitz, Jayne Schachter Priti Shah, Jane Simon, Sandra Ackerman Sinclair, Jonathan Wall.

Invited Guest: Kristen Parente considering joining NJPA Ethics Committee as a student member. Doctoral Student from Kean University’s joint Clinical and School Psychology Ph.D. program.

9. Check Ins, & Announcements:
   - Continued impact of COVID-19 personally and professionally.
   - Arline Shaffer will be stepping down from Ethics Committee; looking for new potential members.
   - Ethical concerns related to client pressure to see in-person: importance of clinician safety/comfort and discussion of risk and benefits.

10. Tip of the Month Schedule:
   - September 2020 - Sandra Ackerman Sinclair
   - October 2020 - Rhonda Allen
   - November 2020 - Sarah Dougherty
   - December 2020 - Don Franklin

11. On-Call Schedule:
   - September 2020 - Jonathan Wall
   - October 2020 - Sandra Ackerman Sinclair
   - November 2020 - Rhonda Allen
   - December 2020 - Sarah Dougherty

12. Jonathon Wall is working on an Ethics Article for the Winter (December 2020)

13. Review of Ethics Consults from June, July, August 2020 (Jayne Schacter, Jane Simon, Arline - presented by Jane)/ Highlights:
   - 20+ summer consult requests /None for September 2020 yet
   - Client record requests and provision of clinical summaries where appropriate.
   - Separation of associate from group practice - clinical, legal, ethical, and professional/interpersonal implications for both.
Legal, ethical, and practice considerations related to neuropsychologist practicing (separately) within Neurology.

Concerns related to quality and variance of Neurological testing/assessment.

Appropriate transfer of services, referral for higher level of care, and balancing this with abandonment.

Psychologist do not have duty to report (break confidentiality) to DOH as testing agencies/ labs will have already done so as is legally required. Appropriate informed consent/ release of information was discussed if needed.

Social media advertising is same as Advertising, but not solicitation. Advise that comments be turned off if using social media to manage potential risks.

Ethically transitioning to telehealth practice.

14. Rhonda Allen provided information about APA Ethics Code proposed revisions. Each member to provide feedback independently if desired.

15. Meeting adjourned. Next meeting set for Tuesday, October 6th, 2020

NJ Ethics Education and Resource Committee Meeting Minutes
October 6, 2020

Respectfully submitted by Jayne E. Schachter, PhD

Present by remote: Rhonda Allen, Sarah Dougherty (briefly), Donald Franklin, Robyn Koslowitz, Kristen Parente, Jayne Schachter, Priti Shah, Jane Simon, Sandra Ackerman Sinclair, Jonathan Wall

1. Upcoming schedule for Tip of the Month:
   October – Rhonda Allen
   November – Sarah Dougherty
   December – Don Franklin

2. Upcoming schedule for On Call:
   October – Sandra Ackerman
   November – Rhonda Allen
   December – Sarah Dougherty

3. Discussed potential ideas for upcoming tips, including responses to patients’ requests for letters. Rhonda will share her draft shortly

4. Jon Wall discussed article he is writing on collateral contacts and misrepresentation of information in reports. Will share draft with committee soon.

5. Discussed ethics of mask use in our offices
6. Jane Simon met with Susan Mcgroarty and Keira Boertzel-Smith regarding possible collaboration on a CE program on either self-care or back to basics of practice. Jayne Schachter and Rhonda Allen agreed to speak to Susan and consider presenting.

7. Reviewed 4 ethics consultations, 2 from September and 2 so far this month

8. Discussed a clinical ethical dilemma presented by Jon Wall regarding parenting time consultations

9. Discussed a clinical ethical dilemma presented by Jane Simon regarding a letter request

10. Next meeting set for November 3, 2020

NJ Ethics Education and Resource Committee Meeting Minutes
November 3, 2020

Respectfully submitted by Kristen Parente

Present by remote: Rhonda Allen, Sarah Dougherty, Donald Franklin, Kristen Parente, Jayne Schachter, Jane Simon, Sandra Ackerman Sinclair, Jon Wall, Priti Shah

1. Upcoming schedule for Tip of the Month:
   November – Sarah Dougherty
   December – Don Franklin
   January - Robyn Koslowitz
   February - Kristen?

   Discussion of tips
   a. Sarah’s tip - challenges around writing letters to include confidentiality, competence and dual relationships and how it will affect the therapeutic relationship
   b. Don - to write a tip on competence based on a future article - How to maintain competence, including resources
   c. Jon - Discussion around idea for future article - What do you do if you make a mistake that is significant, what are the processes you should go through? Potentially keeping it more general as opposed to forensic focused.
   d. Kristen - thinking it over, Jane to send previous tips for structure

2. Upcoming schedule for On Call:
   November – Rhonda Allen
   December – Sarah Dougherty
   January - Robyn Koslowitz
   February - Jayne Schachter
3. Jon sent revised copy of article to the board, and asked for another review. Some pieces were added.

4. Followed up with Jayne and Rhonda regarding collaboration with DPA on CE program.

5. Reviewed 5 ethical consultations.

6. Discussed a clinical ethical dilemma presented by Jon Wall surrounding parental consent.
   a. Brought to light a potential tip surrounding documentation and parental involvement.

7. Discussed a clinical ethical dilemma presented by Rhonda Allen regarding attorney requests and confidentiality.

8. Discussed a clinical ethical dilemma presented by Jayne Schachter regarding accepting information from a person previously involved in the life of a minor client and the potential for triangulation.

9. Tentative 2021 Dates
   a. January 5
   b. February 2
   c. March 2
   d. April 6
   e. May 4
   f. June 1
   g. September 7
   h. October 5
   i. November 2
   j. December 7

10. Next Meeting: December 1

NJ Ethics Education and Resource Committee Meeting Minutes
December 1, 2020

Respectfully submitted by Kristen Parente

Present by remote: Rhonda Allen, Sarah Dougherty, Donald Franklin, Kristen Parente, Jayne Schachter, Jane Simon, Sandra Ackerman Sinclair, Jon Wall, Priti Shah, Robyn Koslowitz

1. Discussion of upcoming tips and Tip of the month schedule:
   December - Don Franklin - Don sent tip for review on 12/1
   January - Sarah Dougherty
   February - Robyn Koslowitz
   - Potential tip for practicing across state lines to address repeated questions across state lines surrounding the different regulations across state lines and contacting state boards.
   March - Kristen Parente
2. **On-Call Schedule:**
   - December - Sarah Dougherty
   - January - Robyn Koslowitz
   - February - Jayne Schachter

3. Discussion of possible upcoming journal articles
   - Jon submitted today
   - Don working towards a new idea
     - Ideas included competence in novel situations and practices and the range of competence

4. Follow-up with Rhonda re: CE program collaboration with Susan M.
   - No new updates at this time

5. Discussion of possible program for SHWPA.
   - Interest in Jane and Jon’s previous presentation, potentially recycling or changing
   - Some expressed interest - aiming for February
   - Jane to share copies of the material with Jon, Priti and Jayne

6. Review of consults -
   - One consult never responded
   - Continued discussion from last meeting about a consult that was completed in the interim
   - Robyn discussed an ethical dilemma

7. Next Meeting - January 5, 2021