Committee on Regulatory Affairs is requesting a representative from the Ethics Committee join them. Requires 5 meetings/year, currently on Friday afternoons, but can participate remotely through video conferencing. Don would consider volunteering if meetings are other than Fridays. If not, Jane S. will ask committee if we can reach out to past Ethics Committee members. Lisa would consider serving as a contact person but cannot commit to becoming a member.

Tips of the Month and articles:
Members had a positive response to Sandra’s tip for February on therapists’ usage of social media. Discussed length of tip vs. article and suggested ways to make it more concise while considering a longer article for the future.
Lisa suggested transparency as topic for future article.
Don agreed to do March Tip of the Month on email and texting.
Lisa & Khaya plan to submit article on ethical practice when the therapist becomes ill by March 10th deadline.
John is working on an article on parental alienation and psychologists’ involvement in forensic cases with Sept 10th deadline.
Jane H. suggested article and/or tip on retirement and professional wills. Discussed that latter has been addressed fairly recently so Jane will focus on former for a Tip of the Month.
Rhonda agreed to write Tip of the Month on providing coverage for vacation time.
Diversity issue: Lack of diversity on committee was noted and discussed possible ways to recruit minority members. Jayne agreed to ask Morgan Murray and Lucy from CODA for suggestions.

Discussed NJPA Grand Rounds on Ethical Issues In Everyday Practice to be presented by Lisa and Rhonda. Reviewed 2 possible vignettes and lively discussion ensued.

NJPA ETHICS EDUCATION AND RESOURCE COMMITTEE MEETING MINUTES

NJPA Central Office
February 6, 2018
10:00-12:00

Respectfully Submitted by Arline Shaffer, Ph.D.

Present: Jane Simon, Don Franklin, Jane Hochberg, Sandra Ackerman Sinclair, Lisa Greenberg, Jayne Schachter Walco, Arline Shafer, Rhonda Allen, Jon Wall

Absent: Robyn Koslowitz

Copies to: Keira Boertzel-Smith, Ana DeMeo

1. Follow-up on CORA- NJPA Committee on Regulatory Affairs

CORA is requesting a representative from the Ethics Committee to join the CORA. The meetings are on Friday afternoons and there are five meetings a year. CORA wants one person to represent the Ethics Committee. CORA does not want rotating Ethics Committee members for CORA meetings. No one on the Ethics Committee is able to volunteer.

2. Newly formed NJPA Committees Seeking New Members
   a. Council on Continuing Education Affairs – four subcommittees need new members
   b. CE Approval Committee – requires members to sit in office and read proposals – review 2-5 applications a month
c. Conference Committee – organizes fall and spring NJPA Conferences; requires five meetings at the Central Office on Sunday mornings. They are looking for speaker recommendations.

d. Virtual Learning Committee

e. Program Committee – This Committee plans and prepares for stand alone programs

3. Follow-up with Jayne on Discussions with Morgan Murray and Lucy Takagi re: Suggestions for Increasing Committee Diversity.

Reach out to LMHANJ – Latino Mental Health Psychological Association of NJ and ABPsi – Association of Black Psychologists

NJPA Ethics Education and Resource Committee Meeting Minutes

NJPA Central Office
April 10, 2018
10:00-12:00

Respectfully submitted by Sandra Ackerman Sinclair, Ph.D.

Present: Jane Simon, Jayne Schachter Walco, Jane Hochberg, Sandra Ackerman Sinclair, Lisa Greenberg, Arline Shaffer, Jon Wall, Rhonda Allen, Robyn Koslowitz

Absent: Don Franklin

Copies to: Keira Boertzel-Smith, Ana DeMeo

1. F/U regarding diversity initiatives (Jane S)
   1. Jayne reached out to ABPsi, LMHNJ, and Lucy Takagi. All will reach out to their membership to see who might be interested in the committee.
   2. Rhonda suggested that perhaps Don’s post on the list serve be added to the Friday update. If Don is willing, he may forward it to NJPA.
   3. The committee members will continue to ponder other ideas
   4. Individual committee members are encouraged to reach out to NJPA members on a more personal level.

2. Talking points from the Committee Chairs Meeting (Jane S)
   1. The committee addressed the ways in which we are upholding the strategic plan of NJPA.
   2. Jane S will send an email in June regarding how we are upholding the strategic plan. Members suggested ways in which we are upholding the strategic plan already (e.g., ECPs on Committee).
3. There was a request for a Committee Point Person, someone from the Ethics Committee to ensure ongoing compliance. Jane S will fill this role for the time being.
   1. As a group, we will continue discussion around purpose and goals for 2018 as well as mandates.
4. Sandra will reach out to potential graduate student member, Alexandra Gill to ascertain her interest in joining the Ethics committee.
3. Discussion regarding the NJPA Listserv Crisis (Jane S)
   1. Jane S outlined the current crisis, specifically the need for more monitors. Per Jane S, NJPA suggested possibly one monitor volunteer from each committee. The group discussed this suggestion.
      1. There are increasingly more requests from members already involved to be even more involved. It is important to continue reaching out to members not already involved.
      2. Suggestion that the list monitor be a paid position.
4. More on the Committee Chairs Meeting (Jane S)
   1. A suggestion was presented that the Ethics Committee can provide “friendly reminders” on the listserv, when anything has an ethical flare to it.
   2. Nicole requested that we develop some responses to comments on the list that she could respond with in a timely fashion.
   3. Lisa suggested we could have a rotating contact person for Nicole and other List Monitors to reach out to.
      1. Lisa will reach out to Nicole to come up with Ethical Guidelines for the listserv, and she can forward us issues/concerns as well.
      2. Rhonda suggested that anything we post come from the Committee as a whole, not any individual member.
5. The Journal is becoming a Peer Reviewed Journal (Jane S)
6. Bill Frankenstein’s letter on Audio Taping Evaluations (Jane S)
   1. Jane shared the aforementioned letter
   2. Jon (and possibly Don) will reach out to bill regarding this issue. Jane S will F/U with Don, as he wasn’t at the meeting.
   3. Bill F would like support in his efforts to address this issue
   4. Lisa further explained why this issue arose and a brief dialogue ensued amongst the group.
7. Dan Watter, former Ethics Committee Chair and current member of BoPE, offered to come and speak with our committee on the topic of “Typical Complaints” being received by the board.
   1. Jane S will F/U with Dr. Watter as it seems his talk is welcome
8. Positive Ethics in Action (Jane S)
   1. Jane talked with Rosalie Desimone Weiss, Chair of Affiliate Caucus
      1. Once we have a flyer with CE info, she will forward it along
   2. Rhonda suggested changing the title so presenters can earn CE’s each time the presentation is given, and the presentation varies by audience.
   3. We can include a list of potential presenters and we hope to begin Fall 2018
4. Lisa proposed we do the presentation as a Grand Rounds
9. Tips of the Month (Jane S)
   1. Jane H = April
      1. The tip is already completed, so she will move one month earlier and submit for April.
   2. Jane SW = May
      1. Topic: Advisement for peer consultation groups
   3. Arline = June
10. On Call Schedule (Jane S)
    1. April – Arline
    2. May – Rhonda
    3. June – Don
    4. July – Jayne SW
11. Multiple consults from the month of March were discussed.
    1. Arline brought up a situation for discussion and consultation
    2. Jane S has copies of old calls to reflect on when thinking of potential Tips of the Month
    3. Rhonda brought up a situation for discussion and consultation
    4. Lisa shared briefly about the EUCAP/MCAP presentation on Trafficking
12. Judith Glassgold video chatted into the meeting to consult on the issue of age of consent
    1. Judith reviewed the boys and girls club law
    2. Judith clarified that at 16 and 17, an individual can sign themselves into treatment without parental consent for Behavioral health
    3. The age drops to 13 for certain medical issues and substance abuse treatment (e.g., HIV health services; terminating pregnancy).
    4. Cannot bill parents for services unless permission from child to disclose is granted
    5. Mostly, this aids the schools because they can help sign a minor up for assistance.
    6. Once a child is 18, they control all of their past records, regardless of when they started treatment.
13. Next meeting will be Tuesday, May 1 at 10AM.

Meeting Adjourned!

NJPA Ethics Education and Resource Committee Meeting Minutes
NJPA Central Office
May 1, 2018
10:00-12:00
Respectfully submitted by Jonathan D. Wall, PsyD
Present: Jane Simon, Jayne Schachter Walco, Jane Hochberg, Sandra Ackerman Sinclair, Lisa Greenberg, Arline Shaffer, Jon Wall, Rhonda Allen, Robyn Koslowitz, Don Franklin
Absent: Jane Hochberg
Guests: Sarah Dougherty and Komal Dutt
Copies to: Keira Boertzel-Smith, Ana DeMeo
1. Ethics in Action program update: 60 days are required to send APA program topic for approval before Ethics Committee may schedule a training. In the fall, committee to propose dates for such trainings. Jane S. will send notice to affiliate representatives and Leah McGuire.

2. Lisa reached out to Nicole R. in regards to Ethics Committee members being involved with NJPA Listserv. Lisa related to offer help Blakeslee and Murry to address any “ethically toned issue” discussed on list-serve that is referred to ethics committee.

3. Follow-up with Don F. and Jonathan W. in regards to Bill Frankenstein’s efforts to Forensic Committee’s effort to address recording sessions and evaluations. Don F. related that case law currently permits recording as long as agreement is made enabling both evaluator and parents to record and then to review such recording of sessions. Jonathan reported that Bill Frankenstein and committee are still preparing this document. Via email, offered Bill Frankenstein input to address any ethics question should one arise.

4. Jayne noted that Dan Watter has yet to set a date with committee to address typical complaints addressed by the Board of Examiners.
5. Jayne discussed how a potential associate member of NJPA who is affiliated with the NJ Chapter of the Association of Black Psychologists (NJABPSI), may wish to join committee. Discussed ethic consults and implications of a non-psychologists advising psychologists. Members ought to have academic training in ethics for psychologists. Will reach out to the Board. Discussed how consulting members of this committee should, at a minimum, be an associate member on-tract to become a licensed psychologist.

6. Upcoming Tips of the Month (May - Jayne, June – Arline, July- Robin, August-Don F., September-Komal Dutt) and Journal Articles. Possible topics for Tips of the Month include:
   • “Managing Contacts for Crisis”;
   • What do when you make a mistake-- such as an accidental breach of confidentiality --“Just Own It;”
   • “Revisit Consent” once a youth turns 18.

Journal Articles:
• Jonathan--working within area of competence when individually treating a child involved in a family reunification matter
• Committee to consider Don F’s article pertaining to Ethical Issues of Forensic Assessment


8. No April consults but Sandra S brought up ethical issue for committee discuss

9. Next Ethics Meeting is scheduled for June 5 at the NJPA office.

10. Ce4less.com for domestic violence credits.

11. Jayne Schachter Walco will prepare minutes for next month.

Respectfully,
Jonathan D. Wall, PsyD

NJPA Ethics Education and Resource Committee Meeting Minutes
NJPA Central Office
June 5, 2018
10:00-12:00

Respectfully submitted by Rhonda Allen, Ph.D.

Present: Jane Simon, Jayne Schachter Walco, Jane Hochberg, Sandra Ackerman Sinclair, Lisa Greenberg, Arline Shaffer, Jon Wall, Rhonda Allen, Robyn Koslowitz, Don Franklin, Komal Dutt, Sarah Dougherty

Copies to: Keira Boertzel-Smith, Ana DeMeo

1. Ethics in Action program update: Information has gone out to the affiliates. No group has committed yet for requesting a presentation. Kelly Sommers and Leah
McGuire will secure a date for a Grand Rounds of the program when the board meets later this month.

2. Update re: Dan Watter speaking to our group. The Board of Psychological Examiners requires a written invitation with a date and an agenda to be given to the board before he is permitted make a presentation. Jayne will follow up with getting that to him.

3. Tip of the Month Arline - June, Robin – July, Don - August, Komal - September

4. Our next meeting will be August 28th.

5. On call schedule Don - June, Jayne – July, Rhonda - August, Jane H. - September, Jon - October

6. Don will write an article on Competency as an ethical issue for the winter issue of NJ Psychologist. Jon is scheduled to write the fall article but he and Don will discuss possibly switching slots.

7. We finalized a proposal to the NJPA Board re: requirements for Ethics Committee membership. A copy will be given to Keira.

8. May consultations were reviewed. Jane S. had 4 and Don had 1.

9. We discussed whether our committee or NJPA should issue a statement regarding the separation of immigrant children from their families at the border. We are also considering asking the NJPA board to endorse statements that have already been made by APA on this issue. Jane H. is going to research these letters from APA and forward it to our group so we can further discuss which of any we would like to endorse or ask NJPA to endorse.

10. The committee thanked Lisa Greenberg for her years of service and superb leadership of this committee. We had a small celebration in her honor since this was her last meeting.

Respectfully,

Rhonda Allen, Ph.D.

NJPA Ethics Education and Resource Committee Meeting Minutes
NJPA Central Office
August 28, 2018
10:00-12:00

Respectfully submitted by Sarah Dougherty, PsyD.

Present: Jane Simon, Jane Hochberg, Sandra Ackerman Sinclair, Arline Shaffer, Jon Wall, Rhonda Allen, Robyn Koslowitz, Don Franklin, Sarah Dougherty

1. Jane S. re-submitted suggested requirements for Ethics Committee membership to
   Kiera Boertzel-Smith.

2. Ethics In Action program update: Kelly Sommers and Leah McGuire have secured
1/18/19 as the date for the Grand Rounds presentation.

3. Update: Dan Watters, PhD, will come to the October Ethics Committee meeting to discuss what happens during a typical meeting of the NJ Board of Psychological Examiners.

4. Upcoming Tips of the Month: Don – August Tip; Komal – September Tip.

5. Our next meeting will be October 2.


7. Don will write an article on Competency as an ethical issue for the Winter Issue of NJ Psychologist.

8. There was discussion of recent changes to the Duty to Warn requirements and notification of a client/patient’s local Chief of Police. Judith will be consulted for recommended language that might be added to new client/patient intake forms.

9. June and July consultations were reviewed. Jane S had 1 in June; Don had 3 in July.

10. Upcoming Committee meeting dates were determined:
    October 2
    November 6
    December 4
    January 8
    February 5
    March 5
    April 2
    May 7
    June 4

NJPA Ethics Committee Minutes – October 2, 2018
Respectfully submitted by Donald Franklin, PhD

Present: Komal Dutt (remote), Arline Shaffer (remote), Donald Franklin, Jonathan Wall, Sandra Ackerman Sinclair, Jayne Schachter, Jane Simon, Sarah Dougherty, Rhonda Allen

Note: Jayne Schachter has a new email: JESchachter@morrispsych.com

1. Ethics in Action update.
The date for the Grand Rounds presentation is January 18, 2019. The outline has been submitted and the flyer is complete. We are awaiting NJPA CE approval prior to notifying NJPA members.

2. Dan Watters visit to the meeting

As a representative of the NJ Board of Psychological Examiners, Dr Watters is awaiting clearance from the state prior to attending one of our meetings.


The Duty to Warn notice regarding confidentiality is on the NJPA website in the Members Only section. It is listed under forms.

4. Suggested changes to requirements for committee membership.

Committee members reviewed the current NJPA Bylaws describing the membership categories, and the section of the Bylaws describing the Procedure Manual for the Ethics Committee to determine what revisions may be appropriate. The purpose of this review is to make recommendations to the NJPA Executive Board regarding revisions to the Procedure Manual.

As part of this review process the committee members engaged in discussion of several changes recommended by committee members. This discussion will continue at the next meeting of the Ethics Committee after members have had an opportunity to further consider proposed changes.

5. Tips and articles

Articles: Jon Wall has submitted his article for the Fall Edition of the NJ Psychologist. The title is *The Ethics of Coordinating Treatment with Other Professionals.*

Don Franklin will be submitting an article for the Winter edition of the NJ Psychologist. The working title is *Maintaining Clinical Competency is an Ethical Issue.*

Sandra Ackerman Sinclair is working on an article for the Spring Edition of the NJ Psychologist. The working title is *Social Media Ethics.*

Tips: October - Komal
November – Sarah
December – Arlene
January – Jayne Schachter

6. Consults – Review of consults was deferred to the next meeting.

**Ethics November 6, 2018 Meeting**

Present: Komal Dutt, Arline Shaffer, Donald Franklin, Jonathan Wall, Jane Simon, Sarah Dougherty, Jane Hochberg, Robyn Koslowitz.

1. **Suggested changes to requirements for full committee membership.**

   Committee members reviewed the changes proposed and discussed in the October meeting. The decision was made to recommend the following change to the NJPA Executive Board:
   a. Full membership, defined as being able to offer ethics consultations to NJPA members, will be awarded to committee members following two years of licensure, and one year of committee membership. The current requirement for five years post-licensure was unanimously agreed upon as too lengthy, given that psychologists are eligible to offer post-doctoral supervision two years post-licensure.
   b. Reviewed and agreed upon all other changes made to the Ethics Committee Procedure Manual and finalized the changes.

2. **Discussion of APA’s proposal to stop adjudicating ethics complaints and refer all ethics complaints to the psychologist’s state Board of Psychological Examiners.** This discussion was mainly informational in nature.

3. Dr. Franklin brought a new law, PL 2018 Chapter 32, to the attention of committee members for use during consultations. This law states that prior to scheduling an appointment, psychologists are required to inform potential patients as to managed care status, in particular, if the psychologist is out-of-network for that patient’s benefits. Psychologists are also required to inform potential patients what their bill will be, if they are unable to use their benefits in said psychologist’s office.

4. **Upcoming Articles:**
   a. Don Franklin will be submitting an article for the Winter edition of the NJ Psychologist. The working title is *Maintaining Clinical Competency is an Ethical Issue*. He will be sending the article around for review to committee members later this week.
   b. Sandra Ackerman Sinclair is working on an article for the Spring Edition of the NJ Psychologist. The working title is *Social Media Ethics*.

5. **Tip of The Month Schedule:**
6. On-Call Schedule:
   a. November – Sarah  
   b. December – Arline  
   c. January – Jayne  
   d. February – Jane  
   e. March – Don

7. Review of consultations. Two consultation reviews were tabled for next session, due to time constraints.
   a. Based on the consultations, a potential future tip of the month about returning messages in a timely fashion was suggested.

   Farewell gift presentation to Jane Hochberg.

NJPA ETHICS EDUCATION AND RESOURSE COMMITTEE MEETING MINUTES

NJPA Central Office  
December 4, 2018  
10:00 a.m.-11:45 a.m.

Respectfully submitted by Jayne E. Schachter, Ph.D.

Present: Rhonda Allen, Sarah Dougherty, Don Franklin, Jayne Schachter, Arline Shaffer, Jane Simon, and Sandra Ackerman Sinclair  
Komal Dutt and Jon Wall (remotely by teleconference)

Copies to: Keira Boertzel-Smith, Ana DeMeo

Ethics consultation prep sheet was reviewed by the board and minor changes were suggested. Conversation took place about specific wording, particularly around the suggestion to remove the word “advise,” as this was seen as the actual purpose of consults and not equivalent to telling the caller what to do.

Tip of the month schedule:
December-Arlene  
January-Jayne
February-Jane
March-Don

On-call schedule:
December-Jane
January-Don
February-Rhonda
March-Jayne

Keira Boertzel-Smith passed along a suggestion from Judith Glassgold for the tip of the month regarding giving information to patients about insurance coverage. The committee did not think psychologists were likely to be recommending specific insurance plans and therefore the decision was made to choose other topics for tip of the month columns. It was also thought that such a tip would be best presented by Judith Glassgold and included in the Friday update from Central office.

An alternative idea was generated for the December tip regarding acceptance of holiday gifts from patients.

Consults:
Arlene had 6 consults in November and these were discussed. There was a particular focus on release of records concerns. Jane’s consult was tabled until next meeting.

Schedule for upcoming committee meetings:
Jan 8
Feb 5
March 5
April 2
May 7
June 4