



# MINUTES: EXECUTIVE BOARD MEETING

APA Division 22

August 9<sup>th</sup>, 2018  
San Francisco, California

Rehabilitation Psychology is a specialty area within psychology that focuses on the study and application of psychological knowledge and skills on behalf of individuals with disabilities and chronic health conditions in order to maximize health and welfare, independence and choice, functional abilities, and social role participation across the lifespan.

APA Division 22  
[www.div22.org](http://www.div22.org)

**Division 22 Executive Committee Meeting**  
**August 9, 2018 • 1 PM – 4 PM Pacific Time**  
**San Francisco, California • Marriott Marquis Golden Gate C2**

**Agenda and Minutes**

**Voting EC Members Present:** Michelle Meade, Joseph Rath, Lisa Brenner, Kim Monden, Stephanie Reid-Arndt, Kim Gorgens, Linda Mona, Marlene Vega, Madi MacKenzie, Jennifer Duchnick, EJ Lee\*, Paul Perrin\*, Carol Rosen\*, Sarah Raskin\*, Jan Niemeier\*

**EC Members Present:** Amanda Childs, Philip Uy, Laurie Nash, Lisa Betthausen, Ferzeen Patel, Bradley Daniels, Bob Karol

**Guests:** Christina Derbridge, Mia Bergman, Glenn Curtiss, Anjali Forber Pratt, Valerie Ellois, Dan Rohe, Alan Goldberg, Monica Kurylo, Jan Tackett, Mark Barisa, Jennifer Jutte\*, Jerrold Yeo\*, Dawn Ehde\* Kristofer Hagglund

*\*present via phone*

**1PM - 1:10PM: Call to Order, Welcome and Introductions, Attendance (Meade)**

- Approval of minutes from last meeting (February 2018, Dallas, TX)
  - o Minutes shared via email
  - o Motion to approve (Rath) – All votes in favor, minutes accepted as sent
- Request for additions to agenda
  - o None

**SCHEDULED AGENDA ITEMS**

**1:10 – 1:40: Review of the Year and Presidential Initiatives (Meade)**

- Acknowledgements
  - o Mid-year meeting - \$13,548 profit, new MOU signed that changes the distribution of any profits such that more will come to the Division
- Infrastructure
  - o Management company
    - Futures in Rehabilitation Management (FIRM) will provide basic support to D22, contract was signed, 30-day transition period, plan for meeting between D22 & The Firm 2x/month
  - o Bylaws
    - Recent vote to update bylaws still pending
  - o Model format for committees
  - o Open positions (Continuing Education, Communications, Section 1)
- Engagement

- Childcare Task Force
  - Recognition of need to balance childcare with work responsibilities, this TF led by Abbey Hughes engaged childcare service, which was supported by BOM via provision of a room. Plan to continue this again in the future.
- Assistive Technology SIG
  - There was discussion about dissolving this SIG in last EC meeting, M.Meade found another chair
  - Appointment of New Chair (Stephen Trapp @ University of Utah)
  - Planning for a vote to revise name to reflect e-health / m-health focus
- Leadership training (new initiative)
- Liaisons
- Advocacy
  - Continued need to develop Rapid Response Protocol
  - New Committee (new initiative)
    - There is much work to be done related to advocacy, M.Meade is creating an ad hoc committee.
      - Tamar Press is current Federal Advocacy Coordinator and will be leading this committee, other core members include Sarah Brindle and Jennifer Jutte
      - Have created a vision statement and plans for initial structure and goals
      - Will assume responsibility developing the Rapid Response Protocol
      - T.Press asking for input on what issues are meaningful
      - M.Meade inviting people to express interest in joining committee
      - Funds will be requested to support work of this committee after report from Treasurer
- Journal – Task Force has been created to explore whether to transition to an electronic only journal
- Suggestions re: committee structure
  - 6-8 core members
  - Chairs serve for 2 years and chair-elect identified from within committee
  - Can also have affiliate members who may not be able to commit as a core member
  - Chairs supposed to be appointed by President, but this isn't always the process, but the important point is that the committees are responsive to the Exec Comm.
- M.Meade is initiating Task Force to focus on Leadership Training for Committee Chairs
  - Example skills include delegating
  - May be in person training at mid-year meeting and/or webinars
- Members at Large are to be affiliate members of Committees, to serve as liaison to Exec Comm and source of support
- Initiative – making the President position a 2-year appointment, more consistent with other RP organizations and also exists in some other Divisions

- G.Curtis – benefit could be greater continuity in working with The Firm
- M.Meade – may lessen people's ability to run for President office due to increased commitment
- Deafness SIG seems inactive, have responsibility for identifying awardee for APA-wide Larry Stewart award
  - Question to group – do we cede this group to CDIP?
    - Discussion: what outreach has been done?; not sure that there are any D22 members currently involved; one of the issues may be that deafness may not be self-viewed as a disability; also, are we taking care to be inclusive by providing appropriate accommodations;
  - Would the Disability Identify committee be willing to come up with plans/info sheets about what accommodations we should have.
    - Yes (per committee rep)
  - Plan to make decision on this over the next year.

#### **1:40 – 2:00 Treasurer's Report (Monden)**

- Update on 2018 budget
  - Current revenue - ~\$32,000
    - Already exceeding what we budgeted (\$28K for full fiscal year)
    - Estimated year end will be \$47,000
      - Less than prior years b/c Journal Fees being charged differently (being paid during year rather than as a year-end expense)
    - Greater than expected income is secondary to CE income
    - Membership dues on track to meet projections
  - Expenses at \$57,000, increase of \$18,000 related to hiring of management company
  - \$263,000 in assets; \$55,000 in cash some of which will go to management company (\$23,000/year); need to determine whether to move in long-term investment fund (can take 2-3 months to get money out of that and into cash)
- Vote on budget for 2018
  - Already been provided to APA
  - Motion: approve budget as presented in minutes and already provided to APA
    - Vote: all voted yes
  - Will present 2019 budget in Oct/Nov for vote and approval
- Budget requests
  - Deferred until future phone meeting
- Will Management Company assist with Continuing Education Committee's work?
- Still have \$200 with Eimer Creative that can be used as needed

#### **2pm – 2:10 Update on APA Convention Program (Betthauser & Ellois)**

- Many last minute communications/issues with APA this year
- Keep getting more hours
- Need more papers and posters sessions applications
  - Also need more reviewers

- APA enthusiastic about collaborative programming, creative presentations
- Do we need more people on program committee?
  - o Could partner more with communications committee to advertise requests
- Deadlines for submissions in October and December
- Consider increasing number of invited addresses

#### **2:10- 2:20 RP19 Conference (Warren, Rath & Price)**

- Programming well underway, deadline for proposals have been extended to Sept 15<sup>th</sup>
- Main conference theme – Science and Practice Across the Lifespan
  - o Hoping for Pediatrics and Family work
- Preconference theme – Business of Practice, Tony Puente will be presenting
- Orlando, FL

#### **2:20 – 2:30 Update from APA Council (Gorgens & Mona)**

- Specialty guidelines for NP, Health Psychology were approved
  - o Not clear how they address RP concerns, K.Gorgens will follow up on this
- Proposed plan for expansion and integration model – reorganization of APA and APAPO to create APA Services, Inc. (60/40 revenue split)
  - o Some concern about use of “Services” may alienate research and practice
- Guantanamo issue – Psychologists providing care to detainees
  - o 2/3 to 1/3 opposed, which means continue with resolution that psychologists cannot provide services
- Election Announcements
  - o Sandy Schulman, long-time advocate for disability issues and access, equity and inclusion
  - o Alan Goldberg running for Policy & Planning Committee

Ann Springer and Nina Tandon from APA Legal Services

- Introductions, please use our services, we’re free
  - o Services: Contracting, Publishing, defamation claims, bylaws, personnel issues, fundraising issues

#### **2:30 – 2:50 Transition of Rehabilitation Psychology Journal to electronic format (Duchnick, Ehde, Brenner)**

- Contact at APA identified to help with looking at options for moving fwd with transition to electronic format
  - o Would save costs to D22
    - \$15 instead of \$19.50/member
  - o Considering electronic as default with opt in to paper
    - Opt-in would be \$15 + \$10, could potentially pass \$10 cost along to member
  - o Recommendation: Should be a waiver in event that member wants print copy for accessibility reasons

- Should be able to access via APA website, though apparently there have been some glitches
- History: APA paid D22 \$10,000 over 10 years to purchase journal, greatest print of all APA journals other than American Psychologist
- Other questions: have other divisions done this and what was their experience; can we ensure accessibility online (e.g., readability)

### **2:50 –3:00 Interdivisional Healthcare Committee report / request**

- No representative present at meeting.

### **3pm – 3:10 Rehabilitation Psychology Specialty Council (Curtiss)**

- Changes in structure of specialty council
  - Responsible for submitting application for specialty to Council of Specialties (COS).
  - RP's renewal to COS is coming up in 2022.
  - Current membership from all entities engaged in rehab psych training (i.e., Division 22, ABRP, Council of Rehabilitation Psychology Postdoctoral Training Programs, and Academy)– currently all other groups have president serve except Div22
  - Beginning Jan 1, 2019, members will be Chairs/Presidents of respective org
  - Membership of Council will appoint a chair of the Council, who will serve as representative to COS

### **3:10 –3:20 New Business**

- Disability (Multi-Ability) Resource Space
  - Drs. Erin Liebich (Chair of CDIP) & Maggie Butler (Director of Office of Disability Issues in Psychology & Staff Liaison for CDIP))
  - Name change b/c concerns that Resource Room being underutilized; feedback from prior conventions seemed to indicate that students and older APA members were reluctant to use Disability Resources Room either b/c they didn't identify as having a disability or they didn't want others to know they have a disability
    - Tried to address previously by providing more info about how Resource Room could be used by anyone but numbers using continued to decline
    - CDIP made a recommendation but didn't think they were making a decision; CDIP also apologizes for not seeking input from Div22 and other Divisions/groups.
    - Didn't intend to deny disability community, intention was to be more inclusive.
- Disability Identity Committee wants to be part of this type of decision moving forward
- CDIP has asked to have a representative on the Board of Convention Affairs: Julie Williams.
- Dr. Butler will reach out to Division President and Disability Identity Committee Chair after convention.

### **3:20-3:40pm Updates (as time allows)**

- Mentorship Committee
  - o B.Daniels – foci for the coming year – simplifying mentor/mentee matching process; generating some content and potentially doing webinars
- Childcare Taskforce
  - o Planning for RP19
    - Will send out a Needs Assessment to gather info to direct planning
  - o APA CECP is advocating for this be part of strategic initiatives
    - Council of RP Post-Doctoral Training Programs (Stiers)
    - Foundation of Rehabilitation Psychology (Rohe) - nothing
    - Academy of Rehabilitation Psychology (Tackett) – nothing
- Board of Professional Affairs (B.Karol)
  - o B.Karol stepping down from this role, Greg Stern will take on this role
  - o Looking at parity for psychology services
  - o Launching HIPAA-smart to provide training info
  - o APA looking at how to accredit Masters – financially driven

### **3:50 Adjourn**

## **REPORTS, NO ACTION, NO DISCUSSION**

Awards Committee

Communications Committee

Continuing Education Committee

Diversity Committee

Education & Training Committee

- BEA Liaison

Mentorship Committee

Section Reports

- 1 – Pediatric Rehabilitation Psychology
- 2 – Women's Issues in Rehabilitation

Special Interest Group (SIG) Reports

- Critical Care

# **APA Division 22 Rehabilitation Psychology President's Report to the Executive Committee**

**President:** Dr. Michelle A. Meade, Ph.D.

## **I. Executive Summary**

As the President of *Rehabilitation Psychology*, Division 22 of APA, I have been building on the work of my predecessors' to enhance the infrastructure of our division and the support it provides to its members in addition to improving the transparency of associated processes. Now more than ever, we must recognize the health and healthcare disparities faced by individuals with disabilities, accept the role of advocates articulated within our professional mission, and come together to promote understanding, access and inclusion.

## **II. Goals, Focus and Strategic Plan**

- The President upholds the Bylaws of the Division and effects the objectives of the Bylaws.
- The President provides direction and coordination required to facilitate long-term goals and short-term objectives of the Division, as outlined in the current Strategic Plan. This requires a focus on recruitment and retention of Division members, soliciting their opinion and involvement in all affairs of the Division, as well as attending to their professional needs and interests in rehabilitation psychology.
- The President presides, or delegates authority to do so, at business meetings of the Division, and with the Executive Board, directs, monitors and coordinates the affairs of the Division.
- The President maintains timely contact with the Executive Board and other Officers, Committees and general membership utilizing various communication techniques, including formats providing reasonable accommodations, at least quarterly.
- The President reviews and responds to APA-generated activities and correspondence, maintains contact with APA and with Presidents of other APA divisions, as well as with other rehabilitation organizations with overlapping interests. The President ensures that the annual report required by APA and all correspondence concerning budget and membership are timely.
- The President is solely responsible for appointing and/or removing SIG and Committee Chairs, except for Nominating Committee.

## **III. Recent Activities**

- Rehabilitation Psychology Mid Year Meeting
  - Served as chair for RP18 Board of Managers (BOM)
  - Serving as acting secretary for RP19 BOM
  - Member of Program Committee for RP18 and RP19
  - Initiated Child Care Task Force to promote balance for parents between personal-professional responsibilities.
- APA Convention
  - Worked with Division 22 Program Chair and co-chair to plan and support activities



- Completed MOU Process for Mid-Year Meeting
- Led process of identifying and getting contract with management company
- Coordinated and presided over Monthly Executive Committee Conference Calls
- Facilitated Bylaws revision (currently under vote)
- Worked with Committee Chairs to facilitate processes and problem solve as well as recruitment of members
- Manage communication and promote interactive dialogue on the Div. 22 listserv

#### **IV. Achievements and Accolades**

- I would like to express my gratitude for Division 22 Chair Elect, Dr. Joseph Rath, and Division 22 Treasurer, Dr. Kim Monden for their support and assistance, going above and beyond their position descriptions to get things done

#### **V. Challenges, Issues, Concerns and/or Barriers**

- Maintaining active engagement and enrollment of members
- Lack of clarity and consistency as related to committee structure and expectations

#### **VI. Action Items (to be voted on by EC committee):**

- Vote to change name of Assistive Technology SIG to reflect focus on e-health / m-Health efforts

#### **VII. Budget Requests**

- None

#### **VIII. Discussion Items for EC meeting:**

- Status of Deafness SIG
- Review of accomplishments
- Presidential initiatives

#### **IX. Information Items**

- MOU signed with ABRP / the Academy
- Contract pending with Management Company to begin 9/1/18

Respectfully submitted on August 2, 2018

Michelle A. Meade

APA Division 22 President

**APA Division 22 Rehabilitation Psychology  
Childcare and Parenting Task Force Report  
Executive Committee Meeting, August 2018, San Francisco, CA**

**Members:**

Abbey J. Hughes, PhD

Michelle Meade, PhD

Meredith Williamson, PhD

**X. Executive Summary and Goals**

The Childcare and Parenting Task Force was initiated in fall 2017, with the primary goals of:

- Assessing members' needs, as they pertain to issues surrounding childcare, parenting, and work-life balance in the field of rehabilitation psychology
- Exploring possibilities for offering childcare options for future RP and APA conferences, and other professional meetings
- Exploring potential collaborative opportunities with other APA divisions to support members who work to balance childcare and other caregiving responsibilities

**XI. Recent Activities and Achievements**

The Childcare and Parenting Task Force has initiated and continues to make progress on the following activities:

- Childcare Needs Assessment: A survey of Division 22 members was conducted December 2017 through January 2018 to assess members' interest in participating in a pilot childcare program for the 2018 Rehabilitation Psychology Conference. Responses were used to inform this year's RP18 Childcare Program.
- RP18 Childcare Pilot Program:
  - The Child Care Task Force selected College Nannies+Sitters+Tutors of the Park Cities based on lowest rates, ability to share costs among families, and scheduling flexibility.
  - For RP18, 5 families (4 children total, ages 9 months to 4 years) participated in the sitter-sharing program.
  - Childcare took place in two designated hotel guest rooms: one of the Task Force member's rooms, and one room generously provided by the Conference Board of Managers.
  - Budget analyses indicate that this program resulted in ~65% savings for participating members. Use of the sitter-sharing program reduced average costs-per-child from \$1000 to \$358 per child.
- RP18 Child and Family Activities: The Task Force organized several activities and resources for RP members and their families:
  - A comprehensive list of nearby family-friendly attractions
  - A breakfast roundtable for RP members focused on parenting/childcare issues
  - A family-friendly lunch outing for RP attendees

## **XII. Budget requests**

- RP19 Childcare Program
  - Given the success of the RP18 Pilot Program, we are requesting that the BOM consider donating 1 of their complimentary rooms for RP19 (3-4 nights) for use as a childcare room for RP19 in Orlando, FL.
  - Alternative room options will also be explored.
  - Abbey Hughes will be coordinating the RP19 Childcare Program and will participate on the Program Planning Committee in this capacity.

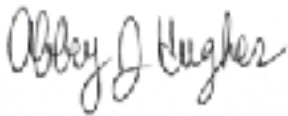
## **XIII. Discussion Items for EC meeting:**

Time permitting, Abbey Hughes will be in attendance to provide a summary of the Task Force activities and answer any questions.

## **XIV. Information Items**

See Recent Activities and Achievements

Respectfully submitted on 7/31/18,



Abbey J. Hughes, PhD  
Chair, Division 22 Childcare and Parenting Task Force

## **APA Division 22 Rehabilitation Psychology Treasurer's Report to the Executive Committee**

This report summarizes the current status of Division 22 finances and reviews of the 2018 Fiscal Year (Jan 1, 2018 – Dec 31, 2018).

Budget figures presented are from statements received in a report from APA Division Accounting through May 2018. Revenue and expenses recorded and the information from statements received is supplemented by revenues and expenses received and processed through July 20, 2018.

Using available figures, present revenue (\$32,046) is greater than the budgeted revenue (\$28,915) for FY 2018. In FY 2016 and FY 2017, revenue was \$52,882 and \$54,246, respectively. Based on past trends, it is expected that FY 2018 total revenue will be approximately \$47,000. This is less than previous years because of the way journal fees are accounted for in the budget (see detailed explanation below). Examination of projected expenditures and income for the year suggests that the Division has enough income/cash reserves to cover expenditure for 2018.

Revenue: Projected revenue for 2018 is \$28,915 and has been kept approximately the same since 2012, however, actual revenue has exceeded projected revenue on average \$16,000 each year since 2015. This is largely attributed to greater than expected revenue from CE fees. CE income was \$14,685 in 2016 and \$8,250 in 2017. Revenue from CEs for FY 2018 is \$7,500 at present.

Revenue from membership dues is on track to meet projected income. Projected revenue from membership was decreased from \$23,000 to \$16,500 to account journal fees being taken directly out of membership fees by APA, as opposed to being invoiced at the end of the fiscal year.

Expenses: Projected expenses for FY 2018 are \$57,275. This is an increase from FY 2017 by \$18,000. This increase is accounted for by fees associated with hiring a management company (\$24,000). The increase does not reflect the total amount of the cost for the management company because the \$6,500 fee for the journal was removed out of the budget.

Summary of Financial Condition: According to the most recent financial statements (May 2018), the Division has \$263,972 in assets with no long-term liabilities. Of the Division's overall balance, \$55,149 is held as cash, \$15,776 in short-term investments, and \$190,386 in long-term investments. Dividends from the long-term investment fund are rolled over into the Division's operating budget on an annual basis. As of May 2018, dividends earned on the long-term investment fund in FY 2018 were \$1,847.74.

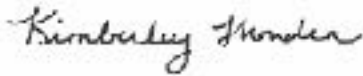
These values represent an amount equivalent to approximately 4-5 years of current annual operating expenses and suggests that, at present, the Division is overall in sound shape.

## Action Items

1. The Division has a significant amount of money in cash holdings. Some of this cash should be invested in either the short- or long-term fund investment. The Executive Committee should determine how much money the Division should keep in cash. Points to consider in the decision process:

- a. Management company costs (\$24,000/year)
- b. Ease of moving funds from short-term investment to cash versus from long-term investment to cash. To get funds out of long-term investment fund can take up to 2 months.

Submitted Respectfully,

A handwritten signature in dark ink, appearing to read "Kimberley Monden". The signature is written in a cursive, flowing style.

Kimberley R. Monden, PhD  
Treasurer, Division 22

## 2018 Budget Summary

INCOME						
	SUB ACCOU NT	BUDG ET	ACTUA L	VARIANCE	FY 2016	FY 2017
Dues	4005	\$ 16,50 0.00	\$ 17,244 .00	\$ 744.00	\$ 24,842 .00	\$ 18,622 .00
Contributions	4985-1	\$ 2,000. 00	\$ 1,005. 00	\$ (995.00)	\$ 4,325. 00	\$ 19,408 .47
Contributions (Rehab Psych Conference Deposit)	4985-2	\$ 1,000. 00	\$ 3,750. 00	\$ 2,750.00	\$ 1,000. 00	\$ 3,000. 00
Contributions (APA Programming)	4985-3	\$ 1,250. 00	\$ 500.00	\$ (750.00)	\$ -	
CE Fees	4987	\$ 4,100. 00	\$ 7,500. 00	\$ 3,400.00	\$ 14,685 .00	\$ 8,250. 00
Royalties	4600	\$ 50.00	\$ -	\$ (50.00)	\$ 3.87	\$ -
Advertising	4900	\$ -	\$ -	\$ -	\$ -	\$ -
Sales	4910	\$ -	\$ -	\$ -	\$ -	\$ -
Interest	4974	\$ 15.00	\$ 63.89	\$ 48.89	\$ 18.66	\$ 86.08
Dividends	4977	\$ 4,000. 00	\$ 1,847. 74	\$ (2,152.26)	\$ 5,815. 40	\$ 4,336. 64
Capital Gain/Loss		\$ -	\$ -	\$ -	\$ 147.32	\$ 535.24
Unrealized Gain/Loss		\$ -	\$ -	\$ -	\$ -	\$ -
Grants ('17 PILC Health Equity Dissemination Award; '10 PVA	4980	\$ -	\$ -	\$ -	\$ 2,045. 00	\$ 8.40
Miscellaneous	4999	\$ -	\$ 135.50	\$ 135.50	\$ -	\$ -

Council of Training Specialties		\$ -	\$ -	\$ -	\$ -	\$ -
APAGS Grant		\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL INCOME</b>		<b>\$ 28,915.00</b>	<b>\$ 32,046.13</b>	<b>\$ 3,131.13</b>	<b>\$ 52,882.25</b>	<b>\$ 54,246.83</b>

<b>EXPENSES</b>						
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	SUB ACCOU NT	BUDG ET	ACTUA L	VARIANCE	FY 2016	FY 2017
<b>Publications &amp; Communications</b>						
Journal - Printing/Postage	601	\$ -	\$ -	\$ -	\$ -	\$ -
Journal Editorial Office	602	\$ -	\$ -	\$ -	\$ -	\$ -
Newsletter	603	\$ -	\$ -	\$ -	\$ -	\$ -
Website	563	\$ 750.00	\$ 365.84	\$ 384.16	\$ 467.63	\$ 256.84
<b>Subtotal</b>		<b>\$ 750.00</b>	<b>\$ 365.84</b>	<b>\$ 384.16</b>	<b>\$ 467.63</b>	<b>\$ 256.84</b>

#### Membership

New Member Development	614	\$ 500.00	\$ 251.11	\$ 248.89	\$ -	\$ -
Brochure Printing	611	\$ -	\$ -	\$ -	\$ -	\$ -
Postage/Mailing/Division Services	612	\$ 1,200.00	\$ 1,687.25	\$ (487.25)	\$ 1,897.66	\$ 1,782.11
Processing Services	613	\$ -	\$ -	\$ -	\$ -	\$ -
Journal	845	\$ -	\$ -	\$ -	\$ 6,825.00	\$ -
<b>Subtotal</b>		<b>\$ 1,700.00</b>	<b>\$ 1,938.36</b>	<b>\$ (238.36)</b>	<b>\$ 8,722.66</b>	<b>\$ 1,782.11</b>

## Travel

APA Presidential Initiative	642	\$ -	\$ -	\$ -	\$ -	\$ -
APA Council	652	\$ -	\$ -	\$ -	\$ -	\$ -
BAPPI	653	\$ -	\$ -	\$ -	\$ -	\$ -
CDIP	654	\$ 3,000.00	\$ 1,305.92	\$ 1,694.08	\$ 2,511.83	\$ 1,222.77
APA Liaison - CAPP	295	\$ 2,000.00	\$ -	\$ 2,000.00	\$ 1,635.02	\$ -
Board of Professional Affairs (BPA)	655	\$ 2,000.00	\$ 1,826.60	\$ 173.40	\$ 1,190.44	\$ 1,635.02
Board of Educational Affairs (BEA)	624	\$ 2,000.00	\$ -	\$ 2,000.00	\$ 693.24	\$ 776.26
Board of Scientific Affairs (BSA)	625	\$ 1,000.00	\$ 901.78	\$ 98.22	\$ 751.50	\$ 887.03
CRSSP	623	\$ -	\$ -	\$ -	\$ 712.51	\$ -
Interdivisional Healthcare Committee	656	\$ 1,000.00	\$ 1,628.85	\$ (628.85)	\$ 697.27	\$ 712.51
Interdivisional Leadership	626	\$ 1,000.00	\$ -	\$ 1,000.00	\$ 980.72	\$ 718.81
President	657	\$ -	\$ -	\$ -	\$ -	\$ -
Diversity Liaison	660	\$ -	\$ -	\$ -	\$ -	\$ -
Student Representative Travel Support	658	\$ 2,000.00	\$ -	\$ 2,000.00	\$ 1,363.07	\$ -
Early Career Psychologist (ECP)	663	\$ 2,000.00	\$ -	\$ 2,000.00	\$ 4,451.38	\$ 2,026.88
Miscellaneous	641	\$ -	\$ 546.71	\$ (546.71)	\$ -	\$ -
Council of Specialties	662	\$ 1,000.00	\$ -	\$ 1,000.00	\$ 852.00	\$ -



APAGS Student Grant Travel Award	643	\$ 300.00	\$ -	\$ 300.00	\$ -	\$ -
Federal Advocacy Coordinator	637	\$ 1,000.00	\$ -	\$ 1,000.00	\$ -	\$ -
<b>Subtotal</b>		<b>\$ 18,300.00</b>	<b>\$ 6,209.86</b>	<b>\$ 12,090.14</b>	<b>\$ 13,491.45</b>	<b>\$ 7,979.28</b>

### Administration

Presidential Office	651	\$ -	\$ -	\$ -	\$ -	\$ -
Treasurer	621	\$ -	\$ -	\$ -	\$ -	\$ -
Apportionment Mailing	753	\$ -	\$ -	\$ -	\$ -	\$ -
APA Coalition Dues	754	\$ -	\$ -	\$ -	\$ -	\$ -
Midwinter Business Meeting	661	\$ -	\$ -	\$ -	\$ -	\$ -
Executive Board Accommodations	756	\$ 1,000.00	\$ -	\$ 1,000.00	\$ 745.67	\$ -
Awards	671	\$ 450.00	\$ 282.28	\$ 450.00	\$ 644.42	\$ 594.79
Practice Award	672	\$ -	\$ -	\$ (282.28)	\$ -	
Management Company	620	\$ 24,000.00	\$ -	\$ 24,000.00	\$ -	\$ -
Miscellaneous	699	\$ -	\$ -	\$ -	\$ 7,775.00	\$ 21,278.05
<b>Subtotal</b>		<b>\$ 25,450.00</b>	<b>\$ 282.28</b>	<b>\$ 25,450.00</b>	<b>\$ 9,165.09</b>	<b>\$ 21,872.84</b>

### Education & Training

Evidence Based Practice Meeting	682	\$ -	\$ -	\$ -	\$ -	\$ -
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Multicultural Conference	885	\$ 1,500.00	\$ 1,500.00	\$ -	\$ -	\$ 1,500.00
ABRP	703	\$ -	\$ -	\$ -	\$ -	\$ -
CE Renewal Fee	681	\$ 300.00	\$ -	\$ 300.00	\$ 520.00	\$ 520.00
Student Development (Student Leadership Network)	659	\$ 1,000.00	\$ 713.24	\$ 286.76	\$ 352.56	\$ 274.96
Council of Training Specialties	704	\$ 150.00	\$ 137.50	\$ 12.50	\$ 150.00	\$ 550.00
Presidential Summit Integrated Healthcare	801	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Subtotal</b>		<b>\$ 2,950.00</b>	<b>\$ 2,350.74</b>	<b>\$ 599.26</b>	<b>\$ 2,022.56</b>	<b>\$ 2,844.96</b>

#### APA Convention

Social Hour	631	\$ 3,000.00	\$ -	\$ 3,000.00	\$ -	\$ 9,911.53
Student Social Hour	629	\$ 300.00	\$ -	\$ 300.00	\$ 93.19	\$ -
Joint Event Div 22 & Div40	636	\$ -	\$ -	\$ -	\$ -	\$ -
Student Volunteers	630	\$ 525.00	\$ -	\$ 525.00	\$ 314.00	\$ 100.00
President's Suite	632	\$ 2,000.00	\$ -	\$ 2,000.00	\$ 1,173.90	\$ -
Hospitality Suite	628	\$ -	\$ -	\$ -	\$ 1,028.09	\$ 4,270.41
Flyer	635	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous	639	\$ -	\$ -	\$ -	\$ 465.39	\$ 541.30
<b>Subtotal</b>		<b>\$ 5,825.00</b>	<b>\$ -</b>	<b>\$ 5,825.00</b>	<b>\$ 3,074.57</b>	<b>\$ 14,823.24</b>

<b>Mid-Winter Conference</b>						
Honorariums: Mid Winter Keynote (ABRP)	633	\$ -	\$ -	\$ -	\$ -	\$ -
Lecture: Diller (Mid Winter-Vanguard Fund)	634	\$ 1,000.00	\$ 1,000.00	\$ -	\$ 1,000.00	\$ 1,000.00
Lecture: Rosenthal (Biannual)	673	\$ -	\$ -	\$ -	\$ -	\$ 1,000.00
Rehab Psych Conference Expenses	702	\$ 1,000.00	\$ -	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
<b>Subtotal</b>		<b>\$ 2,000.00</b>	<b>\$ 1,000.00</b>	<b>\$ 1,000.00</b>	<b>\$ 2,000.00</b>	<b>\$ 3,000.00</b>

#### Other

Bank Service Fees	691	\$ 300.00	\$ 95.75	\$ 204.25	\$ 267.05	\$ 322.18
Audio Tapes	692	\$ -	\$ -	\$ -	\$ -	\$ -
AT Special Interest Group	695	\$ -	\$ -	\$ -	\$ -	\$ -
BEA Grant Disbursement (Paid & Disbursed in 2011)	645	\$ -	\$ -	\$ -	\$ -	\$ -
PVA Grant Disbursement (Paid & Disbursed in 2011)	644	\$ -	\$ -	\$ -	\$ -	\$ -
National Pain Strategy Collaborative Meeting	802	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Subtotal</b>		<b>\$ 300.00</b>	<b>\$ 95.75</b>	<b>\$ 204.25</b>	<b>\$ 267.05</b>	<b>\$ 322.18</b>
		<b>BUDGET</b>	<b>ACTUAL</b>	<b>VARIANCE</b>	<b>FY 2016</b>	<b>FY 2017</b>
<b>TOTAL EXPENSES</b>		<b>\$ 57,275.00</b>	<b>\$ 12,242.83</b>	<b>\$ 45,032.17</b>	<b>\$ 38,211.01</b>	<b>\$ 52,881.45</b>
<b>NET INCOME/(LOSS)</b>		<b>\$ (28,360.00)</b>	<b>\$ 19,803.30</b>	<b>\$ (48,163.30)</b>	<b>\$ 14,671.24</b>	<b>\$ 1,365.38</b>

## Section 2: Budget Summary

INCOME						
	ACCOUNT	BUDGET	ACTUAL	VARIANCE	FY 2016	FY 2017
Dues	22001	\$ 275.00	\$ 315.00	\$ -	\$ 285.00	\$ 360.00
Contributions	22001	\$ -	\$ -	\$ -	\$ -	\$ 50.00
Interest	22001	\$ 0.50	\$ -	\$ -	\$ 0.64	\$ 3.98
<b>TOTAL INCOME</b>		<b>\$ 275.50</b>	<b>\$ 315.00</b>	<b>\$ 39.50</b>	<b>\$ 285.64</b>	<b>\$ 413.98</b>

EXPENSES						
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	SUB ACCOUNT	BUDGET	ACTUAL	VARIANCE	FY 2016	FY 2017
RP Student Poster Award	693	\$ 100.00	\$ -	\$ (100.00)	\$ -	\$ 100.00
APA Student Poster Award	693	\$ 100.00	\$ -	\$ (100.00)	\$ -	\$ -
Miscellaneous	693	\$ 200.00	\$ -	\$ (200.00)	\$ -	\$ -
Bank Charges & Fees	693	\$ 5.00	\$ 3.28	\$ (1.72)	\$ 4.95	\$ 13.68
<b>TOTAL EXPENSES</b>		<b>\$ 405.00</b>	<b>\$ 3.28</b>	<b>\$ (401.72)</b>	<b>\$ 4.95</b>	<b>\$ 113.68</b>

NET INCOME/(LOSS)		\$ (129.50)	\$ 311.72	\$ 441.22	\$ 280.69	\$ 300.30
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INCOME						
	ACCOU NT	BUDG ET	ACTUA L	VARIANCE	FY 2016	FY 2017
Dues	22002	\$ 450.00	\$ 405.00	\$ -	\$ 480.00	\$ 405.00
Contributions	22002	\$ -	\$ 10.00	\$ -	\$ -	\$ 50.00
Interest	22002	\$ -	\$ 1.21	\$ -	\$ 0.27	\$ 11.32
TOTAL INCOME		\$ 450.00	\$ 416.21	\$ (33.79)	\$ 480.27	\$ 458.98

EXPENSES						
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	SUB ACCOU NT	BUDG ET	ACTUA L	VARIANCE	FY 2016	FY 2017
RP Student Poster Award	694	\$ 100.00	\$ 100.00	\$ -	\$ 100.00	\$ 100.00
APA Student Poster Award	694	\$ 100.00	\$ -	\$ (100.00)	\$ -	\$ -
Miscellaneous	694	\$ 50.00	\$ 173.09	\$ 123.09	\$ -	\$ 145.00

Bank Charges & Fees	694	\$ 10.00	\$ 7.92	\$ (2.08)	\$ 9.64	\$ 21.32
TOTAL EXPENSES		\$ 260.00	\$ 281.01	\$ 21.01	\$ 109.64	\$ 266.32
NET INCOME/(LOSS)		\$ 190.00	\$ 135.20	\$ (54.80)	\$ 370.63	\$ 192.66



## **APA Division 22 Rehabilitation Psychology Representative to Council's Report to the Executive Committee**

**Chair:** Dr. Kim A. Gorgens, Ph.D. and Dr. Linda R. Mona, Ph.D.

### **I. Recent Activities**

RP Report from APA Council (March 9 & 10, 2018 • Washington, D.C.)

1. Dr. Arthur Evans, CEO report
  - a. Psychology should be the lead in these areas: Health care, immigration, trauma, stress, gun violence, important of science, opioid epidemic, SPMI, AI and reimbursement
  - b. Strategic plan in 2018 roll out in 2019 for implementation for 5-7 years
  - c. Hiring a Chief Diversity Officer
2. General Counsel report (open session)
  - a. Appeal to be heard in Ohio (defamation lawsuit) scheduled for 5/1/18
  - b. Amicus Brief in Charles et al. v. Orange County, NY
    - i. Whether persons in corrections with SPMI are entitled to transition planning including medications and referrals to mental health services after release
    - ii. Decision pending
  - c. Amicus Brief in Masterpiece Cakeshop cv. Colorado Civil Rights Commission
    - i. Why discrimination based on sexual orientation is conduct the State can and should regulate
    - ii. APA reported that homosexuality is resistant to change; discrimination is pervasive; and shared research on the harmful effects of stigma
    - iii. Decision pending of eyewitness identification, cross-racial identification in particular and how jury instruction about cross race identification reduces wrongful conviction
  - d. Amicus Briefs about eyewitness identification in People v. Thomas, People v. Boone, Phillipos v. United States, and Garner v. Colorado
    - i. Court agreed with APA that eyewitness identification is unreliable
3. Finance report Dr. Jean Carter
  - a. Refinanced DC property and using \$25M to support initiatives
    - i. \$20M strategic investment fund
      1. Principles
        - a. High impact advances Public Good (strategic plan and board priorities)
4. APA President Report (Dr. Henderson Daniel)
  - a. Nominate someone or yourself to be Citizen psychologist



- b. <http://www.apa.org/about/governance/citizen-psychologist/default.aspx>
- 5. Consent agenda passed
  - a. MA Training Guidelines passed
  - b. NBI on the use of the word Patient was not added to Agenda
- 6. MA training discussion
  - a. Council nearly unanimously approved motion for APA to pursue accreditation for MA programs (in areas where APA already accredits training)
- 7. APA/APAPO merger APPROVED
  - a. Council nearly unanimously approved motion to merge APA (C3) and APAPO (C6)
  - b. Members will receive a new dues agreement outlining membership in \*new\* C6 organization (APA Institute for Psychology or APAIP)
  - c. Greater flexibility for advocacy for areas outside of practice (education, science, etc.)
- 8. Obesity treatment guidelines for Children and Adolescents
  - a. After hours of vigorous debate, these guidelines were passed with revised title
    - i. Added a colon and the following additional text: Current State of Evidence and research needs
- 9. First APA Citizenship Award to Dr. Bronzaft for her pioneering work on noise reduction in NYC (NYC transit) and drawing attention to the dangers of excessive noise
- 10. TRANSPARENCY OF DECISIONS (NBI #23C/FEB 2016)
  - a. Postponed until August 2018
  - b. Intention for transparency of votes/decisions of Council & BOD affirmed but language felt to be problematic.
- 11. RESOLUTION ON PREGNANT AND POSTPARTUM ADOLESCENT GIRLS AND WOMEN WITH SUBSTANCE ABUSE RELATED DISORDERS
  - a. Approved by 99.4%
- 12. AMENDMENTS TO ASSOCIATION RULES 210: FINANCE
  - a. Recommended an <5% draw from the long-term portfolio for programs
  - b. Postponed to August 2018
- 13. Shalom Cheverim from Council!

Respectfully submitted on July 20, 2018

Kim Gorgens, Ph.D. and Linda R. Mona, Ph.D.

Representatives to Council

## **APA Division 22 Rehabilitation Psychology Members-at-Large Report to the Executive Committee**

**Chair** Jennifer Duchnick, Member at Large – workgroup to research possibility of transition of Rehabilitation Psychology Journal to electronic format

**Members:**

Lisa Brenner  
Dawn Ehde  
Sarah Heinz  
Kim Monden  
Paul Perrin

### **I. Executive Summary**

There is the potential for the division to decrease costs with a shift to electronic journal format. This could allow greater expenditure in other areas to improve member benefits.

### **II. Goals / Focus**

Identify options for making a change in journal format available through APA and associated costs

### **III. Recent Activities**

- A contact person at APA was identified, Rose Sokol-Chang, who was able to provide information regarding journal format options and costs. Plan for development of workgroup and process moving forward was formulated during a meeting of the Membership Committee. The journal workgroup was composed and met 5/21/18, with continued follow up email communications. The co-chairs of the Disability Identity Committee were contacted for input regarding potential impact of journal format change upon division members with disabilities.

### **IV. Challenges / Issues / Concerns / Barriers**

We are awaiting additional information from APA regarding 1) metrics regarding current electronic access, and 2) any other journal options/costs to division (e.g., online only options)

Ongoing pursuit of information regarding whether changing to online format would be contraindicated by the agreement Div 22 made with APA with sale of journal in 2008. To date, there does not appear to be any barrier.

Though APA has been providing electronic access through the website, therefore providing the means for members to have access to electronic journals, there were some problems initially with consistent access. It is not clear if this has been resolved.

Though it would be desirable to survey entire membership to receive feedback regarding potential change, the mechanism through which member surveys have been conducted in the past has been time consuming and burdensome.

## **V. Discussion Items for EC meeting:**

Based upon the information provided by APA thus far, switching to online format for journal with option for print at additional cost is feasible and could result in substantial savings to the division (up to \$4,900), but costs would depend upon:

- 1) the number of members who would request a print journal
- 2) whether the division covers the cost for print journals for those requesting it. Feedback from the Disability Identity Committee suggested that this print journal fee could be waived for those with a disability who may request print copy for ease of access

### **Information provided by APA**

- The Division currently pays a rate of \$19.50 per member subscription to the journal. Per our agreement from 2008, the journal is provided to all members as a member benefit.
- The journal has grown since that initial agreement, and the subscription rate has increased from \$15/member to \$19.50/member, where it has stayed for several years now.
- As of 2017, it looks like 1,091 Division members received the journal
- Were all members to opt for electronic only delivery, we could offer a rate of \$15/member, with the option to opt into print for another \$10 (\$25 total for print).
  - I believe this could be handled through our current process, although additional billing for print opt-in might have to happen with an end of year invoice rather than by withdrawing the funds directly from the Division account.

Respectfully submitted on 7/25/18

Jennifer Duchnick, Ph.D.

Member-at-Large

**APA Division 22 Rehabilitation Psychology  
Member at Large Report to the Executive Committee  
Executive Board Meeting, August 2018, San Francisco, CA**

**Member at Large: Paul Perrin**

**Recent activities**

- Served as an executive board representative on the Diversity Committee (coordinated via email and on conference calls)
- Performed a site visit in Norfolk, VA as a potential site for an upcoming RP convention
- Began work on the Division Bylaws Committee
- Participated in all D22 EC conference calls
- Led a committee to produce a D22 comment on the US Department of Education's (DOE) Request for Information on the Future Direction of the Rehabilitation Training Program

Respectfully submitted

Paul Perrin, PhD

**APA Division 22 Rehabilitation Psychology**  
**Joint ECP Representative and ECP SIG Report to the Executive Committee**  
**August 2018, San Francisco, CA**

**Summary**

This has been another busy and exciting year for the Division 22 Early Career Psychology (ECP) Representative and Special Interest Group (SIG). Our work in previous years has focused on defining the mission and objectives of the ECP SIG and increasing the presence of ECP members in other Division 22 committees and leadership roles. Having made significant progress on these objectives, our work this year has focused on expanding ECP SIG membership and establishing a leadership pipeline in order to support our SIG's sustainability, continued growth, and responsiveness to the needs of our Division's current and future ECP members. The following sections summarize our current activities.

**Information Items**

- **ECP Needs Assessment:** In November 2017, we launched our first ECP Needs Assessment. Although responses will continue to be collected through the spring, 37 participants (30 current ECPs) have completed the survey to date. Respondents accounted for approximately 14% of our Division's ECP membership. Findings from the survey will be disseminated following completion; however, preliminary results included the following:
  - 63% of participants reported being satisfied with the current mentorship they receive regarding ECP-relevant issues. This was identified as an area for future growth.
  - Respondents reported specific interest in receiving more information/training on: starting/growing a rehabilitation psychology practice at their institution; issues related to billing and reimbursement; identifying research funding opportunities; and transitioning from postdoctoral fellow to ECP.
  - Respondents reported a number of ways they prefer to receive new information/training. In addition to in-person conferences (e.g., RP), which was the most preferred, participant also identified attending institution-based trainings, reading journal articles, and attending a focused topical webinar series as their preferred methods.
  - Although the Division offers many member benefits, the benefits ranked highest in importance for ECPs were: opportunities for networking/collaboration, access to the Division's Mentorship Program, and access to the Division's listserv. Benefits ranked lower in importance were: access to the RP journal, eligibility for Division awards, and opportunities for positions in APA governance.
  - Finances were among the primary factors determining ECPs' attendance at RP and APA conferences. Participants indicated that subsidized rates for ECPs would increase the likelihood of attendance.
  - As a result of this survey, numerous ECP members have reached out to SIG leaders inquiring how to become more involved in Division leadership and are now active SIG members.

- **ECP SIG Leadership:** In the past several months, we have identified 7 individuals who have expressed interest in gaining more leadership experience through participation on the ECP SIG. A list of these members is available upon request. These members have specific roles and responsibilities on the SIG and have regularly attended monthly conference calls. With Abbey Hughes accepting a position as member-at-large, she will be stepping down as ECP Chair. Leah Adams will be stepping into this position following the APA convention. We also plan to announce a chair-elect position for the next year following convention.
- **ECP Activities at APA2018:** The ECP SIG has their year meeting on Friday 8/10 from 3-4pm to discuss programming for the upcoming RP 2019 mid-winter conference. In lieu of a Division 22 ECP social, we will be representing Division 22 at the larger APA ECP social on Friday 8/10 from 5-7pm.
- **ECP Funding:** In December 2017, a motion/vote passed in the Division 22 Executive Committee to provide the ECP SIG with \$500 to enhance engagement through activities at the annual RP and APA conferences. We hope to have this renewed for the 2019 year.
- **Division 22 Involvement in APA CECP:** Abbey Hughes is currently the Science Representative to the APA Committee for ECPs. This 3-year position promotes a voice at the CECP table to advocate for RP ECPs.
- **Future Programming:** The ECP SIG will be hosting a series of 2-3 webinars in the coming year focused on topics relevant to ECPs that were identified through the Needs Assessment. Our first webinar slated for Fall 2018 will focus on rehabilitation psychologist positions in non-traditional settings (i.e. Department of Neurosurgery).
- The next ECP SIG meeting (8/10/18) set an agenda for planning and executing these webinars as well as collaborating on ECP programming for RP2018.

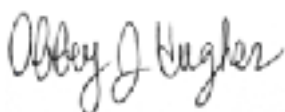
### Achievements

- **APA 2018 ECP Poster Submission:** A poster highlighting the needs assessment was accepted and will be presented at the APA 2018 convention.

### Challenges

- We are working to expand the reach of the ECP-SIG to include individuals not previously involved in leadership. Challenges include sustaining consistent participation from ECPs within the Division and their active involvement in leadership positions. Possible solutions include expanding outreach effort and identifying individuals who may make a positive and meaningful contribution.

Respectfully submitted on 07/30/2018



Abbey J. Hughes, PhD  
ECP SIG Chair

Ferzeen K. Patel, PsyD

Ferzeen Patel, PsyD  
ECP Representative to the Executive Committee

**APA Division 22 Rehabilitation Psychology**  
**Section 1 President Report to the Executive Committee**  
**Mid-Year EC Meeting, August 2018, San Francisco, CA**

**Chair / President: Carol Rosen**

**I. Executive Summary: February 2018- Present**

Section 1 hosted a Breakfast Roundtable at RP conference to promote Section 1 and pediatric rehabilitation psychology issues. SIG was started within Division 54 to increase membership in both Section 1 and Division 54 in order to promote networking and potential research collaborations. Section 1 will be sending call for nominations out to the Division 22 listserv in order to fill leadership positions within the Section.

**II. Goals / Focus / Strategic Plan**

Section 1 focuses on educating students and professionals about Pediatric Rehabilitation Psychology. Networking and support is provided at conferences and through efforts to communicate via Division listserv, Section 1 Student Led Social Media Group and SIG within Division 54. Immediate goals include filling specific leadership positions within Section 1.

**III. Recent activities**

RP Conference Program

- Section 1 participated in and served on the programming planning committee.
- Section 1 hosted Breakfast Roundtable to promote networking and discuss Pediatric Rehabilitation issues.

**IV. Achievements**

- Student Led Social Media Group continues to be active, provide opportunities to network and review current issues in Pediatric Rehabilitation Psychology.
- Rehabilitation Special Interest Group was established within Division 54 to establish mutually beneficial and collaborative relationship between Rehabilitation and Pediatrics.

**V. Challenges / Issues / Concerns / Barriers**

- Small workforce – results in slower progress with initiatives and projects.

Respectfully submitted on July 31, 2018

Dr. Carol Rosen

Chair to Section 1: RP Pediatrics

**APA Division 22 Rehabilitation Psychology**  
**Section 2 President Report to the Executive Committee**

## **Mid-Year EC Meeting, August 2018, San Francisco, CA**

**Chair / President:** Eun-Jeong Lee

### **I. Executive Summary: February 2018-Present**

Section 2 hosted a couple of events at RP conference to promote the section 2 and women's issues. Section 2 has reviewed Section 2 bylaws and is waiting for Division 22 bylaws updates to prevent any redundancy in the process. Section 2 is also planning to develop collaborative presentations for APA 2019 specifically focusing on sexual violence among psychologists. Mia Bergman will start her term after APA 2018. The results of nomination will be finalized at the APA convention.

### **II. Goals / Focus / Strategic Plan**

Section projects focus mainly on promoting education of women's issues through collaborative programming at the RP Conference and APA convention. Educational opportunities aimed to address member interests or topics of concern have been undertaken through ongoing development of the phone workshop series. Networking and support is provided at conferences and through efforts to communicate via the Section 2 listserv. Section 2 has also been involved in providing feedback on related Division or APA Policies, and at the same time advocating for women's issues.

### **III. Recent Activities**

#### **RP Conference Program**

- Section 2 participated in and served on the program planning committee.
- Section 2 hosted a lunch meeting to discuss sexual violence among psychologists on Saturday (2/24/18). 29 individuals attended the meeting and participated in the discussion.
- Section 2 hosted a breakfast roundtable session on Friday morning (2/23/18).
- Section 2 selected and awarded Section 2 poster award winner at RP 2018 (2/24/18). Caitlin Campbell and her team won the poster award titled "I don't feel alone: the clinical impact of a women's telehealth support group for female veterans with spinal cord injuries or disorders (SCI/D).
- Section 2 made nametag ribbons for RP2018 attendees to indicate membership in the section and to encourage others to ask members about the section.

#### **Section 2 election/leadership:**

- Carrie Pilarski sent out nomination call for section 2 membership chair position in June 2018.
- We are currently finalizing the results for Section 2 membership chair position
- Meghan Beier has been serving as Section 2 membership chair in past 4 years.
- Mia Bergman will start her term as Section 2 president after APA 2018 convention.



APA 2018 convention

- Section 2 will host a membership meeting at Div 22 hospitality suit on Saturday afternoon.
- Eun-Jeong Lee will present “Impact of discrimination and bias in STEM fields including Psychology” with other division presenters focusing on ‘women’s issues intersecting with disability status and race/ethnicity.
- Section 2 will attend CWP meeting at APA convention.

Section 2 teleconference workshop

- The topic on sex and disability was selected. Unfortunately, it was difficult to schedule the time and date in Spring.

**IV. Achievements**

- Abbey Hughes, section 2 member, became Div 22 ECP SIG chair and led childcare and parenting task force at RP 2018.

**V. Budget requests**

- Poster award: \$100
- RP lunch meeting: \$150

**VI. Information Items**

- Mia Bergman will start her term as Section 2 president after APA 2018 convention.

Respectfully submitted on 7/27/2018

By Eun-Jeong Lee, Div 22 Section 2 President

## **APA Division 22 Rehabilitation Psychology Awards Committee Report to the Executive Committee**

**Chair:** Dr. Catherine S. Wilson, Psy.D.

### **I. Discussion Items**

The committee discussed that if someone was nominated in a previous year and did not win the award, then to reconsider this person in the following year.

### **II. Information Items**

#### **a. Awards presented at 2018 Mid-Year Conference:**

- Leonard Diller Award Lecture on Contributions to Neurorehabilitation: Alan Goldberg, Psy.D., ABPP, JD
- Tamara Dembo and Beatrice Wright Award Lecture in Psychosocial Aspects of Rehabilitation: Linda Mona, PhD.
- Roger G. Barker Distinguished Research Contribution Award: Lisa Brennan, Ph.D.
- Lifetime Practice Excellence Award: Charles D. Callahan, Ph.D.
- Lifetime Achievement Award: Timothy Elliott, Ph.D.
- APA Division 22 Mentoring Award: Kimberly Gorgens, Ph.D.

#### **b. Awards to be presented at APA 2018 Conference:**

- ***Harold Yuker Award for Research Excellence*** for the best paper published in the journal for 2017, Sara Locatelli, Ph.D. and Sherri L. LaVela, Ph.D
- 2018 Larry Stewart Award in Psychology and Deafness: Patrick Brice, Ph.D.
- 2018 Rosenthal Early Career Research: Kimberly Monden, Ph.D.
- 2018 Early Career Practice Award: Angela Kuemmel, Ph.D., ABPP

#### **c. Budget**

	<b>Quantity</b>	<b>Price</b>
<b>Award plaques</b>	6	\$282.28 for Mid-Year Conference 2018
<b>APA Conference 2018</b>	5	\$309.25 for 218 (new company, previous company went out of business)

- #### **d.**
- The awards committee recruited a new student member in 2017, Bianca Crudup, PhD, who was in her last year of Post-Doc in rehabilitation at James A. Haley VA. We will need to nominate another student member for the coming year.

Respectfully submitted on July 29, 2018

By Catherine S. Wilson PsyD., ABPP (RP)

Division 22 Awards Chair

## **APA Division 22 Rehabilitation Psychology Communications Committee Chair Report to the Executive Committee**

**Chair :** Amanda Childs

**Members:** Kimberly Monden, Joshua McKeever, Brent Womble, Theodore Tsoulosides, Asma Ali, Emily Markley, Megan Hosey, Lynn Schaefer, Caitlin Campbell, Chelsea Schoen, Jennifer Jutte, Stephanie Reid-Arndt

### **I. Executive Summary: February 2018-Present**

The communication committee has continued to maintain activity on our social media platforms and keep the website up to date. We worked with the planning committee and volunteers for RP18, to disseminate conference information and share conference highlights. We are beginning to prepare for RP19 and content is currently up on the website. We have also been working on creating materials to help educate division members on how to use social media to keep up with new developments/research, promote research and network and collaborate. We are also working on increasing the accessibility of our website through the use of a transcription service. Recruitment of committee members is ongoing. The process of recruiting a new co-chair for the committee.

### **II. Goals / Focus / Strategic Plan**

Dissemination of information about the science and profession of rehabilitation psychology and its organization and activities are a basic goal of this Committee. Accordingly, it facilitates the operation of the Division's website, Listserv, social media accounts, and, on occasion, separate material of special interest. The committee is comprised of members of Division 22, which includes practicing professionals and trainees with a particular interest in promoting the interests of the field of rehabilitation psychology.

### **III. Recent activities**

- a. Ongoing activity on our social media pages
  - i. Facebook: 1,189 Page Likes
  - ii. Twitter: 1,486 Followers
- b. Megan Hosey has taken a lead role monitoring our twitter page
- c. Working with Megan Hosey to develop a twitter primer to provide basic how-to information for using twitter as well as how to use twitter to promote research, expand your professional network and enrich conference experiences. Plan to use this for RP19 either through a brief talk or a "social media" table at the conference.
- d. Registered the hashtag #rehabpsych
- e. Completed a project to add high-quality captioning to all of our video content on the website. This helps to make the website more accessible.
- f. Member Accolades- share achievements and accolades of division members monthly

### **IV. Challenges / Issues / Concerns / Barriers**

- Receiving information from division members and other committees about their achievements/accolades to share on our media platforms.
- Responding to last minute requests for website changes
- Editing content on the website (sections of the website are still not fully up to date)

**V. Budget requests**

- Current budget is adequate

Respectfully submitted on 7/31/18 by

Amanda Childs

Chair, Communications Committee

## **APA Division 22 Rehabilitation Psychology Continuing Education Committee Report to the Executive Committee**

**Chair:** Dr. Kim Gorgens, Ph.D., ABPP

**Members:** Joseph Rath, Ph.D., Sherry Carter, Ph.D., Alison Krawiecki, Psy.D.

### **I. Executive Summary**

This has been another busy 6 months for the Division's CE programming. Since my report at RP 2018 (February, 2018) we have sponsored the CE activities for another 5 programs (including our own mid-winter conference). Our three enduring distance programs with the National Center for Disaster Medicine & Public Health continue (Tracking and Reunification of Children in Disasters, Psychosocial Impacts of Disasters on Children, and Radiation Disaster Issues in Children) and we are sponsoring the CE for an online course being developed with Vista LifeSciences (*Automated Neuropsychological Assessment Metric E-course training*) as well. All told, in the last year, the CE program educated nearly 7500 of our colleagues and we met our revenue projections with \$7500. You will find a summary of the completed 8/2017-8/2018 CE activity on page three.

### **II. Goals, Focus, and Strategic Plan**

The Continuing Education (CE) Committee became a standing committee after the 2001 revision of the Division Bylaws. It is responsible for approving continuing education activities and providing continuing education credits. The Committee maintains approval of Division 22 by the American Psychological Association to provide continuing education to psychologists.

The Committee selects, develops and monitors continuing education activities in conjunction with Division 22 and in collaboration with other professional organizations. Activities include possible online home study through available communication mechanisms, conference presentations at APA, Brain Injury Association, ACRM, ASCIP and other special conferences.

Requests for sponsorship of CE activities are submitted to the Committee Chair. The topic must be relevant to Rehabilitation Psychology and a Division22 member must be part of the program planning process. Each person receiving CE credits must complete an activity evaluation form, and Division 22 or the co-sponsoring organization must maintain records of attendance, evaluation and credits. Annual reports are sent to APA regarding CE activities and attendees.

#### ***Duties***

1. The committee reviews requests for sponsorship according to APA guidelines.
2. At Division 22 educational events (such as the mid-year conference and annual APA convention), the Committee arranges for:

- Session Monitors (See recent update to Session Monitor duties in conjunction with move to electronic CE system in collaboration with ABPP)
  - (Describe recent update to electronic CE system for evaluation form submission and certificate of attendance distribution)
3. Keep a record of credits.

### **III.Recent Activities**

See table next page

### **IV. Achievements**

This year the CE committee successfully secured a 5-year accreditation from APA Continuing Education Sponsor Approval System (APACESAS). We remain credentialed to sponsor in-person and online CE content for psychologists. We will be due for a renewal application in Fall of 2022 with annual reports due each Fall.

### **V. Challenges / Issues / Concerns / Barriers**

The CE committee remains committed to generating revenue and we are limited only by technology and person-power. We are currently recruiting new committee members and a Chair person to replace Dr. Gorgens.

### **VI.Action Items (to be voted on by EC committee):**

Nominate Chair-Elect

### **VII. Information Items**

Members can distribute the attached CE application (pages 4-8) to colleagues interested in securing APA CE credit for their events. Questions can be directed to anyone on the committee. In the coming year, we will continue our existing partnerships with PESGCE and FIRMInc., two commercial CE providers. PESGCE is hosting the National Center for Disaster Medicine & Public Health: Psychosocial Impacts of Disasters on Children and Radiation Disaster Issues in Children online program with our CE sponsorship.

The CE Committee remains committed to generating revenue and visibility for the Division. I am planning to transition from my position as Chair to another committee member in the coming year but, together with this fabulous team (Dr's Rath, Carter and Krawiecki) and the support of the executive committee, the CE programs can be expected to have another banner year.

Respectfully Submitted on July 20, 2018



Kim A. Gorgens, Ph.D., ABPP  
Chair, Division 22 CE Committee





**8/2016-2/2018 APA Division 22 Rehabilitation Psychology**  
**Continuing Education Activity Summary**

**Activity Format Codes:** W – Workshop C – Conference H – Homestudy CO – Co-sponsored  
LS – Lecture Series IS – In-Depth Series

Title of Activity	Number of CE Credits	Date(s)	Number of Psychologists Participant s	Number of Non-Psychologists Participant s	Activity Format	Co-Sponsor
National Center for Disaster Medicine & Public Health: Tracking and Reunification of Children in Disasters	1.0	10/13-Present		41	H	National Center for Disaster Medicine & Public Health Knowledge & Learning
National Center for Disaster Medicine & Public Health: Psychosocial Impacts of Disasters on Children	1.0	10/13-Present	0	0	H	National Center for Disaster Medicine & Public Health Knowledge & Learning
National Center for Disaster Medicine & Public Health: Radiation Disaster Issues in Children	2.0	10/13-Present	0		H	National Center for Disaster Medicine & Public Health Knowledge & Learning
<i>Vista LifeSciences Automated Neuropsychological Assessment Metric E-course training</i>	<i>1.0-3.0</i>	<i>TBA</i>			<i>H</i>	<i>Vista LifeSciences</i>
ASCIP 2016 Educational Conference	30.25	9/5-9/7 /16	18	687	C	ASCIP

ACRM 93 <sup>rd</sup> Annual Conference	42.50	10/30-11/4/16	177	2200	C	ASCIP
APA Division 22	17.75	2/17-2/19/17	217	70		
ACRM-Cognitive Rehab	12.50	4/26-27/17	4	19	W	ACRM
American Spinal Cord Injury Pre-Conference	8.25	4/26/17	2	97	C	ASIA
American Spinal Cord Injury Conference	15.75	4/27-4/29/17	2	373	C	ASIA
BIAPA 7 <sup>th</sup> annual conference	13.00	6/25-27/17	11	188	BIPA	
ACRM-Cognitive Rehab	12.5	9/16-9/17/17	2	34		ACRM
ASCIP 2016 Educational Conference	31.5	9/3-9/6/17	23	682	C	ASCIP
Loan Repayment and Forgiveness Strategies	1.0	9/28/17	9	1		Div 22 and Div 40 ECP
ACRM	43.0	10/23-10/28/17	26	1274	C	ACRM
Division 22 Rehabilitation Psychology Conference	26.0	2/22-2/25/18			C	ABRP and Division 22
AMERICAN SPINAL INJURY ASSOCIATION Annual Conference	22.5	5/1-5/4/18	3	374	C	
ASTC – AMERICAN SOCIETY OF TRIAL CONSULTANTS 37 <sup>TH</sup> ANNUAL CONFERENCE	12.5	5/31-6/2/18	1	77	C	ASTC

Federal Interagency TBI Conference	32	6/11-6/ 13/18	18	531	C	
ASCIP	32	9/2-9/5 /18			C	ASCIP
ACRM – Cognitive Rehab	12.5	9/11-9/ 12/18			C	ACRM



## APA Division 22 Continuing Education Committee

### Information for Conference Planners

1. Our 2018 sponsor costs are listed below (payable to APA Division 22 at time of contract or in annual installments). Pricing depends on the oversight required and starts at:

2. **Sponsor Fee for Program evaluation** (payable to *APA Division 22*).

#### **For-Profit Programs**

\$1500 Conference (10+ hours)  
\$1000 Conference (5-10 hours)  
\$600/yr Distance Education  
\$500 Workshops (3-4 hours)  
\$100 Workshops (1-2 hours)

#### **\*No Fee Programs**

\$750 Conference (10+ hours)  
\$500 Conference (5-10 hours)  
\$300/yr Distance Education  
\$250 Workshops (3-4 hours)  
\$50 Workshops (1-2 hours)

**There is a \$50 CE application charge and a \$50 cancellation fee**

Remit payment to APA Division 22 (tax ID number is 52-1564014)

c/o APA Division 22 Treasurer  
Kimberley Monden, Ph.D., Research Department  
Craig Hospital  
3425 S Clarkson St  
Englewood, CO 80113  
[kmonden@craighospital.org](mailto:kmonden@craighospital.org)  
(303) 789-8562

3. In August of every year our office composes a report for APA using the data you provide
  - a. The number of psychologist attendees and non-psychologist attendees
  - b. Copies of all promotional material
4. All sessions offering APA continuing education credits (CE's) must feature detailed learning objectives on the evaluation forms and those forms must be completed by participants for credit
  - a. Poster sessions and sessions under 15 minutes are not eligible for CE credit
5. Content for ongoing events (e.g. repeating lecture series, distance education) will be reviewed every 6 months.

#### **6. Planning your conference**

- a. Review the CE sponsorship materials provided by the APA Division 22 Continuing Education Committee
  - i. Questions to CE Committee Chair, Dr. Kim Gorgens, at 303-871-4160 or [kimberly.gorgens@du.edu](mailto:kimberly.gorgens@du.edu)
  - ii. Sign, date and return one copy of this policy to Dr. Kim Gorgens at 303-871-4220 (fax) or [kimberly.gorgens@du.edu](mailto:kimberly.gorgens@du.edu)
  - iii. Confirm your grievance and attendance policies
- b. Credential conference speakers as expert in their field
- c. Ask speakers to prepare learning objectives for review
  - i. See final page of this document for directions on how to prepare suitable learning objectives
  - ii. Include at least 3 citations to relevant literature to support the content's contribution to the practice of psychology
  - iii. Submit all learning objectives and proposed schedule to Dr. Kim Gorgens at 303-871-4220 fax or [kimberly.gorgens@du.edu](mailto:kimberly.gorgens@du.edu)
- d. The Continuing Education committee will review the learning objectives and everything relevant to rehabilitation psychology will count towards the total APA approved CE available
  - i. Content for distance education programs must reviewed on an annual basis.
- e. All advertising (and certificates) must include the Division 22 logo, the APA sponsor logo (below) and this language **“This Conference is approved for XX hours of continuing education. APA Division 22 (Rehabilitation Psychology) is approved by the American Psychological Association to sponsor continuing education for psychologists. APA Division 22 maintains responsibility for this program and its content.”**



## 7. During the conference

- a. You can design your own check-in/check-out/proctor process but it must ensure and document the attendance of each participant for CE credit
- b. All sessions offering APA CE's must be evaluated by each attendee (e.g. how well each learning objectives was achieved).

- i. Participants must complete the evaluation form to receive CE credit
- ii. Generic evaluation forms or forms that require participants to input learning objectives are not acceptable
- iii. Every evaluation form must include the following two questions:

**How much did you learn as a result of this CE program?**

**(1 - Very Little - 2 - 3 - 4 - 5 - Great deal)**

**How useful was the content of this CE program for your practice or other professional development?**

**(1 - Not useful - 2 - 3 - 4 - 5 - Extremely useful)**

#### **8. After your conference**

- a. At the end of the conference a certificate should be produced with the total hours [along with specialized content like ethics, psychopharmacology, diversity, etc. specified within the total] and the text **“This Conference is approved for XX hours of continuing education. APA Division 22 (Rehabilitation Psychology) is approved by the American Psychological Association to sponsor continuing education for psychologists. APA Division 22 maintains responsibility for this program and its content.”**
- b. You must keep a record of each attendee’s total CE for a period of 3 years
- c. Please send a brief report including the number of psychologists AND non-psychologist attendees and electronic copies of ALL promotional materials to Dr. Kim Gorgens at 303-871-4220 (fax) or [kimberly.gorgens@du.edu](mailto:kimberly.gorgens@du.edu).
- d. You should securely maintain all speaker CV’s/disclosures, learning objectives and completed evaluation forms/data for five years.

**The undersigned agrees to the CE policies outlined in this document.**

\_\_\_\_\_  
**Name/Title**

\_\_\_\_\_  
**Conference/Date**

\_\_\_\_\_  
**Today’s Date**

\_\_\_\_\_  
**APA Division 22 CE Committee Member**

\_\_\_\_\_  
**Date**

## Writing Behavioral Learning Objectives and Assessments

- Learning objectives, or learning outcomes, are statements that clearly describe what the learner will know or be able to do as a result of having attended an educational program or activity.
- Learning objectives must be *observable and measurable*.
- Learning objectives should **(1)** focus on the learner, and **(2)** contain action verbs that describe measurable behaviors
  - Verbs to consider when writing learning objectives:
    - list, describe, recite, write
    - compute, discuss, explain, predict
    - apply, demonstrate, prepare, use
    - analyze, design, select, utilize
    - compile, create, plan, revise
    - assess, compare, rate, critique
  - Verbs to avoid when writing learning objectives
    - know, understand
    - learn, appreciate
    - become aware of, become familiar with
- Objective learning assessments should be written in a manner that determines whether participants learned what was taught. The evaluation (or learning assessment) should be based on the stated learning objectives of the program.
- Acceptable learning objectives effectively tie the knowledge gains associated with your program to the functioning of the attendees and highlight the professional and scientific gains that would be expected to accrue as a result of the program.
  - Example of well-written learning objectives:

This workshop is designed to help you:

- Summarize basic hypnosis theory and technique;
- Observe demonstrations of hypnotic technique and phenomena;
- Recognize differences between acute and chronic pain;
- Utilize hypnosis in controlling acute pain;
- Apply post-hypnotic suggestions to chronic pain; and
- Practice hypnotic technique in dyads.

- Insufficient learning objectives fail to link the content to the broader scientific, ethical or professional issues that are relevant to attendees.
  - Example of insufficient learning objectives:

"Succeeding in an Academic Career"

At the conclusion of this program, participants will be able to:

- identify the advantages in advancing one's career of having a systematic research program
- manage the complexities of scheduling research assistants, supervisees and other helpers
- negotiate the ins and outs of getting publications and grants
- discharge advising obligations while still having time to write
- increase chances for retention, tenure and promotion through understanding academic policies and the administrative structure
- Revised to acceptable learning objectives
  - identify the practical applications for teaching effectiveness of building a systematic research program
  - identify relevant ethical codes associated with research, clinical or academic supervision with students
  - negotiate the regulatory and ethical information regarding publication and grant writing with colleagues or students
  - apply appropriate mentoring skills for maximal student growth
  - use an understanding of academic policies and the administrative structure to create more efficient classrooms and labs



**APA Division 22 Rehabilitation Psychology  
Diversity Committee Report to the Executive Committee**

**Chair:**

Dr. Jacob Chan

**Members:**

Dr. Elizabeth Da Silva Cardoso

Dr. David M. Latini

Dr. Eun Jeong Lee

Dr. Ka Lai (Gloria) Lee

Dr. Anthony H. Lequerica

Dr. Paul Perrin

Dr. Jennifer Sanchez

Dr. Connie Sung

Dr. Catherine Wilson

Lakeya McGill

Elisabeth Nickels

**I. Executive Summary**

- Represented in the Rehab Psych Rapid Response Task Force
- Hosted roundtable at RP18

**II. Goals / Focus / Strategic Plan (this can be copied from leadership manual or adapted)**

- Promote Diversity within our Division
- Collaborate with other bodies within rehabilitation psychology or psychology in general with regards to Diversity issues
- Advocacy
- Diversity in rehabilitation practice

**III. Recent activities**

- Encouraged members to submit proposal to 2019 National Multicultural Conference & Summit
- Hosted breakfast roundtable at RP18
- Assign representative to RP19 program committee
- Discussion of potential “affiliate” status

**IV. Challenges / Issues / Concerns / Barriers**

Active membership

Respectfully submitted on [August 1 2018]

Jacob Yuichung Chan

Chair Diversity Committee

**APA Division 22 Rehabilitation Psychology  
Education and Training Committee  
Report to the Executive Committee**

**Co-Chairs:** Dr. Philip Uy and Dr. Meredith Williamson

**Members:**

William Stiers, Jason Boothe

**Affiliate Members (In the process of electing):**

Jacklyn Klepper (Intern / Predoctoral) and Lakeya Gill (Graduate Student / Predoctoral)

**I. Executive Summary**

- The primary focus of the group has been transition of leadership in addition to increase in membership. We have re-initiated a project to gather information from training directors regarding rehabilitation psychology training opportunities at the internship level similar to the work completed by Bill Stiers and Kirk Stucky at the postdoctoral level.
- A secondary focus has been to increase the awareness and knowledge of rehabilitation psychology prior to internship training. We are currently engaging student leaders in Division 22 to identify ways that the committee can collaborate with these members and understand the educational and training needs of students and early career professionals.

**II. Goals, Focus and Strategic Plan**

- Complete internship training director research project
- Develop manuscript outlining results from survey research of training directors
- Continue identifying areas that the education and training committee can collaborate with and support education and training for student members
  - Develop a proposal for RP 2019 that meets the needs of both student and non-student members

**I. Recent Activities**

- Collaboration with the Student Leadership Network
- Continued progress in completing internship training director research project (PIs Phil/ Meredith)
- Discussion of program for RP 2019 focused on education and training that crosses the career continuum
- Discussion of study of salaries in collaboration with D22 Practice Committee
- Support Paul Perrin in response for Department of Education

**II. Challenges, Issues, Concerns and/or Barriers**

- Active membership

Respectfully submitted on July 20, 2018

Meredith Williamson and Philip Uy

Co-Chairs of the Education and Training Committee

**APA Division 22 Rehabilitation Psychology  
Fellow's Committee Report to the Executive Committee**

**Chair:** Dr. Janet P. Niemeier, Ph.D., ABPP (RP)

**Members:**

Dr. Jay Uomoto, Dr. Mary Hibbard, Dr. Lester Butt, Dr. Tom Novack, Dr. Kate Brown, Dr. Tom Kerkhoff, and Dr. Jan Niemeier (Chair).

**I. Goals, Focus, and Strategic Plan**

- To facilitate recognition of all rehabilitation psychologists who have outstanding and sustained achievements and synergistic impact on the field, science, and clinical practice, and national visibility of rehabilitation psychology.
- To consistently offer transparency, assistance, and encouragement to all candidates for Fellow status in Division 22 throughout the process of application.

**II. Recent Activities**

The Fellow's Committee **met via teleconference on February 12th, 2018 to vote** on two candidates for Fellow of Division 22, Dr. Aaron Turner and Dr. Stephanie Reid-Arndt. There were originally four Fellow applicants who expressed interest in applying to the Chair. An additional candidate emailed to ask the Chair about applying. However, only two candidates completed their applications. The three applicants citing limitations on time to complete their material all stated that they would do so next year. During the voting meeting, after reviewers presented candidate credentials and led member discussions of each, members of the Division 22 Fellow's Committee unanimously voted to submit both candidates to the APA Fellow's Committee for approval.

In late May, 2018, Division Fellow's Chair, Dr. Jan Niemeier, received a final approval letter from the APA Fellow's Committee that both candidates were approved and officially Fellows of our Division. She immediately notified Dr. Turner and Dr. Reid-Arndt and then told Dr. Meade and Dr. Rath so that they could announce the good news to the membership. Dr. Turner and Dr. Reid-Arndt will give Fellow's talks at the Convention next year.

The Division 22 Fellow's Committee **met again via teleconference on July 18<sup>th</sup>** to discuss succession and plans for sustaining success in meeting ongoing goals. The Chair announced that she would continue to serve in her position through 2019, explaining the Executive Board request for all current Committee Chairs to continue in their positions to facilitate transition to use of an external company for administrative management of Division affairs. The Division Fellows also discussed development of a Manual that may serve as a legacy guide for future Chairs and Fellow's Committee members. Members, Drs. Butt, Novak, and Kerkhoff, agreed to

begin this work through consulting with prior Chairs (Drs. Bombardier and Scherer). Dr. Niemeier also agreed to begin written description of her current processes with potential candidates and endorsers for the Manual. She stated a hope that efforts to describe these processes may continue and pass on the “formula” and language that seem to be working, as measured by our number of successful candidates the Committee has approved over the past few years. She stated that a certain focused language, not just accomplishments of candidates but impact of these accomplishments that can be demonstrated, is needed in both Chair statements and mentoring processes between candidates and Fellow’s Committee members to maximize candidate’s chances of approval. Dr. Mary Hibbard and others offered to help with this section of the Manual.

### **III. 2018 San Francisco APA Convention Activities**

Three of the four candidates approved for Division Fellow Status last year will be celebrated and will give addresses at the APA Annual Convention in San Francisco Dr. Kim Gorgens, Dr. Glenn Curtiss, and Dr. Barry Nierenberg. Dr. Sarah Raskin gave her regrets due to conflicts with work activities. Dr. Niemeier will be unable to attend APA and gave her regrets to President Meade. However, Fellow’s Committee members who *are* attending will answer questions of and check back with potential candidates. The attached, updated Fellow’s handout can be used in the Hospitality Suite and will be distributed by Fellow’s Committee members attending APA.

Respectfully submitted,

Janet P. Niemeier, Ph.D., ABPP (RP)  
Chair, Division 22 Fellow’s Committee

**APA Division 22 Rehabilitation Psychology**  
**International Committee Report to the Executive Committee**

**Chair / President:** Connie Sung, Ph.D.

**Members:**

Lisa Brenna, PhD

Jacob Chan, PhD

Tamar Press, PsyD

Marlene Vega, PsyD

**I. Executive Summary**

APA Division 22 International Committee has been the principal leader and global partner in promoting rehabilitation psychology knowledge and methods to face global challenges in diverse, multicultural, and international contexts. In the past two years, we have expanded to further enhance the internationalization of Division 22 so that our members (e.g., clinicians, researchers, early-career psychologists, and students in Rehabilitation Psychology) will have multiple opportunities to interact with the counterparts from other countries to discuss rehabilitation psychological practices and collaborative research projects. Activities include: conference presentations, international exchange programs, and development of resources for non-English speaking practitioners in the U.S. and abroad.

**II. Goals / Focus / Strategic Plan**

The Goal of the Committee is:

- To foster professional development by exchanging knowledge and experience in a wide range of psychological interests related to issues of disability and chronic illness.
- To establish international relationships and create opportunities for collaborative research in rehabilitation psychology.

**III. Recent activities**

**Continued Collaboration with Israeli Psychological Association**

The IPA-Rehab Div has obtained endorsement from the Israel Physical Medicine and Rehabilitation Association and will be sending two Israeli rehabilitation psychologists to the US between September and October 2018. Delegates will visit several Physical Medicine & Rehabilitation programs in Dallas, TX from September 23<sup>rd</sup> to September 28<sup>th</sup>, followed by attending the 2018 American Congress of Rehabilitation Medicine (ACRM) Annual Meeting core from September 30<sup>th</sup> to October 3<sup>rd</sup>. The sites to be visited include: (1) University of Texas-Southwestern Medical Center, (2) Pate Rehabilitation, (3) Baylor Scott & White Institute for Rehabilitation - Frisco, and (4) VA North Texas Health Care System. Dr. Marlene Vega has been spearheading the coordination of the Dallas visit program. A program handbook describing participants and an itinerary of activities will become available on the RP website. The program

will also include a networking social with IPA delegates, rehabilitation psychologists in DFW and Division 22 members attending ACRM. We appreciate this Division's financial contribution of \$500 to support this networking social. Additional funding has been requested from sponsors.

### **Hospitality Suite Program – APA Annual Convention 2018**

A committee meeting will be held on Friday, August 10, 2018 at 9:00-10:00am:

1. International exchange program progress and future plans.
2. Exploring opportunities to facilitate Rehabilitation Psychology access to Spanish-speaking professionals and consumers in the U.S. and abroad.
3. Discussion on the psychological aftermath of Hurricane Maria with special focus on PWD and chronic health conditions. Includes invited participation from Puerto Rican colleagues: Cristalís Capielo, PhD, Arizona State University and Daniel Gaztambide, PsyD, Ichan School of Medicine. Opportunities for developing Rehabilitation Psychology, and Physical Medicine & Rehabilitation in Puerto Rico will be discussed.

### **Continuous Efforts for Sustainability**

The International Committee will distribute a survey to members of both organizations to broadly identify specific collaboration interests. The survey will lead to creation of a directory that would include information gathered in the survey, include: name, contact information, institutional affiliation, position, professional and research interests. This directory will then be distributed to Division 22 and IPA-Rehab Division members.

The Committee will also collect impressions and insights from delegates who took part in the IPA Rehab Div - Div 22 exchange program during the last two years with a hope that we could collaborate on a concept paper out that would serve future initiatives.

### **IV. Achievements**

We are to award the Division International Activities Grant (DIAG) to facilitate and incentivize collaborative projects between Division 22 and other international psychological association. We also encourage early career psychologists to be the lead investigator(s) or author(s).

### **V. Challenges / Issues / Concerns / Barriers**

While we have tremendous support from a wide variety of rehabilitation facilities supporting our exchange programs, it has been challenging in sustaining these efforts. We have been working hard on soliciting funding and getting other Division members 22 to be involved in the various initiatives of the Commitment. Strategic planning would be helpful moving forward.

### **VI. Discussion Items for EC Meeting**

Summary of recent activities described here.





**VI. Information Items**

- a. Transition plan: Connie Sung, PhD will continue to serve as committee chair for the 2018-2019 term. In the meantime, we will identify a chair-elect who will assume the role of chair for the following two years (2019-2021). During 2019-2020, Connie will continue providing support to the exchange program initiative in capacity of past-chair. The committee invites participation from new members and trainees interested in international issues.
- b. The Committee will also join force with Division 52 (International Psychology) in order to further foster the goal of internationalizing our Division.

Respectfully submitted on July 30th, 2018

Connie Sung

Chair, International Committee

## **APA Division 22 Rehabilitation Psychology Membership Committee Report to the Executive Committee**

**Chair:** Dr. Efrat Eichenbaum, Ph.D.

**Members:**

Sara Heinz (incoming chair)  
Theresa Ascheman  
Wanda McEntyre  
Punam Rahman  
Jennifer Irish  
Michelle C. Accardi-Ravid  
Jerrold Yeo

### **Executive Summary**

The Membership Committee has continued membership recruitment efforts from prior years while adding a new membership recruitment/retention initiative at RP18. We are currently engaged in identifying other avenues and actions that might foster further growth in membership. Pacing out for a full 12-month span, membership numbers appear relatively stable year-over-year.

### **I. Goals / Focus / Strategic Plan**

Expansion and improvement of rehabilitation psychology as a professional/scientific field is a primary goal of Division 22. Accordingly, organizational growth and development is essential, as this requires a substantial number of members who are interested in rehabilitation psychology. Much of the responsibility for the recruitment and retention of members is assumed by the Division's Membership Committee.

### **II. Recent activities**

- Outreach (via email) to RP17 and RP18 attendees who were not listed as Division 22 members
- Recruitment of four new members into the Membership Committee; most of whom are ECP's; this resulted in a significant increase in committee member engagement
- Hosting a raffle intended to facilitate member recruitment/retention at RP18.
- Updating Division 22 membership brochure
- Rehabilitation Psychology journal format workgroup

### **IV. Achievements**

- Thank you to Dr. Michelle Meade for approving membership recruitment/retention raffle funding
- New members: Jennifer Irish, Jerrold Yeo, Michelle Accardi-Ravid, Punam Rahman
- Thank you to Jennifer Duchnick for stepping into the Membership Committee EC Liaison role

### **V. Challenges / Issues / Concerns / Barriers**

- Membership challenges within "Big APA"
- Inaccurate/inconsistent membership data as a barrier to effective outreach efforts
- Necessity of funding for some recruitment initiatives

**VI. Discussion Items for EC meeting:**

Is it possible to add a question about Division 22 Membership on the 2019 Mid-Winter Meeting online registration form? (e.g., “Are you a member of Division 22?”) This will enable the Membership Committee to efficiently track and reach out to non-member conference attendees in future years. I believe this was previously approved but it does not appear this change has been implemented.

Respectfully submitted on July 26, 2018,

Efrat Eichenbaum, Ph.D., LP

Chair of Membership Committee

## **APA Division 22 Rehabilitation Psychology Membership Committee Activity Summary**

### **Past Year**

In the past year, modeling the triumvirate model of other leadership positions in Division 22, Brad Daniels transitioned to Past-Chair status. Efrat Eichenbaum took over his duties as Chair, and Sara Heinz took a Co-Chair/Incoming Chair role. As the year is now ending, Brad Daniels is transitioning out of the triumvirate and Jerrold Yeo was recruited by current leaders and agreed to step into an Incoming Chair role, while Sara Heinz advances to Chair and Efrat Eichenbaum to Past-Chair.

### **RP18 Membership Committee Raffle**

The Membership Committee received a generous grant from the Division 22 EC to fund a raffle intended to recruit/retain Division 22 members at RP18. The raffle received significant interest and participation: approximately 100 people participated, 20 of whom were new members.

### **Email Outreach to Non-Member Attendees Following RP18**

Following RP18, Membership Committee members contacted approximately 25 individuals who participated in the Membership Committee Raffle and were not current Division 22 Members to encourage these attendees to consider signing up/renewing Division 22 membership.

### **Division 22 Membership Brochure**

At Dr. Rath's request, Efrat Eichenbaum collaborated with Amanda Childs to update the Division 22 membership brochure. This task was completed in Fall 2017

### **Rehabilitation Psychology Journal Format Work Group**

At Dr. Meade's request, Sara Heinz and Jennifer Duchnick have been actively involved in a work group to assess the possibility of changing the RP journal format (from paper to electronic). This project is in progress.

### **Membership Committee Recruitment and Composition**

Our committee was fortunate to welcome a number of new members in 2017. New members include Jerrod Yeo, Punam Rahman, Jennifer Irish, and Michelle C. Accardi-Ravid. Our continuing members are Sara Heinz, Theresa Ascherman, Wanda McEntyre, and Jennifer Duchnick (EC Liaison). Membership Committee members are highly engaged within the committee and in Division 22 at large

Dues Year 2018 is nearly complete. Membership data for most of the year (August 2017-June 2018; just missing July 2018) is available and shows a slight decline in membership; however, if you project expected month-to-date- paid memberships for July 2018 into this based on last

year's June and July data, our total anticipated number for Dues Year 2018 should be right around what it was for Dues Year 2017, suggesting stability year-over-year.

### Future Plans

The Membership Committee is pursuing a number of projects to continue to increase membership.

Adding a question about Division 22 Membership on the 2019 Mid-Winter Meeting online registration form (e.g., “Are you a member of Division 22?”): This will enable the Membership Committee to efficiently track and reach out to non-member conference attendees in future years.

Transition plan: The Membership Committee 2019 Chair, Sara Heinz, is unable to assume an active Chair position until October, 2019. As such, Efrat Eichenbaum will cover committee chair duties until October, 2019. The Division 22 EC has been informed of this plan.

### INFORMATION REGARDING MEMBERSHIP IN COMPARISON TO PREVIOUS YEAR(S)

Membership Type	Dues Year 2016 (August 2015-July 2016)	Dues Year 2017 (August 2016- July 2017)	Dues Year 2018 (August 2017- June 2018)
PAID MEMBERSHIPS			
Associate -Continuing	7	12	9
Fellow -Continuing	55	52	50
International Affil -Continuing	2	2	5
Life Status with Pub–New	3	NA	1
Life Status with Pub Associate–Continuing	0	2	1
Life Status with Pub Fellow- Continuing	17	14	NA
Life Status with Pub Member–Continuing	56	70	57
Member -Continuing	612	640	616
Member -New	55	45	24
Professional Affiliate --Continuing	76	43	43
Student Affiliate -Continuing	46	54	73

Student Affiliate -New	118	92	83
<b>TOTALS (paid memberships)</b>	<b>1047</b>	<b>1054</b>	<b>997</b>
	\$ 2 3 , 359.50	\$18,480.5 0	\$17,487. 00
Free Memberships			
Associate -Continuing	0	NA	NA
Life Status Associate --Continuing	7	4	4
Life Status Fellow -Continuing	20	24	25
Life Status Member -Continuing	75	69	82
Life Status With Pub -New	0	NA	1
Member -Continuing	7	9	7
Member -New	1	NA	NA
Student Affiliate -Continuing	0	NA	1
Life Status No Pub - New	1		NA
Free Totals	111	110	120
Grand Totals	1158	1164	1117

Respectfully Submitted,

Jerrold Yeo, M.A.

Sara Heinz, Ph.D., ABPP

Efrat Eichenbaum, Ph.D.

Membership Committee Triumvirate (Incoming Chair/Chair/Past-Chair)

## **APA Division 22 Rehabilitation Psychology Mentorship Committee Report to the Executive Committee**

### **Chair:**

- **Past-Chair:** Mary G Brownsberger, Psy.D.
- **Chair:** Bradley J. Daniels, Ph.D., ABPP
- **Incoming Chair:** Christina Derbidge

### **I. Achievements and Accolades**

- Co-hosted a VERY WELL ATTENDED ECP/Trainee social at RP18
- Symposium presentation entitled “Mentorship: Models for Promoting Inclusion and Diversity in Rehabilitation Psychology” presented at RP18
- Currently 72 mentors, 91 mentees, 98 mentor-mentee matches in Excel database managed by committee; one mentor application and two new mentee applications recently received and current being processed

### **II. Challenges, Issues, Concerns and/or Barriers**

- Need more effective outreach to recruit additional mentors as there are more mentees seeking mentorship than actual mentors to provide this service
- Application process and “Match” database possibly overly complex/burdensome

### **III. Ongoing Projects/Future Plans**

- Continue to hold quarterly (Feb @Div22; May; August @APA; November) meetings/teleconferences to address the working issues of the Committee.
- Recruit new Incoming Chair
- Continue conducting occasional satisfaction surveys with current mentors and mentees to continue tracking quality assurance
- Continue to work toward recruiting mentors and mentees across the career span within the Division.
- Work towards streamlining/simplifying match spreadsheet to ease simplicity/reduce

burden of maintenance and/or transition this responsibility over to management firm; another alternative to this might be an alternative matching model such as a directory where folks could “self-select”

- Begin ADDITIONAL teleconferences/webinars focused on content delivery explicitly related to mentorship/menteeship, with initial goal of conducting these twice annually; however, need to flesh this idea out a little more and talk to CE committee about whether this could possibly be for CEs or not (or if it should be)
- Develop other additional content for symposia/talks related to this topic at mid-winter meeting, and also brief “mentoring moments” content for social media.

Respectfully submitted on July 26, 2018

Dr. Bradley J. Daniels  
Chair of Mentorship Committee



**APA Division 22 Rehabilitation Psychology  
Practice Committee Report to the Executive Committee  
Mid-Year EC Meeting, February 2018, Dallas, TX**

**Chair:** Laurie Nash, Ph.D., ABPP

**Chair-Elect:** Mark Barisa, PhD, ABPP

**Members:**

Jennifer Jutte (PR19 Planning Committee)

Logan Kaleta

Melissa Matos (Secretary & Social Media Liaison)

Kimberly Peters (CAPP & APAPO Liaison)

Tamar Press (Federal Advocacy Coordinator)

Punam Rahman

Anne Roepke

Gina Signoracci

Greg Stern (incoming BPA Liaison)

Brigid Waldron-Perrine

Robert Karol (Past Chair, Past BPA Liaison)

**I. Executive Summary**

The Practice Committee has been very active this year. We have recruited new members (including leadership roles), established defined positions and responsibilities, and proposed a Practice Committee Leadership Manual (attached) to provide structure and guidance for the committee and its members.

**II. Goals, Focus and Strategic Plan**

- Establish new leaders in their roles, with support from past-positions (e.g., past-chair, past-CAPP & APAPO Liaison)
- Identify new incoming leadership positions (e.g., Chair-elect)
- Finalize Committee Leadership manual, including changes to APA structure (e.g., APAPO)
- Contribute Practice-focused seminars/talks for RP19
- Targeted tasks from Div 22 Strategic planning meeting:
  - Rehab Psych Took Kit (Mark Barisa leading this charge)
  - Rehab Psych salary survey
  - Monitor other specialty submissions and re-submissions for specialty accreditation

### **III. Recent Activities**

- Maintained monthly or bi-monthly meetings to activate committee and focus on identified goals/tasks
- 2-day strategic planning meeting was a success. Held over 2 mornings at RP 18 to clarify the roles, purpose, and member roles of the Practice Committee
- Identified ongoing responsibilities for the committee (e.g., completed review of Div 40 and Div 38 CRSPPP Renewal Applications)
- Increased communication with Division by disseminating practice-related information to the listserv
- Advocated for protected practice-track at Rehab Psych Mid-Winter Conference
- New Chair recruited and introduced to committee (Dr. Mark Barisa). Drs. Nash & Karol will remain active past-co-chairs.
- New CAPP & APAPO Liaison identified (Dr. Punam Rahman). She will communicate information related to new organizational structure to the Committee & Div 22
- Assisted with finding volunteer to for interdivisional CODAPAR grant (video project)

### **IV. Achievements and Accolades**

- Great participation this year, to inject new energy and enthusiasm into this group! Looking forward to another active, productive year with great new leadership!

### **V. Challenges, Issues, Concerns and/or Barriers**

- Maintain active member participation/communication/accountability on committee'
- Resources for Rehab Psych Took Kit and completion of Salary Survey

### **VI. Action Items (to be voted on by EC committee):**

- Review of Practice Committee Leadership Manual

### **VII. Discussion Items for EC meeting:**

- Requested Rehab Psych Took Kit from Strategic Planning Meeting

Respectfully submitted on 7/30/18

by Laurie Nash, PhD, ABPP

Chairs, Practice Committee

## **APA Division 22 Rehabilitation Psychology Interdivisional Healthcare Committee Report to the Executive Committee**

**Chair:** Robert Glueckauf

- Rob Glueckauf and Barry Nierenberg are the IHC representatives for Division 22. Rob Glueckauf chairs this committee, which also includes representatives from Divisions 12-2, 17, 38, 40, 43, and 54, as well as liaisons from the APA Practice Directorate, CAPP, BPA and APA Center of Psychology and Health.

### **I. Executive Summary**

Key issues of importance to Division 22 have been addressed since the IHC's mid-year 2018 meeting in New Orleans, LA and in the subsequent months leading to the Division 22's annual meeting in San Francisco, CA. These topics focus primarily on:

#### ***Inter-professional Collaboration between American College of Occupational and Environmental Medicine (ACOEM), APA and IHC on National Program for Disability Reduction***

- I. Evidence-based guidelines/functional assessment
  - a. MOU between two organizations (hardcopies provided) Participate in conference calls, plan initiatives, draft support letters to members of Congress/government agencies with meaningful suggestions for actions, recommendations for disability reduction programs, develop grant applications to train MDs/psychologists, possibly submitting to CMMS, SSA, and/or Dept. of Labor for pilot funding.
- II. ACOEM/APA/IHC collaboration
  - a. Focus on return to work, reduced disability; working on evidence-based guidelines to make national (since early 1990s)
    - i. Emphasize biopsychosocial model and shared decision-making model with patients
  - b. Focus on outcomes:
    - i. Quality of life (QoL) the main focus/outcome, usually reflected in function
      1. Most MD specialties have focused on symptom relief vs. functional outcomes despite focusing on QoL as the ultimate outcome
    - ii. Gold standard of health care intervention is functional outcome. However, this is not currently a key element of clinical practice and (aside from physical therapy and physical medicine/rehab)
  - c. ACOEM recently published paper:
    - i. If following guidelines, should get decreased disability and improved function

- ii. Functional outcome model – actually influences function, disability and medical costs/healthcare use
  - iii. International Classification of Functioning (ICF): WHO model (biopsychosocial model)
    - 1. Not currently being used much because electronic health records (EHR) rarely have functional outcome element included
      - a. EHRs set up based on most current payment models, and no monetary value for functional outcomes
  - iv. It is hopeful that other models exist (e.g., physical therapy requires functional assessments, a similar model for PT may exist)
    - 1. Inpatient hospitalizations: functional independence assessment needed to plan disposition
    - 2. Barry proposed a functional dependent measure linked to rehabilitation stays as a possible model
    - 3. Patient-reported functional outcome measures – Medicare for knee/hip replacements (not being used for low back), implemented in Massachusetts
    - 4. Less push-back if using functional outcome measures used by specialty services
    - 5. Insurers do not recognize these outcomes either (insurers are looking at symptom relief of other types)
  - d. Discussed the challenges of generalizing to all specialties (beyond occupational health), increasing buy-in, and explaining the value of functional outcomes to other specialties (pediatrics, geriatrics, surgery)
  - e. Summary of functional outcomes agenda available to both groups to support advocacy effort
  - f. Next question is where opportunities exist with Merit-based Incentive Payment System (MIPS)
    - i. Potential collaboration with ACOEM (reference New Economic Models PowerPoint)
- III. Healthcare law: Medicare Access and CHIP Reauthorization Act of 2015 (MACRA)
  - a. MACRA part of CMS affected by Affordable Care Act (CHIP: Children's Health Insurance Plan)
  - b. Switched to value-based care and other economic models of reimbursement to help Medicare/Medicaid move from fee-for-service to value-based care
  - c. MACRA: merit-based incentive payment system (get bonus [or penalty] for performing designated tasks)
    - i. Incentivizes practitioners to change what their practice behaviors
    - ii. 93 different measures potentially used for getting bonus or penalty; slow progression of size of bonus/penalties
    - iii. By 2022 maximum of 18% difference (9% bonus or 9% penalty)

1. Example: University of Colorado Health Sciences Center: moderate sized
  2. University of Colorado Anschutz campus: 2013 billed \$1.3billion
  3. 18% of \$1.3b: potential impact on big system is potentially more than \$100 million
- iv. Limited number of bonuses/penalties applicable to psychology (e.g., bonus for having integrated care)
1. Algorithm based on measures to determine receipt of bonus
  2. Organizations can submit criteria (i.e., measures) for whether facility should get a bonus
- Orthopedics is a case in point; it is only reviewing hip/knee joint replacements (reviewing the costs of doing surgery too early as early surgery for joint replacements will not last a lifetime and complications can arise if surgeons need to do surgery again on the same joint)
3. Question posed: Can orthopedics use conservative care (e.g., physical therapy, pain coping but not opioids) rather than surgery?
  4. Psychology is part of incentive
  5. Question regarding spinal pain: Are there criteria for bonuses for conservative care for back pain? If we have guidelines for how this works for people with back pain, and the cost of surgery and the dangers of opioids, can we promote pain coping to help?
    - a. However, this option is currently not in the system
    - b. Challenge: Are there specific criteria for submitting this for consideration? Potential for collaboration
- d. Annual call for measures and activities
- i. Improvement activities and measurement over time in quality payment program
    1. Measures: based on billing records (simplistic: Was PT seen? Was psychologist seen before surgery?)
    2. Currently very little regarding spinal care or treatment for pain
- e. North American Spine Society (NASS)
- i. NASS tried to implement an alternate measure for reimbursement of spinal surgery, but did not save costs
    1. Despite excessive spinal surgery in the US and need for a model to reduce costs (e.g., group CBT for pain management), NASS model did not do this. Instead they tried doing surgery better which ultimately increased costs.
- f. If APA/ACOEM/IHC worked collaboratively, would measures only apply to certain disciplines (psychologists doing CBT) or could other disciplines

administer (nurses, etc.); Perhaps psychologists should focus on the minority of populations accounting for the majority of costs.

- g. Discussed the need for psychological assessments to be included for improving quality of care and contribute to basic measures
  - i. Need to describe the assessment to define which disciplines are most qualified to administer them vs. identifying the discipline to do these assessments.
  - ii. Acknowledged that larger organizations may include some MIPS criteria, but that they ultimately focused on decreasing costs
  - iii. Committee members agreed that psychological *screening* is needed because this requires minimal training and CMS reimburses for this service.
  - iv. Agreed that psychological *assessment* also needed
    - 1. More challenging to complete, especially for patients with chronic, complex medical needs, but needed when being considered for costly medical services/surgeries; need to set bar where guidelines suggest
      - a. Perhaps consider new MD and PA roles
  - v. MIPS has a current interim model, but may move toward capitated model (doing less pays more)

#### ***IV. APA/ACOEM/IHC: Potential collaboration on MIPS***

- a. North American Spine Society (NASS)
  - i. NASS tried to implement an alternate measure for reimbursement of spinal surgery, but did not save costs
    - 1. Despite excessive spinal surgery in the US and need for a model to reduce costs (e.g., group CBT for pain management), NASS model did not do this. Instead they tried doing surgery better which ultimately increased costs.
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    - a. Perhaps consider new MD and PA roles
- v. MIPS has a current interim model, but may move toward capitated model (doing less pays more)

**Motion:**

Appoint a subcommittee to investigate developing a MIPS measure, innovative practice model, and training all around low back pain, chronic pain, and opioid dependence, and also develop a list of collaborative contacts and coordinate communication.

Subcommittee Membership: Dan and Rob (Co-Leaders); Barry, Ravi, Dan, Rob, Kathryn, Stephen, Ruth, Elena, Lisa

Respectfully submitted on July 30, 2018,

Rob Glueckauf and Barry Nierenberg

IHC Representatives

## **APA Division 22 Rehabilitation Psychology Program Committee Report to the Executive Committee**

**Chair:** Dr. Lisa M. Betthausen, Ph.D.

**Members:** Dr. Valerie Ellois, Ph.D., Program Chair-Elect

### **I. Executive Summary**

The APA Division 22 Program Committee oversees all responsibilities for eliciting, organizing, planning and executing Divisional programming at the annual APA convention. The Program Chair is primarily responsible for soliciting Divisional programming with Division members, EC, Division committees, Division President, other Division Program Chairs, and other invited speakers that will highlight the field of Rehabilitation Psychology. The Program Chair assists with collaborative programming, publicizing APA submission deadlines and Divisional themes, coordinating reviewers for submissions. The Program Chair also oversees the review and acceptance process for submissions via the APA Convention portal and meets all APA Convention Office deadlines for APA convention programming. In addition, the Program Chair communicates with the Board of Convention Affairs (BCA) and the APA Convention Office as needed throughout the year regarding Divisional programming at the annual APA convention. Finally, the Program Chair coordinates all materials, scheduling, and Divisional needs required to successfully meet the BCA and APA Convention Office requirements.

The Program Chair-Elect's responsibilities include: assisting the Program Chair for Divisional Programming, attending the BCA sponsored training sessions for Program Chairs, planning, coordinating and executing the Division's Hospitality Suite programming at the annual APA convention.

### **II. Goals, Focus and Strategic Plan**

Offer diverse, engaging and interactive Divisional Programming at the annual APA convention

### **III. Recent Activities**

January 22: Successful submission of Divisional collaborative, paper and poster presentations to APA Convention Office

- Included assigning, coordinating and compiling reviewers evaluations of Division submissions; coordinating with Program Chairs of other Divisions to for co-listing/co-sponsoring sessions; notifying submitters; planning and submitting draft session schedules into the APA portal.

### **IV. Achievements and Accolades**

- Welcome Dr. Valerie Ellois to the APA Program Committee! Thank you!
- Thanks to Dr. Sarah Raskin for Past Program Chair guidance and documents!

### **V. Challenges, Issues, Concerns and/or Barriers**



- Renew reviewer list & update in APA portal
- Leave plenty of time for submissions in case of technical errors, or delays in communication

#### **VI. Budget Requests**

- Order new Division ribbons?
- Eimer creative work for annual APA Convention
- Hospitality Suite
- Social Hour
- Student Volunteers

#### **VII. Discussion Items for EC meeting:**

- See Budget items
- Sponsorships
- EC meeting – requests for meeting?

#### **VIII. Information Items**

- Hospitality Suite information distributed soon
- Conference requests
- Volunteers
  - Student volunteers
  - Session Chair volunteers

Respectfully submitted on February 9, 2018 Lisa

M. Betthauser, MBA, PhD

Program Chair

**APA Division 22 Rehabilitation Psychology  
Joint Report for APA Convention Program Committee and RP18  
Conference Program Committee to the Executive Committee**

**Name:** Terrie Price, PhD, ABPP and Jake Bentley, PhD ABPP

**Dr. Price's Title Role:** ARP Conference Manager

**Dr. Bentley's Title Role:** RP18 Conference Manager

**I. Groups (committees, SIGS, sections) that involve with:**

Division 22 Program Committee which includes liaisons of the sections, SIGS.  
BoM members

**Program Committee members**

Group	Representative
Chair	Jake Bentley
Chair-Elect	Ann Marie Warren
Past-Chair	Jay Uomoto
Div 22 President	Michele Meade
Conference Manager	Terrie Price
Continuing Education Chair	Valerie Ellois
Poster Chair	Megan Hosey
Volunteer chair	Zyanya Mendoza
Student representative	Madi Mackenzie
Student Conference chair	Lakeya McGill
ECP SIG	Connie Sung
Academy	Erin Andrews
ABRP	Michele Rusin
Foundation Representative	Barry Nierenberg
Section 1: Pediatrics	Jacqueline Kaufman Sarah Lahey
Section 2: Women's Issues	EJ Lee Carrie Pilarski
Psychologists with disabilities	Michael Dunn

Assistive Technology SIG	Marcia Scherer
Critical Care SIG	Nancy Ciccolella
Communications Committee	Emily Markley
Awards Committee	Catherine Wilson
Program App	Kim Monden

## II. Summary of Recent activities:

- In the past year, the Board of Managers (BoM) has vetted hotel RFP's for RP19 and selected the Hilton Orlando Buena Vista with the conference set for Feb 7-10, 2019. The BoM approved purchase of liability insurance for 2018. The BoM has worked alongside of the Program Committee in setting the conference presentation venue, committee meetings and activities for RP18.
- As for the Program Planning Committee: The Rehabilitation Psychology 2018 Conference theme was "*Promoting Access and Inclusion*" with a tagline of "Celebrating Rehabilitation Psychology's Social Justice, Human Rights, and Advocacy Mission." The conference will be held from February 22-25, 2018 at the Westin Galleria in Dallas. This was the first year we implemented the use of 20-minute presentations at the conference, which enabled the incorporation of diverse topics as well as pilot work that may not have been included otherwise. We received 45 submissions for oral presentations. We were also able to accept 68 posters to be presented at the conference. This year, the planning committee focused on representing the diverse work occurring in rehabilitation psychology, and accepted a large number of proposal submissions from Div22 sections and SIGs as well as colleagues from related disciplines such as public health. We addressed ABRP competencies within the conference content, and in accordance with the MOU. Our program allowed attendees to obtain up to 26 CEs during the preconference and main conference. In addition, the planning committee worked with the BOM to establish plans to commemorate this the 20<sup>th</sup> year of the RP conference with the development of a logo consistent with the new branding initiative as well as an extended sponsored break to honor the history and future of the conference at the meeting in Dallas.

## III. Achievements and Accolades:

Three colleagues graciously donated their time and talents to review 3 of our top picks for RP2019, using an accommodation checklist. This process typically takes 2-3 hours and the information is invaluable in helping to identify a hotel with adequate accommodations for our attendees.

- Bradley Daniels- vetting Hilton Orlando Buena vista
- Paul Perrin-vetting Norfolk the Main
- Alixandra Lyon-Bramhall- vetting

## IV. Challenges / Issues / Concerns / Barriers-Obtaining profit from the conference.

- The principal sponsors of the conference. Division 22 and the Academy of

Rehabilitation Psychology, have agreed to move in the direction of increasing profit from the conference, which is funneled into improving the conference and as a stronger revenue source for Division 22. This will impact decisions over time as to revenue (registration fees, sponsorship needs) and expenses (food and beverage, e.g.). This shift from budget neutral will lead the BoM to review hotels/sites for improved financial gain. Historically the conference has had stronger profits when the conference is held at a second tier city like Albuquerque, versus a major city like Atlanta. A challenge is meeting the needs and expectations of our attendees relative to identifying financially viable sites/cities.

- There will be need to increase revenue through sponsorships, which includes several challenges. Historically our revenue has come through facilities in which our engaged members are employed, with donations between \$500-\$1500 as standard. We have been fortunate to receive a substantial grant (\$10,000) from the Craig H. Neilsen Foundation for a 4<sup>th</sup> year. Without the CHNF, our revenue stream will bring us closer to budget neutral if the trends continue.
- The BoM opted to expand the sponsorship packages to allow sponsoring either RP 18 or Div 22 APA conference alone or combined. This generated new revenue for Div 22.
- We have not raised registration rates for many years. We did make a substantial and critical shift a few years ago in not waiving registration for all presenters. Also, we capped student volunteer reimbursement to manage expense. The conference greatly underwrites student attendance such that student registration fees cover roughly 20-25% of their expense. It will be critical to review registration fees going forward.
- The conference has been very fortunate over many years to have an in-kind donation from Johns Hopkins of about \$5000 covering attendee folders, conference schedules, and nametags. We have been informed that this is their last year of this service, thus adding that amount to our expenses.
- The contract for the conference app vendor was renewed for another three years in 2017. This year, the conference app was managed by an individual member of the program planning committee (Kim Monden) with the assistance of the Program Chair. In future years, it is recommended that app management be handled by a Div22 entity such as the Communications Committee.

## **V. Discussion Items for EC meeting**

- Consider identifying 2-3 members to assist the Conference Manager in the logistics activities and assistance with fund raising.
- Identify which committee will assume responsibility for managing the conference app

## **VI. Information Items**

- RP18 Registration as of 2/5/18: Our goal: 300/main conference; 90/Pre-Conference
  - Main conference 263 (84 student/trainees)
  - Pre-conference 47 (12 students)
    - Not including attendance at concurrent APA Site Visitor training
- Hotel Pick up
  - We expanded our room block twice
  - We have 584/632 rooms reserved

- All 10 ADA rooms were reserved
- Revenue
  - Registration as of 2/7/18: \$76,175
  - Sponsorships (goal of \$30,000/RP18)
    - RP 18-\$28,291.50
    - Div 22 APA- \$3,750

Respectfully submitted on February 12, 2018 by

Terrie Price, PhD, ABPP ARP Conference Manager

## **APA Division 22 Rehabilitation Psychology Science Committee Report to the Executive Committee**

### **Chair / President:**

Dr. Evan L. Smith, PhD (Chair)

Scott McDonald, PhD (BSA Liaison & Chair-Elect)

Lisa Brenner, PhD (Past-Chair)

### **Members and Affiliates (as listed on Basecamp):**

Allison Peipert	Kelley Stearns-Yoder
Anna Kratz	Kier Bison
Beatrice Lee	Kimberley Monden
Brigid Waldron-Perrine	Lucas Driskell
Casey Dawson	Maria Schultheis
Cassie Ross	Melody Mickens
Chuck Bombardier	Michelle Blose
Connie Sung	Michelle Meade
Dawn Ehde	Paul Perrin
Derek Anderson	Sarah Raskin
Edeth Engel	Teresa Ashman
Emily Lund	Tessa Hart
Erin Holcomb	Timothy Shea
Gerald Voelbel	
Jan Niemeier	
Jared Link	
Jennifer Jutte	

### **I. Executive Summary**

The standing Science Committee promotes all aspects of rehabilitation psychology as a science.

Its activities are designed to encourage, promote and facilitate scientific and technical contributions by Division members and other researchers for the ultimate benefit of individuals who have a disability or chronic illness. The Committee is concerned not only with increasing research productivity with particular attention to studies addressing neglected or critical problems, but also, in improving the quality of scientific undertakings. Another intention of the Committee is the dissemination and utilization of research-based knowledge.

## **II. Goals, Focus, and Strategic Plan:**

- Keep the Science Directorate and APA Board of Scientific Affairs abreast of research trends and key individuals in rehabilitation as well as opportunities to help lobby for increased research funding with federal agencies. Useful information may include:
  - Names of counterparts who chair research and scientific affairs committees of other rehabilitation and psychological organizations
  - Names of editors of journals and other publishers of rehabilitation psychology research findings and application – in the United States and other nations
- Individuals, agencies (i.e., NIDRR) and organizations sponsoring, funding or conducting ongoing or programmatic rehabilitation research and/or training
- Identify researchable problems and establish priorities based upon potential for advancement of rehabilitation psychology as a science and profession
- Initiate, coordinate, sponsor or conduct research efforts including active liaison with the National Institute on Disability and Rehabilitation Research (NIDRR), NIH, other rehabilitation research sponsors and facilities
- Provide consultation on rehabilitation problems, research design and other issues with regard to proposals for doctoral dissertation, research and demonstration projects or fellowship applications
- Offer recommendations about appropriate consultants for: data analysis, manuscript preparation, publications, and journal editorial evaluation of research reports.
- Promote dissemination of utilizable research results through available Division communication media, convention programs, journal articles or special issues, the website and the Rehab Science Spotlight as well as summaries or abstracts, and/or separate monographs
- Recognize outstanding scientific contributions (e.g., research project, report, book, clinical application) to rehabilitation psychology, by convention awards ceremonies, formal letters of commendation, or honorary Division membership.

Over the next weeks and months, we will be focusing on efforts prioritized by Division 22 membership:

- Providing informational resources to Division members regarding Rehabilitation Psychology research.
- Disseminating information regarding the science of Rehabilitation Psychology to the psychology community on whole in a manner that is accurate and understandable.
- Disseminating information regarding the science of Rehabilitation Psychology among rehabilitation psychologists in a manner that is accurate and understandable.
- Advancing the visibility of outstanding Rehabilitation Psychology research.

## **III. Recent Activities:**

1. Rehabilitation Science Spotlight highlights a selected manuscript by individual members of the Science Committee on a monthly basis, distributed on the D22 listserv and website. The selections are identified, summarized and justified by the contributor as to its unique contribution to the rehabilitation psychology community. To date, 30 manuscripts have been highlighted through this effort. Under the coordination of Kier

Bison, Ph.D., Baylor Institute for Rehabilitation, monthly installments will continue through 2018.

2. NIDILRR Request for Information – “Opioid Public Health Emergency”

- February 2018: In coordination with Scott McDonald, PhD (BSA Liaison) and Craig Fisher, PsyD (APA Senior Legislative and Federal Affairs Officer in the department of Science and Government Relations), feedback was solicited from members of Division 22, as well as identified experts in pain research and practice. These responses were synthesized and submitted to NIDILRR to highlight the complexity of the opioid epidemic, impact on people with disabilities, and potential contributions made by psychologists.
- May 2018: NIDILRR funded two Disability and Rehabilitation Research Projects of three years each (\$500k) to conduct research on opioid use disorder among people with disabilities.
- May 2018: A full summary of responses was released by NIDILRR and can be found at <https://www.acl.gov/sites/default/files/news%202018-05/20180502NIDILRRopioidRFIFindings.pdf>

3. Members of the Science Committee (Evan L. Smith, Ph.D., JHU, Lisa Brenner, Ph.D., University of Colorado, Scott McDonald, Ph.D. Richmond VAMC, James Jackson, Ph.D., Vanderbilt University) have been working with the Editors of Rehabilitation Psychology, and Dawn Ehde, Ph.D., and Stephen Wegener, Ph.D., as well as Linda Erlich Jones, Ph.D., RN (AbilityLab Chicago) to produce “Clinical Outcome” Tear Sheets which appear in the journal quarterly. Several Science Committee members expressed interest in assisted in the completion of 10 submissions to the Journal of Rehabilitation Psychology, most recently:

- May 2017: Cognistat/Neurobehavioral Cognitive Status Examination and Stroke has been published by Timothy Shea, Chelsea Kane and Melody Mickens
- August 2017: Disability Rating Scale and TBI has been published by Michael Williams and Evan Smith
- November 2017: Brief COPE and Caregivers has been published by Samantha DeDios-Stern, Eun-Jeong Lee, and Kristian Nitsch
- February 2018: Cognitive Log and Adults with Acquired Brain Injury has been published by Lucas Driskell, Stephanie Lenox, and Juliette Galindo

**IV. Challenges, Issues, Concerns, and/or Barriers:**

4. Identification of new chair

- Proposal for a dual chair, one senior (i.e., mid-advanced career psychologist) and one junior leader (i.e., ECP) to ensure the SC goals and plan are well-organized and implemented.

Respectfully submitted on July 24, 2018,

Evan L. Smith, Ph.D



Chair to Division 22 Science Committee

## APA Division 22 Rehabilitation Psychology

### Liaison summary of the APA Consolidated Meeting, March 2018

**Name:** Scott McDonald, Ph.D.

**Role:** Liaison to the Board of Scientific Affairs

#### Advocacy:

- APA's new 501 C(6) organization will allow advocacy for various issues important to psychologists, including advocating for psychology as a science and advocating directly for science.
- APA supports the *March for Science*.
- *March for our Lives*: psychologist Susan Sorenson will present on gun violence.

#### Conferences and Outreach:

- The APA *Technology, Mind and Society* conference will be held April 2018 and registration filled up quickly. This is an important product, as psychologists increasingly will be involved with technology (e.g., human-machine interface) and collaborate with engineers, computer software developers, and others in technical fields.
- Discussion: how to improve the readership and impact of the *Monitor*? Discussion with APA Publications will be ongoing.
- Discussion: how to make the APA Convention THE place to report high-impact findings in psychological science?

#### Other APA Activities Regarding Science:

- APA will hire a Chief Science Officer.
- BSA will advocate for having a psychological scientist on the Board of Directors.
- New topics are needed for the Advanced Training Institutes.
- Board members reflected on what psychological science has achieved in the past and what is to come. Many mentioned that the future involves collaboration with scientists in technology and psychoneuroimmunology (e.g., metabolomics, gut microbiome). Others mentioned personalized medicine, pragmatic clinical trials, and new technologies like behavioral genetics and big data analysis.
- President Elect Rose Phillips (Bingham) Davis is very interested in research on poverty. Also discussed by a Board member, US society seems to be shifting away from a focus on race to a focus on poverty as an important predictor of other social outcomes.
- The BSA supports APA's CPG program. It was acknowledged, and discussed, that some psychologists are voicing opposition to the APA CPGs on various issues (e.g., over emphasizes RCTs and does not reflect "whole person" treatment). Further discussion (outside of BSA) continues.

Other News in Science:

- The Common Rule revision: Regarding the NIH clinical trials guidelines, changes are being made, and the definition will not be as wide as initially considered (that may have resulted in much of human experimental research defined as clinical trials). It is postponed until January.
- Federal funds for research appear to be increased in this year's federal budget.

Action items for Rehabilitation Psychologists:

- Consider getting undergraduates and graduate students involved in APA, such as the Science Student Council and the Undergraduate Psychology Research Experience Grants Program!
- Become an advocate for science, join the Stand for Science! (<http://www.apa.org/advocacy/guide/stand-for-science.aspx>) Attend the *March for Science*!
- Consider collaborating and partnering with those in tech and computer fields to promote the science of brain-computer interfacing and other new technologies (engineering, computer science, prosthetics, etc.).
- Consider collaborating and partnering with those in other fields to further the science of psychoneuroimmunology (behavioral health, gut microbiome, metabolomics, etc.).

Respectfully submitted on March 26th, 2018.

Scott McDonald, Ph.D.

Liaison for Division 22 to the Board of Scientific Affairs

## **APA Division 22 Rehabilitation Psychology CDIP / Division 22 Liaison Report to the Executive Committee**

**Liaison:** Jennifer Stevenson Jutte, PhD

**Members:** Eun-Jeong (EJ) Lee, PhD

### **I. Executive Summary**

CDIP has continued to make great strides toward inclusivity and increasing accessibility to ALL, through involvement in the Universal Design Resolution, the development of captioning guidelines and the request for representation on the APA Board of Convention Affairs. In order to be better able to address the variety of disability-related issues, CDIP has created several subcommittees so that issues can be addressed in a more timely manner, rather than waiting for monthly virtual meetings or twice yearly in-person meetings.

### **II. Goals / Focus / Strategic Plan (this can be copied from leadership manual or adapted)**

CDIP is the American Psychological Association's Committee on Disability Issues in Psychology. The Committee functions as part of the Public Interest Directorate of APA. CDIP has 6 APA members, each serving staggered 3-year terms, and reports to Council through the Board for the Advancement of Psychology in the Public Interest (BAPPI). The Committee is mandated to address all areas of disability in psychology.

The missions of CDIP are to:

- Promote the psychological welfare of people with disabilities
- Promote the development and implementation of psychological service delivery models responsive to the needs of people with disabilities
- Promote the awareness of disability issues in psychological research as well as specific research activity in disability areas
- Promote inclusion of knowledge about disabilities and disability issues in education, training programs, and professional development of psychologists.

The Division 22 liaison to CDIP is the formal link between the Division and the Committee. Division 22's liaison to CDIP attends 2 meetings of the Committee at the APA consolidated meetings each year in Washington, DC each spring and fall, and additional video/audio conferences on a monthly basis. The liaison is invited to participate in discussion of items on the CDIP agenda, and is also a recorder who brings information about CDIP's activities back to the Division as well as from the Division to CDIP. The Division and the Committee have many overlapping interests. Often this leads to collaborative projects and additional input from

other members of the Division. The CDIP liaison provides a report for the executive Board of Division 22 at both the summer and mid–winter board meetings. The liaison also seeks input from the Board and Division 22 members about important issues that they believe should be forwarded to CDIP for review and/or action.

### **III. Recent activities**

- (1) Submitted for action the proposed resolution: **Support of Universal Design and Accessibility in Education, Training, and Practice.** The purpose of the proposed resolution is to provide a policy statement that will affirm APA's support of the full participation and inclusion of persons with diverse needs and abilities. Specifically, the resolution advocates for a move toward universal design principles throughout all of APA's actions, programs, and policies.
- (2) Created Captioning Guidelines for use throughout APA and within our various communities. These guidelines ensure that APA advances psychological knowledge to all members and society at large by providing education, training, and public interest statements in formats that are accessible to all. The guidelines apply to Webinars, Presentations, Workshops, Live Stream, Film Festivals, and Continuing Education Courses. The Guidelines currently are under review by APA President Dr. Jessica Henderson Daniel.
- (3) Request for disability representation on the Board of Convention Affairs (BCA). Historically, CDIP has reviewed accessibility and programmatic concerns from prior year convention attendees and submitted recommendations for improvement. By requesting disability representation during the planning of each convention, CDIP is advocating for a proactive approach that would further a universal and inclusive approach to convention accessibility and programming.
- (4) CDIP developed resources and provided guidance to training programs to better support students with disabilities in gaining the assessment experiences required to become competitive for internship, postdoctoral and job placements. This addressed pressing needs related to accessibility/accommodations, specifically testing accommodations and universal design for learning. In addition, the office on Disability issues in Psychology and the committee has developed a DisABILITY Resources Toolbox (DART) for psychology training directors and faculty to use in order to better support students with disabilities.

### **IV. Achievements / accolades (things or people that should be recognized)**

CDIP aims to address the inclusion of the disability community within the National Multicultural Conference and Summit programming and to address important aspects of universal design and accessibility within the conference planning by disability representation on the planning committee. This advances CDIP's mission of promoting the development and implementation of psychological service delivery models responsive to the needs of people with disabilities.

- Dr. EJ Lee is the Chair of this CDIP Subcommittee



## **V. Challenges / Issues / Concerns / Barriers**

- (1) The majority of CDIP meetings take place virtually using online screen sharing and audio conferencing. Though technological advancements help to improve communication among the committee, brief monthly virtual meetings are simply not sufficient to truly accomplish all the goals of the committee. Therefore, CDIP has requested support to hold longer, in-person meetings. In addition, CDIP has created several sub-committees of members so that the Committee can carry forward priorities outside of monthly meetings.
- (2) A second, more pervasive barrier to CDIP's work is the fact that disability is often neglected as an aspect of diversity. Those with knowledge and experience with disability and principals of universal design should be consulted proactively in all aspects of planning and development of events, services, and materials, but all too often, disability and accommodations are treated as an afterthought.
  - a. For example, a recent video message from the APA CEO was shared without any captioning, which resulted in the unequal access to the information provided in the messaging.
  - b. In addition, as a member of the APA C3/C6 Advocacy Workgroup, I requested that the Workgroup slides and webinars be revised so they would be accessible to all – although the request was acknowledged and I was informed that APA is fully aware of 508 Compliance, it took several slide presentations and an initial webinar that were not fully accessible before revisions were made and available to the APA community.

## **VI. Budget requests**

As aforementioned, it is important for CDIP to meet in person (rather than virtually) as often as possible, but certainly at least twice yearly. These meetings have traditionally occurred twice yearly and the Division has paid all expenses for the liaison to attend. I am asking that the Division continue this practice.

## **VII. Information Items**

CDIP has collaborated with the Division to host the Awards Ceremony/Social Hour again this year and has provided \$500 in support.

Respectfully submitted on July 17, 2018,

Jennifer Stevenson Jutte, PhD

CDIP Liaison

## **APA Division 22 Rehabilitation Psychology Critical Care SIG Report to the Executive Committee**

**Chair / President:** Nancy Ciccolella

### **Members:**

Ciccolella, Nancy, Angelica Brozyna, deRoos-Cassini, Terri, Diana Van De Kreeke Ferzeen.Patel, Franger, Rhonda L., Freed, Karen, 'Gabriela Corabian, Golla, Lauren,; James.Jackson, Jeffrey Sherman, Jennifer Jute, JoAnn McGuire PsyD, Joann.Massey, Joe Pellizzari, Julie Kwon, Kirk Stucky, Laurie Nash, Loren, Brenda, Mana Ali, Megan Hosey Joseph Bienvenu, Schesta, John, Sean Coad, Stucky, Renee, 'Warren, Ann Marie, Zyanya Mendoza, Merbitz, Nancy

### **I. Executive Summary**

The Special Interest Group for Rehabilitation Psychologists in Critical Care was established in 2015 to provide a forum for the increasing number of psychologists who are providing care in intensive care units and acute care. Since critical care is distinctly different from even the rehabilitation setting, is very specialized, involves very complex cases, and still has limited research, the SIG serves as a platform to share information and discuss new literature. The membership has steadily grown and the group email has been used to share information and provide mentorship.

### **II. Goals / Focus / Strategic Plan**

- a. Facilitate the transition to new leadership and provide support from past-chair.
- b. Increase activity on the group email by implementing an online journal club.
- c. Consider contributions to the RP midwinter conference.
- d. Continue to distribute educational materials and recent research on ICU care.

### **III. Recent activities**

1. The group has grown to 30 members.
2. A group e-mail has been established for the purpose of discussion and the sharing of information. Recent threads have included the detection and treatment of delirium in ICU, rehab, and medicine settings, and upcoming conferences.
3. Megan Hosey, member from Johns Hopkins, agreed to send out quarterly updates of recent articles on psychology and critical care which have been well-received and much appreciated.

### **IV. Achievements**

Great discussions and enthusiasm for issues related to critical care. Looking forward to the continued building of membership and participation!



**V. Challenges / Issues / Concerns / Barriers**

- a. Building membership and consistent activity on the group email.

Respectfully submitted on August 1, 2018

Nancy Ciccolella, Psy.D.

Chair, Critical Care SIG

## **APPENDICES**

HIGHLIGHTS from APA CAPP Meetings

Rehabilitation Psychology Mid-Year Meeting MOU

Management Company Contract

## CAPP February 2018 Meeting – Highlights of Actions

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CAPP Chair Dr. Lindsey Buckman welcomed CAPP members, Board members, and liaisons to the CAPP February 2–4, 2018 meeting. In addition, Dr. Arthur Evans (CEO of APA/APAPO) provided brief remarks.

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APAPO Financial Report and Discussion: Katherine Nordal, PhD, Executive Director for Professional Practice, provided an update on the APAPO year–end 2017 operating budget and the approved 2018 budget. Included in the presentation was a review of the following issues: a) it is anticipated that there will be a positive change in the net assets of the APAPO in 2017 due to positive changes in the investment portfolio; and, b) there was continuing loss in dues revenue in 2017 (–11%) and 2018 (YTD in 2018 is –2%). In addition, it was noted that over the past ten years, APAPO revenue has decreased from \$5 million in dues revenue to \$1.7 million. Dr. Nordal did note that the APAPO will be debuting some new revenue–generating products in 2018.

### Updates on Initiatives Impacting Practitioners:

- New APA Membership Model: CAPP members and liaisons discussed a proposal that the APA Council of Representatives will consider at its March 2018 meeting. The new model will restructure the existing advocacy and member development resources, currently housed in the APA and the APAPO, within a new c6 companion organization, tentatively called the APA Institute for Psychology (APAIP). Arthur Evans, PhD, CEO of the APA/APAPO presented the proposal. Dr. Evans noted that it is anticipated that this restructuring will significantly expand lobbying for basic and applied research funding, enhance lobbying efforts related to issues, such as, student loan forgiveness and graduate education programs, and build a more sustainable and effective framework for practice–related advocacy. This change would also enable APA to deliver new benefits to members in all areas of psychology. Each APA member received an email notification that outlines the proposal and requests member feedback. Following its discussion, CAPP took the following action:
  - o *The Committee for the Advancement of Professional Practice supports the APA membership restructuring proposal as it will ensure and expand the advocacy and other resources of importance to practitioners. The new model will increase the ability of the association to create a stable financial future in order to advocate for and support all members of the association.*

- Master's Degree – Update and Discussion: Lindsey Buckman, PsyD, Chair of CAPP led a discussion by CAPP members on the current deliberations by the APA Council of Representatives related to the Master's degree. Dr. Nordal reviewed information presented to Council representatives (through webinars) in preparation for the upcoming discussions that will take place in March at the APA Council of Representatives meetings. Several questions and concerns were discussed during the CAPP meeting, including the following: a) the need for delineation between doctoral-level psychologists and individuals with master's degrees; b) implications for the future of doctoral-level psychologists in the marketplace; and, c) the options for APA regarding accreditation of terminal master's programs in psychology. Following its discussion, CAPP took the following action:

*o The Committee on the Advancement of Professional Practice (CAPP) considers this to be matter of urgency. As such, the CAPP endorses the CEO's recommendation that maintenance of the status quo is not a viable option and that action be taken on this matter of master's in psychology program accreditation.*

- Qualified Clinical Data Registry (QCDR): CAPP received an update on the development of the APAPO Qualified Clinical Data Registry (QCDR), now called the Mental and Behavioral Health Registry. The registry recently received approval from the Centers for Medicare and Medicaid Services (CMS) to participate in the merit-based incentive payment system for 2018. The registry includes 39 mental and behavioral health measures vetted and selected by an APAPO-appointed Advisory Steering Committee. The registry enables psychologists to be compliant with new reporting guidelines proposed by the Centers for Medicare and Medicaid Services (CMS). A communications plan outlining dissemination and implementation is in the process of being developed.

#### Update on Initiatives Related to CAPP Committees:

- CAPP Nominations and Elections: Diana Prescott, PhD, Chair of the [2018 CAPP Nominations](#) and Elections Committee led a discussion on nominations and elections for CAPP members who will begin service on January 1, 2019. CAPP members discussed the current process of developing slate descriptions including the preparation of slate descriptions based on current CAPP member skills and competencies. Following its discussion, CAPP decided that all slates would be defined based on a common list of characteristics; and approved a listing of characteristics, developed by the Nominations and Elections Committee. In addition, a timeline for nominations and elections was approved; and, the appointment of a member with expertise in organizational development was approved. CAPP [nominations are scheduled to open on February 16 and close on March 30, 2018](#); the CAPP elections are scheduled to begin on September 1 and end on September 30, 2018.

- CAPP Communications Workgroup: After significant discussion, CAPP decided to merge its Committee on Divisions with its Communications Workgroup, and assigned as co–chairs the current Chair of the Committee on Divisions and current Chair of the CAPP Communications Workgroup. In addition, CAPP discussed several initiatives that CAPP may wish to consider including developing a pilot program in cooperation with a graduate program that embeds the discussion of practice issues and advocacy in the curriculum of the program.

#### Updates on Government Relations Initiatives, Legal and Regulatory Activities, & The Center for Psychology and Health:

- Government Relations: Government Relations staff provided an update on legislative efforts to preserve the Affordable Care Act and enact the Medicare Mental Health Access Act to include psychologists in the Medicare “physician” definition. CAPP also received an update on the activities of the Psychology PAC
- Legal and Regulatory: CAPP received updates and provided feedback on the future direction of several initiatives, including the following: a) the development of a new HIPAA (Health Insurance Portability and Accountability Act) product; b) a Medicaid Pilot project; and, c) the development and implementation of alternative payment models and Summits.
- Center for Psychology and Health: The Integrated Health Care Alliance, funded by CMS, is seeking practitioners and large practices to enroll. The free benefits include technical assistance for practice transformation, CE training in integrated primary care & in value-based payment models, and use of the registry (QCDR) for monitoring patient outcomes.

#### Update on Initiatives Involving State Associations:

- Practice Leadership Conference 2018: Mr. Brian Doherty, the representative to CAPP from the Council of Executives of State, Provincial (and Territorial) Psychological Associations (CESPPA) provided an update on the upcoming Practice Leadership Conference (PLC), including the theme of the conference, programming, funding and registration.
- Council of Executives of State, Provincial (and Territorial) Psychological Associations (CESPPA) Initiatives: In addition, Mr. Doherty provided an update on several issues of concern for CESPPA, including the high turnover of executive directors (EDs) of state associations, which may be linked to decreasing numbers of members and/or decreasing revenues. CESPPA is taking a role in addressing this issue and is bringing a program of workshops to PLC to encourage dialogue regarding best practice. Mr. Doherty also noted that CESPPA continues to struggle with an issue related to the APA Continuing Education Sponsor Approval program. Due to the issue, a number of state associations are abandoning

**American Psychological Association Division 22  
Management Agreement**

THIS AGREEMENT, made and entered into this 31st day of July, 2018, and effective September 1, 2018 through August 31, 2020, by and between Rehabilitation Psychology, Division 22 of the American Psychological Association (APA), a not-for-profit corporation, (hereinafter "Division 22") and Futures in Rehabilitation Management, Inc., an Illinois business corporation, (hereinafter "FIRM" or "Manager"), located at 5128 Gaulb Road, Springfield, IL 62707.

**WITNESSETH:**

WHEREAS, DIVISION 22 seeks the services of a management firm on an annual basis, subject to the terms and conditions herein set forth;

NOW, THEREFORE, in consideration of the mutual promises herein contained, the parties agree as follows:

**1. SERVICES.** The Manager shall provide to DIVISION 22 those services which are set forth in Attachment A.



**2. RECORDS.** Any records of DIVISION 22 in possession of the Manager shall be maintained in a safe manner. Checks, currency, checkbooks, certificates and other evidences of investments shall be stored in file drawers except when in use during business hours and shall be maintained free from pilfering, waste or theft. These records will be immediately delivered to a representative of DIVISION 22, as designated by the Board of Directors, at any time upon request.

Membership records, dues records, records of affiliates and all other records within the last year of current nature pertaining to committees, board meetings, projects, conventions, dues and assessments, which are referred to as "fiscal information" will be immediately delivered to DIVISION 22 upon request, but the Manager shall be permitted to photocopy all or part thereof with the approval of the President or Directors of DIVISION 22. These records shall be maintained in a safe place under the custody of the Manager. The term fiscal information shall also include canceled checks, tax returns, forms, audits, legal problems, minutes of board and committee meetings, and record of dues payment during the last three years.

All other records unless specifically designated by the Board of Directors shall be "general records" and after the passage of three to five years, DIVISION 22 may periodically approve bulk storage, warehousing, or eventual shredding of such records, but the Manager will not dispose of any records in this manner, except upon the express approval of the Board of Directors.

At any time, the Manager will furnish DIVISION 22 any records requested by DIVISION 22 in the possession of the Manager.

**3. FORCE MAJEURE.** If either party is prevented from performing any act required under this Agreement by reason of an act of God, fire, flood, or other natural disaster, malicious injury, strikes, lock-outs, or other labor troubles, riots, insurrection, war, terrorism, or other similar reason not the fault of the party in performing under this Agreement, then performance of such act shall be excused for the period of the delay and the period of the performance of any such act shall be extended for a period

   
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Initials

equivalent to the period of such delay except that if any delay exceeds one month, then the party entitled to such performance shall have the option to terminate this Agreement.

**4. OWNERSHIP.** DIVISION 22 and the Manager each acknowledge that the ownership of all records of DIVISION 22 are the property of DIVISION 22, and upon termination of the Management Agreement, all records will be promptly returned to DIVISION 22. The Manager may make copies of routine records to be retained by the Manager with the express consent of DIVISION 22.

**5. INDEPENDENT.** DIVISION 22 and the Manager are separate and distinct and the Manager is an independent contractor and shall furnish machines, equipment, employees, and operating rules and regulations satisfactory to the Manager, and separate and distinct from control by DIVISION 22.

**6. OFFICE LOCATION.** DIVISION 22 shall have an office presence with the Manager and a mailing address at the office of the Manager located at 206 South Sixth Street, Springfield, Illinois 62701.


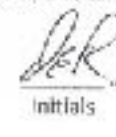
**7. CONFIDENTIALITY.** The Manager shall treat as confidential all fiscal information of DIVISION 22 and shall use reasonable discretion in discussing minutes, committees, convention and other matters of record relating to DIVISION 22. Any information received concerning the internal operation of a member of DIVISION 22 or a member of DIVISION 22 shall be deemed confidential.

**8. INSURANCE.** The Manager will be custodian of all insurance policies of DIVISION 22 and will timely pay with DIVISION 22 funds all renewal premiums thereon after first consulting with the President. With the approval of the Board of Directors, the Manager will procure and maintain insurance contracts adequately insure general public liability of DIVISION 22 and the records of DIVISION 22; the fidelity of the Manager and its employees to the extent of DIVISION 22 funds controlled by the Manager; officers and director's coverage for the benefit of DIVISION 22 and the Board of Directors, and such other forms of insurance as are reasonably necessary to protect the interest of DIVISION 22. The Manager shall procure and pay the premiums for all insurance it requires for its own business operations and insurable interests including workers compensation and public liability.

**9. ADMINISTRATIVE DIRECTOR.** DIVISION 22 is authorized to designate an employee of Manager as "Administrative Director" to DIVISION 22. The Administrative Director shall represent DIVISION 22 with honor, dignity and integrity and in the event of any change in employment of the Administrative Director, the Manager shall promptly communicate with DIVISION 22 to avoid any interruption of service in any manner and upon request, the Manager will supply a new Administrative Director who is fully informed concerning policies and procedures applicable to DIVISION 22.

**10. INDEMNIFICATION.** DIVISION 22 will indemnify and hold harmless the Manager from and against all losses, claims, damages, expenses or liabilities which Manager may incur based upon any false, incorrect or misleading information, representations, reports or data DIVISION 22 furnishes Manager, to the extent that such material is furnished, prepared, approved and/or used by Manager on DIVISION 22's behalf.

Manager will indemnify and hold harmless DIVISION 22 from and against all losses, claims, damages, expenses or liabilities which DIVISION 22 may incur based upon any false, incorrect or misleading information, representations, reports or data Manager furnishes DIVISION 22, to the extent that such material is furnished, prepared, approved and/or used by DIVISION 22 in reliance upon Manager's work product.

   
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the process of applying to become a sponsor of continuing education and applying to their



**11. TERM.** The Management Agreement shall remain in effect from September 1, 2018, through August 31, 2020, unless terminated earlier pursuant to paragraphs 12 or 13 below.

**12. TERMINATION BY DIVISION 22.** This Agreement may be terminated immediately by DIVISION 22 for "Cause." For purposes of this Agreement, the term "Cause" shall mean:

- A. Any act or omission of the Manager that has a material adverse effect on the Business Interests, reputation or goodwill of DIVISION 22; or
- B. The conviction of Manager or of any employee of Manager in a court of competent jurisdiction of any felony offense or crime of moral turpitude, or any misdemeanor offense that materially and adversely affects Manager's ability to carry out the obligations hereunder; or
- C. Material and continuing failure to perform the essential duties hereunder; or
- D. Manager receives written notice of the breach of a material provision of this Agreement and fails or refuses to cure the matter cited in such written notice within ten (10) business days thereafter.

**13. TERMINATION BY MANAGER.** Following a material breach by DIVISION 22 of any material provision of this Agreement, this Agreement may be terminated by Manager if Manager provides DIVISION 22 with advance written notice of intent to terminate describing such breach, and DIVISION 22 fails to cure or take steps to cure the matter cited in such notice within ten (10) business days thereafter.

**14. NON-COMPETE.**

- A. In the event of termination of the Manager pursuant to the provisions of paragraph 12, the Manager and David Stover personally agree to not compete in representing any members (for past 2 years) of DIVISION 22 in any manner for a period of one year.
- B. The provisions of this paragraph may be enforced in a court of equity because the parties recognize that any other remedy may be inadequate.

**15. COMPENSATION.** The initial compensation for this Agreement is as set forth on Attachment B hereto.

**16. APPLICABLE LAW AND VENUE.** The parties agree that the laws of the District of Columbia shall govern enforcement of this Agreement. The parties waive any right that they may have arising under this contract to have any controversy arising under this contract resolved in Federal District Court. The parties agree that the appropriate jurisdiction and venue for enforcement of any provision of this Agreement shall be in a court of appropriate jurisdiction in the District of Columbia.

**17. CONFLICT OF INTEREST.** It is represented by the Manager that all of the stock of the management company is owned by David Stover, individually at this time. There are no other shareholders. In the event that David Stover intends to sell or the Manager intends to sell any shareholder interest in the Manager to any member of DIVISION 22, while the Manager is subject to the terms and conditions of this agreement, the details of such transaction shall be disclosed to the Board of Directors of DIVISION 22.

   
Initials

State Board of Registration. After significant discussion about this issue, CAPP approved

APA Division 22 August 9, 2018



18. NOTICE: Any notice to be given the other party shall be in writing. Notice to DIVISION 22 shall be addressed to the Board of Directors and shall be delivered to the President's personal office address. Notice to the Manager shall be addressed to the Manager's chief executive officer and delivered to his office at 5128 Gaulb Road, Springfield, Illinois 62707.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals the day and year first above written.

Rehabilitation Psychology, Division 22 of APA

By Michelle A. Meade  
Michelle Meade, President

Foundation of Rehabilitation Psychology

By Daniel E. Rohe 8-1-18  
Daniel Rohe, President

Futures in Rehabilitation Management, Inc.

By \_\_\_\_\_  
Amy Greenham, Executive Vice President

                                           
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- Maintain and updating website content
- Facilitate social media posts (e.g., schedule posts for expected calendared events).

#### Financial and Corporate

FIRM will maintain financial records in accordance with generally accepted accounting principles (GAAP). Our Chief Financial Officer has worked in the association industry for over 35 years, and has a team of qualified staff to perform accounts payable, accounts receivable, and bookkeeping for the associations we manage. FIRM will:

- Work with Treasurer and Finance Committee of Division 22, as well as the Treasurer of FRP, to develop and maintain their various budgets with annual or biannual reports, to include routine bookkeeping and completing annual paperwork to be submitted to the IRS and the state of New Jersey (FRP).
- Process reimbursements to members (e.g., travel)
- Facilitate a method/process by which funds can be sent directly to the Division (e.g., Payroll)
- Identify and assist with fundraising, development and/or revenue generating opportunities for FRP and Division 22 (including the FC board and associated committees), in coordination with our partner organizations

#### Membership and Support Services

As a leader in the non-profit management industry, FIRM staff knows that members and donors are the core of any successful organization. Recruiting new members and soliciting contributions is a very important aspect of any successful program, but equally important is retaining members and donors to stabilize your revenue stream from year to year. Both are areas of our focus and expertise. We will work with the Board and committees to help further develop recruitment and retention strategies that support the organization's membership model.

- Draft content for a monthly Presidential message to the Announcement listserve, as well as drafting statements regarding emergent issues vital to the interests of Division membership (as identified in our mission and vision statements).
- Partner with the Chair/leads of Committees, SIG, and Sections to generate and implement a clearly articulated work plan
- Work with the Membership Committee to review membership retention and recruitment strategies and suggest improvements
- Explore alternative ways of communicating with members

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preparing a letter to be addressed to the APAPO Board of Directors echoing the concerns of

ATTACHMENT B  
SCHEDULE OF COMPENSATION

Payments are due at the 1st of the month, each month, in the amount of 1/24th of the contracted amount, beginning September 1, 2018. FIRM will provide all of the services outlined in this proposal to DIVISION 22 for a twenty four (24) month contract, for an all-inclusive fee of \$25,000 annually, or \$2,166.67 monthly.

Costs not covered in this contract includes travel of member of the Firm, including that associated with travel to attend Executive Board Meetings that occur at either the Rehabilitation Psychology Mid-Winter Conference or the annual APA convention. If such travel is requested by the President and approved by the Division 22 EC committee, travel expenses will be reimbursed to members of the FIRM following the trip.

If, at any time, the Division 22 requests services that the FIRM reasonably sees as in excess of those agreed in the contract, meetings will occur at which Division 22 and FIRM will reasonably negotiate the provision of additional services. In general, additional services will be available at \$50 per hour in addition to any one-time fees associated with the purchase of needed supplies or contracting. Such services may include the use of apps associated with conference submissions or systems associated with processing of continuing education.

Rehabilitation Psychology, Division 22 of APA

By: Michelle A. Meade  
Michelle Meade, President

Foundation of Rehabilitation Psychology

By: Daniel E. Kohn 8-1-2018  
Daniel Kohn, President

Futures in Rehabilitation Management, Inc.

By: \_\_\_\_\_  
Amy Cheatham, Executive Vice President

                      
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MEMORANDUM OF UNDERSTANDING REHABILITATION PSYCHOLOGY CONFERENCE  
Final Version as of 1-25-18

This Memorandum of Understanding (hereinafter referred to as "Memorandum") made effective July 1, 2018 *STW*  
MEMORANDUM-20174 ("Effective Date") by and between DIVISION 22 REHABILITATION PSYCHOLOGY, a not-for-  
profit division of the American Psychological Association headquartered in Washington, D.C.  
[hereinafter referred to as "Division 22"] and the AMERICAN BOARD OF REHABILITATION PSYCHOLOGY,  
Inc. (ABRP, Inc.), DBA the ACADEMY OF REHABILITATION PSYCHOLOGY (hereinafter referred to as the  
"Academy").

WHEREAS, Division 22 is a member services organization dedicated to lead the community of  
psychologists who, through research, practice, education and advocacy, enhance the wellbeing of  
people living with disability or chronic health conditions; and

WHEREAS, the Academy is a membership organization to serve diplomats in rehabilitation psychology  
and the field by advancing the science and clinical care in Rehabilitation Psychology through continuing  
education, advocacy, recruitment to the specialty, provision of forums for the expression of professional  
opinions, and promoting the value and recognition of ABRP board certification in rehabilitation  
psychology;

WHEREAS, since 1999, Division 22 and the ABRP Inc. DBA as the Academy have partnered to provide the  
premier annual educational conference designed to address the educational, professional, and business  
needs of rehabilitation psychologists (hereinafter referred to as "Rehabilitation Psychology Conference",  
or "Conference"); and

WHEREAS, both parties seek to establish and standardize to their mutual satisfaction operating  
principles whereby the future growth, viability, and success of the Rehabilitation Psychology Conference  
may be enhanced;

NOW, THEREFORE, the parties hereto, in consideration of the promises and covenants between them  
made and entered into, mutually agreed and understand, the following terms and conditions hereinafter  
set forth, as follows:

I. TERM

a. The term of this Memorandum shall be for a period of at least one (1) year from the Effective  
Date as set forth herein and shall, at the end of that 1st year will automatically renew unless terminated  
by either party upon no fewer than ninety (90) days notice, with termination to be effective at the  
conclusion of the final Conference for which a contract with a hotel is in place at the date of notification.

b. The terms of this agreement shall be reviewed during the 6 months post each mid-year meeting  
by the Board of Managers (hereinafter referred to as "BOM") for the purpose of amending the  
agreement, if needed. Either party can propose amendments to the agreement. This amended  
agreement must be approved by the by the Division 22 Executive Committee and the Academy board.

c. This Agreement shall automatically terminate in the event that this Agreement is declared  
illegal, void or unenforceable, by the insolvency, bankruptcy, or dissolution of either party, or by mutual  
agreement of the parties.

CAPP 208 Virtual Meeting Dates: CAPP members approved the following virtual meetings for 2018: · April 3 – 1:00 – 4:00 pm (eastern time)

- July 10 – 1:00 – 4:00 pm (eastern time)
- October 9 – 1:00 – 4:00 pm (eastern time)

d. Either party may terminate this Agreement upon the occurrence of a breach of any material term of this Agreement which is not cured or remedied within sixty (60) days after the non-breaching party delivers to the breaching party written notice specifying the nature of the breach. Such termination shall be effective at the conclusion of the final Conference for which hotel space is contracted.

e. Should the Conference cease to exist the Conference Fund balance will be dispersed equally to Division 22 and the Academy.

## II. PURPOSE AND GUIDING PRINCIPLES

a. The purpose of the Rehabilitation Psychology Conference is to serve as the keystone meeting that brings together clinicians, educators, researchers, policy-makers, and students to advance the field of Rehabilitation Psychology.

b. The Rehabilitation Psychology Conference shall be an annual, multi-day event consisting of educational tracks, poster and paper sessions, mentoring and business sessions, and networking opportunities for which continuing education credits may be appropriately granted.

c. The Rehabilitation Psychology Conference shall be promoted, marketed, and announced (including brochures, advertisements, and electronic media) as "Sponsored by Division of Rehabilitation Psychology of the American Psychological Association and the Academy of Rehabilitation Psychology," with the names and/or insignia of both organizations featured in all conference related materials.

d. The Rehabilitation Psychology Conference shall occur annually near or around the last weekend of February, with date and location determined by the BOM and considering timing of APA Council meetings, as well as of post-doctoral and pre-doctoral training match cycles and recruitment conferences.

e. A primary guiding principle underlying host location, particularly host hotel selection, is its structural and operational accessibility and adaptability to meet the needs of persons with disability or chronic health conditions who attend the Conference.

f. An additional guiding principle is that the host location be rotated geographically, as economically and practically feasible, to promote conference attendance.

g. The Conference design shall be such as to maximize the attendance, perceived customer value, and professional relevance to the current needs of rehabilitation psychologists while generating self-sustaining cash flows. Long-term economic sustainability of the Conference is the primary financial objective; though, both parties acknowledge that proceeds from the conference are a priority for the Division.

h. One aspect of the long-term economic sustainability of the Conference requires that cash reserves of the conference fund (see section vi) be sufficient to cover the liability cost of the conference in the event of a cancellation of the conference (weather, national emergency) or unexpectedly low attendance. Thus, retained earnings from the conference will be used not only to enhance the quality of the conference in future years but also to ensure that the Division 22 and Academy can meet contracted financial obligations in unforeseen circumstances.

### III. GOVERNANCE

a. The Conference shall be governed by a BOM consisting of six voting members:

i. Three (3) voting members shall be provided by Division 22, and these shall be the Division 22 President (prior to the meeting in their presidential year) or President Elect (post-the meeting in the previous president's presidential year), the Conference Program Chair, and the Division Treasurer.

ii. Three (3) voting members shall be provided by the Academy and these shall be the Academy President, the Conference Operations Chair, and a third member of the Academy Board.

iii. The BOM will select a BOM Chair annually to set meeting agenda and organize the activities of the BOM. The Chair will be selected by the BOM with the Chair alternating between a Division 22 member and Academy member.

iv. Additional non-voting members who are determined to be useful to the needs of the BOM may be added to the BOM for specified periods of time and designated purposes upon a majority vote of the six voting members.

v. The BOM shall designate the activities of a secretary for the purpose of maintaining minutes of BOM meetings and decisions and distribute to BOM members. If this individual is not a member of BOM, they may serve this support function. Those minutes and other documents pertaining to conference planning (e.g., budget spreadsheets) will be shared in a centralized, accessible, secure web-based location.

vi. The BOM may create and charge committees as circumstances warrant to foster effective planning and operation of the Conference.

vii. The BOM is the final authority on all matters pertaining to the design, execution, and conduct of the Conference.

viii. The BOM will develop and maintain a Program Manual to operationalize the specific responsibilities of each organization and its designees, following the general guidelines as stated below. This manual will be posted to the designated centralized, accessible, secure web-based location.

### IV. SPECIFIC RESPONSIBILITIES OF THE ACADEMY

a. The Academy will select an Operations Chair, reporting and responsible to the Board of Managers and the Academy Executive Committee, who will assume operational responsibility for all facets of conference logistics including:

i. Initiating the vetting process for proposed conference site locations including evaluating hotel proposals as to available ADA rooms and accommodations in the conference areas, adequacy of guest rooms available, adequacy of number and size of conference rooms, food and beverage expenditure requirements, audiovisual support provided by the hotel, and other logistics pertaining to the hotel and hotel contract. An agent may be used by the BOM and Operations Chair to identify potential hotels and venues for consideration. This includes reviewing and making recommendations regarding hotel and any outside vendors for services critical to the conference. The final selection of the conference hotel and hotel contract will be made by BOM.



The Operations Chair will serve as the liaison to the hotel staff in setting AV needs, ordering of food and beverages, creating the conference room schedule and indicating to the hotel the allocation of compensated room benefits as determined in collaboration with the Program Chair.

ii. The Academy will be listed as the contractor for the hotel contract and the Academy President will sign the final hotel contract as the Academy officer.

iii. In collaboration with Division 22, participate in soliciting financial sponsorship and deferred fund development, assist in marketing and promotion of the conference.

iv. Serve as the liaison with ABPP regarding the online registration process and CEU evaluation process provided through ABPP.

v. Maintain records of the conference budget, planning expenditures based on anticipated income. The Operations Chair will present a final written report of the financial outcomes of the Conference no later than 90 days following the completion of the conference. This report shall include an accounting of the Conference Fund, including balance carried forward from prior year, all income and expenditures related to the current conference, and ending balance. The Operations Chair will provide information upon request to the Conference BOD that is relevant to the planning and operation of the Conference for the term of the MOU. In addition, the Operations Chair will post relevant documents to the designated centralized, accessible web-based location. Further information regarding the Operations Chair and Academy responsibilities will be provided below. Overseeing on-site conference operations in collaboration with the Program Chair inclusive of ensuring adequate audio-visual technology and support. This information will be posted to the designated centralized, accessible, secure web-based location.

vi. Process and pay conference related expenses from the conference fund in a timely manner. In specific, the Operations Chair will provide to the BOD monthly statements as to accounts payable, vendor invoices, income and financial obligations including the costs of tax document preparations. This information will be posted to the designated centralized, accessible, secure web-based location.

vii. Will develop a conference budget with the BOD and provide a monthly account of the conference fund, conference related expenses paid and outstanding and conference related income.

viii. The Academy will maintain a separate conference account line item designated as the Rehabilitation Psychology Conference Fund. The purpose of this fund is to allow for enhancement of the conference, to maintain the sustainability of the conference against low performing years, and to allow the Conference to hold three contracts with hotels simultaneously, to allow for more competitive bidding and future planning. This fund will be listed as a separate line item in the Academy budget.

ix. Work with the conference registrar and registration staff in creating conference folders and materials.

x. On-site conference operations oversight of conference rooms and food and beverages.



xi. Management of the logistics required to make available and archive continuing education credits for Conference attendees, in collaboration with Division 22 Continuing Education Committee.

xii. Provide honorarium payments to the conference designated awards (Dembo-Wright Award, Rosenthal Lecture, and B. L. A. Award) from the conference fund; assign a complementary hotel night and waive conference registration.

xiii. The term of the Operations Chair will be as determined by the Academy. The Academy agrees to have effective succession planning in place. The succession plan for the Operations Chair will be developed in consultation with the BOM. The Academy has the responsibility to select, train and support the Operations Chair. Both organizations commit to collaboration between the Operations Chair and Program Chair in the planning of the conference.

#### V. SPECIFIC RESPONSIBILITIES OF DIVISION 22

a. Division 22 will select a Program Chair, responsible to the BOM and the Division 22 Executive Committee, who will assume responsibility for development and execution of the educational content of the Conference, including:

i. Identifying content areas and topics (including pre-conferences, if applicable) to be offered during the Conference to support ongoing competence in the clinical practice of Rehabilitation Psychology, in collaboration with the BOM.

ii. Solicitation of expert speakers/presenters in content areas by both invitation and peer-reviewed processes.

iii. Developing Breakfast Roundtables and special sessions

iv. Developing a program schedule, which includes allocation of sufficient program hours to the American Board of Rehabilitation Psychology to accomplish its goal of promoting board certification and sustained competency in Rehabilitation Psychology.

v. Awards Chair makes recommendation to the BOM for the Dembo-Wright, Wilk, and Rosenthal Award and the Martin Ethics Lecturers for final selection by the BOM. Honoraria for these speakers will come from conference funds. A complementary one-night hotel stay and registration is provided to each speaker. With the exception of Keynote and/or Named-lecture speakers, presenters at the Conference do NOT receive honoraria, travel/hotel support, or the like without the approval of the majority of the BOM.

vi. Developing, marketing and promoting conference materials including the conference brochure in all versions in a timely manner (e.g., electronic, paper). Facilitating the posting of information to Division 22 and AAPP website.

vii. Obtaining approval for Continuing Education units from the Division 22 CE Chair, including gathering all required information from speakers, managing verification of attendance, and collaboration with the AAPP office to allow for electronic processing of evaluations and provision of CE certificates.

d. It will be the responsibility of the Board of Managers to manage this fund for the benefit and sustainability of the Conference. The initial balance of the fund will be the funds agreed to at the signing of the MOU. Going forward the Conference Fund balance needs to be maintained at least \$65,000, with increases as outlined in paragraph f below, to insure sustainability and provide for payment of obligations that may be incurred. Balances above this amount may be used by the BOM for conference enhancement with no more than 35% spent in any one year. This Conference Fund operating balance may be adjusted by the majority vote of the BOM. Once the Conference Fund is at the agreed level, additional retained earnings will be distributed as profit as outlined below.

e. Any post conference net proceeds (profits) after retiring any and all conference-related liabilities or obligations, will be deposited into the Rehabilitation Psychology Conference Fund. This will occur within 3 months after the close of the conference barring unforeseen complications. The first \$2000 of profits in any year's conference will be added to the Conference Fund (in addition to growth related costs (e.g. "app"). Once the conference fund is fully funded at level established by the board (see section d above), profits above \$2000 will be divided between Division 22 and the Academy. At this time the financial needs of this Division are greater than those of the Academy. Accordingly, profits above \$2000 will be divided with 70% going to the Division 22 and 30% to the Academy. The distribution of the profit does not reflect ownership of the Conference. The Conference is equal partnership conducted for benefit of the field of Rehabilitation Psychology. This distribution of profit is based on the financial needs of the organizations at the time of this agreement and may be revisited at time of MOU renewal.

f. The BOM will determine what incentives (e.g., discounted registration fees) will be offered to those presiding at the pre-Conference and the Conference.

g. The BOM will determine what incentives will be offered to prioritized attendee groups (e.g., trainees, early career professionals).

#### VIII. MISCELLANEOUS PROVISIONS

a. Review and amendment: This Memorandum may be amended upon written request by either party and approved by a majority vote of the Board of Managers.

b. Indemnification: The parties mutually agree to indemnify and hold each other harmless from any and all loss, liability or damages (including attorney's fees, costs, and expenses) incurred arising out of, related to, or in conjunction with any acts or activities covered under this Agreement.

c. This Agreement constitutes the entire agreement between and among the parties and all prior discussions between or among them relating to the subject matter of this Agreement are merged herein.

IN WITNESS WHEREOF, the parties have executed this Agreement as of day and year first above written.

Division 22 Rehabilitation Psychology

Title President

Date

American Board of Rehabilitation Psychology, Inc. / DBA the Academy of Rehabilitation Psychology

Title President

Date

Effective Date: February 12, 2018.

