

STATE OF MAINE DEPARTMENT OF PROFESSIONAL AND FINANCIAL REGULATION OFFICE OF PROFESSIONAL AND OCCUPATIONAL REGULATION INDIVIDUAL LICENSE APPLICATION

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STATE OF MAINE DEPARTMENT OF PROFESSIONAL AND FINANCIAL REGULATION OFFICE OF PROFESSIONAL AND OCCUPATIONAL REGULATION INDIVIDUAL LICENSE APPLICATION

LETTER OF AGREEMENT

This completed form must accompany your application.

Type of License:

Temporary License for Psychological

or

□ Conditional License for Psychological

Applicant's Name	
Contact Address	Street
	City/State/ZIP
Supervisor's Name	
Supervisor's Address	Street
	City/State/ZIP

I hereby agree that I will be responsible for the professional work of the above named applicant. I am knowledgeable of the Maine laws and rules as it applies to psychologists who practice in Maine.

I have reviewed the terms of supervision within Chapter 3, section 2(3), and section 6 of the Board's rules as it applies for persons applying for either a Temporary License or a Conditional License.

I understand that a minimum of one (1) hour per week of one-on-one supervision is required and that additional supervisory time may be required to meet individual needs.

I will notify the Board of any significant interruptions to, or termination of, supervisory arrangements. I will further insure that supervisory responsibilities of the applicant will be transferred to another licensed psychologist who agrees, in writing, to accept such responsibility.

Supervisor's Signature	Date
Applicant's Signature	Date

Frequently Asked Questions:

- Where do I send my application? Our mailing address is 35 State House Station, Augusta, Maine 04333-0035.
- Where are you located? 76 Northern Avenue, Gardiner, Maine.

• What hours are you open? Due to the Covid-19 pandemic, and until further notice, the Gardiner Annex that houses the Office of Professional and Occupational Regulation and other agencies is closed to the public. OPOR staff members work remotely from 8 am to 5 pm to review and process license applications. We advise you to mail paper applications to 35 State House Station, Augusta, ME 04333

• **Can I come to Gardiner to drop off my application?** No, the Gardiner Annex is closed to the public until further notice due to the Covid-19 pandemic. Please mail your paper application to our mailing address-35 State House Station, Augusta, ME 04333.

- Can I come to Gardiner to pick up my license? No. Your license will be emailed to you.
- How can I check the status of my application? You can check our website:
- http://pfr.informe.org/almsonline/almsquery/welcome.aspx.
- Can I fax my application? No.

NOTICES

BACKGROUND CHECK: Pursuant to 5 MRS §5301 - 5303, the State of Maine is granted the authority to take into consideration an applicant's criminal history record. The Office of Professional and Occupational Regulation requires a criminal history records check as part of the application process for all applicants.

PUBLIC RECORD: This application is a public record for purposes of the Maine Freedom of Access Law (1 MRS §401 et seq). Public records must be made available to any person upon request. This application for licensure is a public record and information supplied as part of the application (other than social security number and credit card information) is public information. Other licensing records to which this information may later be transferred will also be considered public records. Names, license numbers and mailing addresses listed on or submitted as part of this application will be available to the public and may be posted on our website.

SOCIAL SECURITY NUMBER: The following statement is made pursuant to the Privacy Act of 1974. Disclosure of your Social Security Number is mandatory. Solicitation of your Social Security Number is solely for tax administration purposes, pursuant to 36 MRS §175 as authorized by the Tax Reform Act of 1975 (42 USC §405(c)(2)(C)(i)). Your Social Security Number will be disclosed to the State Tax Assessor or an authorized agent for use in determining filing obligations and tax liability pursuant to Title 36 of the Maine Revised Statutes. No further use will be made of your Social Security Number and it shall be treated as confidential tax information pursuant to 36 MRS §191.

Before you seal the envelope, did you:

- Complete every item on the application (incomplete applications may be returned)
- Sign and date your application
- Include correct amount (payable to Maine State Treasurer) or credit card information (plus signature)
- Include any required transcripts or exam results
- Make a copy of your application to keep for your records
- DO NOT SEND CASH.