



# TEXAS BEHAVIORAL HEALTH EXECUTIVE COUNCIL

## LICENSED PSYCHOLOGIST BY RECIPROCITY CHECKLIST & LICENSURE PROCESS

### Only for Active Oklahoma Licensees

- Online Application for Licensed Psychologist (LP) by Reciprocity with current application fee (\$425).** (See 22 TAC 885.1 - Fee Schedule).
- Written verification of a psychologist license, active and in good standing, with the Oklahoma State Board of Examiners of Psychologists
- [Self-Query Report](#) from the National Practitioner Database (NPDB) - ([mailed-original sealed envelope or electronic submission](#))
- Proof of passage of the [Jurisprudence Examination](#). *Must be completed prior to applying. Valid for 6 months.* (See 22 TAC 882.5).
- Criminal History Record Check** – Upon receipt of your application, you will receive an email with the instructions necessary to undergo the required fingerprint criminal history record check. Be sure to check your spam folder.
- Military Reference Sheet** – If applicable
- Proof of US Citizenship or [SAVE form](#)** (If applicant is not a U.S. citizen.)

### APPLICATION REVIEW

Applications are reviewed in the order in which they are received. Due to heavy volume, it may take up to six weeks for staff to contact you regarding your application. In the event your application is found to be incomplete or agency staff have questions, a staff member will contact you regarding any missing or incomplete items. **Do not contact agency staff within this six-week period unless you are responding to an inquiry from staff.** In the event you have not heard from the agency after six weeks of submitting your application, you may contact agency staff, preferably via email, to check on your status.

### LICENSURE ISSUANCE

Upon approval, applicants will be issued the full license as a Licensed Psychologist with a new 2-year expiration date that will coincide with their birth month pursuant to the rules. Licensees should review the *Statute and Rules* pertaining to renewal and professional development.

The Council no longer issues renewal permit cards upon initial licensure or renewal. Licensees can order one through the *Online Licensing System*, if needed.

Calligraphy licenses are sent to the print shop in 3-month groups. Licensees should allow at least 4 months to receive their calligraphy license by mail. Be sure that your contact information is up-to-date. Contact information can be updated through the *Online Licensing System*.