



**Nova Scotia  
Board of Examiners  
in Psychology**

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**Notice of Reprimand**

On February 20, 2017, pursuant to Subsection: 35 (11) of the Psychologist Act, Ms. Wendy Digout consented to a reprimand issued by an Investigation Committee of the NSBEP, as a result of findings of professional misconduct.

The Committee concluded the following.

Ms. Digout's record keeping was inadequate and fell below the standard expected of psychologists.

Ms. Digout's storage of confidential materials was inadequate and fell below the standard expected of psychologists.

Ms. Digout's failure to follow through with completing referrals to other professionals fell below the standard expected of psychologists.

Ms. Digout failed to take responsibility for her actions and this failure to take responsibility fell below the standard expected of psychologists.

Ms. Digout failed to discontinue her professional activity when a psychological and/or physical condition had reduced her ability to benefit and not harm others and that said failure fell below the standard expected of psychologists.

The reprimand was issued in relation to the following Principles and Standards of the *Canadian Code of Ethics for Psychologists*:

*Principle II: Responsible Caring, Standard II.19, Maximise Benefit - Create and maintain records relating to their activities that are sufficient to support continuity and appropriate coordination of their activities with the activities of others.*

*Principle I: Respect for the Dignity of Persons, Standard I:41, Privacy - Collect, store, handle and transfer all private information...in a way that attends to the needs for privacy and security.*

*Principle II: Responsible Caring, Standard II.21, Maximise Benefit - Strive to...obtain the best possible service...including...recommending professionals other than psychologists when appropriate.*

*Principle II: Responsible Caring, Standard II.3, General caring - Accept responsibility for the consequences of their actions.*

*Principle II: Responsible Caring, Standard II.II, Competence and self-knowledge - Seek appropriate help and/or discontinue...professional activity...if a physical or psychological condition reduces their ability to benefit and not harm others.*

**The conditions of the reprimand include the following:**

1. Ms. Digout will be required to complete the following ethics course: Being an Ethical Psychologist by the Canadian Psychological Association, within one year of the Reprimand being consented to by Ms. Digout. Information about this course can be obtained from the website of CPA.
2. Ms. Digout will be required to meet with a Board-approved supervisor for at least one year. Ms. Digout is to submit the names of three psychologists to the Board within 30 days of consenting to the Reprimand. The psychologists submitted for approval should have competence in the same areas of practice and populations as Ms. Digout. The Board will then choose one psychologist from this list or request additional names if none of those submitted meet with the Board's approval. Once supervision begins, supervision reports will be provided to the Board on a monthly basis. Initially, Ms. Digout and the supervisor will meet for one hour, every two weeks. At any point after three months, the supervisor can make recommendations to the Board regarding changing from bi-weekly, one-hour meetings to monthly, two-hour meetings. Upon receiving such a request, the Board will review the request along with supervision reports and decide whether or not such a change is appropriate. Supervision will continue for a period of one year at which time the supervisor will make a recommendation to terminate or continue supervision beyond the initial one year based upon whether or not they believe the ethical concerns have been adequately addressed. Based upon the supervisor's recommendation and a review of the supervision reports, the Board will evaluate whether or not the identified concerns have been adequately addressed and make a determination regarding terminating or continuing supervision. Throughout the entire period of supervision, supervision reports will be provided to the Board on a monthly basis.
3. The supervision will focus upon the ethical principles and standards identified in this disposition. Particular focus should be upon documentation of chart notes, storage of confidential materials, completion of referrals in a timely fashion, taking responsibility for one's actions, awareness of psychological and physical concerns/well-being and their impact upon professional functioning. Supervision should include review of chart notes in supervisory meetings. Discussion of the relevant ethical principles and standards is expected. Although supervision will focus upon the identified concerns, it does not need to be limited to these areas and can include any other areas of concern Ms. Digout and/or her supervisor deem relevant to her practice. Any cost of supervision will be covered by Ms. Digout. Supervision will take place at Ms. Digout's place of employment and is to include review of chart notes/record keeping by the supervisor.

4. The Board will select an appropriate individual to conduct an audit of Ms. Digout's files. The purpose of the audit is to address record keeping. However, should any other non-record keeping ethical concerns be identified by the auditor, these concerns will be reported directly to the Board. The Board will provide information regarding the results of all audits to Ms. Digout and her supervisor. There will be an initial audit conducted of the practice within the first six months of the supervision period. If the results of the initial audit suggest any concerns with record keeping standards, then a follow-up audit will be conducted. At least one week's notice will be provided to Ms. Digout prior to the psychologist attending onsite to conduct the audit. The cost of audit process will be initially borne by the Board, and reimbursed from Ms. Digout.
  
5. In addition to the requirements of subsection 50(2) of the Psychologists Act, and in accordance with Board Policy when a disciplinary finding has been made, the following information will be published on the Board's website, and in the Board Board's Annual Report:
  - The registrant's name
  - Outline of the general circumstances
  - Standards that were breached
  - Disposition, including the conditions placed on the psychologist

This content must also be provided to the disciplinary database of the Association of State and Provincial Psychology Boards (ASPPB), pursuant to the NSBEP's obligations for reporting to ASPPB.