



ATTACHMENT J Division of Parole and Probation

Psychosexual Evaluator Providers

The following document is to be used as reference for contract services and should not be considered all-inclusive.

Overview

The Division of Parole and Probation is statutorily required to deliver psychosexual evaluations as part of pre-sentence investigations in accordance with NRS 176.139. Requirements contained herein define the minimum qualifications, including scope of work, necessary to become a service provider of psychosexual evaluations to the Division of Parole and Probation.

The Division will utilize individual providers from a pool of qualified psychosexual evaluators to deliver evaluations and other services as required. Evaluator staffing pool size must be sufficient to accommodate the Division resource needs at peak demand. A roster of qualified psychosexual evaluators shall be maintained by the Medical Services Vendor which includes no less than:

1. The Evaluator's name
2. Business Name and address, telephone number and e-mail address
3. The qualifying license designation enumerated by NRS 176.133 §1
4. Counties for which the evaluator is willing to accept referrals

Rosters shall remain current, be updated no less than quarterly as necessary and be provided to the division upon change in the roster.

Evaluator Qualifications

Statutory requirements enumerate the minimum qualifications of a person professionally qualified to conduct psychosexual evaluations. The following excerpt is from NRS 176.133 and is **"For Information Only"**:

NRS 176.133 Definitions.

1. "Person professionally qualified to conduct psychosexual evaluations" means a person who has received training in conducting psychosexual evaluations and is:
 - (a) A psychiatrist licensed to practice medicine in this State and certified by the American Board of Psychiatry and Neurology, Inc.;
 - (b) A psychologist licensed to practice in this State;
 - (c) A social worker holding a master's degree in social work and licensed in this State as a clinical social worker;
 - (d) A registered nurse holding a master's degree in the field of psychiatric nursing and licensed to practice professional nursing in this State;



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(e) A marriage and family therapist licensed in this State pursuant to [chapter 641A](#) of NRS; or

(f) A clinical professional counselor licensed in this State pursuant to [chapter 641A](#) of NRS.

Evaluators must remain in compliance with the minimum qualifications indicated in the most current version of NRS 176.133 §1 throughout the life of the contract. Evaluators must maintain good standing with the applicable licensing body.

Minimum clinical experience with sex offenders required is 1000 hours accumulated within the three years immediately preceding the contract and which includes the following:

1. Case planning
2. Individual or group sexual offender treatment
3. Individual or group sexual abuse victim treatment
4. Sexual offender or abuse victim assessment
5. 500 hours must be specific to psychosexual evaluations
6. No less than nine conducted psychosexual evaluations, three of which had been conducted in the previous year

Specialized training experience accumulated within the three years immediately preceding the contract shall be no less than 60 hours which may include:

1. Specific actuarial risk assessment tools
2. Etiology of sexually abusive behavior
3. Deviant sexual arousal assessment tools
4. Treatment of sexual abuse victims (no more than 16 hours count toward total)
5. Contemporary research/practice in treatment, risk factors, assessment and management of sex offenders

Verifiable National Board of Certified Counselors (NBCC) or American Psychological Association (APA) accredited continuing education of 20 hours annually which address the specialty area of sexual offenders is required through the term of the contract.

Licensed individuals in accordance with NRS 176.133 §1 unable to meet the above clinical and specialized training requirements may:

1. Perform evaluations and acquire the necessary clinical requirements in an associate capacity under the supervision and approval of a qualified evaluator
2. Request a waiver to the requirements which will be evaluated on a case by case basis by the Division of Parole and Probation

Association for the Treatment of Sexual Abusers (ATSA) membership is recommended.



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Scope of Work

Evaluations may be conducted in the evaluator's office, a municipal holding facility, or a correctional institution. Customarily, evaluations take place during normal business hours (8:00 AM - 5:00 PM M-F). Out-of-state travel is not required.

Statutorily required content of a psychosexual evaluation is defined by NRS 176.139 §3, §6. The following excerpt is from NRS 176.139 and is **"For Information Only"**:

NRS 176.139 Presentence investigation and report: Psychosexual evaluation of certain sex offenders required; standards and methods for conducting evaluation; access to records; rights of confidentiality and privileges deemed waived; costs.

3. The person who conducts the psychosexual evaluation of the defendant must use diagnostic tools that are generally accepted as being within the standard of care for the evaluation of sex offenders, and the psychosexual evaluation of the defendant must include:

- (a) A comprehensive clinical interview with the defendant; and
- (b) A review of all investigative reports relating to the defendant's sexual offense and all statements made by victims of that offense.

Evaluations and reports must be conducted in accordance with the minimum requirements indicated in the most current version of NRS 176.139 throughout the life of the contract.

The Division has additional service requirements with regard to conducting the evaluation as follows:

1. Shall use no less than one current static variable actuarial assessment tool and coding manual (i.e., STATIC-99/R, RRASOR)
2. Shall use no less than one current dynamic variable actuarial assessment tool and coding manual (i.e., STABLE-2007)
3. Shall include a review of previous sexual and criminal offense records
4. Shall include a review of records relating to previous evaluations and treatment
5. Shall include any other interviews with the defendant's social contacts which may have relevant information relating to the defendant's background
6. Use of psychological testing, polygraphic examinations and arousal assessment as required when actuarial assessment scoring is not conclusive

Division evaluation reporting requirements are as follows:

1. Written reports shall be delivered to the division of Parole and Probation no later than three calendar weeks prior to the date of sentencing, unless otherwise specified by the Division
2. Must contain the following identifying data:
 - a. Name



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- b. Date of birth
 - c. Ethnic background
 - d. Current placement
 - e. City of last residence
 - f. Family members and ages
 - g. Date evaluation report submitted
 - h. Referral Source (name and organization)
3. Must contain the following headers:
- a. Sources of Information (Examinations, reports reviewed, interviews, etc.)
 - b. Clinical Interview (Informed consent form, mental state, observations, etc.)
 - c. Family background (Relevant history, abuse, relationships, etc.)
 - d. Education (Relevant schooling, etc.)
 - e. Medical (Relevant injuries, disabilities, substance abuse, mental health, etc.)
 - f. Criminal or Institutional History
 - g. Sexual Offense History (Allegations, use of force, victim impact, progression, victim selection, defendant view/empathy, etc.)
 - h. Clinical Impressions
 - i. Summary and Conclusions (Diagnostic impression, actuarial risk scoring, mitigating factors, certification of risk, identification of risk populations, treatment prognosis and recommendations, etc.)

Services

The state will pay a flat rate per service in accordance with the following:

Services	Base	Comments
Evaluation	As Bid - Flat	Per occurrence
Court Testimony	As Bid - Flat	Per occurrence

Service documentation requirements are as follows:

A. A typical invoice shall include:

- a. Defendant name
- b. Case number
- c. Evaluation date
- d. BIN (Base Identification Number)
- e. Evaluator name

B. Court Testimony

- a. Evaluators required to testify in court receive a flat rate per occurrence.

Billing:

Parole and Probation contracted Psychosexual Evaluators Billing and Service Rates requirements:

- 1) Invoices for services rendered will be sent to Parole and Probation Bi-Weekly, via email at FiscalServices@dps.state.nv.us
- 2) Invoices must include:
 - Name and address of Vendor
 - Invoice Number
 - Invoice Date
 - Provider Name
 - Offender's Name
 - Date of Service Rendered
 - Rate for Service Rendered to include:
 - Service Charge
 - Total Due per Service Rendered
 - Total Due for Entire Invoice
- 3) Invoices will be paid promptly, if the following conditions apply:
 - Rate of Service Rendered matches 'Service Rates' worksheet
 - Service Charge matches 'Service Rates' worksheet
 - P&P Command Office has received required report from Provider