

CoS Policy and Procedure for

E & T Specialty Taxonomy Submission, Approval, Dissemination

- Specialty E & T Taxonomy Grid submissions will be made on behalf of a Specialty Council by the specialty's representative on the CoS Board of Directors. The specialty representative will then serve as contact person for the submission.
 - A specialty's taxonomy needs to conform to the *APA Guidelines: A Taxonomy for Education and Training in Professional Psychology Health Service Specialties and Subspecialties*.¹
 - The Taxonomy should contain all necessary elements of the taxonomy appropriate for the stages of training and levels of training opportunity at each stage. To assure that a Taxonomy has necessary elements, the *CoS Taxonomy Template Grid* should be prepared according to information provided in the *CoS Guidance for Preparing Specialty Education and Training Taxonomies*.
 - Consultation in preparing a *Taxonomy Template Grid* will be coordinated by the CoS Executive Council (EC).
- CoS Executive Council will have responsibility for reviewing each new or revised Specialty E & Taxonomy Grid.
 - Each specialty's Taxonomy will be reviewed to assure consistency with the *Guidelines* before it is formally endorsed by CoS.
 - The EC may appoint an ad hoc task force consisting one or more individuals from CoS Board of Directors or outside of CoS to serve as consultants in the review of Taxonomies and, if necessary, provide consultative guidance to facilitate revision of a Taxonomy.
- After a specialty Taxonomy has passed review, the Executive Council will request CoS Board of Director approval of the Taxonomy. A Taxonomy will be approved by majority vote of Board of Directors.
- CoS will post the approved Specialty Taxonomy Grid on the CoS Website. The website will note that the Taxonomy was formally approved by the CoS Board of Directors.

¹ Taxonomy; www.apa.org/ed/graduate/specialize/taxonomy.pdf