

INITIAL REGISTRATION REQUIREMENTS

BERMUDA PSYCHOLOGISTS COUNCIL

This document outlines the criteria for registration as a psychologist with the Bermuda Psychologists Council.

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Published By:

Bermuda Psychologists Council (2025)

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Reference as:

Bermuda Psychologists Council (2025). *Psychologist Initial Registration Requirements*.

Date	Action Change
2025, v.1	Document created by the Bermuda Psychologists Council.

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1. Introduction

This document outlines the requirements for initial registration as a psychologist with the Bermuda Psychologists Council. While this document provides an overview of the base criteria used to review an initial application, each application will be independently assessed based on its own merits.

2. General Requirements

2.1. Application

All applicants must submit an electronic [Health Professional Initial Registration Application](#). All supplemental documentation should be uploaded and attached to the application, with the exception of the [Certificate of Professional Education Form](#) (COPE) and evidence of professional standing from all jurisdictions of licensure. Please review the [Psychologist Initial Registration Checklist](#) for a list of required documentation.

2.2. Fees

The fee for initial registration as a psychologist is \$250. Using the link provided on the application form, payment must be made via credit card after the submission of the electronic application.

2.3. Eligibility to Work

As per Section 9 (1) of [Psychological Practitioners Act 2018](#) (the “Act”), applicants for initial registration must be eligible to work in Bermuda. Documentation showing eligibility to work must be attached to the application and can include:

- Bermuda or BOTC passport copy with stamp
- Letter of Employment/Job Offer Letter
- Spousal letter
- Valid Work Permit
- Permanent Residency Card

2.4. Proof of Identification

Proof of identification includes a **notarized** copy of a valid passport or birth certificate. If your name has changed and differs from the name on your supporting documentation,

notarized name change certification documentation must be provided (i.e. marriage certificate).

2.5. Proof of True Likeness

A digital head shot photo must be attached to your application. You can take the photo yourself if the image of likeness is clear.

2.6. Proof of Address

A **notarized** copy of your proof of address (i.e. utility bill) is required.

2.7. Resume/Curriculum Vitae

A copy of the applicant's resume, or C.V. must be attached to the application and reflect the most up-to-date information.

2.8. References

Three letters of reference are required and must be attached to your application for registration. All references must be current (dated within the last 12 months) and on an official letterhead. References must include:

- One from your current employer
- One from your most recent previous employer
- One character reference from someone in a professional role who has known you for more than three years – such as teacher, civil servant, magistrate, police officer, social worker, doctor, CEO)

2.9. Criminal Background Check

Applicants must provide a notarized copy of a certificate from the police (within the last 6 to 12 months) of your current and all previous jurisdiction(s), if applicable, documenting your criminal record.

2.10. English Language Proficiency

As per Section 10 (2) of the Act, applicants for registration whose first language is not English must satisfy the Council that he/she has sufficient knowledge of the English language to be able to function as a psychologist in Bermuda.

2.11. Language of Submission

All documents submitted must be in English. If the original documents are not in English, a notarized copy of the translation must be provided by an independent third party. The Council does not provide translation services; therefore, documents that do not meet these requirements will be rejected.

3. Education Requirements

The academic training requirement for registration under the Act is satisfied if the applicant possesses a graduate degree in psychology that at the time it was awarded meets the following criteria:

- i. The degree is a terminal degree in a specialty of psychology from the country of training (e.g. clinical doctoral psychology programme in North America) in an institution of higher learning. The terminal degree and institution must be accredited or approved by the national psychological association of the country of training (e.g. American Psychological Association, Canadian Psychological Association or Health and Care Professions Council) or national body governing that specialty, and as approved by the Council.
- ii. If not accredited or approved by one of the above bodies (or by a similar national psychological association of the country of training or other national body governing that specialty deemed by the Council to represent a comparable standard) or the standards are significantly different from the above, the educational and training programme must meet the following criteria:
 - a) The terminal graduate programme training is offered in a regionally accredited institution of higher learning. Regional accreditation refers to accreditation by a recognized regional accreditation body in the United States, an institution with provincial authorization or charter in Canada, or in other countries, institutions where the standards do not differ significantly from those of the above bodies.
 - b) The programme, wherever it may be administratively housed, must be clearly identified and labelled as a psychology programme. Such a programme must specify in pertinent institutional catalogues, web sites, and brochures its intent to educate and train psychological practitioners.

- c) The psychology programme must stand as a recognizable, coherent organizational unity within the institution of higher learning.
- d) There must be a clear degree conferring authority with primary responsibility for the core and specialty areas, whether the programme of study cuts across administrative lines.
- e) There must be an identifiable psychology faculty on site. The principal members of such faculty should in the opinion of the Council each meet the requirements for registration under the Act.
- f) The programme must have an identifiable body of students who are matriculated for a degree.
- g) The training programme should involve at least one (1) continuous academic year of full-time residency (“residency shall mean face to face interactions between teacher/instructor and student”) or two (2) years of half-time residency that the issuing institution is accepting as credit towards the degree.
- h) In the case of distance learning programmes, applicants may be approved if the candidates can demonstrate that they meet the National standard for qualification as an independent practitioner i.e. through successful attainment of a licensure exam in any state of the USA, or registration with the Health and Care Professions Council in the UK.
- i) Regarding placements in Bermuda, we advise individuals to contact their university or college to determine whether these would meet their requirements.
- j) The programme must be an integrated, organized sequence of study and training.
- k) The curriculum shall encompass a minimum of three (3) full years of graduate study within which a minimum of a full semester course, or equivalent, in each of the following areas must be taken: research design and methodology, and statistics and psychometrics.
- l) The curriculum’s core programme shall require each student to demonstrate competence in each of the following substantive content areas. This requirement will typically be met in the United States by including a minimum of three (3) or more graduate semester (hours) in each of the five (5) content areas; and in Canada by including a minimum of forty-five (45) hours of instruction in each of:

- Biological basis of behaviour: physiological psychology, comparative psychology, neuropsychology, sensation and perception, psychopharmacology.
- Cognitive bases of behaviour: learning, thinking, motivation, emotions.
- Social bases of behaviour: social psychology, group processes, organizational and systems theory.
- Individual differences: personality theory, human development, abnormal psychology.
- Scientific and professional ethics and standards.

Additionally, all professional educational programmes in psychology will include course requirements in specialty areas.

- a) The formal training should include coordinated practicum experience that totals at least two (2) semesters of practicum and one (1) year in predoctoral intern setting. The pre-doctoral internship should meet the guidelines established by the national psychology association, or meet other internship, field or laboratory requirements appropriate to the education and specialty of the applicant.

The above educational and training requirements are for guidance purposes only; and the foregoing discussion of the information and factors considered and given weight to by the Council in accessing academic training is not intended to be exhaustive but is believed to include all material factors considered by the Council.

All applicants must have the institution where their professional qualifications were obtained complete the [Certificate of Professional Education Form](#) and email it directly to professions@healthcouncil.bm.

A **notarized** copy of the applicant's professional degree must also be attached to the application.

4. Experience Requirements

The applicant must have completed at least one thousand (1,000) hours of supervised experience. Five hundred (500) hours of the above requirement must be obtained after the completion of the academic training embodied in the formal training required to be awarded

the terminal graduate degree in psychology. No less than twenty-five (25) of these hours shall constitute direct face-to-face interaction constituting supervision by the supervisor.

5. Indemnity Insurance

As per Section 10 (1)(b) of the Act, applicants must provide evidence of an active indemnity or malpractice insurance policy that provides coverage whilst practicing in Bermuda. A letter or certificate from the insurer with policy details must be attached to the initial registration application. Any claims of malpractice must also be reported in the application.

6. Overseas Licensure

Evidence pertaining to your professional standing in any jurisdiction in which you are licensed or registered is required. A letter or form attesting to your professional standing must be submitted directly to professions@healthcouncil.bm by the relevant statutory authority.

The Council has discretionary authority to evaluate and recognize foreign licensure for psychologists. The Council aims to balance inclusivity for qualified international practitioners with the need to uphold professional standards and public safety.

7. Additional Registration Categories

7.1 Authorized Visiting Psychologists

Applicants applying for authorization to practice psychology in Bermuda as an authorized visiting psychologist must complete the initial application process described above and pay a fee of \$68.

7.2 Locum Tenens

Applicants applying for authorization to practice psychology in Bermuda as locum tenens must complete the initial application process described above and pay a fee of \$68.