

**THE VIRGINIA BOARD OF COUNSELING  
CREDENTIALS COMMITTEE MEETING  
MINUTES**

**Thursday, November 4, 2010**

The Credentials Committee of the Virginia Board of Counseling ("Board") convened at 3:00 p.m. on Thursday, November 4, 2010 at the Department of Health Professions, 9960 Mayland Drive, Richmond, Virginia. Mary Lou Argow called the meeting to order.

**COMMITTEE MEMBERS**

**PRESENT:**

Mary Lou Argow  
Johnston Brendel  
Charles McAdams  
John Penn Turner

**STAFF PRESENT:**

Evelyn B. Brown, Executive Director  
Catherine Chappell, Dep. Exec Director - Licensing  
Howard Casway, Senior Assistant Attorney General

**CALL TO ORDER:**

Ms. Argow welcomed the Committee members and called the meeting to order. The minutes from the August 5, 2010 meeting were approved as written.

**DISCUSSION:**

The Committee considered thirteen (13) applications with respect to degree requirements, coursework, endorsement issues, and a felony conviction.

The Committee discussed the need to prepare a guidance document to address the documentation needed in order to register supervision because Regulation 18VAC115-20-52.B.10. provides that residents shall not engage in practice under supervision in any areas for which they have not had appropriate education. As such, documentation of internship, coursework outline, and job description is required before any supervised experience is approved.

**DECISION:**

The Credentials Committee requested additional coursework on five (5) files. The Committee denied six (6) applications. Two applications were approved.

**ADJOURNMENT**

There being no further business to come before the Credentials Committee Meeting adjourned at 5:00 p.m.

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Mary Lou Argow, Chair

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Evelyn B. Brown, Executive Director