

**DRAFT**  
**VIRGINIA BOARD OF COUNSELING**  
**REGULATORY COMMITTEE MEETING**  
**MINUTES**  
**Thursday, May 19, 2016**

The Regulatory Committee of the Virginia Board of Counseling ("Board") convened at 1:21 p.m. on Thursday, May 19, 2016 at the Department of Health Professions, 9960 Mayland Drive, Richmond, Virginia. Dr. Charles Gressard called the meeting to order.

**COMMITTEE CHAIRPERSON:** Charles Gressard, Ph.D., LPC, LMFT, LSATP, Chairperson

**COMMITTEE MEMBERS PRESENT:** Johnston Brendel, Ed.D., LPC, LMFT  
Kevin Doyle, Ed.D., LPC, LSATP  
Joan Normandy-Dolberg, LPC

**COMMITTEE MEMBERS ABSENT:** Cinda Caiella, LMFT  
Joseph Scislowicz, LPC, LMFT  
Vivian Sanchez-Jones, Citizen Member

**STAFF PRESENT:** Tracey Arrington-Edmonds, Licensing Specialist  
Jaime Hoyle, Esq., Executive Director  
Sarah Georgen, Licensing Manager for the Board (CSAC & CSAC-A only)  
Jennifer Lang, Deputy Executive Director  
Charlotte Lenart, Licensing Specialist (CSAC & CSAC-A only)  
Elaine Yeatts, Senior Policy Analyst

**PUBLIC COMMENT:**

No public comment was made.

**DISCUSSION:**

**I. Consideration of Certification of Substance Abuse Counselors (CSAC) Exam Vendor**

The CSAC exam status is in a holding stage due to not having a valid contract on record. The Center for Credentialing and Education (CCE) was previously used to administer the exam. Since the Board does not have a contract then the Board needs to determine which exam to administer: 1. Should the Board develop its own exam, 2. Should the Board use an exam developed by the National Association for Alcoholism and Drug Abuse Counselors (NAADAC) that they also administer, or 3. Should the Board use an exam developed by the International Credentialing and Reciprocity Consortium (ICRC). The Board needs to make a decision quickly in order for staff to approve applicants to take an exam for certification. Currently, applicants take an exam, developed by the Board and administered by CCE, twice a year in April and October. Representatives from CCE and the National Association for Alcoholism and Drug Abuse Counselors (NAADAC) were teleconferenced in to provide information on the examinations available from their perspective agencies.

The CCE Assessment Director, Dr. David Whittinghill, Ph.D. LMHC, NCC, MAC informed the Board of his concerns that the Board has been using an exam for certification that is not being current with present day standards of practices. CCE has not updated the exam since its creation. Dr. Whittinghill recommended that the Board consider upgrading to a NAADAC examination with current standards of practice for the addiction professionals. CCE would require a new examination approved by the Board and contract before they could register applicants. He also indicated that the Board would not need to continue to have CCE administer the NAADAC exam, as they could administer the exam themselves.

The NAADAC Executive Director, Cynthia Moreno Tuohy, NCAII, CDCIII, SAP provided information of the different types of examinations they offer and the type of reports they could/would provide to the Board. Ms. Tuohy and Dr. Whittinghill recommend using the National Certified Addiction Counselor Level I (NCAC I) exam, as it is more aligned with the education, knowledge and competency requirements of Virginia's CSAC regulations. The current cost of the exam is \$150.00 and they offer test study products and webinars. NAADAC reviews the exam every two years and updates it as needed to ensure compliance with current standards of practices. NAADAC would send detailed reports to the Board on how our applicants measured on each test category and how they compare nationally and statewide. They would also create a specific report for the Board if they are capable depending on the type of information that the Board would want in the report.

The Board has the option of developing a state examination and passing score rate but due to time and resource constraints could not ensure the examination remained up to date.

A motion was made by Dr. Doyle to pilot the NCAC I for one year with the caveat that no home testing is allowed. It was seconded by Dr. Brendel and passed unanimously. A motion was also made by Dr. Doyle to accept the Master Addiction Counselor (MAC) exam, without the allowance of home testing, to be administered to applicants for the License Substance Abuse Treatment Provider (LSATP) credential. It was seconded by Dr. Brendel and passed unanimously.

## II. **Approval of Minutes**

Dr. Brendel made a motion to approve the minutes of the October 29, 2015 meeting. The motion was seconded by Dr. Doyle and passed unanimously.

## III. **Periodic Review of Guidance Documents**

### 115-1.5 – Sanctioning Reference Points

The review was completed and a motion was made to approve the Sanction Reference Points document/worksheet recommended by Neil Kauder of Visual Research and passed with all in favor to recommend to the Board members.

## IV. **New Business:**

### Billing Practices of Residents/Supervisors

The Committee reviewed a question from a resident regarding the ability for residents to bill under a supervisor's license number. Following discussion, the Committee decided that current regulations do not address this specific issue and therefore this discussion will be tabled until the next periodic review of regulations.

### Mid-level Licensure

Staff continues to work with the IT department to work out issues related to the agency's database. Once those issues are resolved, current Residents in Counseling will be issued registration numbers which will be added to the website for public use. It is a multistage process with a lot of behind-the-scenes items to handle before it is implemented. In the meantime, internal registration numbers are being issued and complaints against residents will be processed through the same administrative process as licensees.

### CE Provider

A request was recently made to the Board of Counseling to allow the state AMHCA chapter to provide approved continuing education to licensees. The Board referred this matter to the Committee for

# DRAFT

consideration. Dr. Doyle made a motion to deny the request and the Committee discussed the matter further. The motion was seconded and passed unanimously. The Committee advised that current regulations are not a hindrance to local association chapters since they are able to apply as CE providers through associations already listed within the regulations.

## NCMHCE Passage Prior to Board Approval

Ms. Lang discussed the current exam approval process and the increase in applicants taking the NCMHCE exam as a graduate program requirement, or as part of the certification process for the NCC credential. She advised that current regulations do not prohibit an applicant from taking the exam prior to Board approval and it has no negative impact on the licensure process or requirements. However, the Board will need to consider a change to regulations that will give an expiration date to the exam. Dr. Doyle recommended a change that would allow acceptance of the exam if taken within the five (5) years prior to an application for licensure. The Committee discussed the matter and tabled it until the next regulatory review.

## CSAC Regulations

The Committee discussed current CSAC regulations and the need for a thorough review and appointed Dr. Gressard and Ms. Normandy-Dolberg to a subcommittee. They will meet prior to the next Regulatory Committee meeting and will provide members with suggested changes for consideration.

## Marriage and Family Therapist Licensure by Endorsement

Ms. Lang discussed an increase in Virginia LPC's who are applying for the MFT license by endorsement. Specifically when the licensees have been licensed for many years, the graduate programs no longer have records to confirm completion of internship hours with couples and families. The Committee discussed this matter and decided that current regulations, as well as pending regulations, are specific about the requirements for licensure as an LMFT and all applicants must meet those requirements. They further stated that the confirmation of internship experience in this area is important and should not be overlooked. Ms. Lang advised that staff will make changes to the internship forms to accommodate this issue by adding a "couples and families experience" section to the internship form for LPC. This will be helpful for future licensees who later decide to apply for dual licensure. Staff will also work with the applicants in their effort to submit the appropriate documentation.

## **V. NEXT MEETING**

August 18, 2016 at 1:00 p.m.

## **VI. ADJOURNMENT**

The meeting adjourned at 4:05 p.m.

---

Charles Gressard, Ed.D., LPC, LMFT, LSATP  
Chairperson

---

Date

---

Jaime Hoyle, JD  
Executive Director

---

Date