

**BOARD OF COUNSELING  
REGULATORY COMMITTEE MEETING  
Thursday, May 18, 2017, 2016 – 1:00 p.m.  
Second Floor – Perimeter Center, Board Room 4**

**1:00 p.m. Call to Order – Charles Gressard, Ph.D., LPC, LMFT, LSATP, Chairperson**

**Ordering of the Agenda**

**Approval of Minutes\***

**Public Comment**

**Old Business**

- **Adoption of Proposed Amendments for CSAC Regulations**
  - **Standards of Practice**

**New Business**

- **Discussion on LSATP endorsement requirements**
- **Foreign degree discussion**
- **Review definitions of required courses**
- **Discussion on continuing competency requirements for first year renewals**
- **Discussion on deficient internship hours for LPC, LMFT and LSATP**
- **Next Regulatory meetings**

**4:00 p.m. Adjourn**

# Approval of Minutes

## January 26, 2017

**VIRGINIA BOARD OF COUNSELING  
REGULATORY COMMITTEE MEETING  
DRAFT MINUTES  
Thursday, January 26, 2017**

The Regulatory Committee of the Virginia Board of Counseling ("Board") convened at 1:08 p.m. on Thursday, January 26, 2017 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:** Kevin Doyle, Ed.D., LPC, LSATP  
Danielle Hunt, LPC  
Vivian Sanchez-Jones, Citizen Member

**COMMITTEE MEMBERS  
ABSENT:** Johnston Brendel, Ed.D., LPC, LMFT  
Cinda Caiella, LMFT

**STAFF PRESENT:** Tracey Arrington-Edmonds, Licensing Specialist  
Christy Evans, Discipline Case Specialist  
Jaime Hoyle, Esq., Executive Director  
Jennifer Lang, Deputy Executive Director  
Charlotte Lenart, Licensing Manager  
Elaine Yeatts, Senior Policy Analyst

**ORDERING OF THE AGENDA:**

A motion was made to approve the agenda as presented; it was seconded and passed with all in favor.

**APPROVAL OF MINUTES:**

A motion was made to approve the minutes of the November 3, 2016 meeting; it was seconded and passed with all in favor.

**PUBLIC COMMENT:**

None (no public attendees).

**DISCUSSION:**

**I. Old Business:**

- **Review and Discuss Potential Changes to the CSAC and CSAC-A Regulations Standards of Practice:** The Committee members and staff reviewed and discussed the Standards of Practice detailing potential changes to be recommended to the Board.

II. **New Business:**

- **American Association of State Counseling Boards (AASCB) Portability Plan** – Dr. Doyle and Charlotte Lenart will contact the AASCB independently to discuss the portability plan.
- **Licensed Marriage and Family Therapist (LMFT) Regulations Discussion:** Committee members agreed to discuss the LMFT Regulations at a later date.
- **NEXT SCHEDULED MEETING:** at 1:00 p.m. on May 18, 2017

**ADJOURNMENT:**

The meeting adjourned at 4:08 p.m.

\_\_\_\_\_  
Charles Gressard, Ph.D., LPC, LMFT, LSATP  
Chairperson

\_\_\_\_\_  
Date

\_\_\_\_\_  
Jaime Hoyle, JD  
Executive Director

\_\_\_\_\_  
Date

DRAFT

# Recommended changes to the CSAC and CSAC-A Regulations

## **Agenda Item: Adoption of Proposed Amendments for CSAC Regulations**

Included in the agenda package:

A copy of the NOIRA on Townhall

(No public comment on the NOIRA)

Proposed regulations (as drafted by Staff)

Changes made by the Reg/Leg Committee on 5/18 will be noted in hand-out to Board members

Action:

Adoption of proposed amendments to regulations

12/30/2016 8:11 pm Date / Time filed with the Register of Regulations	VA.R. Document Number: R _____
	Virginia Register Publication Information Date: 1/23/2017 Issue: 11 Volume: 33

### Transmittal Sheet: Notice of Intended Regulatory Action

Regulatory Coordinator: Elaine J. Yeatts  
 (804)367-4688  
 elaine.yeatts@dhp.virginia.gov

Promulgating Board: Board of Counseling

**NOIRA Notice:**

Notice is hereby given in accordance with § 2.2-4007.01 of the Code of Virginia that the Board of Counseling intends to consider amending the following regulations

**Chapters Affected:**

18 vac 115 - 30: Regulations Governing the Certification of Substance Abuse Counselors

**Action Title:** Updating and clarifying regulations

**Agency Summary:** The purpose of the proposed action is summarized as follows:

The Board intends to amend regulations for certified substance abuse counselors (CSAC) and counseling assistants to clarify portions that have confused applicants, add more specific requirements for supervised practice to better ensure accountability and quality in the experience, add time limits for completion of experience to avoid perpetual supervisees who may continue to practice without passage of an examination and completion of certification, add requirements for continuing education as a requisite for renewal to ensure on-going competency to practice, and place additional standards of practice in regulation to address issues the Board has seen in complaints and disciplinary proceedings and for consistency with other professions in behavioral health.

**Statutory Authority:** State: Chapter 35 of Title 54.1

Federal:

Is a public hearing planned for the proposed stage? Yes

Public comments may be submitted until 5:00 p.m. on 2/22/2017.

Does the Agency Background Document include an announcement of a periodic/small business impact review? No

If this stage is the result of a small business impact review does the Agency Background Document include a report of findings? Yes

**Agency Contact:**

Jaime Hoyle  
 Executive Director  
 (804)367-4406  
 (804)527-4435  
 (-)  
 jaime.hoyle@dhp.virginia.gov

**Contact Address:**

Department of Health Professions  
 9960 Mayland Drive  
 Suite 300  
 Richmond, VA23233

**APA Compliance:**

This regulation has been adopted in accordance with the Administrative Process Act.

Action ID: 4691 Stage ID: 7732 RIS Project ID: 004945

*Commonwealth of Virginia*



# **REGULATIONS**

## **GOVERNING THE CERTIFICATION OF SUBSTANCE ABUSE COUNSELORS AND SUBSTANCE ABUSE COUNSELING ASSISTANTS**

### **VIRGINIA BOARD OF COUNSELING**

**Title of Regulations: 18 VAC 115-30-10 et seq.**

**Statutory Authority: §§ 54.1-2400 and Chapter 35 of Title 54.1  
of the *Code of Virginia***

**Revised Date: January 15, 2016**

9960 Mayland Drive  
Henrico, VA 23233

Phone: (804) 367-3053

FAX: (804) 527-4435

email: [csac@dhp.virginia.gov](mailto:csac@dhp.virginia.gov)



## Part I. General Provisions.

### 18VAC115-30-10. Definitions.

A. The following words and terms when used in this chapter shall have the meaning ascribed to them in §54.1-3500 of the Code of Virginia:

"Board"

"Certified substance abuse counselor"

"Certified substance abuse counseling assistant"

"Practice of substance abuse treatment"

"Substance abuse" and "substance dependence"

"Substance abuse treatment"

B. The following words and terms when used in this chapter shall have the following meanings unless the context clearly indicates otherwise:

"Applicant" means an individual who has submitted a completed application with documentation and the appropriate fees to be examined for certification as a substance abuse counselor or substance abuse counseling assistant.

"Candidate" means a person who has been approved to take the examinations for certification as a substance abuse counselor or substance abuse counseling assistant.

"Clinical supervision" means the ongoing process performed by a clinical supervisor who monitors the performance of the person supervised and provides regular, documented face-to-face consultation, guidance and education with respect to the clinical skills and competencies of the person supervised.

"Clinical supervisor" means one who provides case-related supervision, consultation, education and guidance for the applicant. The supervisor must be credentialed as defined in 18VAC115-30-60 C.

"Competency area" means an area in which a person possesses knowledge and skill and the ability to apply them in the clinical setting.

**"Contact hour" means the amount of credit awarded for 60 minutes of participation in and successful completion of a continuing education program.**

"Didactic" means teaching-learning methods which impart facts and information, usually in the form of one-way communication (includes directed readings and lectures).

~~"Endorsement" means the waiver of the examination requirement for certification as a substance abuse counselor for persons currently certified or licensed in another jurisdiction.~~

"Group supervision" means the process of clinical supervision of no less than two nor more than six persons in a group setting provided by a ~~qualified~~ clinical supervisor.

"NAADAC" means the ~~National Association of Alcoholism & Drug Abuse Counselors~~ Association of Addiction Professionals.

"NCC AP" means the National Certification Commission for Addiction Professional, an affiliate of NAADAC.

"Regionally accredited" means accredited by one of the regional accreditation agencies recognized by the U.S. Secretary of Education responsible for accrediting senior postsecondary institutions.

"Substance abuse counseling" means applying a counseling process, treatment strategies and rehabilitative services to help an individual to:

1. Understand his substance use, abuse or dependency; and
2. Change his drug-taking behavior so that it does not interfere with effective physical, psychological, social or vocational functioning.

**18VAC115-30-30. Fees required by the board.**

A. The board has established the following fees applicable to the certification of substance abuse counselors and substance abuse counseling assistants:

Substance abuse counselor annual certification renewal	\$65
Substance abuse counseling assistant annual certification renewal	\$50
Substance abuse counselor initial certification by examination:	
Application processing and initial certification	\$115
Substance abuse counseling assistant initial certification by examination:	
Application processing and initial certification	\$115
Initial certification by endorsement of substance abuse counselors:	
Application processing and initial certification	\$115
Registration of supervision	\$65
Add or change <del>supervisor</del> <u>supervision</u>	\$30

Duplicate certificate	\$10
<u>Certification verification</u>	<u>\$25</u>
Late renewal	\$25
Reinstatement of a lapsed certificate	\$125
Replacement of or additional wall certificate	\$25
Returned check	\$35
Reinstatement following revocation or suspension	\$600

B. All fees are nonrefundable.

C. Examination fees shall be paid directly to the examination services according to its requirements.

## **Part II. Requirements for Certification.**

### **18VAC115-30-40. Prerequisites for certification by examination for substance abuse counselors.**

~~A. A candidate for certification as a substance abuse counselor shall meet all the requirements of this section and shall pass the examination prescribed in 18VAC115-30-90. Every applicant for certification as a substance abuse counselor by examination shall pass a written examination approved by the board. The board shall determine the passing score on the examination.~~

1. If an applicant fails to achieve a passing score within two years of board approval to sit for the examination, he shall reapply according to regulations in effect at that time.

2. An applicant who has applied twice and has not passed the examination shall be required to ( ) prior to being approved to re-take the examination.

B. Every applicant for examination for certification by the board shall:

1. Meet the educational and experience requirements prescribed in 18VAC115-30-50 and 18VAC115-30-60;

2. Submit the following to the board:

a. A completed application form;

b. Official transcript documenting coursework and attainment of a bachelor's or post-baccalaureate degree;

- c. Official transcripts or certificates verifying completion of the didactic training requirement set forth in subsection B of 18VAC115-30-50;
- d. ~~Verification~~ Attestation of supervisor's education and experience as required under 18VAC115-30-60, if supervised experience was not previously approved by the board;
- e. Verification of supervision forms documenting fulfillment of the experience requirements of 18VAC115-30-60;
- f. ~~Documentation~~ Verification of any other health or mental health license or certificate ever held in Virginia or in another jurisdiction. In order to qualify for certification by examination, the applicant shall have no unresolved action against a license or certificate. The board will consider history of disciplinary action on a case-by-case basis;
- g. A current report from the U.S. Department of Health and Human Services National Practitioner Data Bank (NPDB); ~~and~~
- h. The application processing and initial certification fee; and
- i. Attestation of having read and understood the laws and regulations governing the practice of substance abuse counseling in Virginia.

**18VAC115-30-45. Prerequisites for certification by endorsement for substance abuse counselors.**

Every applicant for certification by endorsement shall submit:

1. A completed application;
2. The application processing and initial certification fee;
3. Verification of all health or mental health licenses or certificates ever held in Virginia or in any other jurisdiction. In order to qualify for endorsement, the applicant shall have no unresolved action against a license or certificate. The board will consider history of disciplinary action on a case-by-case basis. The board will also determine whether any or all other professional licenses or certificates held in another jurisdiction are substantially equivalent to those sought in Virginia;
4. A current report from the U.S. Department of Health and Human Services National Practitioner Data Bank (NPDB);
5. ~~Affidavit~~ Attestation of having read and understood the regulations and laws governing the practice of substance abuse counseling in Virginia; ~~and~~
6. Further documentation of one of the following:

a. ~~Licensure~~ Active, unrestricted licensure or certification as a substance abuse counselor in another jurisdiction ~~in good standing~~ obtained by standards substantially equivalent to the education and experience requirements set forth in this chapter as verified ~~by a certified copy of the original application submitted~~ directly from the out-of-state licensing agency, or a copy of the regulations in effect at the time of initial licensure or certification ~~and verification of a passing score on a licensure examination in the jurisdiction in which licensure or certification was obtained, and that is deemed substantially equivalent by the board;~~ or

b. Verification of a current certification in good standing issued by NAADAC NCC AP or other board-recognized national certification in substance abuse counseling obtained by educational and experience standards substantially equivalent to those set forth in this chapter; and

7. Verification of a passing score on an examination in the jurisdiction in which licensure or certification was obtained or on a board-approved national examination at the level for which the applicant is seeking certification in Virginia.

### **18VAC115-30-50. Educational requirements for substance abuse counselors.**

A. An applicant for examination for certification as a substance abuse counselor shall:

1. Have a bachelor's or post-baccalaureate degree; and

2. Have completed ~~400 clock hours~~ of substance abuse education from one of the following programs:

a. ~~An~~ A regionally accredited university or college; or

b. Seminars and workshops that meet the requirements of subsection B of this section and are offered or approved by one of the following:

(1) ~~The American Association of Marriage and Family Counselors and its state affiliates~~ Federal, state, or local agencies, public school systems, or licensed health facilities.

(2) The American Association of Marriage and Family Therapists and its state affiliates.

(3) The American Association of State Counseling Boards.

(4) The American Counseling Association and its state and local affiliates.

(5) The American Psychological Association and its state affiliates.

(6) The Commission on Rehabilitation Counselor Certification.

(7) ~~NAADAC, The Association for Addiction Professionals~~ and its state and local affiliates.

(8) National Association of Social Workers.

(9) National Board for Certified Counselors.

(10) A national behavioral health organization or certification body recognized by the board.

(11) Individuals or organizations that have been approved as continuing competency sponsors by the American Association of State Counseling Boards or a counseling board in another state.

B. Substance abuse education.

1. The education will include ~~220~~ 240 hours spent in receiving didactic training in substance abuse counseling, of which a minimum of 120 hours must be completed prior to registration of

supervision. Each applicant shall have received a minimum of ~~40~~ 16 clock hours in each of the following ~~eight~~ 13 areas:

- a. ~~Understanding the dynamics~~ Dynamics of human behavior;
- b. Signs and symptoms of substance abuse;
- c. ~~Treatment approaches~~ Counseling theories and techniques;
- d. Continuum of care and case management skills;
- e. Recovery process and relapse prevention methods;
- f. ~~Ethics~~ Professional orientation and ethics;
- g. ~~Professional identity in the provision of substance abuse services~~ Pharmacology of abused substances; and
- h. ~~Crisis~~ Trauma and crisis intervention-;
- i. Co-occurring disorders;
- j. Cultural competency;

~~In addition, each applicant shall have at least 20 hours in each of the following two areas:~~

- ~~(i) k. Substance abuse counseling approaches and treatment planning and substance abuse research;~~  
and
- ~~(ii) l. Group counseling-; and~~
- m. Prevention, screening and assessment of substance use and abuse.

~~2. The education shall also consist of 180 hours of experience performing the following tasks with substance abuse clients:~~

- a. ~~Screening clients to determine eligibility and appropriateness for admission to a particular program;~~
- b. ~~Intake of clients by performing the administrative and initial assessment tasks necessary for admission to a program;~~
- e. ~~Orientation of new clients to program's rules, goals, procedures, services, costs and the rights of the client;~~
- d. ~~Assessment of client's strengths, weaknesses, problems, and needs for the development of a treatment plan;~~

~~e. Treatment planning with the client to identify and rank problems to be addressed, establish goals, and agree on treatment processes;~~

~~f. Counseling the client utilizing specialized skills in both individual and group approaches to achieve treatment goals and objectives;~~

~~g. Case management activities which bring services, agencies, people and resources together in a planned framework of action to achieve established goals;~~

~~h. Crisis intervention responses to clients' needs during acute mental, emotional or physical distress;~~

~~i. Education of clients by providing information about drug abuse and available services and resources;~~

~~j. Referral of clients in order to meet identified needs unable to be met by the counselor and assisting the client in effectively utilizing those resources;~~

~~k. Reporting and charting information about client's assessment, treatment plan, progress, discharge summaries and other client related data; and~~

~~l. Consultation with other professionals to assure comprehensive quality care for the client.~~

~~Each of these tasks shall be performed for at least eight hours under supervision and shall be verified as a part of the application by the supervisor.~~

C. Groups and classes attended as a part of a therapy or treatment program will not be accepted as any part of the educational experience.

### **18VAC115-30-60. Experience requirements for substance abuse counselors.**

A. Registration. Supervision in Virginia shall be registered and approved by the board prior to the beginning of supervised experience in order to be counted towards certification. Supervision ~~obtained without prior board approval~~ will not be accepted if it does not meet the requirements set forth in subsections B and C of this section. To register supervision for board approval prior to obtaining the supervised experience, an applicant shall submit in one package:

1. A supervisory contract;

2. ~~Verification~~ Attestation of the supervisor's education and experience as required under ~~subsection~~ subsections C and D of this section; ~~and~~

3. The registration fee;

4. An official transcript documenting attainment of a bachelor's or post-baccalaureate degree; and

5. Evidence of completion of at least 120 hours of didactic education as required by subsection B of 18VAC115-30-50.

B. Experience requirements.

1. An applicant for certification as a substance abuse counselor shall have had 2,000 hours of supervised experience in the ~~delivery of clinical practice of~~ substance abuse counseling services.

2. The supervised experience shall include a minimum of one hour and a maximum of four hours per ~~week of supervision~~ 40 hours of work experience between the supervisor and the applicant to total 100 hours within the required experience. No more than half of these hours may be satisfied with group supervision. One hour of group supervision will be deemed equivalent to one hour of individual supervision.

~~3. Applicants must document successful completion of their supervised experience on the Verification of Supervision Form at the time of application.~~

3. The supervised experience shall be completed in not less than 12 months and not more than 60 months.

a. Supervisees who began a supervised experience before (insert effective date of this regulation) shall complete the supervised experience by (insert 60 months after the effective date.)

b. An individual who does not complete the supervised experience within 60 months may request an extension and shall submit evidence to the board demonstrating the extenuating circumstances that prevented completion of the supervised experience within the required time frame.

4. Supervised experience obtained more than ( ) shall not be accepted for certification by examination.

5. During the supervised experience, supervisees shall use their names and the title supervisee in all written communications. Clients shall be informed in writing of the supervisee's status and the supervisor's name, professional address, and phone number.

6. The supervised experience shall consist of 160 hours of experience performing the following tasks with substance abuse clients. Each of the following tasks shall be performed for at least eight hours under supervision as verified by the supervisor on an application for certification:

a. Screening clients to determine eligibility and appropriateness for admission to a particular program;

b. Intake of clients by performing the administrative and initial assessment tasks necessary for admission to a program;

c. Orientation of new clients to program's rules, goals, procedures, services, costs and the rights of the client;

d. Assessment of client's strengths, weaknesses, problems, and needs for the development of a treatment plan;



e. Treatment planning with the client to identify and rank problems to be addressed, establish goals, and agree on treatment processes;

f. Counseling the client utilizing specialized skills in both individual and group approaches to achieve treatment goals and objectives;

g. Case management activities which bring services, agencies, people and resources together in a planned framework of action to achieve established goals;

h. Crisis intervention responses to clients' needs during acute mental, emotional or physical distress;

i. Education of clients by providing information about drug abuse and available services and resources;

j. Referral of clients in order to meet identified needs unable to be met by the counselor and assisting the client in effectively utilizing those resources;

k. Reporting and charting information about client's assessment, treatment plan, progress, discharge summaries and other client-related data; and

l. Consultation with other professionals to assure comprehensive quality care for the client.

C. Supervisor qualifications. A board-approved clinical supervisor shall hold an active, unrestricted license or certification and shall be:

1. A licensed substance abuse treatment practitioner;

2. A licensed professional counselor, licensed clinical psychologist, licensed clinical social worker, licensed marriage and family therapist, medical doctor, or registered nurse, ~~and possess~~ who has either:

a. a ~~A~~ board-recognized national certification in substance abuse counseling obtained by standards substantially equivalent to those set forth in this chapter,

b. A certification as a substance abuse counselor issued by this board, or

c. a ~~A~~ minimum of one year experience in substance abuse counseling and at least 100 hours of didactic training covering the areas outlined in 18VAC115-30-50 B 1 a through h; or

3. A substance abuse counselor certified by the Virginia Board of Counseling who has:

~~a. Board-recognized national certification in substance abuse counseling obtained by standards substantially equivalent to those set forth in this chapter; or~~

~~b. Two~~ two years of experience as a Virginia board-certified substance abuse counselor.

D. Supervisor training. In order to be approved by the board after (insert 12 months after the effective date of this regulation), a clinical supervisor shall obtain professional training in supervision consisting of three credit hours or four quarter hours in graduate-level coursework in supervision or at least 20 hours of continuing education in supervision offered by a provider approved under 18VAC115-30-50.

~~D.E.~~ Supervisory responsibilities.

1. Supervisors shall assume responsibility for the professional activities of the ~~prospective applicants~~ supervisee under their supervision.
2. Supervisors shall not provide supervision for activities for which ~~prospective applicants~~ supervisees have not had appropriate education.
3. Supervisors shall provide supervision only for those substance abuse counseling services which they are qualified to render.
4. At the time of ~~formal~~ the application for certification by examination, the board-approved supervisor shall document minimal competencies in the areas in 18VAC115-30-60 (B) (6), document the applicant's total hours of supervision, length of work experience, competence in substance abuse counseling and any needs for additional supervision or training. The supervisor shall document successful completion of the applicant's supervised experience on the Verification of Supervision Form and shall maintain documentation for five years post supervision.
5. Supervision by any individual whose relationship to the supervisee compromises the objectivity of the supervisor is prohibited.

**18VAC115-30-61. Prerequisites for certification ~~by examination~~ for substance abuse counseling assistant.**

~~A. A candidate for certification as a substance abuse counseling assistant shall meet all the requirements of this section, including passing the examination prescribed in 18VAC115-30-90. Every applicant for certification as a substance abuse counseling assistant shall pass a written examination approved by the board. The board shall determine the passing score on the examination.~~

1. If an applicant fails to achieve a passing score within two years of board approval to sit for the examination, he shall reapply according to regulations in effect at that time.

2. An applicant who has applied twice and has not passed the examination shall be required to ( ) prior to being approved to re-take the examination.

B. Every applicant for examination for certification by the board shall:

1. Meet the educational and experience requirements prescribed in 18VAC115-30-62 and 18VAC115-30-63; and
2. Submit the following to the board within the time frame established by the board:

- a. A completed application form;
- b. Official transcript documenting attainment of a high school diploma ~~or~~, a general education development (GED) certificate or a post-secondary degree; and
- c. The application processing and initial certification fee;
- d. Verification of all health or mental health licenses or certificates ever held in Virginia or in any other jurisdiction. In order to qualify for certification, the applicant shall have no unresolved action against a license or certificate. The board will consider history of disciplinary action on a case-by-case basis; and
- e. A current report from the U.S. Department of Health and Human Services National Practitioner Data Bank (NPDB).

**18VAC115-30-62. Educational requirements for substance abuse counseling assistants.**

A. An applicant for certification as a substance abuse counseling assistant shall:

- 1. Have ~~an official~~ obtained a high school diploma or, a general educational development (GED) certificate or a post-secondary degree; and
- 2. Have completed ~~300 clock hours of~~ substance abuse education from one of the following programs:
  - a. ~~An~~ A regionally accredited university or college; or
  - b. Seminars and workshops approved by the board at the time of application, that meet the educational requirements specified in subsection B of this section and are offered or approved by one of the following:
    - (1) ~~The American Association of Marriage and Family Counselors and its state affiliates~~ Federal, state or local agencies, public school systems or licensed health facilities.
    - (2) The American Association of Marriage and Family Therapists and its state affiliates.
    - (3) The American Association of State Counseling Boards.
    - (4) The American Counseling Association and its state and local affiliates.
    - (5) The American Psychological Association and its state affiliates.
    - (6) The Commission on Rehabilitation Counselor Certification.
    - (7) NAADAC, ~~The Association for Addiction Professionals~~ and its state and local affiliates.
    - (8) National Association of Social Workers.
    - (9) National Board for Certified Counselors.
    - (10) A national behavioral health organization or certification body recognized by the board.
    - (11) Individuals or organizations that have been approved as continuing competency sponsors by the American Association of State Counseling Boards or a counseling board in another state.

B. Substance abuse education.

1. The education will include 120 hours spent in receiving didactic training in substance abuse counseling. Each applicant shall have received a minimum of ~~40~~ 8 clock hours in each of the following ~~eight~~ 13 areas:

- a. Understanding the dynamics of human behavior;
- b. Signs and symptoms of substance abuse;
- c. ~~Treatment approaches~~ Counseling theories and techniques;
- d. Case management skills and continuum of care;
- e. Recovery process and relapse prevention methods;
- f. ~~Ethics~~ Professional orientation and ethics;
- g. ~~Professional identity in the provision of substance abuse services~~ Cultural competency; and
- h. ~~Crisis~~ Trauma and crisis intervention;
- i. Pharmacology of abused substances;
- j. Co-occurring disorders;
- k. Substance abuse counseling approaches and treatment planning;
- l. Group counseling; and
- m. Prevention, screening and assessment of substance use and abuse.

**18VAC115-30-63. Experience requirements for substance abuse counseling assistants.**

~~2.~~ A. In addition to the didactic training required in 18VAC115-30-62, the education shall include 180 hours of experience in a practicum or internship consistent with § 54.1-3507.2 (C) of the Code of Virginia, performing the following tasks with substance abuse clients while under supervision:

- ~~a.~~ 1. Screening clients and gathering information used in making the determination for the need for additional professional assistance;
- ~~b.~~ 2. Intake of clients by performing the administrative tasks necessary for admission to a program;
- ~~c.~~ 3. Orientation of new clients to program's rules, goals, procedures, services, costs and the rights of the client;

- ~~d.4.~~ Assisting the client in identifying and ranking problems to be addressed, establish goals, and agree on treatment processes;
- ~~e.5.~~ Implementation of a substance abuse treatment plan as directed by the supervisor;
- ~~f.6.~~ Implementation of case management activities that bring services, agencies, people and resources together in a planned framework of action to achieve established goals;
- ~~g.7.~~ Assistance in identifying appropriate crisis intervention responses to clients' needs during acute mental, emotional or physical distress;
- ~~h.9.~~ Education of clients by providing information about drug abuse and available services and resources;
- ~~i.10.~~ Facilitating the client's utilization of available support systems and community resources to meet needs identified in clinical valuation or treatment planning;
- ~~j.11.~~ Reporting and charting information about client's treatment, progress, and other client-related data; and
- ~~k.12.~~ Consultation with other professionals to assure comprehensive quality care for the client.

B. Each of these tasks shall be performed for at least eight hours under supervision and shall be verified as a part of the application by the supervisor.

C. Groups and classes attended as a part of a therapy or treatment program shall not be accepted as any part of the educational experience.

**18VAC115-30-70. and 18VAC115-30-80. (Repealed.)**

### **Part III. Examinations.**

**18VAC115-30-90. ~~General examination requirements for substance abuse counselors and substance abuse counseling assistants. (Repealed.)~~**

~~A. Every applicant for certification as a substance abuse counselor or substance abuse counseling assistant by examination shall pass a written examination approved by the board. The board shall determine the passing score on the examination.~~

~~B. Every applicant for certification by endorsement shall have passed an examination deemed by the board to be substantially equivalent to the Virginia examination.~~

**18VAC115-30-100. (Repealed.)**

### **Part IV. III. Renewal and Reinstatement.**

**18VAC115-30-110. Annual renewal of certificate.**

A. Every certificate issued by the board shall expire on June 30 of each year.

B. Along with the renewal form, the certified substance abuse counselor or certified substance abuse counseling assistant shall submit the renewal fee prescribed in 18VAC115-30-30 and shall attest to completion of continuing education as required by 18VAC115-30-111.

C. Certified individuals shall notify the board of change of name or address within 60 days. Failure to receive a renewal notice and application forms shall not excuse the certified substance abuse counselor or assistant from the renewal requirement.

**18VAC115-30-111. Continuing education requirements.**

A. Certified substance abuse counselors shall be required to have completed a minimum of 10 contact hours of continuing education in substance abuse and certified substance abuse counseling assistants shall be required to have completed a minimum of 5 contact hours of continuing education in substance abuse prior to renewal each year.

1. Continuing education hours shall be offered by an approved provider listed in 18VAC115-30-50 (A) or 18VAC115-30-62 (A); and the course content shall be consistent with 18VAC115-30-50 (B) or 18VAC115-30-62 (B).

2. Attestation of completion of continuing education is not required for the first renewal following initial certification in Virginia.

B. The board may grant an extension for good cause of up to one year for the completion of continuing education requirements upon written request from the certificate holder prior to the renewal date. Such extension shall not relieve the certificate holder of the continuing education requirement.

C. The board may grant an exemption for all or part of the continuing education requirements due to circumstances beyond the control of the certificate holder such as temporary disability, mandatory military service, or officially declared disasters upon written request from the certificate holder prior to the renewal date.

D. All certificate holders are required to maintain original documentation for a period of three years following renewal.

E. The board may conduct an audit of certificate holders to verify compliance with the requirement for a renewal period. Upon request, a certificate holder shall provide documentation as follows:

1. Official transcripts showing credit hours earned; or

2. Certificates of participation.

F. Continuing education hours required by disciplinary order shall not be used to satisfy renewal requirements.

**18VAC115-30-120. Reinstatement.**

A. A person whose certificate has expired may renew it within one year after its expiration date by paying the late renewal fee prescribed in 18VAC115-30-30 and the certification fee prescribed for the year the certificate was not renewed.

B. A person who fails to renew a certificate after one year or more shall:

1. ~~apply~~ Apply for reinstatement;

2. ~~pay~~ Pay the reinstatement fee for a lapsed certificate ~~and~~;

3. Submit verification of any other health or mental health license or certificate ever held in another jurisdiction;

4. Submit a current report from the U.S. Department of Health and Human Services National Practitioner Data Bank (NPDB); and

5. ~~submit~~ Submit evidence of a minimum of 20 hours of substance abuse education that is consistent with course content specified in subsection B of 18VAC115-30-50 for substance abuse counselors and in 18VAC115-30-62 for substance abuse counseling assistants to demonstrate the continued ability to perform the functions within the scope of practice of the certificate.

**18VAC115-30-130. (Repealed.)**

## **Part V. Standards of Practice; Disciplinary Actions; Reinstatement.**

**18VAC115-30-140. Standards of practice.**

A. The protection of the public health, safety, and welfare and the best interest of the public shall be the primary guide in determining the appropriate professional conduct of all persons whose activities are regulated by the board.

B. Persons certified by the board shall:

1. Practice in a manner that is in the best interest of the public and does not endanger the public health, safety, or welfare.

2. Be able to justify all services rendered to clients as necessary for diagnostic or therapeutic purposes.

3. Practice only within the competency area for which they are qualified by training or experience.

4. Report to the board known or suspected violations of the laws and regulations governing the practice of certified substance abuse counselors or certified substance abuse counseling assistants.

5. Neither accept nor give commissions, rebates, or other forms of remuneration for referral of clients for professional services. Make appropriate consultations and referrals based on the interest of patients or clients.

6. Stay abreast of new developments, concepts and practices which are necessary to providing appropriate services.

7. Document the need for and steps taken to terminate a counseling relationship when it becomes clear that the client is not benefiting from the relationship. Document the assistance provided in making arrangements for the continuation of treatment for clients, when necessary, following termination of a counseling relationship.

8. Not willfully or negligently breach the confidentiality between a practitioner and a client. A breach of confidentiality that is required or permitted by applicable law or beyond the control of the practitioner shall not be considered negligent or willful.

C. In regard to client records, persons certified by the board shall:

~~6.1. Disclose counseling records to others only in accordance with the requirements of state and federal statutes and regulations, including, but not limited to §§32.1-127.1:03 (Patient Health Records Privacy Act), 2.2-3704 (Virginia Freedom of Information Act), and 54.1-2400.1 (Mental Health Service Providers; Duty to Protect Third Parties; Immunity) of the Code of Virginia; 42 USC §290dd-2 (Confidentiality of Drug and Alcohol Treatment Records); and 42 CFR Part 2 (Alcohol and Drug Abuse Patient Records and Regulations).~~

2. Maintain client records securely, inform all employees of the requirements of confidentiality and provide for the destruction of records which are no longer useful in a manner that ensures client confidentiality.

3. Ensure confidentiality in the usage of client records and clinical materials by obtaining informed consent from the client or the client's legally authorized representative before (i) videotaping, (ii) audio recording, (iii) permitting third party observation, or (iv) using identifiable client records and clinical materials in teaching, writing, or public presentations.

4. Maintain timely, accurate, legible, and complete written or electronic records for each client, to include counseling dates and identifying information to substantiate **treatment** plan, client progress, and termination.

5. Maintain client records for a minimum of five years or as otherwise required by law from the date of termination of the counseling relationship with the following exceptions:

a. At minimum, records of a minor child shall be maintained for five years after attaining the age of majority (18 years) or ten years following termination, whichever comes later;

b. Records that are required by contractual obligation or federal law to be maintained for a longer period of time; or

c. Records that have been transferred to another mental health service provider or given to the client or his legally authorized representative.

D. In regard to dual relationships, persons certified by the board shall:



7.1. Not engage in dual relationships with clients, former clients, supervisees and supervisors that are harmful to the client's or supervisee's well-being, or which would impair the substance abuse counselor's, substance abuse counseling assistant's or supervisor's objectivity and professional judgment, or increase the risk of client or supervisee exploitation. This prohibition includes, but is not limited to, such activities as counseling close friends, former sexual partners, employees or relatives; or engaging in business relationships with clients.

~~2. Engaging~~ Not engage in sexual intimacies or romantic relationships with current clients or supervisees ~~is strictly prohibited~~. For at least five years after cessation or termination of professional services, certified substance abuse counselors and certified substance abuse counseling assistants shall not engage in sexual intimacies or romantic relationships with a client or those included in collateral therapeutic services. Since sexual or romantic relationships are potentially exploitative, certified substance abuse counselors and certified substance abuse counseling assistants shall bear the burden of demonstrating that there has been no exploitation. A client's consent to, initiation of or participation in sexual behavior or involvement with a certified substance abuse counselor or certified substance abuse counseling assistants does not change the nature of the conduct nor lift the regulatory prohibition.

8.3. Recognize conflicts of interest and inform all parties of obligations, responsibilities and loyalties to third parties.

E. Upon learning of evidence that indicates a reasonable probability that another mental health provider is or may be guilty of a violation of standards of conduct as defined in statute or regulation, persons certified by the board shall advise their clients of their right to report such misconduct to the Department of Health Professions in accordance with § 54.1-2400.4 of the Code of Virginia.

**18VAC115-30-150. Grounds for revocation, suspension, restriction or denial of certificate; petition for rehearing.**

In accordance with §54.1-2400(7) of the Code of Virginia, the board may revoke, suspend, restrict or decline to issue or renew a certificate or registration based upon the following conduct:

1. Conviction of a felony or of a misdemeanor involving moral turpitude, or violation of or aid to another in violating any provision of Chapter 35 (§54.1-3500 et seq.) of Title 54.1 of the Code of Virginia, any other statute applicable to the practice of substance abuse counseling, or any provision of this chapter;
2. Procuring a certificate, including submission of an application or supervisory forms, by fraud or misrepresentation;
3. Conducting one's practice in such a manner so as to make it a danger to the health and welfare of one's clients or to the public; or if one is unable to practice substance abuse counseling with reasonable skill and safety to clients by reason of illness, abusive use of alcohol, drugs, narcotics, chemicals, or any other type of material or as a result of any mental or physical condition;
4. ~~Negligence in professional conduct or nonconformance with the standards of practice outlined in 18VAC115-30-140; or~~ Violating or abetting another person in the violation of any provision of any statute applicable to the practice of substance abuse counseling or any regulation in this chapter;

5. Performance of functions outside the board-certified area of competency in accordance with regulations set forth in this chapter and §§ 54.1-3507.1 and 54.1-3507.2 of the Code of Virginia;

6. Performance of an act likely to deceive, defraud, or harm the public;

7. Intentional or negligent conduct that causes or is likely to cause injury to a client or clients;

8. Failure to cooperate with an employee of the Department of Health Professions in the conduct of an investigation; or

9. Failure to report evidence of child abuse or neglect as required in § 63.2-1509 of the Code of Virginia, or elder abuse or neglect as required in § 63.2-1606 of the Code of Virginia.

**18VAC115-30-160. Reinstatement following disciplinary action.**

A. Any person whose certificate has been suspended or denied renewal by the board under the provisions of 18VAC115-30-150 may, two years subsequent to such board action, submit a new application for reinstatement of certification. Any person whose certificate has been revoked by the board under the provisions of 18VAC115-30-150 may, three years subsequent to such board action, submit a new application to the board for certification to the board.

B. The board in its discretion may, after a hearing, grant the reinstatement sought in subsection A of this section.

C. The applicant for reinstatement, if approved, shall be certified upon payment of the appropriate fee applicable at the time of reinstatement.

# Discussion on LSATP endorsement requirements

*Commonwealth of Virginia*



**REGULATIONS**  
**GOVERNING THE PRACTICE OF LICENSED**  
**SUBSTANCE ABUSE TREATMENT**  
**PRACTITIONERS**

**VIRGINIA BOARD OF COUNSELING**

**Title of Regulations: 18 VAC 115-60-10 et seq.**

**Statutory Authority: §§ 54.1-2400 and Chapter 35 of Title 54.1**  
*of the Code of Virginia*

**Revised Date: March 9, 2017**

9960 Mayland Drive  
Henrico, VA 23233

Phone: (804) 367-4610  
FAX: (804) 527-4435  
email: [coun@dhp.virginia.gov](mailto:coun@dhp.virginia.gov)

## TABLE OF CONTENTS

TABLE OF CONTENTS.....	2
Part I. General Provisions.....	3
18VAC115-60-10. Definitions.....	3
18VAC115-60-20. Fees required by the board. ....	4
18VAC115-60-30. Sex offender treatment provider certification. ....	4
Part II. Requirements for Licensure. ....	5
18VAC115-60-40. Application for licensure by examination. ....	5
18VAC115-60-50. Prerequisites for licensure by endorsement.....	6
18VAC115-60-55. (Repealed.) .....	7
18VAC115-60-60. Degree program requirements.....	7
18VAC115-60-70. Coursework requirements. ....	7
18VAC115-60-80. Residency requirements. ....	8
Part III. Examinations. ....	11
18VAC115-60-90. General examination requirements; schedules; time limits. ....	11
18VAC115-60-100. (Repealed.) .....	11
Part IV. Licensure Renewal; Reinstatement.....	12
18VAC115-60-110. Renewal of licensure. ....	12
18VAC115-60-115. Continued competency requirements for renewal of a license. ....	12
18VAC115-60-116. Continuing competency activity criteria. ....	13
18VAC115-60-117. Documenting compliance with continuing competency requirements. ....	15
18VAC115-60-120. Late renewal; reinstatement. ....	16
Part V. Standards of Practice; Unprofessional Conduct; Disciplinary Actions; Reinstatement. ..	16
18VAC115-60-130. Standards of practice. ....	16
18VAC115-60-140. Grounds for revocation, suspension, probation, reprimand, censure, or denial of renewal of license. ....	19
18VAC115-60-150. Reinstatement following disciplinary action.....	19

## **Part I. General Provisions.**

### **18VAC115-60-10. Definitions.**

A. The following words and terms when used in this chapter shall have the meaning ascribed to them in § 54.1-3500 of the Code of Virginia:

"Board"

"Licensed substance abuse treatment practitioner"

"Substance abuse"

"Substance abuse treatment"

B. The following words and terms when used in this chapter shall have the following meanings, unless the context clearly indicates otherwise:

"Ancillary services" means activities such as case management, recordkeeping, referral, and coordination of services.

"Applicant" means any individual who has submitted an official application and paid the application fee for licensure as a substance abuse treatment practitioner.

"CACREP" means the Council for Accreditation of Counseling and Related Educational Programs.

"Candidate for licensure" means a person who has satisfactorily completed all educational and experience requirements for licensure and has been deemed eligible by the board to sit for its examinations.

"Clinical substance abuse treatment services" means activities such as assessment, diagnosis, treatment planning, and treatment implementation.

"COAMFTE" means the Commission on Accreditation for Marriage and Family Therapy Education.

"Competency area" means an area in which a person possesses knowledge and skill and the ability to apply them in the clinical setting.

"Exempt setting" means an agency or institution in which licensure is not required to engage in the practice of substance abuse treatment according to the conditions set forth in § 54.1-3501 of the Code of Virginia.

"Face-to-face" means the in-person delivery of clinical substance abuse treatment services for a client.

"Group supervision" means the process of clinical supervision of no more than six persons in a group setting provided by a qualified supervisor.

"Internship" means a formal academic course from a regionally accredited university in which supervised, practical experience is obtained in a clinical setting in the application of counseling principles, methods and techniques.

"Jurisdiction" means a state, territory, district, province or country which has granted a professional certificate or license to practice a profession, use a professional title, or hold oneself out as a practitioner of that profession.

"Nonexempt setting" means a setting which does not meet the conditions of exemption from the requirements of licensure to engage in the practice of substance abuse treatment as set forth in § 54.1-3501 of the Code of Virginia.

"Regional accrediting agency" means one of the regional accreditation agencies recognized by the U.S. Secretary of Education responsible for accrediting senior postsecondary institutions.

"Residency" means a postgraduate, supervised, clinical experience registered with the board.

"Resident" means an individual who has submitted a supervisory contract and has received board approval to provide clinical services in substance abuse treatment under supervision.

**18VAC115-60-20. Fees required by the board.**

A. The board has established the following fees applicable to licensure as a substance abuse treatment practitioner:

Registration of supervision (initial)	\$65
Add/change supervisor	\$30
Initial licensure by examination: Processing and initial licensure	\$175
Initial licensure by endorsement: Processing and initial licensure	\$175
Active annual license renewal	\$130
Inactive annual license renewal	\$65
Duplicate license	\$10
Verification of license to another jurisdiction	\$30
Late renewal	\$45
Reinstatement of a lapsed license	\$200

Replacement of or additional wall certificate	\$25
Returned check	\$35
Reinstatement following revocation or suspension	\$600

B. All fees are nonrefundable.

C. Examination fees shall be determined and made payable as determined by the board.

**18VAC115-60-30. Sex offender treatment provider certification.**

Anyone licensed by the board who is seeking certification as a sex offender treatment provider shall adhere to the Regulations Governing the Certification of Sex Offender Treatment Providers, 18VAC125-30-10 et seq.

**Part II. Requirements for Licensure.**

**18VAC115-60-40. Application for licensure by examination.**

Every applicant for licensure by examination by the board shall:

1. Meet the degree program, coursework, and experience requirements prescribed in 18VAC115-60-60, 18VAC115-60-70, and 18VAC115-60-80;
2. Pass the examination required for initial licensure as prescribed in 18VAC115-60-90;
3. Submit the following items to the board:
  - a. A completed application;
  - b. Official transcripts documenting the applicant's completion of the degree program and coursework requirements prescribed in 18VAC115-60-60 and 18VAC115-60-70. Transcripts previously submitted for registration of supervision do not have to be resubmitted unless additional coursework was subsequently obtained;
  - c. Verification of supervision forms documenting fulfillment of the residency requirements of 18VAC115-60-80 and copies of all required evaluation forms, including verification of current licensure of the supervisor of any portion of the residency occurred in another jurisdiction;
  - d. Documentation of any other mental health or health professional license or certificate ever held in another jurisdiction;
  - e. The application processing and initial licensure fee- as prescribed in 18VAC115-60-20; and
  - f. A current report from the U.S. Department of Health and Human Services National Practitioner Data Bank (NPDB); and



4. Have no unresolved disciplinary action against a mental health or health professional license or certificate held in Virginia or in another jurisdiction. The board will consider history of disciplinary action on a case-by-case basis.

**18VAC115-60-50. Prerequisites for licensure by endorsement.**

Every applicant for licensure by endorsement shall submit:

1. A completed application;

2. The application processing and initial licensure fee as prescribed in 18VAC115-60-20;

3. Verification of all mental health or health professional licenses or certificates ever held in any other jurisdiction. In order to qualify for endorsement, the applicant shall have no unresolved disciplinary action against a license or certificate. The board will consider history of disciplinary action on a case-by-case basis;

4. Further documentation of one of the following:

a. A current substance abuse treatment license in good standing in another jurisdiction obtained by meeting requirements substantially equivalent to those set forth in this chapter; or

b. A mental health license in good standing in a category acceptable to the board which required completion of a master's degree in mental health to include 60 graduate semester hours in mental health; and

(1) Board-recognized national certification in substance abuse treatment;

(2) If the master's degree was in substance abuse treatment, two years of post-licensure experience in providing substance abuse treatment;

(3) If the master's degree was not in substance abuse treatment, five years of post-licensure experience in substance abuse treatment plus 12 credit hours of didactic training in the substance abuse treatment competencies set forth in 18VAC115-60-70 C; or

(4) Current substance abuse counselor certification in Virginia in good standing or a Virginia substance abuse treatment specialty licensure designation with two years of post-licensure or certification substance abuse treatment experience;

c. Documentation of education and supervised experience that met the requirements of the jurisdiction in which he was initially licensed as verified by an official transcript and a certified copy of the original application materials and evidence of post-licensure clinical practice for 24 of the last 60 months immediately preceding his licensure application in Virginia. Clinical practice shall mean the rendering of direct clinical substance abuse treatment services or clinical supervision of such services.

5. Verification of a passing score on a substance abuse licensure examination as established by the jurisdiction in which licensure was obtained. The examination is waived for an applicant who holds a current and unrestricted license as a professional counselor within the Commonwealth of Virginia;
6. Official transcripts documenting the applicant's completion of the education requirements prescribed in 18VAC115-60-60 and 18VAC115-60-70;
7. An affidavit of having read and understood the regulations and laws governing the practice of substance abuse treatment in Virginia; and
8. A current report from the U.S. Department of Health and Human Services National Practitioner Data Bank (NPDB).

B. In lieu of transcripts verifying education and documentation verifying supervised experience, the board may accept verification from the credentials registry of the American Association of State Counseling Boards or any other board-recognized entity.

**18VAC115-60-55. (Repealed.)**

**18VAC115-60-60. Degree program requirements.**

A. The applicant shall have completed a graduate degree from a program that prepares individuals to practice substance abuse treatment or a related counseling discipline as defined in §54.1-3500 of the Code of Virginia from a college or university accredited by a regional accrediting agency that meets the following criteria:

1. There must be a sequence of academic study with the expressed intent to prepare counselors as documented by the institution;
2. There must be an identifiable counselor training faculty and an identifiable body of students who complete that sequence of academic study; and
3. The academic unit must have clear authority and primary responsibility for the core and specialty areas.

B. Programs that are approved by CACREP as programs in addictions counseling are recognized as meeting the requirements of subsection A of this section.

**18VAC115-60-70. Coursework requirements.**

A. The applicant shall have successfully completed 60 semester hours or 90 quarter hours of graduate study.

B. The applicant shall have completed a general core curriculum containing a minimum of three semester hours or 4.0 quarter hours in each of the areas identified in this section:

1. Professional identity, function and ethics;

2. Theories of counseling and psychotherapy;
3. Counseling and psychotherapy techniques;
4. Group counseling and psychotherapy, theories and techniques;
5. Appraisal, evaluation and diagnostic procedures;
6. Abnormal behavior and psychopathology;
7. Multicultural counseling, theories and techniques;
8. Research; and
9. Marriage and family systems theory.

C. The applicant shall also have completed 12 graduate semester credit hours or 18 graduate quarter hours in the following substance abuse treatment competencies.

1. Assessment, appraisal, evaluation and diagnosis specific to substance abuse;
2. Treatment planning models, client case management, interventions and treatments to include relapse prevention, referral process, step models and documentation process;
3. Understanding addictions: The biochemical, sociocultural and psychological factors of substance use and abuse;
4. Addictions and special populations including, but not limited to, adolescents, women, ethnic groups and the elderly; and
5. Client and community education.

D. The applicant shall have completed a supervised internship of 600 hours to include 240 hours of direct client contact, of which 200 hours shall be in treating substance abuse-specific treatment problems. Only internship hours earned after completion of 30 graduate semester hours may be counted towards residency hours.

E. One course may satisfy study in more than one content area set forth in subsections B and C of this section.

F. If the applicant holds a current, unrestricted license as a professional counselor, clinical psychologist, or clinical social worker, the board may accept evidence of successful completion of 60 semester hours or 90 quarter hours of graduate study, including the hours specified in subsection C of this section.

**18VAC115-60-80. Residency requirements.**

A. Registration. Applicants who render substance abuse treatment services shall:

1. With their supervisor, register their supervisory contract on the appropriate forms for board approval before starting to practice under supervision;

2. Have submitted an official transcript documenting a graduate degree as specified in 18VAC115-60-60 to include completion of the internship requirement specified in 18VAC115-60-70; and

3. Pay the registration fee.

B. Applicants who are beginning their residencies in exempt settings shall register supervision with the board to assure acceptability at the time of application.

C. Residency requirements.

1. The applicant for licensure shall have completed no fewer than 3,400 hours in a supervised residency in substance abuse treatment with various populations, clinical problems and theoretical approaches in the following areas:

a. Clinical evaluation;

b. Treatment planning, documentation and implementation;

c. Referral and service coordination;

d. Individual and group counseling and case management;

e. Client family and community education; and

f. Professional and ethical responsibility.

2. The residency shall include a minimum of 200 hours of in-person supervision between supervisor and resident occurring at a minimum of one hour and a maximum of four hours per 40 hours of work experience during the period of the residency.

a. No more than half of these hours may be satisfied with group supervision.

b. One hour of group supervision will be deemed equivalent to one hour of individual supervision.

c. Supervision that is not concurrent with a residency will not be accepted, nor will residency hours be accrued in the absence of approved supervision.

d. For the purpose of meeting the 200-hour supervision requirement, in-person supervision may include the use of technology that maintains client confidentiality and provides real-time, visual contact between the supervisor and the resident.

e. Up to 20 hours of the supervision received during the supervised internship may be counted towards the 200 hours of in-person supervision if the supervision was provided by a licensed professional counselor.

3. The residency shall include at least 2,000 hours of face-to-face client contact in providing clinical substance abuse treatment services with individuals, families, or groups of individuals suffering from the effects of substance abuse or dependence. The remaining hours may be spent in the performance of ancillary services.

4. A graduate level degree internship in excess of 600 hours, which is completed in a program that meets the requirements set forth in 18VAC115-60-70, may count for up to an additional 300 hours towards the requirements of a residency.

5. The residency shall be completed in not less than 21 months or more than four years. Residents who began a residency before August 24, 2016, shall complete the residency by August 24, 2020. An individual who does not complete the residency after four years shall submit evidence to the board showing why the supervised experience should be allowed to continue.

6. The board may consider special requests in the event that the regulations create an undue burden in regard to geography or disability which limits the resident's access to qualified supervision.

7. Residents may not call themselves substance abuse treatment practitioners, directly bill for services rendered, or in any way represent themselves as independent, autonomous practitioners or substance abuse treatment practitioners. During the residency, residents shall use their names and the initials of their degree, and the title "Resident in Substance Abuse Treatment" in all written communications. Clients shall be informed in writing of the resident's status, the supervisor's name, professional address, and telephone number.

8. Residents shall not engage in practice under supervision in any areas for which they have not had appropriate education.

9. Residency hours that are approved by the licensing board in another United States jurisdiction and that meet the requirements of this section shall be accepted.

#### D. Supervisory qualifications.

1. A person who provides supervision for a resident in substance abuse treatment shall hold an active, unrestricted license as a professional counselor or substance abuse treatment practitioner in the jurisdiction where the supervision is being provided. Supervisors who are marriage and family therapists, school psychologists, clinical psychologists, clinical social workers, clinical nurse specialists, or psychiatrists and have been approved to provide supervision may continue to do so until August 24, 2017.

2. All supervisors shall document two years post-licensure substance abuse treatment experience, and at least 100 hours of didactic instruction in substance abuse treatment. Supervisors must document a three-credit-hour course in supervision, a 4.0-quarter-hour course in supervision, or at least 20 hours of continuing education in supervision offered by a provider approved under 18VAC115-60-116.

#### E. Supervisory responsibilities.

1. Supervision by any individual whose relationship to the resident compromises the objectivity of the supervisor is prohibited.
2. The supervisor of a resident shall assume full responsibility for the clinical activities of that resident specified within the supervisory contract for the duration of the residency.
3. The supervisor shall complete evaluation forms to be given to the resident at the end of each three-month period.
4. The supervisor shall report the total hours of residency and shall evaluate the applicant's competency in the six areas stated in subdivision C 1 of this section.

F. Documentation of supervision. Applicants shall document successful completion of their residency on the Verification of Supervision form at the time of application. Applicants must receive a satisfactory competency evaluation on each item on the evaluation sheet.

### **Part III. Examinations.**

#### **18VAC115-60-90. General examination requirements; schedules; time limits.**

- A. Every applicant for initial licensure as a substance abuse treatment practitioner by examination shall pass a written examination as prescribed by the board.
- B. Every applicant for licensure as a substance abuse treatment practitioner by endorsement shall have passed an examination deemed by the board to be substantially equivalent to the Virginia examination.
- C. The examination is waived for an applicant who holds a current and unrestricted license as a professional counselor issued by the board.
- D. A candidate approved by the board to sit for the examination shall pass the examination within two years from the date of such initial board approval. If the candidate has not passed the examination within two years from the date of initial approval:
  1. The initial board approval to sit for the examination shall then become invalid; and
  2. The applicant shall file a complete new application with the board, meet the requirements in effect at that time, and provide evidence of why the board should approve the reapplication for examination. If approved by the board, the applicant shall pass the examination within two years of such approval. If the examination is not passed within the additional two-year period, a new application will not be accepted.
- E. The board shall establish a passing score on the written examination.
- F. A candidate for examination or an applicant shall not provide clinical services unless he is under supervision approved by the board.

#### **18VAC115-60-100. (Repealed.)**

## **Part IV. Licensure Renewal; Reinstatement.**

### **18VAC115-60-110. Renewal of licensure.**

- A. All licensees shall renew licenses on or before June 30 of each year.
- B. Every license holder who intends to continue an active practice shall submit to the board on or before June 30 of each year:
  - 1. A completed form for renewal of the license on which the licensee attests to compliance with the continuing competency requirements prescribed in this chapter; and
  - 2. The renewal fee prescribed in 18VAC115-60-20.
- C. A licensee who wishes to place his license in an inactive status may do so upon payment of the inactive renewal fee as established in 18VAC115-60-20. No person shall practice substance abuse treatment in Virginia unless he holds a current active license. A licensee who has placed himself in inactive status may become active by fulfilling the reactivation requirements set forth in 18VAC115-60-120.C.
- D. Licensees shall notify the board of a change in the address of record or the public address, if different from the address of record within 60 days. Failure to receive a renewal notice from the board shall not relieve the license holder from the renewal requirement.
- E. After the renewal date, the license is expired; practice with an expired license is prohibited and may constitute grounds for disciplinary action.

### **18VAC115-60-115. Continued competency requirements for renewal of a license.**

- A. Licensed substance abuse treatment practitioners shall be required to have completed a minimum of 20 hours of continuing competency for each annual licensure renewal. A minimum of two of these hours shall be in courses that emphasize the ethics, standards of practice or laws governing behavioral science professions in Virginia.
- B. The board may grant an extension for good cause of up to one year for the completion of continuing competency requirements upon written request from the licensee prior to the renewal date. Such extension shall not relieve the licensee of the continuing competency requirement.
- C. The board may grant an exemption for all or part of the continuing competency requirements due to circumstances beyond the control of the licensee such as temporary disability, mandatory military service, or officially declared disasters.
- D. Those individuals dually licensed by this board will not be required to obtain continuing competency for each license. Dually licensed individuals will only be required to provide the hours set out in subsection A of this section or subsection A of 18 VAC 115-50-95 in the Regulations Governing the Practice of Marriage and Family Therapy, or subsection A of 18 VAC 115-20-105 in the Regulations Governing the Practice of Professional Counseling.

E. Up to two hours of the 20 hours required for annual renewal may be satisfied through delivery of counseling services, without compensation, to low-income individuals receiving health services through a local health department or a free clinic organized in whole or primarily for the delivery of those services. One hour of continuing education may be credited for three hours of providing such volunteer services, as documented by the health department or free clinic.

**18VAC115-60-116. Continuing competency activity criteria.**

A. Continuing competency activities must focus on increasing knowledge or skills in one or more of the following areas:

1. Ethics, standards of practice or laws governing behavioral science professions;
2. Counseling theory;
3. Human growth and development;
4. Social and cultural foundations;
5. The helping relationship;
6. Group dynamics, processing and counseling;
7. Lifestyle and career development;
8. Appraisal of individuals;
9. Research and evaluation;
10. Professional orientation;
11. Clinical supervision;
12. Marriage and family therapy; or
13. Addictions.

B. Approved hours of continuing competency activity shall be one of the following types:

1. Formally organized learning activities or home study. Activities may be counted at their full hour value. Hours shall be obtained from one or a combination of the following board-approved mental health related activities:

a. Regionally accredited university or college level academic courses in a behavioral health discipline.

b. Continuing education programs offered by universities or colleges.

c. Workshops, seminars, conferences, or courses in the behavioral health field offered by federal, state, or local governmental agencies or licensed health facilities and licensed hospitals.

d. Workshops, seminars, conferences, or courses in the behavioral health field offered by an individual or organization that has been certified or approved by one of the following:

(1) The International Association of Marriage and Family Counselors and its state affiliates.

(2) The American Association of Marriage and Family Therapy and its state affiliates.

(3) The American Association of State Counseling Boards.



- (4) The American Counseling Association and its state and local affiliates.
- (5) The American Psychological Association and its state affiliates.
- (6) The Commission on Rehabilitation Counselor Certification
- (7) NAADAC, The Association for Addiction Professionals and its state and local affiliates.
- (8) National Association of Social Workers.
- (9) National Board for Certified Counselors.
- (10) A national behavioral health organization or certification body.
- (11) Individuals or organizations that have been approved as continuing competency sponsors by the American Association of State Counseling Boards or a counseling board in another state.

2. Individual professional activities.

a. Publication/presentation/new program development

- (1) Publication of articles. Activity will count for a maximum of eight hours. Publication activities are limited to articles in refereed journals or a chapter in an edited book.
- (2) Publication of books. Activity will count for a maximum of 18 hours.
- (3) Presentations. Activity will count for a maximum of eight hours. The same presentations may be used only once in a two-year period. Only actual presentation time may be counted.
- (4) New program development. Activity will count for a maximum of eight hours. New program development includes a new course, seminar, or workshop. New courses shall be graduate or undergraduate level college or university courses.

b. Dissertation. Activity will count for a maximum of 18 hours. Dissertation credit may only be counted once.

c. Clinical supervision/consultation. Activity will count for a maximum of ten hours. Continuing competency can only be granted for clinical supervision/consultation received on a regular basis with a set agenda. Continuing competency cannot be granted for supervision that you provide to others.

d. Leadership. Activity will count for a maximum of eight hours. The following leadership positions are acceptable for continuing competency credit: Officers of state or national counseling organization; editor or reviewer of professional counseling journals; member of state counseling licensure/certification board; member of a national counselor certification board; member of a national ethics disciplinary review committee rendering licenses; active member of a counseling committee producing a substantial written product; chair of a major counseling conference or convention; other leadership positions with justifiable professional learning experiences. The leadership positions must take place for a minimum of one year after the date of first licensure.

e. Practice related programs. Activity will count up to a maximum of eight hours. The board may allow up to eight contact hours of continuing competency as long as the regulant submits proof of attendance plus a written justification of how the activity assists him in his direct service of his clients. Examples include: language courses, software training, medical topics, etc.

**18VAC115-60-117. Documenting compliance with continuing competency requirements.**

A. All licensees are required to maintain original documentation for a period of two years following renewal.

B. After the end of each renewal period, the board may conduct a random audit of licensees to verify compliance with the requirement for that renewal period.

C. Upon request, a licensee shall provide documentation as follows:

1. To document completion of formal organized learning activities the licensee shall provide:

a. Official transcripts showing credit hours earned; or

b. Certificates of participation.

2. Documentation of home study shall be made by identification of the source material studied, summary of content, and a signed affidavit attesting to completion of the home study.

3. Documentation of individual professional activities shall be by one of the following:

a. Certificates of participation;

b. Proof of presentations made;

c. Reprints of publications;

d. Letters from educational institutions or agencies approving continuing education programs;

e. Official notification from the association that sponsored the item writing workshop or continuing education program; or

f. Documentation of attendance at formal staffing by a signed affidavit on a form provided by the board.

D. Continuing competency hours required by a disciplinary order shall not be used to satisfy renewal requirements.

**18VAC115-60-120. Late renewal; reinstatement.**

A. A person whose license has expired may renew it within one year after its expiration date by paying the late renewal fee prescribed in 18VAC115-60-20, as well as the license fee prescribed for the year the license was not renewed, and providing evidence of having met all applicable continuing competency requirements.

B. A person who fails to renew a license after one year or more and wishes to resume practice shall apply for reinstatement, pay the reinstatement fee for a lapsed license, submit verification of any mental health license he holds or has held in another jurisdiction, if applicable, and provide evidence of having met all applicable continuing competency requirements not to exceed a maximum of 80 hours obtained within the four years immediately preceding application for reinstatement. The board may require the applicant for reinstatement to submit evidence regarding the continued ability to perform the functions within the scope of practice of the license.

C. A person wishing to reactivate an inactive license shall submit (i) the renewal fee for active licensure minus any fee already paid for inactive licensure renewal; (ii) documentation of continued competency hours equal to the number of years the license has been inactive not to exceed a maximum of 80 hours obtained within the four years immediately preceding application for reactivation; and (iii) verification of any mental health license he holds or has held in another jurisdiction, if applicable. The board may require the applicant for reactivation to submit evidence regarding the continued ability to perform the functions within the scope of practice of the license.

**Part V. Standards of Practice; Unprofessional Conduct; Disciplinary Actions; Reinstatement.**

**18VAC115-60-130. Standards of practice.**

A. The protection of the public health, safety, and welfare and the best interest of the public shall be the primary guide in determining the appropriate professional conduct of all persons whose activities are regulated by the board. Regardless of the delivery method, whether in person, by phone or electronically, these standards shall apply to the practice of substance abuse treatment.

B. Persons licensed or registered by the board shall:

1. Practice in a manner that is in the best interest of the public and does not endanger the public health, safety, or welfare;

2. Practice only within the boundaries of their competence, based on their education, training, supervised experience and appropriate professional experience and represent their education, training and experience accurately to clients;

3. Stay abreast of new substance abuse treatment information, concepts, application and practices which are necessary to providing appropriate, effective professional services;

4. Be able to justify all services rendered to clients as necessary and appropriate for diagnostic or therapeutic purposes;

5. Document the need for and steps taken to terminate a counseling relationship when it becomes clear that the client is not benefiting from the relationship. Document the assistance provided in making appropriate arrangements for the continuation of treatment for clients, when necessary, following termination of a counseling relationship;

6. Make appropriate arrangements for continuation of services, when necessary, during interruptions such as vacations, unavailability, relocation, illness, and disability;

7. Disclose to clients all experimental methods of treatment and inform clients of the risks and benefits of any such treatment. Ensure that the welfare of the clients is in no way compromised in any experimentation or research involving those clients;

8. Neither accept nor give commissions, rebates, or other forms of remuneration for referral of clients for professional services;

9. Inform clients of the purposes, goals, techniques, procedures, limitations, potential risks, and benefits of services to be performed, the limitations of confidentiality, and other pertinent information when counseling is initiated, and throughout the counseling process as necessary. Provide clients with accurate information regarding the implications of diagnosis, the intended use of tests and reports, fees, and billing arrangements;

10. Select tests for use with clients that are valid, reliable and appropriate and carefully interpret the performance of individuals not represented in standardized norms;

11. Determine whether a client is receiving services from another mental health service provider, and if so, refrain from providing services to the client without having an informed consent discussion with the client and having been granted communication privileges with the other professional;

12. Use only in connection with one's practice as a mental health professional those educational and professional degrees or titles that have been earned at a college or university accredited by an accrediting agency recognized by the U. S. Department of Education, or credentials granted by a national certifying agency, and that are counseling in nature; and

13. Advertise professional services fairly and accurately in a manner which is not false, misleading or deceptive.

C. In regard to patient records, persons licensed by the board shall:

1. Maintain written or electronic clinical records for each client to include treatment dates and identifying information to substantiate diagnosis and treatment plan, client progress, and termination;

2. Maintain client records securely, inform all employees of the requirements of confidentiality and provide for the destruction of records which are no longer useful in a manner that ensures client confidentiality;

3. Disclose or release records to others only with client's expressed written consent or that of his legally authorized representative in accordance with §32.1-127.1:03 of the Code of Virginia;

4. Maintain client records for a minimum of five years or as otherwise required by law from the date of termination of the substance abuse treatment relationship with the following exceptions:

a. At minimum, records of a minor child shall be maintained for five years after attaining the age of majority (18 years) or ten years following termination, whichever ever comes later;

b. Records that are required by contractual obligation or federal law to be maintained for a longer period of time;

or

c. Records that have been transferred to another mental health service provider or given to the client; and

5. Ensure confidentiality in the usage of client records and clinical materials by obtaining informed consent from clients or their legally authorized representative before (a) videotaping, (b) audio recording, (c) permitting third party observation, or (d) using identifiable client records and clinical materials in teaching, writing or public presentations.

D. In regard to dual relationships, persons licensed by the board shall:

1. Avoid dual relationships with clients that could impair professional judgment or increase the risk of harm to clients. (Examples of such relationships include, but are not limited to, familial, social, financial, business, bartering, or close personal relationships with clients.) Counselors shall take appropriate professional precautions when a dual relationship cannot be avoided, such as informed consent, consultation, supervision, and documentation to ensure that judgment is not impaired and no exploitation occurs;

2. Not engage in any type of romantic relationships or sexual intimacies with clients or those included in a collateral relationship with the client and not counsel persons with whom they have had a romantic relationship or sexual intimacy. Licensed substance abuse treatment practitioners shall not engage in romantic relationships or sexual intimacies with former clients within a minimum of five years after terminating the counseling relationship. Licensed substance abuse treatment practitioners who engage in such relationship or intimacy after five years following termination shall have the responsibility to examine and document thoroughly that such relations do not have an exploitive nature, based on factors such as duration of counseling, amount of time since counseling, termination circumstances, client's personal history and mental status, or adverse impact on the client. A client's consent to, initiation of or participation in sexual behavior or involvement with a licensed substance abuse treatment practitioner does not change the nature of the conduct nor lift the regulatory prohibition;

3. Not engage in any sexual intimacy or romantic relationship or establish a counseling or psychotherapeutic relationship with a supervisee or student. Licensed substance abuse treatment practitioners shall avoid any nonsexual dual relationship with a supervisee or student in which there is a risk of exploitation or potential harm to the supervisee or the potential for interference with the supervisor's professional judgment; and

4. Recognize conflicts of interest and inform all parties of the nature and directions of loyalties and responsibilities involved.

E. Persons licensed by this board shall report to the board known or suspected violations of the laws and regulations governing the practice of substance abuse treatment.

F. Persons licensed by the board shall advise their clients of their right to report to the Department of Health Professions any information of which the licensee may become aware in his professional capacity indicating that there is a reasonable probability that a person licensed or certified as a mental health service provider, as defined in § 54.1-2400.1 of the Code of Virginia, may have engaged in unethical, fraudulent or unprofessional conduct as defined by the pertinent licensing statutes and regulations.

**18VAC115-60-140. Grounds for revocation, suspension, probation, reprimand, censure, or denial of renewal of license.**

A. Action by the board to revoke, suspend, deny issuance or renewal of a license, or take other disciplinary action may be taken in accord with the following:

1. Conviction of a felony, or of a misdemeanor involving moral turpitude, or violation of or aid to another in violating any provision of Chapter 35 (§ 54.1-3500 et seq.) of Title 54.1 of the Code of Virginia, any other statute applicable to the practice of substance abuse treatment, or any provision of this chapter;
2. Procurement of a license, including submission of an application or supervisory forms, by fraud or misrepresentation;
3. Conducting one's practice in such a manner as to make it a danger to the health and welfare of one's clients or to the public, or if one is unable to practice substance abuse treatment with reasonable skill and safety to clients by reason of illness, abusive use of alcohol, drugs, narcotics, chemicals, or other type of material or result of any mental or physical condition;
4. Intentional or negligent conduct that causes or is likely to cause injury to a client;
5. Performance of functions outside the demonstrable areas of competency;
6. Failure to comply with the continued competency requirements set forth in this chapter; or
7. Violating or abetting another person in the violation of any provision of any statute applicable to the practice of licensed substance abuse therapy, or any part or portion of this chapter; or
8. Performance of an act likely to deceive, defraud, or harm the public.

B. Following the revocation or suspension of a license, the licensee may petition the board for reinstatement upon good cause shown or as a result of substantial new evidence having been obtained that would alter the determination reached.

**18VAC115-60-150. Reinstatement following disciplinary action.**

A. Any person whose license has been suspended or who has been denied reinstatement by board order, having met the terms of the order, submit a new application and fee to the board for reinstatement of licensure.

B. The board in its discretion may, after an administrative proceeding, grant the reinstatement sought in subsection A of this section.

# Foreign degree discussion



# FOREIGN EDUCATION REQUIREMENTS FROM OTHER STATES FOR REVIEW

## Oregon:

833-030-0011

### **Educational Requirements for Licensure as a Professional Counselor**

To qualify for licensure as a professional counselor under ORS 675.715(1)(b), an applicant must hold a graduate degree from one of the following:

- (1) A counseling program approved by the Council for Accreditation of Counseling and Related Educational Programs (CACREP) as of the date the degree was conferred;
- (2) A counseling program approved by the Council on Rehabilitation Education (CORE) as of the date the degree was conferred;
- (3) A program at an institution of higher learning that was accredited by a regional accrediting agency as of the date the degree was conferred; or
- (4) A foreign program that has been evaluated by a credentialing body recognized by the Board. Submission of foreign degree evaluation and cost of the foreign degree qualification determination are the responsibility of the applicant.
- (5) A graduate degree under sections (1) or (2) must have included at least two semester credit hours or three credit quarter hours of coursework in the diagnosis of mental disorders.
- (6) A graduate degree under sections (3) or (4) must have included all of the following requirements:
  - (a) At least two years in duration, including at least:
    - (A) 48 semester credit hours or 72 quarter hours for graduate degrees granted before October 1, 2014; or
    - (B) 60 semester credit hours or 90 quarter credit hours for graduate degrees granted on or after October 1, 2014.
  - (b) At least two semester credit hours or three credit quarter hours in each of the following coursework:
    - (A) Counseling Theory;
    - (B) Human Growth and Development;
    - (C) Social and Cultural Foundations;
    - (D) The Helping Relationship;
    - (E) Group Dynamics Processing and Counseling;
    - (F) Lifestyle and Career Development;
    - (G) Diagnosis of mental disorders;
    - (H) Research and Evaluation; and
    - (I) Professional Orientation (Ethics).
  - (c) At least 16 semester hours or 24 quarter hours of supporting coursework for specialty areas; and
  - (d) A supervised clinical practicum or internship experience that:
    - (A) Included at least 600 total clock hours, including 240 direct client contact hours, for graduate degrees granted before October 1, 2014;
    - (B) Included at least 700 total clock hours, including 280 direct client contact hours, for graduate degrees granted on or after October 1, 2014;
    - (C) Had supervisory staff with a minimum of a master's degree in the program emphasis and with pertinent professional experience;
    - (D) Made provision for faculty monitoring of operations;
    - (E) Kept records of student-client contact hours including summary of student progress by the supervisor;
    - (F) Had a written agreement with the program and student specifying learning objectives; and
    - (G) Had a mechanism for program evaluation.
  - (e) Deficiencies in the credit hour requirements of sections (a), (b) or (c) may be remedied by completing graduate level coursework in the deficient area(s) at a regionally accredited institution.
  - (f) For reciprocity applicants only, five years or more of licensed clinical experience in another state may substitute for a maximum of 15 semester or 20 quarter credits of academic education required for licensure. Clinical experience may not substitute for diagnosis training.
  - (g) Deficiencies in the supervised experience requirement of section (d) may be remedied by completion of:

- (A) At least 700 clock hours of supervised clinical experience, including 280 direct client contact hours; or
- (B) At least five years of full-time post-degree clinical experience.

## **Florida:**

491.005.4 Licensure by examination.—

2. If the course title which appears on the applicant's transcript does not clearly identify the content of the coursework, the applicant shall be required to provide additional documentation, including, but not limited to, a syllabus or catalog description published for the course.

Education and training in mental health counseling must have been received in an institution of higher education which at the time the applicant graduated was: fully accredited by a regional accrediting body recognized by the Commission on Recognition of Postsecondary Accreditation; publicly recognized as a member in good standing with the Association of Universities and Colleges of Canada; or an institution of higher education located outside the United States and Canada, which at the time the applicant was enrolled and at the time the applicant graduated maintained a standard of training substantially equivalent to the standards of training of those institutions in the United States which are accredited by a regional accrediting body recognized by the Commission on Recognition of Postsecondary Accreditation. Such foreign education and training must have been received in an institution or program of higher education officially recognized by the government of the country in which it is located as an institution or program to train students to practice as mental health counselors. The burden of establishing that the requirements of this provision have been met shall be upon the applicant, and the board shall require documentation, such as, but not limited to, an evaluation by a foreign equivalency determination service, as evidence that the applicant's graduate degree program and education were equivalent to an accredited program in this country.

## **Texas:**

<u>CHAPTER 681</u>	PROFESSIONAL COUNSELORS
<u>SUBCHAPTER E</u>	ACADEMIC REQUIREMENTS FOR LICENSURE
<u>RULE §681.81</u>	General

- a) The board shall accept as meeting academic requirements, graduate work done at American universities which hold accreditation from accepted regional educational accrediting associations as reported by the American Association of Collegiate Registrars and Admissions Officers.
- (b) Degrees and course work received at foreign universities shall be acceptable only if such course work would be counted as transfer credit by accredited universities as reported by the American Association of Collegiate Registrars and Admissions Officers. Prior to submitting an application for licensure, the potential applicant shall provide the board with documents and evidence to establish that his/her formal education is equivalent to at least a master's degree as required by the License Professional Counselors Licensing Act and Rules and Regulations of the Board, granted by a United States university that is regionally accredited. Documentation must include:
  - (1) an original or certified copy of a diploma or other certificate of graduation;
  - (2) a transcript or comparable document of all course work completed; and
  - (3) a certified translation of all documents submitted in a language other than English.
- (c) If degrees or course work cannot be documented because the foreign university refuses to issue a transcript or other evidence of the degrees or course work, the board may consider, on a case-by-case basis, accepting degrees or course work based on other evidence presented by the foreign graduate applicant.
- (d) The relevance to the licensing requirements of academic courses, the titles of which are not self-explanatory, must be substantiated through course descriptions in official school catalogs or bulletins or by other means such as course syllabi.
- (e) The board shall count no undergraduate level courses taken by an applicant as meeting any academic requirements unless the applicant's official transcript clearly shows that the course was awarded graduate credit by the school.

- (f) The board shall accept no course work which an applicant's transcript indicates was not completed with a passing grade or for credit.
- (g) In evaluating transcripts, the board shall consider a quarter hour of academic credit as two thirds of a semester hour.
- (h) A graduate degree and graduate coursework that was awarded or earned more than 10 years prior to the application date may not be used to fulfill the requirements for licensure unless the applicant has held a license issued by another state, has been counseling in Texas in an exempt setting for at least five years prior to the application date or the board waives this provision. If the board waives this provision, it may require the applicant to comply with additional conditions.

## **Arizona:**

### **R4-6-216. Foreign Equivalency Determination**

The Board shall accept as qualification for licensure a degree from an institution of higher education in a foreign country if the degree is substantially equivalent to the educational standards required in this Chapter for professional counseling, marriage and family therapy, and substance abuse counseling licensure. To enable the Board to determine whether a foreign degree is substantially equivalent to the educational standards required in this Chapter, the applicant shall, at the applicant's expense, have the foreign degree evaluated by an entity approved by the Board.

## **North Carolina:**

### **21 NCAC 53 .0310 FOREIGN DEGREE APPLICANTS**

- (a) Applicants applying for licensure on the basis of a foreign degree shall provide documentation, in addition to all other documents required for licensure, that establishes the following:
  - (1) the existence of the degree granting institution;
  - (2) the authenticity of the degree, transcripts, and any supporting documents;
  - (3) the equivalence of the degree in terms of level of training, content of curriculum, and course credits; and
  - (4) the equivalence of any post-graduate supervised experience obtained in the foreign country.
- (b) Documentation shall be in the form of a course-by-course evaluation of credentials submitted directly to the Board from an evaluation service that is a member of the National Association of Credentials Evaluation Services, Inc. ([www.naces.org](http://www.naces.org)).
- (c) Except as described in Paragraph (b) of this Rule, only official documents shall be submitted in support of the application and shall be received directly from the institution or individual involved.
- (d) When an official document is not available directly from the institution or individual involved, an original document possessed by the applicant may be reviewed and copied by a Board member or designee.
- (e) Any document that is in a language other than English shall be accompanied by a translation with notarized verification of the translation's accuracy and completeness. This translation shall be completed by an individual, other than the applicant, and demonstrates no conflict of interest. The individual providing the translation may be college or university faculty, a translation service, or an American consul.

*Commonwealth of Virginia*



**REGULATIONS**

**GOVERNING THE PRACTICE OF**

**PROFESSIONAL COUNSELING**

**VIRGINIA BOARD OF COUNSELING**

**Title of Regulations: 18 VAC 115-20-10 et seq.**

**Statutory Authority: §§ 54.1-2400 and Chapter 35 of Title 54.1**  
**of the *Code of Virginia***

**Revised Date: March 9, 2017**

9960 Mayland Drive  
Henrico, VA 23233

Phone: (804) 367-4610  
FAX: (804) 527-4435  
email: [coun@dhp.virginia.gov](mailto:coun@dhp.virginia.gov)

## TABLE OF CONTENTS

TABLE OF CONTENTS.....	2
Part I. General Provisions.....	3
18VAC115-20-10. Definitions.....	3
18VAC115-20-20. Fees required by the board. ....	4
18VAC115-20-30. (Repealed.) .....	4
18VAC115-20-35. Sex offender treatment provider certification. ....	4
Part II. Requirements for Licensure. ....	5
18VAC115-20-40. Prerequisites for licensure by examination. ....	5
18VAC115-20-45. Prerequisites for licensure by endorsement.....	5
18VAC115-20-49. Degree program requirements.....	6
18VAC115-20-50. (Expired.) .....	7
18VAC115-20-51. Coursework requirements. ....	7
18VAC115-20-52. Residency requirements. ....	8
18VAC115-20-60. (Repealed.) .....	10
Part III. Examinations. ....	10
18VAC115-20-70. General examination requirements; schedules; time limits. ....	10
18VAC115-20-80. (Repealed.) .....	11
18VAC115-20-90. (Repealed.) .....	11
Part IV. Licensure Renewal; Reinstatement.....	11
18VAC115-20-100. Annual renewal of licensure.....	11
18VAC115-20-105. Continued competency requirements for renewal of a license. ....	11
18VAC115-20-106. Continuing competency activity criteria. ....	12
18 VAC 115-20-107. Documenting compliance with continuing competency requirements.....	14
18VAC115-20-110. Late renewal; reinstatement. ....	14
Part V. Standards of Practice; Unprofessional Conduct; Disciplinary Actions; Reinstatement. ....	15
18VAC115-20-130. Standards of practice. ....	15
18VAC115-20-140. Grounds for revocation, suspension, probation, reprimand, censure, or denial of license. ....	18
18 VAC115-20-150. Reinstatement following disciplinary action.....	18

## **Part I. General Provisions.**

### **18VAC115-20-10. Definitions.**

A. The following words and terms when used in this chapter shall have the meaning ascribed to them in § 54.1-3500 of the Code of Virginia:

"Board"

"Counseling"

"Professional counselor"

B. The following words and terms when used in this chapter shall have the following meanings, unless the context clearly indicates otherwise:

"Ancillary counseling services" means activities such as case management, recordkeeping, referral, and coordination of services.

"Applicant" means any individual who has submitted an official application and paid the application fee for licensure as a professional counselor.

"CACREP" means the Council for Accreditation of Counseling and Related Educational Programs.

"Candidate for licensure" means a person who has satisfactorily completed all educational and experience requirements for licensure and has been deemed eligible by the board to sit for its examinations.

"Clinical counseling services" means activities such as assessment, diagnosis, treatment planning, and treatment implementation.

"Competency area" means an area in which a person possesses knowledge and skill and the ability to apply them in the clinical setting.

"CORE" means Council on Rehabilitation Education.

"Exempt setting" means an agency or institution in which licensure is not required to engage in the practice of counseling according to the conditions set forth in § 54.1-3501 of the Code of Virginia.

"Face-to-face" means the in-person delivery of clinical counseling services for a client.

"Group supervision" means the process of clinical supervision of no more than six persons in a group setting provided by a qualified supervisor.

"Internship" means a formal academic course from a regionally accredited college or university in which supervised, practical experience is obtained in a clinical setting in the application of counseling principles, methods, and techniques.

"Jurisdiction" means a state, territory, district, province, or country that has granted a professional certificate or license to practice a profession, use a professional title, or hold oneself out as a practitioner of that profession.

"Nonexempt setting" means a setting that does not meet the conditions of exemption from the requirements of licensure to engage in the practice of counseling as set forth in § 54.1-3501 of the Code of Virginia.

"Regional accrediting agency" means one of the regional accreditation agencies recognized by the U.S. Secretary of Education responsible for accrediting senior postsecondary institutions.

"Residency" means a postgraduate, supervised, clinical experience registered with the board.

"Resident" means an individual who has submitted a supervisory contract and has received board approval to provide clinical services in professional counseling under supervision.

"Supervision" means the ongoing process performed by a supervisor who monitors the performance of the person supervised and provides regular, documented individual or group consultation, guidance, and instruction that is specific to the clinical counseling services being performed with respect to the clinical skills and competencies of the person supervised.

**18VAC115-20-20. Fees required by the board.**

A. The board has established the following fees applicable to licensure as a professional counselor:

Active annual license renewal	\$130
Inactive annual license renewal	\$65
Initial licensure by examination: Application processing and initial licensure	\$175
Initial licensure by endorsement: Application processing and initial licensure	\$175
Registration of supervision	\$65
Add or change supervisor	\$30
Duplicate license	\$10
Verification of licensure to another jurisdiction	\$30
Late renewal	\$45
Reinstatement of a lapsed license	\$200
Replacement of or additional wall certificate	\$25
Returned check	\$35
Reinstatement following revocation or suspension	\$600

B. All fees are nonrefundable.

C. Examination fees shall be determined and made payable as determined by the board.

**18VAC115-20-30. (Repealed.)**

**18VAC115-20-35. Sex offender treatment provider certification.**

Anyone licensed by the board who is seeking certification as a sex offender treatment provider shall adhere to the Regulations Governing the Certification of Sex Offender Treatment Providers, 18VAC125-30-10 et seq.

## **Part II. Requirements for Licensure.**

### **18VAC115-20-40. Prerequisites for licensure by examination.**

Every applicant for licensure examination by the board shall:

1. Meet the degree program requirements prescribed in 18VAC115-20-49, the course work requirements prescribed in 18VAC115-20-51, and the experience requirements prescribed in 18VAC115-20-52; and
2. Pass the licensure examination specified by the board;
3. Submit the following to the board:
  - a. A completed application;
  - b. Official transcripts documenting the applicant's completion of the degree program and coursework requirements prescribed in 18VAC115-20-49 and 18VAC115-20-51. Transcripts previously submitted for registration of supervision do not have to be resubmitted unless additional coursework was subsequently obtained;
  - c. Verification of Supervision forms documenting fulfillment of the residency requirements of 18VAC115-20-52 and copies of all required evaluation forms, including verification of current licensure of the supervisor if any portion of the residency occurred in another jurisdiction;
  - d. Verification of any other mental health or health professional license or certificate ever held in another jurisdiction;
  - e. The application processing and initial licensure fee as prescribed in 18VAC115-20-20.; and
  - f. A current report from the U.S. Department of Health and Human Services National Practitioner Data Bank (NPDB); and
4. Have no unresolved disciplinary action against a mental health or health professional license or certificate held in Virginia or in another jurisdiction. The board will consider history of disciplinary action on a case-by-case basis.

### **18VAC115-20-45. Prerequisites for licensure by endorsement.**

A. Every applicant for licensure by endorsement shall hold or have held a professional counselor license in another U. S. jurisdiction and shall submit the following:



1. A completed application;
2. The application processing fee and initial licensure fee as prescribed in 18VAC115-20-20;
3. Verification of all mental health or health professional licenses or certificates ever held in any other jurisdiction. In order to qualify for endorsement the applicant shall have no unresolved action against a license or certificate. The board will consider history of disciplinary action on a case-by-case basis;
4. Documentation of having completed education and experience requirements as specified in subsection B of this section;
5. Verification of a passing score on an examination required for counseling licensure in the jurisdiction in which licensure was obtained;
6. A current report from the U.S. Department of Health and Human Services National Practitioner Data Bank (NPDB); and
7. An affidavit of having read and understood the regulations and laws governing the practice of professional counseling in Virginia.

B. Every applicant for licensure by endorsement shall meet one of the following:

1. Educational requirements consistent with those specified in [18VAC115-20-49](#) and [18VAC115-20-51](#) and experience requirements consistent with those specified in [18VAC115-20-52](#);
2. If an applicant does not have educational and experience credentials consistent with those required by this chapter, he shall provide:
  - a. Documentation of education and supervised experience that met the requirements of the jurisdiction in which he was initially licensed as verified by an official transcript and a certified copy of the original application materials; and
  - b. Evidence of post-licensure clinical practice in counseling, as defined in § 54.1-3500 of the Code of Virginia, for 24 of the last 60 months immediately preceding his licensure application in Virginia. Clinical practice shall mean the rendering of direct clinical counseling services or clinical supervision of counseling services; or
3. In lieu of transcripts verifying education and documentation verifying supervised experience, the board may accept verification from the credentials registry of the American Association of State Counseling Boards or any other board-recognized entity.

**18VAC115-20-49. Degree program requirements.**

A. The applicant shall have completed a graduate degree from a program that prepares individuals to practice counseling, as defined in §54.1-3500 of the Code of Virginia, which is offered by a college or university accredited by a regional accrediting agency and which meets the following criteria:

1. There must be a sequence of academic study with the expressed intent to prepare counselors as documented by the institution;
2. There must be an identifiable counselor training faculty and an identifiable body of students who complete that sequence of academic study; and
3. The academic unit must have clear authority and primary responsibility for the core and specialty areas.

B. Programs that are approved by CACREP or CORE are recognized as meeting the requirements of subsection A of this section.

**18VAC115-20-50. (Expired.)**

**18VAC115-20-51. Coursework requirements.**

A. The applicant shall have successfully completed 60 semester hours or 90 quarter hours of graduate study in the following core coursework with a minimum of three semester hours or 4.0 quarter hours in each of subdivisions 1 through 12 of this subsection:

1. Professional counseling identity, function and ethics;
2. Theories of counseling and psychotherapy;
3. Counseling and psychotherapy techniques;
4. Human growth and development;
5. Group counseling and psychotherapy, theories and techniques;
6. Career counseling and development theories and techniques;
7. Appraisal, evaluation and diagnostic procedures;
8. Abnormal behavior and psychopathology;
9. Multicultural counseling, theories and techniques;
10. Research;
11. Diagnosis and treatment of addictive disorders;
12. Marriage and family systems theory; and

13. Supervised internship of at least 600 hours to include 240 hours of face-to-face client contact. Only internship hours earned after completion of 30 graduate semester hours may be counted towards residency hours.

B. If 60 graduate hours in counseling were completed prior to April 12, 2000, the board may accept those hours if they meet the regulations in effect at the time the 60 hours were completed.

**18VAC115-20-52. Residency requirements.**

A. Registration. Applicants who render counseling services shall:

1. With their supervisor, register their supervisory contract on the appropriate forms for board approval before starting to practice under supervision;
2. Have submitted an official transcript documenting a graduate degree as specified in 18VAC115-20-49 to include completion of the coursework and internship requirement specified in 18VAC115-20-51; and
3. Pay the registration fee.

B. Residency requirements.

1. The applicant for licensure shall have completed a 3,400-hour supervised residency in the role of a professional counselor working with various populations, clinical problems and theoretical approaches in the following areas:

- a. Assessment and diagnosis using psychotherapy techniques;
- b. Appraisal, evaluation and diagnostic procedures;
- c. Treatment planning and implementation;
- d. Case management and recordkeeping;
- e. Professional counselor identity and function; and
- f. Professional ethics and standards of practice.

2. The residency shall include a minimum of 200 hours of in-person supervision between supervisor and resident in the consultation and review of clinical counseling services provided by the resident. Supervision shall occur at a minimum of one hour and a maximum of four hours per 40 hours of work experience during the period of the residency. For the purpose of meeting the 200-hour supervision requirement, in-person may include the use of secured technology that maintains client confidentiality and provides real-time, visual contact between the supervisor and the resident. Up to 20 hours of the supervision received during the supervised internship may be counted towards the 200 hours of in-person supervision if the supervision was provided by a licensed professional counselor.

3. No more than half of the 200 hours may be satisfied with group supervision. One hour of group supervision will be deemed equivalent to one hour of individual supervision.

4. Supervision that is not concurrent with a residency will not be accepted, nor will residency hours be accrued in the absence of approved supervision.

5. The residency shall include at least 2,000 hours of face-to-face client contact in providing clinical counseling services. The remaining hours may be spent in the performance of ancillary counseling services.

6. A graduate-level internship in excess of 600 hours, which was completed in a program that meets the requirements set forth in 18VAC115-20-49 may count for up to an additional 300 hours towards the requirements of a residency.

7. The residency shall be completed in not less than 21 months or more than four years. Residents who began a residency before August 24, 2016, shall complete the residency August 24, 2020. An individual who does not complete the residency after four years shall submit evidence to the board showing why the supervised experience should be allowed to continue.

8. The board may consider special requests in the event that the regulations create an undue burden in regard to geography or disability that limits the resident's access to qualified supervision.

9. Residents may not call themselves professional counselors, directly bill for services rendered, or in any way represent themselves as independent, autonomous practitioners or professional counselors. During the residency, residents shall use their names and the initials of their degree, and the title "Resident in Counseling" in all written communications. Clients shall be informed in writing of the resident's status and the supervisor's name, professional address, and phone number.

10. Residents shall not engage in practice under supervision in any areas for which they have not had appropriate education.

11. Residency hours approved by the licensing board in another United States jurisdiction that meet the requirements of this section shall be accepted.

C. Supervisory qualifications. A person who provides supervision for a resident in professional counseling shall:

1. Document two years of post-licensure clinical experience;

2. Have received professional training in supervision, consisting of three credit hours or 4.0 quarter hours in graduate-level coursework in supervision or at least 20 hours of continuing education in supervision offered by a provider approved under 18VAC115-20-106; and

3. Shall hold an active, unrestricted license as a professional counselor, or a marriage and family therapist in the jurisdiction where the supervision is being provided. At least 100 hours of the supervision shall be rendered by a licensed professional counselor. Supervisors who are substance abuse treatment practitioners, school psychologists, clinical psychologists, clinical social workers, or psychiatrists and have been approved to provide supervision may continue to do so until August 24, 2017.

D. Supervisory responsibilities.

1. Supervision by any individual whose relationship to the resident compromises the objectivity of the supervisor is prohibited.

2. The supervisor of a resident shall assume full responsibility for the clinical activities of that resident specified within the supervisory contract for the duration of the residency.

3. The supervisor shall complete evaluation forms to be given to the resident at the end of each three-month period.

4. The supervisor shall report the total hours of residency and shall evaluate the applicant's competency in the six areas stated in subdivision B 1 of this section.

5. The supervisor shall provide supervision as defined in 18VAC115-20-10.

**18VAC115-20-60. (Repealed.)**

**Part III. Examinations.**

**18VAC115-20-70. General examination requirements; schedules; time limits.**

A. Every applicant for initial licensure by examination by the board as a professional counselor shall pass a written examination as prescribed by the board.

B. Every applicant for licensure by endorsement shall have passed a licensure examination in the jurisdiction in which licensure was obtained.

C. A candidate approved to sit for the examination shall pass the examination within two years from the date of such initial approval. If the candidate has not passed the examination by the end of the two-year period here prescribed:

1. The initial approval to sit for the examination shall then become invalid; and

2. The applicant shall file a new application with the board, meet the requirements in effect at that time, and provide evidence of why the board should approve the reapplication for examination. If approved by the board, the applicant shall pass the examination within two

years of such approval. If the examination is not passed within the additional two-year period, a new application will not be accepted.

D. The board shall establish a passing score on the written examination.

E. A candidate for examination or an applicant shall not provide clinical counseling services unless he is under supervision approved by the board.

**18VAC115-20-80. (Repealed.)**

**18VAC115-20-90. (Repealed.)**

#### **Part IV. Licensure Renewal; Reinstatement.**

**18VAC115-20-100. Annual renewal of licensure.**

A. All licensees shall renew licenses on or before June 30 of each year.

B. Every license holder who intends to continue an active practice shall submit to the board on or before June 30 of each year:

1. A completed form for renewal of the license on which the licensee attests to compliance with the continuing competency requirements prescribed in this chapter; and

2. The renewal fee prescribed in 18VAC115-20-20.

C. A licensee who wishes to place his license in an inactive status may do so upon payment of the inactive renewal fee as established in 18VAC115-20-20. No person shall practice counseling in Virginia unless he holds a current active license. A licensee who has placed himself in inactive status may become active by fulfilling the reactivation requirements set forth in 18VAC115-20-110.C.

D. Licensees shall notify the board of a change in the address of record or the public address, if different from the address of record within 60 days. Failure to receive a renewal notice from the board shall not relieve the license holder from the renewal requirement.

E. Practice with an expired license is prohibited and may constitute grounds for disciplinary action.

**18VAC115-20-105. Continued competency requirements for renewal of a license.**

A. Licensed professional counselors shall be required to have completed a minimum of 20 hours of continuing competency for each annual licensure renewal. A minimum of two of these hours shall be in courses that emphasize the ethics, standards of practice or laws governing behavioral science professions in Virginia.

B. The board may grant an extension for good cause of up to one year for the completion of continuing competency requirements upon written request from the licensee prior to the renewal date. Such extension shall not relieve the licensee of the continuing competency requirement.

C. The board may grant an exemption for all or part of the continuing competency requirements due to circumstances beyond the control of the licensee such as temporary disability, mandatory military service, or officially declared disasters.

D. Those individuals dually licensed by this board will not be required to obtain continuing competency for each license. Dually licensed individuals will only be required to provide the hours set out in subsection A of this section or subsection A of 18 VAC 115-50-95 in the Regulations Governing the Practice of Marriage and Family Therapy, or subsection A of 18 VAC 115-60-115 in the Regulations Governing the Practice of Licensed Substance Abuse Treatment Providers.

E. Up to two hours of the 20 hours required for annual renewal may be satisfied through delivery of counseling services, without compensation, to low-income individuals receiving health services through a local health department or a free clinic organized in whole or primarily for the delivery of those services. One hour of continuing education may be credited for three hours of providing such volunteer services, as documented by the health department or free clinic.

**18VAC115-20-106. Continuing competency activity criteria.**

A. Continuing competency activities must focus on increasing knowledge or skills in one or more of the following areas:

1. Ethics, standards of practice or laws governing behavioral science professions;
2. Counseling theory;
3. Human growth and development;
4. Social and cultural foundations;
5. The helping relationship;
6. Group dynamics, processing and counseling;
7. Lifestyle and career development;
8. Appraisal of individuals;
9. Research and evaluation;
10. Professional orientation;
11. Clinical supervision;
12. Marriage and family therapy; or
13. Addictions.

B. Approved hours of continuing competency activity shall be one of the following types:

1. Formally organized learning activities or home study. Activities may be counted at their full hour value. Hours shall be obtained from one or a combination of the following board-approved mental health related activities:

a. Regionally accredited university or college level academic courses in a behavioral health discipline.

b. Continuing education programs offered by universities or colleges.

c. Workshops, seminars, conferences, or courses in the behavioral health field offered by federal, state or local governmental agencies or licensed health facilities and licensed hospitals.

d. Workshops, seminars conferences or courses in the behavioral health field offered by an individual or organization that has been certified or approved by one of the following:

- (1) The International Association of Marriage and Family Counselors and its state affiliates.
- (2) The American Association for Marriage and Family Therapy and its state affiliates.
- (3) The American Association of State Counseling Boards.
- (4) The American Counseling Association and its state and local affiliates.
- (5) The American Psychological Association and its state affiliates.
- (6) The Commission on Rehabilitation Counselor Certification.
- (7) NAADAC, The Association for Addiction Professionals and its state and local affiliates.
- (8) National Association of Social Workers.
- (9) National Board for Certified Counselors.
- (10) A national behavioral health organization or certification body.
- (11) Individuals or organizations that have been approved as continuing competency sponsors by the American Association of State Counseling Boards or a counseling board in another state.
- (12) The American Association of Pastoral Counselors.

2. Individual professional activities.

a. Publication/presentation/new program development

(1) Publication of articles. Activity will count for a maximum of eight hours. Publication activities are limited to articles in refereed journals or a chapter in an edited book.

(2) Publication of books. Activity will count for a maximum of 18 hours.

(3) Presentations. Activity will count for a maximum of eight hours. The same presentations may be used only once in a two-year period. Only actual presentation time may be counted.

(4) New program development. Activity will count for a maximum of eight hours.)New program development includes a new course, seminar, or workshop. New courses shall be graduate or undergraduate level college or university courses.

b. Dissertation. Activity will count for a maximum of 18 hours. Dissertation credit may only be counted once.

c. Clinical supervision/consultation. Activity will count for a maximum of 10 hours. Continuing competency can only be granted for clinical supervision/consultation received on a regular basis with a set agenda. Continuing competency cannot be granted for supervision provided to others.

d. Leadership. Activity will count for a maximum of eight hours. The following leadership positions are acceptable for continuing competency credit: officer of state or national counseling organization; editor and/or reviewer of professional counseling journals; member of state counseling licensure/certification board; member of a national counselor certification board; member of a national ethics disciplinary review committee rendering licenses; active member of a counseling committee producing a substantial written product; chair of a major counseling conference or convention; or other leadership positions with justifiable professional learning experiences. The leadership positions must take place for a minimum of one year after the date of first licensure.



e. Practice related programs. Activity will count up to a maximum of eight hours. The board may allow up to eight contact hours of continuing competency as long as the regulant submits proof of attendance plus a written justification of how the activity assists him in his direct service of his clients. Examples include: language courses, software training, and medical topics, etc.

**18 VAC 115-20-107. Documenting compliance with continuing competency requirements.**

A. All licensees are required to maintain original documentation for a period of two years following renewal.

B. After the end of each renewal period, the board may conduct a random audit of licensees to verify compliance with the requirement for that renewal period.

C. Upon request, a licensee shall provide documentation as follows:

1. To document completion of formal organized learning activities the licensee shall provide:

a. Official transcripts showing credit hours earned; or

b. Certificates of participation.

2. Documentation of home study shall be made by identification of the source material studied, summary of content, and a signed affidavit attesting to completion of the home study.

3. Documentation of individual professional activities shall be by one of the following:

a. Certificates of participation;

b. Proof of presentations made;

c. Reprints of publications;

d. Letters from educational institutions or agencies approving continuing education programs;

e. Official notification from the association that sponsored the item writing workshop or continuing education program; or

f. Documentation of attendance at formal staffing by a signed affidavit on a form provided by the board.

D. Continuing competency hours required by a disciplinary order shall not be used to satisfy renewal requirements.

**18VAC115-20-110. Late renewal; reinstatement.**

A. A person whose license has expired may renew it within one year after its expiration date by paying the late fee prescribed in 18VAC115-20-20 as well as the license renewal fee prescribed for

the year the license was not renewed and providing evidence of having met all applicable continuing competency requirements.

B. A person who fails to renew a license after one year or more and wishes to resume practice shall apply for reinstatement, pay the reinstatement fee for a lapsed license, submit verification of any mental health license he holds or has held in another jurisdiction, if applicable, and provide evidence of having met all applicable continuing competency requirements not to exceed a maximum of 80 hours. The board may require the applicant for reinstatement to submit evidence regarding the continued ability to perform the functions within the scope of practice of the license.

C. A person wishing to reactivate an inactive license shall submit (i) the renewal fee for active licensure minus any fee already paid for inactive licensure renewal; (ii) documentation of continued competency hours equal to the number of years the license has been inactive not to exceed a maximum of 80 hours; and (iii) verification of any mental health license he holds or has held in another jurisdiction, if applicable. The board may require the applicant for reactivation to submit evidence regarding the continued ability to perform the functions within the scope of practice of the license.

## **Part V. Standards of Practice; Unprofessional Conduct; Disciplinary Actions; Reinstatement.**

### **18VAC115-20-130. Standards of practice.**

A. The protection of the public health, safety, and welfare and the best interest of the public shall be the primary guide in determining the appropriate professional conduct of all persons whose activities are regulated by the board. Regardless of the delivery method, whether in person, by phone or electronically, these standards shall apply to the practice of counseling.

B. Persons licensed or registered by the board shall:

1. Practice in a manner that is in the best interest of the public and does not endanger the public health, safety, or welfare;
2. Practice only within the boundaries of their competence, based on their education, training, supervised experience and appropriate professional experience and represent their education training and experience accurately to clients;
3. Stay abreast of new counseling information, concepts, applications and practices which are necessary to providing appropriate, effective professional services;
4. Be able to justify all services rendered to clients as necessary and appropriate for diagnostic or therapeutic purposes;
5. Document the need for and steps taken to terminate a counseling relationship when it becomes clear that the client is not benefiting from the relationship. Document the assistance provided in making appropriate arrangements for the continuation of treatment for clients, when necessary, following termination of a counseling relationship;

6. Make appropriate arrangements for continuation of services, when necessary, during interruptions such as vacations, unavailability, relocation, illness, and disability;

7. Disclose to clients all experimental methods of treatment and inform clients of the risks and benefits of any such treatment. Ensure that the welfare of the clients is in no way compromised in any experimentation or research involving those clients;

8. Neither accept nor give commissions, rebates, or other forms of remuneration for referral of clients for professional services;

9. Inform clients of the purposes, goals, techniques, procedures, limitations, potential risks, and benefits of services to be performed, the limitations of confidentiality, and other pertinent information when counseling is initiated, and throughout the counseling process as necessary. Provide clients with accurate information regarding the implications of diagnosis, the intended use of tests and reports, fees, and billing arrangements;

10. Select tests for use with clients that are valid, reliable and appropriate and carefully interpret the performance of individuals not represented in standardized norms;

11. Determine whether a client is receiving services from another mental health service provider, and if so, refrain from providing services to the client without having an informed consent discussion with the client and having been granted communication privileges with the other professional;

12. Use only in connection with one's practice as a mental health professional those educational and professional degrees or titles that have been earned at a college or university accredited by an accrediting agency recognized by the U. S. Department of Education, or credentials granted by a national certifying agency, and that are counseling in nature; and

13. Advertise professional services fairly and accurately in a manner which is not false, misleading or deceptive.

C. In regard to patient records, persons licensed by the board shall:

1. Maintain written or electronic clinical records for each client to include treatment dates and identifying information to substantiate diagnosis and treatment plan, client progress, and termination;

2. Maintain client records securely, inform all employees of the requirements of confidentiality and provide for the destruction of records which are no longer useful in a manner that ensures client confidentiality;

3. Disclose or release records to others only with the clients' expressed written consent or that of the client's legally authorized representative in accordance with § 32.1-127.1:03 of the Code of Virginia;

4. Ensure confidentiality in the usage of client records and clinical materials by obtaining informed consent from the client or the client's legally authorized representative before (i) videotaping, (ii) audio recording, (iii) permitting third party observation, or (iv) using identifiable client records and clinical materials in teaching, writing or public presentations; and

5. Maintain client records for a minimum of five years or as otherwise required by law from the date of termination of the counseling relationship with the following exceptions:

- a. At minimum, records of a minor child shall be maintained for five years after attaining the age of majority (18 years) or ten years following termination, whichever ever comes later;
- b. Records that are required by contractual obligation or federal law to be maintained for a longer period of time; or
- c. Records that have been transferred to another mental health service provider or given to the client or his legally authorized representative.

D. In regard to dual relationships, persons licensed by the board shall:

1. Avoid dual relationships with clients that could impair professional judgment or increase the risk of harm to clients. (Examples of such relationships include, but are not limited to, familial, social, financial, business, bartering, or close personal relationships with clients.) Counselors shall take appropriate professional precautions when a dual relationship cannot be avoided, such as informed consent, consultation, supervision, and documentation to ensure that judgment is not impaired and no exploitation occurs;
2. Not engage in any type of romantic relationships or sexual intimacies with clients or those included in a collateral relationship with the client and not counsel persons with whom they have had a romantic relationship or sexual intimacy. Counselors shall not engage in romantic relationships or sexual intimacies with former clients within a minimum of five years after terminating the counseling relationship. Counselors who engage in such relationship or intimacy after five years following termination shall have the responsibility to examine and document thoroughly that such relations do not have an exploitive nature, based on factors such as duration of counseling, amount of time since counseling, termination circumstances, client's personal history and mental status, or adverse impact on the client. A client's consent to, initiation of or participation in sexual behavior or involvement with a counselor does not change the nature of the conduct nor lift the regulatory prohibition;
3. Not engage in any romantic relationship or sexual intimacy or establish a counseling or psychotherapeutic relationship with a supervisee or student. Counselors shall avoid any nonsexual dual relationship with a supervisee or student in which there is a risk of exploitation or potential harm to the supervisee or student or the potential for interference with the supervisor's professional judgment; and
4. Recognize conflicts of interest and inform all parties of the nature and directions of loyalties and responsibilities involved.

E. Persons licensed by this board shall report to the board known or suspected violations of the laws and regulations governing the practice of professional counseling.

F. Persons licensed by the board shall advise their clients of their right to report to the Department of Health Professions any information of which the licensee may become aware in his professional

capacity indicating that there is a reasonable probability that a person licensed or certified as a mental health service provider, as defined in § [54.1-2400.1](#) of the Code of Virginia, may have engaged in unethical, fraudulent or unprofessional conduct as defined by the pertinent licensing statutes and regulations.

**18VAC115-20-140. Grounds for revocation, suspension, probation, reprimand, censure, or denial of license.**

A. Action by the board to revoke, suspend, deny issuance or renewal of a license, or take disciplinary action may be taken in accordance with the following:

1. Conviction of a felony, or of a misdemeanor involving moral turpitude, or violation of or aid to another in violating any provision of Chapter 35 (§[54.1-3500](#) et seq.) of Title 54.1 of the Code of Virginia, any other statute applicable to the practice of professional counseling, or any provision of this chapter;
2. Procurement of a license, including submission of an application or supervisory forms, by fraud or misrepresentation;
3. Conducting one's practice in such a manner as to make it a danger to the health and welfare of one's clients or to the public, or if one is unable to practice counseling with reasonable skill and safety to clients by reason of illness, abusive use of alcohol, drugs, narcotics, chemicals, or other type of material or result of any mental or physical condition;
4. Intentional or negligent conduct that causes or is likely to cause injury to a client or clients;
5. Performance of functions outside the demonstrable areas of competency;
6. Failure to comply with continued competency requirements set forth in this chapter; or
7. Violating or abetting another person in the violation of any provision of any statute applicable to the practice of counseling, or any part or portion of this chapter; or
8. Performance of an act likely to deceive, defraud, or harm the public.

B. Following the revocation or suspension of a license, the licensee may petition the board for reinstatement upon good cause shown or as a result of substantial new evidence having been obtained that would alter the determination reached.

**18 VAC115-20-150. Reinstatement following disciplinary action.**

A. Any person whose license has been suspended or who has been denied reinstatement by board order, having met the terms of the order, may submit a new application and fee for reinstatement of licensure.

B. The board in its discretion may, after an administrative proceeding, grant the reinstatement sought in subsection A of this section.

*Commonwealth of Virginia*



**REGULATIONS**  
**GOVERNING THE PRACTICE OF**  
**MARRIAGE AND FAMILY THERAPY**

**VIRGINIA BOARD OF COUNSELING**

**Title of Regulations: 18 VAC 115-50-10 et seq.**

**Statutory Authority: §§ 54.1-2400 and Chapter 35 of Title 54.1  
of the *Code of Virginia***

**Revised Date: March 9, 2017**

9960 Mayland Drive  
Henrico, VA 23233

Phone: (804) 367-4610  
FAX: (804) 527-4435  
email: [coun@dhp.virginia.gov](mailto:coun@dhp.virginia.gov)

## TABLE OF CONTENTS

TABLE OF CONTENTS.....	2
18VAC115-50-10. Definitions.....	3
18VAC115-50-20. Fees. ....	3
18VAC115-50-25. Sex offender treatment provider certification. ....	4
18VAC115-50-30. Application for licensure by examination. ....	4
18VAC115-50-40. Application for licensure by endorsement. ....	5
18VAC115-50-50. Degree program requirements.....	6
18VAC115-50-55. Coursework requirements. ....	6
18VAC115-50-60. Residency requirements. ....	7
18VAC115-50-70. General examination requirements. ....	9
18VAC115-50-80. (Repealed.) ....	10
18VAC115-50-90. Annual renewal of license.....	10
18VAC115-50-95. Continued competency requirements for renewal of a license. ....	10
18VAC115-50-96. Continuing competency activity criteria. ....	11
18VAC115-50-97. Documenting compliance with continuing competency requirements. ....	13
18VAC115-50-100. Late renewal, reinstatement.....	14
18VAC115-50-110. Standards of practice. ....	15
18VAC115-50-120. Disciplinary action. ....	17
18VAC115-50-130. Reinstatement following disciplinary action.....	18

**18VAC115-50-10. Definitions.**

A. The following words and terms when used in this chapter shall have the meaning ascribed to them in §54.1-3500 of the Code of Virginia: (i) "board," (ii) "marriage and family therapy," (iii) "marriage and family therapist," and (iv) "practice of marriage and family therapy."

B. The following words and terms when used in this chapter shall have the following meanings, unless the context clearly indicates otherwise:

"Ancillary counseling services" means activities such as case management, recordkeeping, referral, and coordination of services.

"CACREP" means the Council for Accreditation of Counseling and Related Education Programs.

"COAMFTE" means the Commission on Accreditation for Marriage and Family Therapy Education.

"Clinical marriage and family services" means activities such as assessment, diagnosis, and treatment planning and treatment implementation for couples and families.

"Face-to-face" means the in-person delivery of clinical marriage and family services for a client.

"Internship" means a formal academic course from a regionally accredited university in which supervised practical experience is obtained in a clinical setting in the application of counseling principles, methods, and techniques.

"Internship" means a supervised, planned, practical, advanced experience obtained in the clinical setting observing and applying the principles, methods and techniques learned in training or educational settings.

"Regional accrediting agency" means one of the regional accreditation agencies recognized by the U. S. Secretary of Education as responsible for accrediting senior post-secondary institutions and training programs.

"Residency" means a postgraduate, supervised clinical experience registered with the board.

"Resident" means an individual who has submitted a supervisory contract to the board and has received board approval to provide clinical services in marriage and family therapy under supervision.

"Supervision" means an ongoing process performed by a supervisor who monitors the performance of the person supervised and provides regular, documented, individual or group consultation, guidance and instruction with respect to the clinical skills and competencies of the person or persons being supervised.

**18VAC115-50-20. Fees.**



A. The board has established fees for the following:

Registration of supervision	\$65
Add or change supervisor	\$30
Initial licensure by examination: Processing and initial licensure	\$175
Initial licensure by endorsement: Processing and initial licensure	\$175
Active annual license renewal	\$130
Inactive annual license renewal	\$65
Penalty for late renewal	\$45
Reinstatement of a lapsed license	\$200
Verification of license to another jurisdiction	\$30
Additional or replacement licenses	\$10
Additional or replacement wall certificates	\$25
Returned check	\$35
Reinstatement following revocation or suspension	\$600

B. All fees are nonrefundable.

C. Examination fees shall be determined and made payable as determined by the board.

**18VAC115-50-25. Sex offender treatment provider certification.**

Anyone licensed by the board as a marriage and family therapist who is seeking certification as a sex offender treatment provider shall obtain certification from the Virginia Board of Psychology and adhere to the Regulations Governing the Certification of Sex Offender Treatment Providers, 18VAC125-30-10 et seq.

**18VAC115-50-30. Application for licensure by examination.**

Every applicant for licensure by examination by the board shall:

1. Meet the education and experience requirements prescribed in 18VAC115-50-50, 18VAC115-50-55 and 18VAC115-50-60;
2. Meet the examination requirements prescribed in 18VAC115-50-70;

3. Submit to the board office the following items:

a. A completed application;

b. The application processing and initial licensure fee prescribed in 18VAC115-50-20;

c. Documentation, on the appropriate forms, of the successful completion of the residency requirements of 18VAC115-50-60 along with documentation of the supervisor's out-of-state license where applicable;

d. Official transcript or transcripts submitted from the appropriate institutions of higher education, verifying satisfactory completion of the education requirements set forth in 18VAC115-50-50 and 18VAC115-50-55. Previously submitted transcripts for registration of supervision do not have to be resubmitted unless additional coursework was subsequently obtained;

e. Verification on a board-approved form of any mental health or health out-of-state license, certification, or registration ever held in another jurisdiction; and

f. A current report from the U.S. Department of Health and Human Services National Practitioner Data Bank (NPDB); and

4. Have no unresolved disciplinary action against a mental health or health professional license or certificate held in Virginia or in another jurisdiction. The board will consider history of disciplinary action on a case-by-case basis.

**18VAC115-50-40. Application for licensure by endorsement.**

A. Every applicant for licensure by endorsement shall hold or have held a marriage and family license in another jurisdiction in the United States and shall submit:

1. A completed application;

2. The application processing and initial licensure fee prescribed in 18VAC115-50-20;

3. Documentation of licensure as follows:

a. Verification of all mental health or health professional licenses or certificates ever held in any other jurisdiction. In order to qualify for endorsement the applicant shall have no unresolved action against a license or certificate. The board will consider history of disciplinary action on a case-by-case basis; and

b. Documentation of a marriage and family therapy license obtained by standards specified in subsection B.

4. Verification of a passing score on a marriage and family therapy licensure examination in the jurisdiction in which licensure was obtained;

5. An affidavit of having read and understood the regulations and laws governing the practice of marriage and family therapy in Virginia; and

6. A current report from the U.S. Department of Health and Human Services National Practitioner Data Bank (NPDB).

B. Every applicant for licensure by endorsement shall meet one of the following:

1. Educational requirements consistent with those specified in 18VAC115-50-50 and 18VAC115-50-55 and experience requirements consistent with those specified in 18VAC115-50-60;

2. If an applicant does not have educational and experience credentials consistent with those required by this chapter, he shall provide:

a. Documentation of education and supervised experience that met the requirements of the jurisdiction in which he was initially licensed as verified by an official transcript and a certified copy of the original application materials; and

b. Evidence of clinical practice as a marriage and family therapist for 24 of the last 60 months immediately preceding his licensure application in Virginia. Clinical practice shall mean the rendering of direct clinical services in marriage and family therapy or clinical supervision of marriage and family services; or

3. In lieu of transcripts verifying education and documentation verifying supervised experience, the board may accept verification from the credentials registry of the American Association of State Counseling Boards or any other board-recognized entity.

#### **18VAC115-50-50. Degree program requirements.**

A. The applicant shall have completed a graduate degree from a program that prepares individuals to practice marriage and family therapy as defined in §54.1-3500 of the Code of Virginia from a college or university which is accredited by a regional accrediting agency and which meets the following criteria:

1. There must be a sequence of academic study with the expressed intent to prepare students to practice marriage and family therapy as documented by the institution;

2. There must be an identifiable marriage and family therapy training faculty and an identifiable body of students who complete that sequence of academic study; and

3. The academic unit must have clear authority and primary responsibility for the core and specialty areas.

B. Programs that are approved by CACREP as programs in marriage and family counseling/therapy or by COAMFTE are recognized as meeting the requirements of subsection A of this section.

#### **18VAC115-50-55. Coursework requirements.**

A. The applicant shall have successfully completed 60 semester hours or 90 quarter hours of graduate coursework with a minimum of six semester hours or nine quarter hours completed in each of the core areas identified in subdivisions 1 and 2 of this subsection, and three semester hours or 4.0 quarter hours in each of the core areas identified in subdivisions 3 through 9 of this subsection:

1. Marriage and family studies (marital and family development; family systems theory);
2. Marriage and family therapy (systemic therapeutic interventions and application of major theoretical approaches);
3. Human growth and development across the lifespan;
4. Abnormal behaviors;
5. Diagnosis and treatment of addictive behaviors;
6. Multicultural counseling;
7. Professional identity and ethics;
8. Research (research methods; quantitative methods; statistics);
9. Assessment and treatment (appraisal, assessment and diagnostic procedures); and
10. Supervised internship of at least 600 hours to include 240 hours of direct client contact, of which 200 hours shall be with couples and families. Only internship hours earned after completion of 30 graduate semester hours may be counted towards residency hours..

B. If the applicant holds a current, unrestricted license as a professional counselor, clinical psychologist, or clinical social worker, the board may accept evidence of successful completion of 60 semester hours or 90 quarter hours of graduate study, including a minimum of six semester hours or nine quarter hours completed in marriage and family studies (marital and family development; family systems theory) and six semester hours or nine quarter hours completed in marriage and family therapy (systemic therapeutic interventions and application of major theoretical approaches).

**18VAC115-50-60. Residency requirements.**

A. Registration. Applicants who render marriage and family therapy services shall:

1. With their supervisor, register their supervisory contract on the appropriate forms for board approval before starting to practice under supervision;
2. Have submitted an official transcript documenting a graduate degree as specified in 18VAC115-50-50 to include completion of the coursework and internship requirement specified in 18VAC115-50-55; and
3. Pay the registration fee.

## B. Residency requirements.

1. The applicant shall have completed no fewer than 3,400 hours of supervised residency in the role of a marriage and family therapist, to include 200 hours of in-person supervision with the supervisor in the consultation and review of marriage and family services provided by the resident. For the purpose of meeting the 200 hours of supervision required for a residency, in-person may also include the use of technology that maintains client confidentiality and provides real-time, visual contact between the supervisor and the resident. At least one-half of the 200 hours of supervision shall be rendered by a licensed marriage and family therapist.

a. Residents shall receive a minimum of one hour and a maximum of four hours of supervision for every 40 hours of supervised work experience.

b. No more than 100 hours of the supervision may be acquired through group supervision, with the group consisting of no more than six residents. One hour of group supervision will be deemed equivalent to one hour of individual supervision.

c. Up to 20 hours of the supervision received during the supervised internship may be counted towards the 200 hours of in-person supervision if the supervision was provided by a licensed marriage and family therapist or a licensed professional counselor.

2. The residency shall include documentation of at least 2,000 hours of clinical marriage and family services of which 1,000 hours shall be face-to-face client contact with couples or families or both. The remaining hours may be spent in the performance of ancillary counseling services. For applicants who hold current, unrestricted licensure as a professional counselor, clinical psychologist, or clinical social worker, the remaining hours may be waived.

3. The residency shall consist of practice in the core areas set forth in 18VAC115-50-55.

4. The residency shall begin after the completion of a master's degree in marriage and family therapy or a related discipline as set forth in 18VAC115-50-50.

5. A graduate-level internship in excess of 600 hours, which was completed in a program that meets the requirements set forth in 18VAC115-50-50, may count for up to an additional 300 hours towards the requirements of a residency.

6. The board may consider special requests in the event that the regulations create an undue burden in regard to geography or disability which limits the resident's access to qualified supervision.

7. Residents shall not call themselves marriage and family therapists, directly bill for services rendered, or in any way represent themselves as marriage and family therapists. During the residency, they may use their names, the initials of their degree and the title "Resident in Marriage and Family Therapy." Clients shall be informed in writing of the resident's status, along with the name, address and telephone number of the resident's supervisor.

8. Residents shall not engage in practice under supervision in any areas for which they do not have appropriate education.

9. The residency shall be completed in not less than 21 months or more than four years. Residents who began a residency before August 24, 2016, shall complete the residency by August 24, 2020. An individual who does not complete the residency after four years shall submit evidence to the board showing why the supervised experience should be allowed to continue.

10. Residency hours that are approved by the licensing board in another United States jurisdiction and that meet the requirements of this section shall be accepted.

C. Supervisory qualifications. A person who provides supervision for a resident in marriage and family therapy shall:

1. Hold an active, unrestricted license as a marriage and family therapist; or professional counselor in the jurisdiction where the supervision is being provided;

2. Document two years post-licensure marriage and family therapy experience; and

3. Have received professional training in supervision, consisting of three credit hours or 4.0 quarter hours in graduate-level coursework in supervision or at least 20 hours of continuing education in supervision offered by a provider approved under 18VAC115-50-96. At least one-half of the 200 hours of supervision shall be rendered by a licensed marriage and family therapist. Supervisors who are clinical psychologists, clinical social workers, or psychiatrists and have been approved to provide supervision may continue to do so until August 24, 2017.

D. Supervisory responsibilities.

1. The supervisor shall complete evaluation forms to be given to the resident at the end of each three-month period. The supervisor shall report the total hours of residency and evaluate the applicant's competency to the board.

2. Supervision by an individual whose relationship to the resident is deemed by the board to compromise the objectivity of the supervisor is prohibited.

3. The supervisor shall provide supervision as defined in 18VAC115-50-10 and shall assume full responsibility for the clinical activities of residents as specified within the supervisory contract, for the duration of the residency.

### **18VAC115-50-70. General examination requirements.**

A. All applicants for initial licensure shall pass an examination, with a passing score as determined by the board. The examination is waived for an applicant who holds a current and unrestricted license as a professional counselor issued by the board.

B. The examination shall concentrate on the core areas of marriage and family therapy set forth in subsection A of 18VAC115-50-55.

C. A candidate approved to sit for the examination shall pass the examination within two years from the initial notification date of approval. If the candidate has not passed the examination within two years from the date of initial approval:

1. The initial approval to sit for the examination shall then become invalid; and
2. The applicant shall file a new application with the board, meet the requirements in effect at that time, and provide evidence of why the board should approve the reapplication for examination. If approved by the board, the candidate shall pass the examination within two years of such approval. If the examination is not passed within the additional two-year period, a new application will not be accepted.

D. Applicants or candidates for examination shall not provide marriage and family services unless they are under supervision approved by the board.

**18VAC115-50-80. (Repealed.)**

**18VAC115-50-90. Annual renewal of license.**

A. All licensees shall renew licenses on or before June 30 of each year.

B. All licensees who intend to continue an active practice shall submit to the board on or before June 30 of each year:

1. A completed form for renewal of the license on which the licensee attests to compliance with the continuing competency requirements prescribed in this chapter; and

2. The renewal fee prescribed in 18VAC115-50-20.

C. A licensee who wishes to place his license in an inactive status may do so upon payment of the inactive renewal fee as established in 18VAC115-50-20. No person shall practice marriage and family therapy in Virginia unless he holds a current active license. A licensee who has placed himself in inactive status may become active by fulfilling the reactivation requirements set forth in 18VAC115-50-100 C.

D. Licensees shall notify the board of a change in the address of record or the public address, if different from the address of record within 60 days. Failure to receive a renewal notice from the board shall not relieve the license holder from the renewal requirement.

E. After the renewal date, the license is expired; practice with an expired license is prohibited and may constitute grounds for disciplinary action.

**18VAC115-50-95. Continued competency requirements for renewal of a license.**

A. Marriage and family therapists shall be required to have completed a minimum of 20 hours of continuing competency for each annual licensure renewal. A minimum of two of these hours shall be in courses that emphasize the ethics, standards of practice or laws governing behavioral science professions in Virginia.

B. The board may grant an extension for good cause of up to one year for the completion of continuing competency requirements upon written request from the licensee prior to the renewal date. Such extension shall not relieve the licensee of the continuing competency requirement.

C. The board may grant an exemption for all or part of the continuing competency requirements due to circumstances beyond the control of the licensee such as temporary disability, mandatory military service, or officially declared disasters.

D. Those individuals dually licensed by this board will not be required to obtain continuing competency for each license. Dually licensed individuals will only be required to provide the hours set out in subsection A of this section or subsection A of 18VAC115-20-105 in the Regulations Governing the Practice of Professional Counseling, or subsection A of 18VAC115-60-115 in the Regulations Governing the Practice of Licensed Substance Abuse Treatment Practitioners.

E. Up to two hours of the 20 hours required for annual renewal may be satisfied through delivery of counseling services, without compensation, to low-income individuals receiving health services through a local health department or a free clinic organized in whole or primarily for the delivery of those services. One hour of continuing education may be credited for three hours of providing such volunteer services, as documented by the health department or free clinic.

**18VAC115-50-96. Continuing competency activity criteria.**

A. Continuing competency activities must focus on increasing knowledge or skills in one or more of the following areas:

1. Ethics, standards of practice or laws governing behavioral science professions;
2. Counseling theory;
3. Human growth and development;
4. Social and cultural foundations;
5. The helping relationship;
6. Group dynamics, processing and counseling;
7. Lifestyle and career development;
8. Appraisal of individuals;
9. Research and evaluation;
10. Professional orientation;
11. Clinical supervision;
12. Marriage and family therapy; or
13. Addictions.

B. Approved hours of continuing competency activity shall be one of the following types:



1. Formally organized learning activities or home study. Activities may be counted at their full hour value. Hours shall be obtained from one or a combination of the following board-approved, mental health-related activities:

a. Regionally accredited university or college level academic courses in a behavioral health discipline.

b. Continuing education programs offered by universities or colleges.

c. Workshops, seminars, conferences, or courses in the behavioral health field offered by federal, state, or local governmental agencies or licensed health facilities and licensed hospitals.

d. Workshops, seminars, conferences, or courses in the behavioral health field offered by an individual or organization that has been certified or approved by one of the following:

(1) The International Association of Marriage and Family Counselors and its state affiliates.

(2) The American Association for Marriage and Family Therapy and its state affiliates.

(3) The American Association of State Counseling Boards.

(4) The American Counseling Association and its state and local affiliates.

(5) The American Psychological Association and its state affiliates.

(6) Commission on Rehabilitation Education.

(7) NAADAC, The Association for Addiction Professionals and its state and local affiliates.

(8) National Association of Social Workers.

(9) National Board for Certified Counselors.

(10) A national behavioral health organization or certification body.

(11) Individuals or organizations that have been approved as continuing competency sponsors by the American Association of State Counseling Boards or a counseling board in another state.

(12) The American Association of Pastoral Counselors.

2. Individual professional activities.

a. Publication/presentation/new program development.

(1) Publication of articles. Activity will count for a maximum of eight hours. Publication activities are limited to articles in refereed journals or a chapter in an edited book.

(2) Publication of books. Activity will count for a maximum of 18 hours.

(3) Presentations. Activity will count for a maximum of eight hours. The same presentations may be used only once in a two-year period. Only actual presentation time may be counted.

(4) New program development activity will count for a maximum of eight hours. New program development includes a new course, seminar, or workshop. New courses shall be graduate or undergraduate level college or university courses.

b. Dissertation. Activity will count for a maximum of 18 hours. Dissertation credit may only be counted once.

c. Clinical supervision/consultation. Activity will count for a maximum of 10 hours. Continuing competency can only be granted for clinical supervision/consultation received on a regular basis with a set agenda. Continuing competency cannot be granted for supervision that you provide to others.

d. Leadership. Activity will count for a maximum of eight hours. The following leadership positions are acceptable for continuing competency credit: officers of state or national counseling organization; editor or reviewer of professional counseling journals; member of state counseling licensure/certification board; member of a national counselor certification board; member of a national ethics disciplinary review committee rendering licenses; active member of a counseling committee producing a substantial written product; chair of a major counseling conference or convention; other leadership positions with justifiable professional learning experiences. The leadership positions must take place for a minimum of one year after the date of first licensure.

e. Practice related programs. Activity will count up to a maximum of eight hours. The board may allow up to eight contact hours of continuing competency as long as the regulant submits proof of attendance plus a written justification of how the activity assists him in his direct service of his clients. Examples include language courses, software training, medical topics, etc.

**18VAC115-50-97. Documenting compliance with continuing competency requirements.**

A. All licensees are required to maintain original documentation for a period of two years following renewal.

B. After the end of each renewal period, the board may conduct a random audit of licensees to verify compliance with the requirement for that renewal period.

C. Upon request, a licensee shall provide documentation as follows:

1. To document completion of formal organized learning activities, licensee shall provide:

a. Official transcripts showing credit hours earned; or

b. Certificates of participation.

2. Documentation of home study shall be made by identification of the source material studied, summary of content, and a signed affidavit attesting to completion of the home study.

3. Documentation of individual professional activities shall be by one of the following:

a. Certificates of participation;

b. Proof of presentations made;

c. Reprints of publications;

d. Letters from educational institutions or agencies approving continuing education programs;

e. Official notification from the association that sponsored the item writing workshop or continuing education program; or

f. Documentation of attendance at formal staffing shall be by signed affidavit on a form provided by the board.

D. Continuing competency hours required by a disciplinary order shall not be used to satisfy renewal requirements.

**18VAC115-50-100. Late renewal, reinstatement.**

A. A person whose license has expired may renew it within one year after its expiration date by paying the late fee prescribed in 18VAC115-50-20 as well as the license fee prescribed for the period the license was not renewed and providing evidence of having met all applicable continuing competency requirements.

B. A person seeking reinstatement of a license one year or more after its expiration date must:

1. Apply for reinstatement; and pay the reinstatement fee;

2. Submit documentation of any mental health license he holds or has held in another jurisdiction, if applicable;

3. Submit evidence regarding the continued ability to perform the functions within the scope of practice of the license; if required by the board to demonstrate competency; and

4. Provide evidence of having met all applicable continuing competency requirements not to exceed a maximum of 80 hours obtained within the four years immediately preceding application for reinstatement.

C. A person wishing to reactivate an inactive license shall submit (i) the renewal fee for active licensure minus any fee already paid for inactive licensure renewal and (ii) documentation of continued competency hours equal to the number of years the license has been inactive, not to exceed a maximum of 80 hours, obtained within the four years immediately preceding application

for reinstatement. The board may require additional evidence regarding the person's continued ability to perform the functions within the scope of practice of the license.

**18VAC115-50-110. Standards of practice.**

A. The protection of the public's health, safety and welfare and the best interest of the public shall be the primary guide in determining the appropriate professional conduct of all persons whose activities are regulated by the board. Regardless of the delivery method, whether in person, by phone or electronically, these standards shall apply to the practice of marriage and family therapy.

B. Persons licensed or registered by the board shall:

1. Practice in a manner that is in the best interest of the public and does not endanger the public health, safety, or welfare;
2. Practice only within the boundaries of their competence, based on their education, training, supervised experience and appropriate professional experience and represent their education, training and experience accurately to clients;
3. Stay abreast of new marriage and family therapy information, concepts, applications and practices which are necessary to providing appropriate, effective professional services;
4. Be able to justify all services rendered to clients as necessary and appropriate for diagnostic or therapeutic purposes;
5. Document the need for and steps taken to terminate a counseling relationship when it becomes clear that the client is not benefiting from the relationship. Document the assistance provided in making appropriate arrangements for the continuation of treatment for clients, when necessary, following termination of a counseling relationship;
6. Make appropriate arrangements for continuation of services, when necessary, during interruptions such as vacations, unavailability, relocation, illness, and disability;
7. Disclose to clients all experimental methods of treatment and inform client of the risks and benefits of any such treatment. Ensure that the welfare of the client is not compromised in any experimentation or research involving those clients;
8. Neither accept nor give commissions, rebates or other forms of remuneration for referral of clients for professional services;
9. Inform clients of the purposes, goals, techniques, procedures, limitations, potential risks, and benefits of services to be performed, the limitations of confidentiality, and other pertinent information when counseling is initiated, and throughout the counseling process as necessary. Provide clients with accurate information regarding the implications of diagnosis, the intended use of tests and reports, fees, and billing arrangements;
10. Select tests for use with clients that are valid, reliable and appropriate and carefully interpret the performance of individuals not represented in standardized norms;

11. Determine whether a client is receiving services from another mental health service provider, and if so, refrain from providing services to the client without having an informed consent discussion with the client and having been granted communication privileges with the other professional;

12. Use only in connection with one's practice as a mental health professional those educational and professional degrees or titles that have been earned at a college or university accredited by an accrediting agency recognized by the U. S. Department of Education, or credentials granted by a national certifying agency, and that are counseling in nature; and

13. Advertise professional services fairly and accurately in a manner which is not false, misleading or deceptive.

C. In regard to patient records, persons licensed by the board shall:

1. Maintain written or electronic clinical records for each client to include treatment dates and identifying information to substantiate diagnosis and treatment plan, client progress, and termination;

2. Maintain client records securely, inform all employees of the requirements of confidentiality and provide for the destruction of records which are no longer useful in a manner that ensures client confidentiality;

3. Disclose or release client records to others only with client's expressed written consent or that of their legally authorized representative in accordance with § 32.1-127.1:03 of the Code of Virginia;

4. Ensure confidentiality in the usage of client records and clinical materials by obtaining informed consent from clients or their legally authorized representative before (a) videotaping, (b) audio recording, (c) permitting third party observation, or (d) using identifiable client records and clinical materials in teaching, writing, or public presentations; and

5. Maintain client records for a minimum of five years or as otherwise required by law from the date of termination of the counseling relationship with the following exceptions:

a. At minimum, records of a minor child shall be maintained for five years after attaining the age of majority (18 years) or 10 years following termination, whichever ever comes later;

b. Records that are required by contractual obligation or federal law to be maintained for a longer period of time; or

c. Records that have transferred to another mental health service provider or given to the client or his legally authorized representative.

D. In regard to dual relationships, persons licensed by the board shall:

1. Avoid dual relationships with clients that could impair professional judgment or increase the risk of harm to clients. Examples of such relationships include, but are not limited to, familial, social, financial, business, bartering, or close personal relationships with clients. Marriage and family therapists shall take appropriate professional precautions when a dual relationship cannot be

avoided, such as informed consent, consultation, supervision, and documentation to ensure that judgment is not impaired and no exploitation occurs;

2. Not engage in any type of romantic relationships or sexual intimacies with clients or those included in a collateral relationship with the client and also not counsel persons with whom they have had a sexual intimacy or romantic relationship. Marriage and family therapists shall not engage in romantic relationships or sexual intimacies with former clients within a minimum of five years after terminating the counseling relationship. Marriage and family therapists who engage in such relationship or intimacy after five years following termination shall have the responsibility to examine and document thoroughly that such relations do not have an exploitive nature, based on factors such as duration of counseling, amount of time since counseling, termination circumstances, client's personal history and mental status, or adverse impact on the client. A client's consent to, initiation of or participation in sexual behavior or involvement with a marriage and family therapist does not change the nature of the conduct nor lift the regulatory prohibition;

3. Not engage in any romantic relationships or sexual relationship or establish a counseling or psychotherapeutic relationship with a supervisee or student. Marriage and family therapists shall avoid any nonsexual dual relationship with a supervisee or student in which there is a risk of exploitation or potential harm to the supervisee or student or the potential for interference with the supervisor's professional judgment; and

4. Recognize conflicts of interest and inform all parties of the nature and directions of loyalties and responsibilities involved.

E. Persons licensed by this board shall report to the board known or suspected violations of the laws and regulations governing the practice of marriage and family therapy.

F. Persons licensed by the board shall advise their clients of their right to report to the Department of Health Professions any information of which the licensee may become aware in his professional capacity indicating that there is a reasonable probability that a person licensed or certified as a mental health service provider, as defined in § 54.1-2400.1 of the Code of Virginia, may have engaged in unethical, fraudulent or unprofessional conduct as defined by the pertinent licensing statutes and regulations.

**18VAC115-50-120. Disciplinary action.**

A. Action by the board to revoke, suspend, deny issuance or removal of a license, or take other disciplinary action may be taken in accordance with the following:

1. Conviction of a felony, or of a misdemeanor involving moral turpitude, or violation of or aid to another in violating any provision of Chapter 35 (§ 54.1-3500 et seq.) of Title 54.1 of the Code of Virginia, any other statute applicable to the practice of marriage and family therapy, or any provision of this chapter;

2. Procurement of a license, including submission of an application or supervisory forms, by fraud or misrepresentation;

3. Conducting one's practice in such a manner as to make it a danger to the health and welfare of one's clients or the general public or if one is unable to practice marriage and family therapy with reasonable skill and safety to clients by reason of illness, abusive use of alcohol, drugs, narcotics, chemicals, or other type of material or result of any mental or physical condition;
  4. Intentional or negligent conduct that causes or is likely to cause injury to a client or clients;
  5. Performance of functions outside the demonstrable areas of competency;
  6. Violating or abetting another person in the violation of any provision of any statute applicable to the practice of marriage and family therapy, or any part or portion of this chapter;
  7. Failure to comply with the continued competency requirements set forth in this chapter; or
  8. Performance of an act likely to deceive, defraud, or harm the public.
- B. Following the revocation or suspension of a license, the licensee may petition the board for reinstatement upon good cause shown or as a result of substantial new evidence having been obtained that would alter the determination reached.

**18VAC115-50-130. Reinstatement following disciplinary action.**

- A. Any person whose license has been suspended or who has been denied reinstatement by board order, having met the terms of the order, may submit a new application and fee for reinstatement of licensure.
- B. The board in its discretion may, after an administrative proceeding, grant the reinstatement sought in subsection A of this section.

# Review definitions of required courses



**Board of Counseling  
and  
CACREP  
Council for Accreditation of Counseling & Related Educational  
Programs**

1

**LICENSURE COMPARISON  
LPC**

4/18/2017

# Comparison of LPC BOC and CACREP

2

Virginia Board of Counseling  
Licensure Process Handbook  
Education Requirements

2016 CACREP Standards

## 1. Professional counseling identity, function and ethics –

This course provides a foundation in professional counselor identity and ethical practice, including the study of the history and philosophy of the counseling profession, professional counselor function and credentialing and ethical standards for practice in the counseling profession.

## Section 2, Professional Counseling Identity

### Counseling Curriculum

F. Foundational standards and standards comprising the eight required core curriculum areas.

### **1. PROFESSIONAL COUNSELING ORIENTATION AND ETHICAL PRACTICE**

- a. history and philosophy of the counseling profession and its specialty areas
- b. the multiple professional roles and functions of counselors across specialty areas, and their relationships with human service and integrated behavioral health care systems, including interagency and interorganizational collaboration and consultation
- c. counselors' roles and responsibilities as members of interdisciplinary community outreach and emergency management response teams
- d. the role and process of the professional counselor advocating on behalf of the profession

<http://www.cacrep.org/section-2-professional-counseling-identity/>

# Comparison of LPC BOC and CACREP

3

## Virginia Board of Counseling Licensure Process Handbook Education Requirements

## 2016 CACREP Standards

*continued*

### 1. Professional counseling identity, function and ethics –

*This course provides a foundation in professional counselor identity and ethical practice, including the study of the history and philosophy of the counseling profession, professional counselor function and credentialing and ethical standards for practice in the counseling profession.*

- e. advocacy processes needed to address institutional and social barriers that impede access, equity, and success for clients
- f. professional counseling organizations, including membership benefits, activities, services to members, and current issues
- g. professional counseling credentialing, including certification, licensure, and accreditation practices and standards, and the effects of public policy on these issues
- h. current labor market information relevant to opportunities for practice within the counseling profession
- i. ethical standards of professional counseling organizations and credentialing bodies, and applications of ethical and legal considerations in professional counseling
- j. technology's impact on the counseling profession
- k. strategies for personal and professional self-evaluation and implications for practice
- l. self-care strategies appropriate to the counselor role
- m. the role of counseling supervision in the profession

# Comparison of LPC BOC and CACREP

4

Virginia Board of Counseling  
Licensure Process Handbook  
Education Requirements

2016 CACREP Standards

## 2. Theories of counseling & psychotherapy –

This course provides an overview of the basic tenets and applications of currently preferred theories of counseling and psychotherapy including the study of humanistic, cognitive-behavioral, psychodynamic and post-modern theoretical orientations.

### Section 2, Professional Counseling Identity

#### **F. 5 - COUNSELING AND HELPING RELATIONSHIPS**

- a. theories and models of counseling
- b. a systems approach to conceptualizing clients
- c. theories, models, and strategies for understanding and practicing consultation
- d. ethical and culturally relevant strategies for establishing and maintaining in-person and technology-assisted relationships
- e. the impact of technology on the counseling process
- f. counselor characteristics and behaviors that influence the counseling process
- g. essential interviewing, counseling, and case conceptualization skills
- h. developmentally relevant counseling treatment or intervention plans
- i. development of measurable outcomes for clients
- j. evidence-based counseling strategies and techniques for prevention and intervention
- k. strategies to promote client understanding of and access to a variety of community-based resources

<http://www.cacrep.org/section-2-professional-counseling-identity/>

# Comparison of LPC BOC and CACREP

5

Virginia Board of Counseling  
Licensure Process Handbook  
Education Requirements

2016 CACREP Standards

*continued*

## 2. Theories of counseling & psychotherapy –

*This course provides an overview of the basic tenets and applications of currently preferred theories of counseling and psychotherapy including the study of humanistic, cognitive-behavioral, psychodynamic and post-modern theoretical orientations.*

## Section 2, Professional Counseling Identity

### **F. 5 - COUNSELING AND HELPING RELATIONSHIPS**

- I. suicide prevention models and strategies
- m. crisis intervention, trauma-informed, and community-based strategies, such as Psychological First Aid
- n. processes for aiding students in developing a personal model of counseling

# Comparison of LPC BOC and CACREP

6

Virginia Board of Counseling  
Licensure Process Handbook  
Education Requirements

2016 CACREP Standards

## 3. Counseling & psychotherapy techniques –

This course provides a didactic and experiential overview of basic techniques used in the counseling process including establishing the counseling relationship, setting treatment goals, applying listening and interviewing skills, initiating termination and referral, and recognizing parameters and limitations of the treatment process.

### Section 2, Professional Counseling Identity

*\*\*See Page 4 - COUNSELING AND HELPING RELATIONSHIPS*

*\*\*Exact Comparison Not Found*

# Comparison of LPC BOC and CACREP

7

Virginia Board of Counseling  
Licensure Process Handbook  
Education Requirements

2016 CACREP Standards

## 4. Human growth & development –

This course provides an overview of contemporary theoretical perspectives regarding the nature of developmental needs and tasks from infancy through late adulthood, the influences of development on mental health and dysfunction and the promotion of healthy development across human life span.

## Section 2, Professional Counseling Identity

### **F. 3 - HUMAN GROWTH AND DEVELOPMENT**

- a. theories of individual and family development across the lifespan
- b. theories of learning
- c. theories of normal and abnormal personality development
- d. theories and etiology of addictions and addictive behaviors
- e. biological, neurological, and physiological factors that affect human development, functioning, and behavior
- f. systemic and environmental factors that affect human development, functioning, and behavior
- g. effects of crisis, disasters, and trauma on diverse individuals across the lifespan
- h. a general framework for understanding differing abilities and strategies for differentiated interventions
- j. ethical and culturally relevant strategies for promoting resilience and optimum development and wellness across the lifespan

<http://www.cacrep.org/section-2-professional-counseling-identity/>

# Comparison of LPC BOC and CACREP

8

Virginia Board of Counseling  
Licensure Process Handbook  
Education Requirements

2016 CACREP Standards

## 5. Group counseling and psychotherapy, theories and techniques –

This course provides a didactic and experiential overview of group counseling process and dynamics, contemporary group counseling theories, and group counseling leadership skills including group selection, group formation, group interventions and group evaluation.

## Section 2, Professional Counseling Identity

### **F. 6 - GROUP COUNSELING AND GROUP WORK**

- a. theoretical foundations of group counseling and group work
- b. dynamics associated with group process and development
- c. therapeutic factors and how they contribute to group effectiveness
- d. characteristics and functions of effective group leaders
- e. approaches to group formation, including recruiting, screening, and selecting members
- f. types of groups and other considerations that affect conducting groups in varied settings
- g. ethical and culturally relevant strategies for designing and facilitating groups
- h. direct experiences in which students participate as group members in a small group activity, approved by the program, for a minimum of 10 clock hours over the course of one academic term

<http://www.cacrep.org/section-2-professional-counseling-identity/>



# Comparison of LPC BOC and CACREP

9

Virginia Board of Counseling  
Licensure Process Handbook  
Education Requirements

2016 CACREP Standards

## 6. Career counseling and development theories and techniques –

This course provides an overview of career development and counseling including study of factors influencing career development, contemporary theories of career decision-making, career assessment and group and individual career counseling techniques.

### Section 2, Professional Counseling Identity

#### **F. 4 - CAREER DEVELOPMENT**

- a. theories and models of career development, counseling, and decision making
- b. approaches for conceptualizing the interrelationships among and between work, mental well-being, relationships, and other life roles and factors
- c. processes for identifying and using career, avocational, educational, occupational and labor market information resources, technology, and information systems
- d. approaches for assessing the conditions of the work environment on clients' life experiences
- e. strategies for assessing abilities, interests, values, personality and other factors that contribute to career development
- f. strategies for career development program planning, organization, implementation, administration, and evaluation
- g. strategies for advocating for diverse clients' career and educational development and employment opportunities in a global economy
- h. strategies for facilitating client skill development for career, educational, and life-work planning and management
- i. methods of identifying and using assessment tools and techniques relevant to career planning and decision making
- j. ethical and culturally relevant strategies for addressing career development

<http://www.cacrep.org/section-2-professional-counseling-identity/>

# Comparison of LPC BOC and CACREP

10

Virginia Board of Counseling  
Licensure Process Handbook  
Education Requirements

2016 CACREP Standards

## 7. Appraisal, evaluation & diagnostic procedures –

This course introduces students to the selection, administration; scoring and interpretation of contemporary psychological assessments used

by professional counselors and includes the study of formal and information assessment procedures, basic test statistics, test validity and reliability, and the use of test findings in the counseling process.

## Section 2, Professional Counseling Identity

### F. 7 - ASSESSMENT AND TESTING

- a. historical perspectives concerning the nature and meaning of assessment and testing in counseling
- b. methods of effectively preparing for and conducting initial assessment meetings
- c. procedures for assessing risk of aggression or danger to others, self-inflicted harm, or suicide
- d. procedures for identifying trauma and abuse and for reporting abuse
- e. use of assessments for diagnostic and intervention planning purposes
- f. basic concepts of standardized and non-standardized testing, norm-referenced and criterion-referenced assessments, and group and individual assessments
- g. statistical concepts, including scales of measurement, measures of central tendency, indices of variability, shapes and types of distributions, and correlations
- h. reliability and validity in the use of assessments
- i. use of assessments relevant to academic/educational, career, personal, and social development
- j. use of environmental assessments and systematic behavioral observations
- k. use of symptom checklists, and personality and psychological testing
- l. use of assessment results to diagnose developmental, behavioral, and mental disorders
- m. ethical and culturally relevant strategies for selecting, administering, and interpreting assessment and test results

<http://www.cacrep.org/section-2-professional-counseling-identity/>

# Comparison of LPC BOC and CACREP

11

Virginia Board of Counseling  
Licensure Process Handbook  
Education Requirements

2016 CACREP Standards

## 8. Abnormal behavior and psychopathology –

This course provides students with an overview of the major categories of mental disorders including study of their etiology and progression, their prevalence and impact on individuals and society, their diagnosis according the DSM-V and the use of diagnosis in treatment planning and counseling intervention.

## Section 2, Professional Counseling Identity

*\*\*Exact Comparison Not Found*

# Comparison of LPC BOC and CACREP

12

Virginia Board of Counseling  
Licensure Process Handbook  
Education Requirements

2016 CACREP Standards

## 9. Multicultural counseling, theories and techniques –

This course provides students with an overview of the diverse social and cultural contexts that influence counseling relationships (e.g., culture, race, ethnicity, age, gender, SES, sexual orientation) including the study of current issues and trends in a multicultural society, contemporary theories of multicultural counseling, the impact of oppression and privilege on individuals and groups and personal awareness of cultural assumptions and biases.

## Section 2, Professional Counseling Identity

### **F. 2 - SOCIAL AND CULTURAL DIVERSITY**

- a. multicultural and pluralistic characteristics within and among diverse groups nationally and internationally
- b. theories and models of multicultural counseling, cultural identity development, and social justice and advocacy
- c. multicultural counseling competencies
- d. the impact of heritage, attitudes, beliefs, understandings, and acculturative experiences on an individual's views of others
- e. the effects of power and privilege for counselors and clients
- f. help-seeking behaviors of diverse clients
- g. the impact of spiritual beliefs on clients' and counselors' worldviews
- h. strategies for identifying and eliminating barriers, prejudices, and processes of intentional and unintentional oppression and discrimination

<http://www.cacrep.org/section-2-professional-counseling-identity/>

# Comparison of LPC BOC and CACREP

13

Virginia Board of Counseling  
Licensure Process Handbook  
Education Requirements

2016 CACREP Standards

## 10. Research –

This course provides students with an overview of the principles and processes of performing counseling research including the study of quantitative and qualitative research designs and methods, methods of statistical analysis used in research, and reading and interpreting research results.

## Section 2, Professional Counseling Identity

### **F. 8 - RESEARCH AND PROGRAM EVALUATION**

- a. the importance of research in advancing the counseling profession, including how to critique research to inform counseling practice
- b. identification of evidence-based counseling practices
- c. needs assessments
- d. development of outcome measures for counseling programs
- e. evaluation of counseling interventions and programs
- f. qualitative, quantitative, and mixed research methods
- g. designs used in research and program evaluation
- h. statistical methods used in conducting research and program evaluation
- i. analysis and use of data in counseling
- j. ethical and culturally relevant strategies for conducting, interpreting, and reporting the results of research and/or program evaluation

# Comparison of LPC BOC and CACREP

14

Virginia Board of Counseling  
Licensure Process Handbook  
Education Requirements

2016 CACREP Standards

## 11. Diagnosis and treatment of addictive disorders –

This course provides students with an overview of addictive disorders including the study of contemporary theories of addictive behavior, pharmacological classification of addictive substances, assessment of addictive disorders and currently preferred models of addictions treatment.

## SECTION 5 A: ENTRY-LEVEL SPECIALTY AREAS – ADDICTION COUNSELING

### A. 1 - FOUNDATIONS

- a. history and development of addiction counseling
- b. theories and models of addiction related to substance use as well as behavioral and process addictions
- c. principles and philosophies of addiction-related self-help
- d. principles, models, and documentation formats of biopsychosocial case conceptualization and treatment planning
- e. neurological, behavioral, psychological, physical, and social effects of psychoactive substances and addictive disorders on the user and significant others
- f. psychological tests and assessments specific to addiction counseling

<http://www.cacrep.org/section-5-entry-level-specialty-areas-a-addiction-counseling/>

# Comparison of LPC BOC and CACREP

15

Virginia Board of Counseling  
Licensure Process Handbook  
Education Requirements

2016 CACREP Standards

## 12. Marriage and family systems theory –

This course provides students with an overview of counseling with couples and families include the study of the rationale for family therapy intervention, the dynamics of general systems theory, the states of family life-cycle development, and contemporary theories of family therapy intervention.

### **SECTION 5 F: ENTRY-LEVEL SPECIALTY AREAS – MARRIAGE, COUPLE, AND FAMILY COUNSELING**

Counselor education programs with a specialty area in marriage, couple, and family counseling must document where each of the lettered standards listed below is covered in the curriculum.

#### **F. 1 - FOUNDATIONS**

- a. history and development of marriage, couple, and family counseling
- b. theories and models of family systems and dynamics
- c. theories and models of marriage, couple, and family counseling
- d. sociology of the family, family phenomenology, and family of origin theories
- e. principles and models of assessment and case conceptualization from a systems perspective
- f. assessments relevant to marriage, couple, and family counseling

#### **F. 2 - CONTEXTUAL DIMENSIONS**

#### **F. 3 - PRACTICE**

**\*\*Section is written for students who are preparing to specialize as marriage, couple, and family counselors.**

<http://www.cacrep.org/section-5-entry-level-specialty-areas-marriage-couple-and-family-counseling/>

# Comparison of LPC BOC and CACREP

16

Virginia Board of Counseling  
Licensure Process Handbook  
Education Requirements

2016 CACREP Standards

**13. Supervised internship** of at least 600 hours to include 240 hours of face-to-face direct client contact.

## SECTION 3: PROFESSIONAL PRACTICE

Professional practice, which includes practicum and internship, provides for the application of theory and the development of counseling skills under supervision. These experiences will provide opportunities for students to counsel clients who represent the ethnic and demographic diversity of their community.

### INTERNSHIP

- a. After successful completion of the practicum, students complete 600 clock hours of supervised counseling internship in roles and settings with clients relevant to their specialty area.
- b. Internship students complete at least 240 clock hours of direct service.
- c. Internship students have weekly interaction with supervisors that averages one hour per week of individual and/or triadic supervision throughout the internship, provided by (1) the site supervisor, (2) counselor education program faculty, or (3) a student supervisor who is under the supervision of a counselor education program faculty member.
- d. Internship students participate in an average of 1½ hours per week of group supervision on a regular schedule throughout the internship. Group supervision must be provided by a counselor education program faculty member or a student supervisor who is under the supervision of a counselor education program faculty member.

<http://www.cacrep.org/section-3-professional-practice/>



**Board of Counseling**

**CACREP**

**Council for Accreditation of Counseling & Related Educational Programs**



**LICENSURE COMPARISON**  
**LMFT**

# Comparison of LMFT BOC and CACREP

2

## Virginia Board of Counseling Licensure Process Handbook Education Requirements

## 2016 CACREP Standards

### 1. Marriage and family systems theory –

Marriage and family studies (marital and family development; family systems theory) These courses provide an overview of marriage and family systems theories and techniques. Courses in this area will enable students to conceptualize and distinguish the critical theories and practice in the profession of marriage and family therapy. Courses will be related conceptually to clinical concerns.

***Must include 6 semester hours or 9 quarter hours.***

### SECTION 5 F: ENTRY-LEVEL SPECIALTY AREAS – MARRIAGE, COUPLE, AND FAMILY COUNSELING

Counselor education programs with a specialty area in marriage, couple, and family counseling must document where each of the lettered standards listed below is covered in the curriculum.

#### F. 1 - FOUNDATIONS

- a. history and development of marriage, couple, and family counseling
- b. theories and models of family systems and dynamics
- c. theories and models of marriage, couple, and family counseling
- d. sociology of the family, family phenomenology, and family of origin theories
- e. principles and models of assessment and case conceptualization from a systems perspective
- f. assessments relevant to marriage, couple, and family counseling

#### F. 2 - CONTEXTUAL DIMENSIONS

#### F. 3 - PRACTICE

***\*\*Section is written for students who are preparing to specialize as marriage, couple, and family counselors.***

<http://www.cacrep.org/section-5-entry-level-specialty-areas-marriage-couple-and-family-counseling/>

# Comparison of LMFT BOC and CACREP

3

Virginia Board of Counseling  
Licensure Process Handbook  
Education Requirements

2016 CACREP Standards

## 2. Marriage and family therapy –

Marriage and family therapy (systemic therapeutic interventions and application of major theoretical approaches) These courses address contemporary issues, which include but are not limited to gender, violence, addictions and abuse in the treatment of individuals, couples and families from a relational/systemic perspective and application of major theoretical approaches.

***Must include 6 semester hours or 9 quarter hours.***

## SECTION 5 F: ENTRY-LEVEL SPECIALTY AREAS – MARRIAGE, COUPLE, AND FAMILY COUNSELING

Counselor education programs with a specialty area in marriage, couple, and family counseling must document where each of the lettered standards listed below is covered in the curriculum.

### F. 1 - FOUNDATIONS

- a. history and development of marriage, couple, and family counseling
- b. theories and models of family systems and dynamics
- c. theories and models of marriage, couple, and family counseling
- d. sociology of the family, family phenomenology, and family of origin theories
- e. principles and models of assessment and case conceptualization from a systems perspective
- f. assessments relevant to marriage, couple, and family counseling

### F. 2 - CONTEXTUAL DIMENSIONS

### F. 3 - PRACTICE

***\*\*Section is written for students who are preparing to specialize as marriage, couple, and family counselors.***

<http://www.cacrep.org/section-5-entry-level-specialty-areas-marriage-couple-and-family-counseling/>

# Comparison of LMFT BOC and CACREP

4

Virginia Board of Counseling  
Licensure Process Handbook  
Education Requirements

2016 CACREP Standards

## 3. Human growth & development –

This course provides an overview of contemporary theoretical perspectives regarding the nature of developmental needs and tasks from infancy through late adulthood, the influences of development on mental health and dysfunction and the promotion of healthy development across human life span.

## Section 2, Professional Counseling Identity

### F. 3 - HUMAN GROWTH AND DEVELOPMENT

- a. theories of individual and family development across the lifespan
- b. theories of learning
- c. theories of normal and abnormal personality development
- d. theories and etiology of addictions and addictive behaviors
- e. biological, neurological, and physiological factors that affect human development, functioning, and behavior
- f. systemic and environmental factors that affect human development, functioning, and behavior
- g. effects of crisis, disasters, and trauma on diverse individuals across the lifespan
- h. a general framework for understanding differing abilities and strategies for differentiated interventions
- j. ethical and culturally relevant strategies for promoting resilience and optimum development and wellness across the lifespan

<http://www.cacrep.org/section-2-professional-counseling-identity/>

# Comparison of LMFT BOC and CACREP

5

Virginia Board of Counseling  
Licensure Process Handbook  
Education Requirements

2016 CACREP Standards

**4. Abnormal behavior and psychopathology –**

This course provides students with an overview of the major categories of mental disorders including study of their etiology and progression, their prevalence and impact on individuals and society, their diagnosis according the DSM-V and the use of diagnosis in treatment planning and counseling intervention.

**Section 2, Professional Counseling Identity**

***\*\*Exact Comparison Not Found***

<http://www.cacrep.org/section-2-professional-counseling-identity/>

# Comparison of LMFT BOC and CACREP

6

Virginia Board of Counseling  
Licensure Process Handbook  
Education Requirements

2016 CACREP Standards

## 5 . Diagnosis and treatment of addictive disorders –

This course provides students with an overview of addictive disorders including the study of contemporary theories of addictive behavior, pharmacological classification of addictive substances, assessment of addictive disorders and currently preferred models of addictions treatment.

## SECTION 5 A: ENTRY-LEVEL SPECIALTY AREAS – ADDICTION COUNSELING

### A. 1 - FOUNDATIONS

- a. history and development of addiction counseling
- b. theories and models of addiction related to substance use as well as behavioral and process addictions
- c. principles and philosophies of addiction-related self-help
- d. principles, models, and documentation formats of biopsychosocial case conceptualization and treatment planning
- e. neurological, behavioral, psychological, physical, and social effects of psychoactive substances and addictive disorders on the user and significant others
- f. psychological tests and assessments specific to addiction counseling

<http://www.cacrep.org/section-2-professional-counseling-identity/>

# Comparison of LMFT BOC and CACREP

7

Virginia Board of Counseling  
Licensure Process Handbook  
Education Requirements

2016 CACREP Standards

## 6 . Multicultural counseling, theories and techniques –

This course provides students with an overview of the diverse social and cultural contexts that influence counseling relationships (e.g., culture, race, ethnicity, age, gender, SES, sexual orientation) including the study of current issues and trends in a multicultural society, contemporary theories of multicultural counseling, the impact of oppression and privilege on individuals and groups and personal awareness of cultural assumptions and biases.

## Section 2, Professional Counseling Identity

### F. 2 - SOCIAL AND CULTURAL DIVERSITY

- a. multicultural and pluralistic characteristics within and among diverse groups nationally and internationally
- b. theories and models of multicultural counseling, cultural identity development, and social justice and advocacy
- c. multicultural counseling competencies
- d. the impact of heritage, attitudes, beliefs, understandings, and acculturative experiences on an individual's views of others
- e. the effects of power and privilege for counselors and clients
- f. help-seeking behaviors of diverse clients
- g. the impact of spiritual beliefs on clients' and counselors' worldviews
- h. strategies for identifying and eliminating barriers, prejudices, and processes of intentional and unintentional oppression and discrimination

<http://www.cacrep.org/section-2-professional-counseling-identity/>

# Comparison of LMFT BOC and CACREP

8

Virginia Board of Counseling  
Licensure Process Handbook  
Education Requirements

2016 CACREP Standards

## 7. Professional counseling identity, function and ethics –

This course provides a foundation in professional counselor identity and ethical practice, including the study of the history and philosophy of the counseling profession, professional counselor function and credentialing and ethical standards for practice in the counseling profession.

## Section 2, Professional Counseling Identity

### **Counseling Curriculum**

F. Foundational standards and standards comprising the eight required core curriculum areas.

#### **1. PROFESSIONAL COUNSELING ORIENTATION AND ETHICAL PRACTICE**

- a. history and philosophy of the counseling profession and its specialty areas
- b. the multiple professional roles and functions of counselors across specialty areas, and their relationships with human service and integrated behavioral health care systems, including interagency and interorganizational collaboration and consultation
- c. counselors' roles and responsibilities as members of interdisciplinary community outreach and emergency management response teams
- d. the role and process of the professional counselor advocating on behalf of the profession

<http://www.cacrep.org/section-2-professional-counseling-identity/>



# Comparison of LMFT BOC and CACREP

9

## Virginia Board of Counseling Licensure Process Handbook Education Requirements

## 2016 CACREP Standards *continued*

### 7. Professional counseling identity, function and ethics –

*This course provides a foundation in professional counselor identity and ethical practice, including the study of the history and philosophy of the counseling profession, professional counselor function and credentialing and ethical standards for practice in the counseling profession.*

- e. advocacy processes needed to address institutional and social barriers that impede access, equity, and success for clients
- f. professional counseling organizations, including membership benefits, activities, services to members, and current issues
- g. professional counseling credentialing, including certification, licensure, and accreditation practices and standards, and the effects of public policy on these issues
- h. current labor market information relevant to opportunities for practice within the counseling profession
- i. ethical standards of professional counseling organizations and credentialing bodies, and applications of ethical and legal considerations in professional counseling
- j. technology's impact on the counseling profession
- k. strategies for personal and professional self-evaluation and implications for practice
- l. self-care strategies appropriate to the counselor role
- m. the role of counseling supervision in the profession

<http://www.cacrep.org/section-2-professional-counseling-identity/>

# Comparison of LMFT BOC and CACREP

10

Virginia Board of Counseling  
Licensure Process Handbook  
Education Requirements

2016 CACREP Standards

## 8. Research –

This course provides students with an overview of the principles and processes of performing counseling research including the study of quantitative and qualitative research designs and methods, methods of statistical analysis used in research, and reading and interpreting research results.

## Section 2, Professional Counseling Identity

### **F. 8 - RESEARCH AND PROGRAM EVALUATION**

- a. the importance of research in advancing the counseling profession, including how to critique research to inform counseling practice
- b. identification of evidence-based counseling practices
- c. needs assessments
- d. development of outcome measures for counseling programs
- e. evaluation of counseling interventions and programs
- f. qualitative, quantitative, and mixed research methods
- g. designs used in research and program evaluation
- h. statistical methods used in conducting research and program evaluation
- i. analysis and use of data in counseling
- j. ethical and culturally relevant strategies for conducting, interpreting, and reporting the results of research and/or program evaluation

<http://www.cacrep.org/section-2-professional-counseling-identity/>

# Comparison of LMFT BOC and CACREP

11

Virginia Board of Counseling  
Licensure Process Handbook  
Education Requirements

2016 CACREP Standards

## 9. Appraisal, evaluation & diagnostic procedures (Assessment and Treatment)

This course introduces students to the selection, administration; scoring and interpretation of contemporary psychological assessments used by professional counselors and includes the study of formal and information assessment procedures, basic test statistics, test validity and reliability, and the use of test findings in the counseling process.

## Section 2, Professional Counseling Identity

### **F. 7 - ASSESSMENT AND TESTING**

- a. historical perspectives concerning the nature and meaning of assessment and testing in counseling
- b. methods of effectively preparing for and conducting initial assessment meetings
- c. procedures for assessing risk of aggression or danger to others, self-inflicted harm, or suicide
- d. procedures for identifying trauma and abuse and for reporting abuse
- e. use of assessments for diagnostic and intervention planning purposes
- f. basic concepts of standardized and non-standardized testing, norm-referenced and criterion-referenced assessments, and group and individual assessments
- g. statistical concepts, including scales of measurement, measures of central tendency, indices of variability, shapes and types of distributions, and correlations
- h. reliability and validity in the use of assessments
- i. use of assessments relevant to academic/educational, career, personal, and social development
- j. use of environmental assessments and systematic behavioral observations
- k. use of symptom checklists, and personality and psychological testing
- l. use of assessment results to diagnose developmental, behavioral, and mental disorders
- m. ethical and culturally relevant strategies for selecting, administering, and interpreting assessment and test results

<http://www.cacrep.org/section-2-professional-counseling-identity/>

# Comparison of LMFT BOC and CACREP

12

## Virginia Board of Counseling Licensure Process Handbook Education Requirements

## 2016 CACREP Standards

### **10. Supervised internship**

240 hours of direct client contact of which 200 hours shall be with couples and families.

Only internship hours earned after completion of 30 graduate semester hours may be counted towards residency hours.

### **SECTION 3: PROFESSIONAL PRACTICE**

Professional practice, which includes practicum and internship, provides for the application of theory and the development of counseling skills under supervision. These experiences will provide opportunities for students to counsel clients who represent the ethnic and demographic diversity of their community.

### **INTERNSHIP**

- a. After successful completion of the practicum, students complete 600 clock hours of supervised counseling internship in roles and settings with clients relevant to their specialty area.
- b. Internship students complete at least 240 clock hours of direct service.
- c. Internship students have weekly interaction with supervisors that averages one hour per week of individual and/or triadic supervision throughout the internship, provided by (1) the site supervisor, (2) counselor education program faculty, or (3) a student supervisor who is under the supervision of a counselor education program faculty member.
- d. Internship students participate in an average of 1½ hours per week of group supervision on a regular schedule throughout the internship. Group supervision must be provided by a counselor education program faculty member or a student supervisor who is under the supervision of a counselor education program faculty member.

<http://www.cacrep.org/section-2-professional-counseling-identity/>

# Comparison of LMFT BOC and CACREP

Virginia Board of Counseling  
Licensure Process Handbook  
Education Requirements

2016 CACREP Standards  
*continued*

**8. Supervised internship**

*240 hours of direct client contact of which 200 hours shall be with couples and families.*

*Only internship hours earned after completion of 30 graduate semester hours may be counted towards residency hours.*

**SECTION 5: ENTRY-LEVEL SPECIALTY AREAS – MARRIAGE, COUPLE, AND FAMILY COUNSELING.**

**F. 3 - PRACTICE**

- a. assessment, evaluation, and case management for working with individuals, couples, and families from a systems perspective
- b. fostering family wellness
- c. techniques and interventions of marriage, couple, and family counseling
- d. conceptualizing and implementing treatment, planning, and intervention strategies in marriage, couple, and family counseling
- e. strategies for interfacing with the legal system relevant to marriage, couple, and family counseling

**Board of Counseling**

**COAMFTE**

**Commission on Accreditation for Marriage and Family Therapy Education**



**LICENSURE COMPARISON  
LMFT**

# Comparison of LMFT BOC and COAMFTE

2

Virginia Board of Counseling  
Licensure Process Handbook  
Education Requirements

Version 12.0 Draft COAMFTE Standards

## 1. Marriage and family systems theory –

Marriage and family studies (marital and family development; family systems theory) These courses provide an overview of marriage and family systems theories and techniques. Courses in this area will enable students to conceptualize and distinguish the critical theories and practice in the profession of marriage and family therapy. Courses will be related conceptually to clinical concerns.

**Must include 6 semester hours or 9 quarter hours.**

## Standard IV: Curriculum

### Key Element IV-A: Foundational (*and Advanced*) Curriculum

All accredited programs will have a curriculum and an **application component** consistent with the program's **mission, goals, and outcomes**. The purpose of the **foundational curriculum** with its accompanying **foundational practice component** is to prepare students to practice as CMFTPs.

*(The **advanced curriculum** with its **advanced practical experience component** and emphasis on research focuses on two areas of specialization. The type of program along with the program's mission, goals, and outcomes determine specific requirements regarding implementation of the curriculum and the application component.)*

### FCA 1: Foundational Curriculum

**Foundations of Relational/Systemic Practice, Theories & Models** (Minimum of 6 semester credits/8 quarter credits/90 clock hours).

This area facilitates students developing competencies in the foundations and critical epistemological issues of CMFTPs. It includes the historical development of the relational/systemic perspective and contemporary conceptual foundations of CMFTPs, and early and contemporary models of CMFT, including evidence-based practice and the biopsychosocial perspective.

# Comparison of LMFT BOC and COAMFTE



Virginia Board of Counseling  
Licensure Process Handbook  
Education Requirements

Version 12.0 Draft COAMFTE Standards

## 2. Marriage and family therapy –

Marriage and family therapy (systemic therapeutic interventions and application of major theoretical approaches) These courses address contemporary issues, which include but are not limited to gender, violence, addictions and abuse in the treatment of individuals, couples and families from a relational/systemic perspective and application of major theoretical approaches.

**Must include 6 semester hours or 9 quarter hours**

### Standard IV: Curriculum

#### Key Element IV-A: Foundational (*and Advanced*) Curriculum

All accredited programs will have a curriculum and an **application component** consistent with the program’s **mission, goals, and outcomes**. The purpose of the **foundational curriculum** with its accompanying **foundational practice component** is to prepare students to practice as CMFTPs.

*(The **advanced curriculum** with its **advanced practical experience component** and emphasis on research focuses on two areas of specialization. The type of program along with the program’s mission, goals, and outcomes determine specific requirements regarding implementation of the curriculum and the application component.)*

#### FCA 2: Clinical Treatment with Individuals, Couples and Families

(Minimum of 6 semester credits/8 quarter credits/90 clock hours).

This area facilitates students developing competencies in treatment approaches specifically designed for use with a wide range of diverse individuals, couples, families, including sex therapy, same-sex couples, working with young children, adolescents and elderly, interfaith couples, and includes a focus on evidence-based practice. Programs must include content on crisis intervention.



# Comparison of LMFT BOC and COAMFTE



Virginia Board of Counseling  
Licensure Process Handbook  
Education Requirements

Version 12.0 Draft COAMFTE Standards

### 3. Human growth & development –

This course provides an overview of contemporary theoretical perspectives regarding the nature of developmental needs and tasks from infancy through late adulthood, the influences of development on mental health and dysfunction and the promotion of healthy development across human life span.

### Standard IV: Curriculum

#### Key Element IV-A: Foundational (*and Advanced*) Curriculum

All accredited programs will have a curriculum and an **application component** consistent with the program's **mission, goals, and outcomes**. The purpose of the **foundational curriculum** with its accompanying **foundational practice component** is to prepare students to practice as CMFTPs.

*(The **advanced curriculum** with its **advanced practical experience component** and emphasis on research focuses on two areas of specialization. The type of program along with the program's mission, goals, and outcomes determine specific requirements regarding implementation of the curriculum and the application component.)*

#### FCA 6: Biopsychosocial Health & Development Across the Life Span

(Minimum of 3 Credits/4 quarter credits/45 clock hours) .

This area addresses individual and family development, human sexuality, and bio- psychosocial health across the lifespan.

# Comparison of LMFT BOC and COAMFTE



Virginia Board of Counseling  
Licensure Process Handbook  
Education Requirements

Version 12.0 Draft COAMFTE Standards

## 4. Abnormal behavior and psychopathology –

This course provides students with an overview of the major categories of mental disorders including study of their etiology and progression, their prevalence and impact on individuals and society, their diagnosis according the DSM-V and the use of diagnosis in treatment planning and counseling intervention.

### Standard IV: Curriculum

#### Key Element IV-A: Foundational (*and Advanced*) Curriculum

All accredited programs will have a curriculum and an **application component** consistent with the program's **mission, goals, and outcomes**. The purpose of the **foundational curriculum** with its accompanying **foundational practice component** is to prepare students to practice as CMFTPs.

*(The **advanced curriculum** with its **advanced practical experience component** and emphasis on research focuses on two areas of specialization. The type of program along with the program's mission, goals, and outcomes determine specific requirements regarding implementation of the curriculum and the application component.)*

**\*\*Exact Comparison Not Found**

# Comparison of LMFT BOC and COAMFTE



Virginia Board of Counseling  
Licensure Process Handbook  
Education Requirements

Version 12.0 Draft COAMFTE Standards

## 5 . Diagnosis and treatment of addictive disorders –

This course provides students with an overview of addictive disorders including the study of contemporary theories of addictive behavior, pharmacological classification of addictive substances, assessment of addictive disorders and currently preferred models of addictions treatment.

### Standard IV: Curriculum

#### Key Element IV-A: Foundational (*and Advanced*) Curriculum

All accredited programs will have a curriculum and an **application component** consistent with the program's **mission, goals, and outcomes**. The purpose of the **foundational curriculum** with its accompanying **foundational practice component** is to prepare students to practice as CMFTPs.

*(The **advanced curriculum** with its **advanced practical experience component** and emphasis on research focuses on two areas of specialization. The type of program along with the program's mission, goals, and outcomes determine specific requirements regarding implementation of the curriculum and the application component.)*

#### FCA 7: Systemic/Relational Assessment & Mental Health Diagnosis and Treatment

(Minimum of 3 Credits/4 quarter credits/45 clock hours)

This area facilitates students developing competencies in traditional psycho-diagnostic categories, psychopharmacology, the assessment, diagnosis, and treatment of major mental health issues as well as a wide variety of common presenting problems including addiction, suicide, trauma, abuse, intra-familial violence, and therapy for individuals, couples, and families managing acute chronic medical conditions, utilizing a relational/systemic philosophy.

# Comparison of LMFT BOC and COAMFTE



Virginia Board of Counseling  
Licensure Process Handbook  
Education Requirements

Version 12.0 Draft COAMFTE Standards

## 6 . Multicultural counseling, theories and techniques –

This course provides students with an overview of the diverse social and cultural contexts that influence counseling relationships (e.g., culture, race, ethnicity, age, gender, SES, sexual orientation) including the study of current issues and trends in a multicultural society, contemporary theories of multicultural counseling, the impact of oppression and privilege on individuals and groups and personal awareness of cultural assumptions and biases.

### Standard IV: Curriculum

#### Key Element IV-A: Foundational (*and Advanced*) Curriculum

All accredited programs will have a curriculum and an **application component** consistent with the program’s **mission, goals, and outcomes**. The purpose of the **foundational curriculum** with its accompanying **foundational practice component** is to prepare students to practice as CMFTPs.

*(The **advanced curriculum** with its **advanced practical experience component** and emphasis on research focuses on two areas of specialization. The type of program along with the program’s mission, goals, and outcomes determine specific requirements regarding implementation of the curriculum and the application component.)*

#### FCA 3: Diverse, Multicultural/International &/or Underserved Communities (Minimum of 3 Credits/4 quarter credits/45 clock hours)

This area facilitates students developing competencies in understanding and applying knowledge of diversity, power, privilege and oppression as these relate to race, age, gender, ethnicity, sexual orientation, gender identity, socioeconomic status, disability, health status, religious, spiritual and/or beliefs, nation of origin or other relevant social categories throughout the curriculum. It includes practice with diverse, international, multicultural, marginalized, and/or underserved communities, including LGBT affirmative and anti-racist practices.

# Comparison of LMFT BOC and COAMFTE

8

Virginia Board of Counseling  
Licensure Process Handbook  
Education Requirements

Version 12.0 Draft COAMFTE Standards

## 7. Professional counseling identity, function and ethics –

This course provides a foundation in professional counselor identity and ethical practice, including the study of the history and philosophy of the counseling profession, professional counselor function and credentialing and ethical standards for practice in the counseling profession.

### **Standard IV: Curriculum**

#### **Key Element IV-A: Foundational (*and Advanced*) Curriculum**

All accredited programs will have a curriculum and an **application component** consistent with the program's **mission, goals, and outcomes**. The purpose of the **foundational curriculum** with its accompanying **foundational practice component** is to prepare students to practice as CMFTPs.

*(The **advanced curriculum** with its **advanced practical experience component** and emphasis on research focuses on two areas of specialization. The type of program along with the program's mission, goals, and outcomes determine specific requirements regarding implementation of the curriculum and the application component.)*

#### **FCA 5: Professional Identity, Law, Ethics & Social Responsibility**

*(Minimum of 3 Credits/4 quarter credits/45 clock hours)*

This area addresses the development of a CMFTP Identity and socialization, and facilitates students developing competencies in ethics in CMFTP practice, including understanding and applying the AAMFT Code of Ethics and understanding legal responsibilities.

# Comparison of LMFT BOC and COAMFTE



Virginia Board of Counseling  
Licensure Process Handbook  
Education Requirements

Version 12.0 Draft COAMFTE Standards

## 8. Research –

This course provides students with an overview of the principles and processes of performing counseling research including the study of quantitative and qualitative research designs and methods, methods of statistical analysis used in research, and reading and interpreting research results

### **Standard IV: Curriculum**

#### **Key Element IV-A: Foundational (*and Advanced*) Curriculum**

All accredited programs will have a curriculum and an **application component** consistent with the program's **mission, goals, and outcomes**. The purpose of the **foundational curriculum** with its accompanying **foundational practice component** is to prepare students to practice as CMFTPs.

*(The **advanced curriculum** with its **advanced practical experience component** and emphasis on research focuses on two areas of specialization. The type of program along with the program's mission, goals, and outcomes determine specific requirements regarding implementation of the curriculum and the application component.)*

#### **FCA 4: Research & Evaluation**

(Minimum of 3 Credits/4 quarter credits/45 clock hours)

This area facilitates students developing competencies in CMFTP research and evaluation methods, and in evidence-based practice, including becoming an informed consumer of couple, marriage, and family therapy research. If the program's mission, goals, and outcomes include preparing students for doctoral degree programs, the program must include an increased emphasis on research.

# Comparison of LMFT BOC and COAMFTE

Virginia Board of Counseling  
Licensure Process Handbook  
Education Requirements

Version 12.0 Draft COAMFTE Standards

**9. Appraisal, evaluation & diagnostic procedures  
(Assessment and Treatment)**

This course introduces students to the selection, administration; scoring and interpretation of contemporary psychological assessments used by professional counselors and includes the study of formal and information assessment procedures, basic test statistics, test validity and reliability, and the use of test findings in the counseling process.

**Standard IV: Curriculum**

**Key Element IV-A: Foundational (and Advanced) Curriculum**

All accredited programs will have a curriculum and an **application component** consistent with the program's **mission, goals, and outcomes**. The purpose of the **foundational curriculum** with its accompanying **foundational practice component** is to prepare students to practice as CMFTPs.

*(The **advanced curriculum** with its **advanced practical experience component** and emphasis on research focuses on two areas of specialization. The type of program along with the program's mission, goals, and outcomes determine specific requirements regarding implementation of the curriculum and the application component.)*

**\*\*Exact Comparison Not Found**

# Comparison of LMFT BOC and COAMFTE

## 10. Supervised internship

240 hours of direct client contact of which 200 hours shall be with couples and families.

Only internship hours earned after completion of 30 graduate semester hours may be counted towards residency hours.

### Standard IV: Curriculum

#### Key Element IV-A: Foundational (and Advanced) Curriculum

All accredited programs will have a curriculum and an **application component** consistent with the program's **mission, goals, and outcomes**. The purpose of the **foundational curriculum** with its accompanying **foundational practice component** is to prepare students to practice as CMFTPs.

*(The **advanced curriculum** with its **advanced practical experience component** and emphasis on research focuses on two areas of specialization. The type of program along with the program's mission, goals, and outcomes determine specific requirements regarding implementation of the curriculum and the application component.)*

#### Key Element IV-B: Foundational and Advanced Application Components

##### Foundational Practice Component

- Master's degree programs and post-degree programs that teach the foundational curriculum offer the foundational practice component (practicum and/or internship).



# Comparison of LMFT BOC and COAMFTE

12

## Virginia Board of Counseling Licensure Process Handbook Education Requirements

## Version 12.0 Draft COAMFTE Standards *continued*

### 10. Supervised internship

*240 hours of direct client contact of which 200 hours shall be with couples and families.*

*Only internship hours earned after completion of 30 graduate semester hours may be counted towards residency hours.*

### Standard IV: Curriculum

#### Key Element IV-A: Foundational (*and Advanced*) Curriculum

All accredited programs will have a curriculum and an **application component** consistent with the program's **mission, goals, and outcomes**. The purpose of the **foundational curriculum** with its accompanying **foundational practice component** is to prepare students to practice as CMFTPs.

*(The **advanced curriculum** with its **advanced practical experience component** and emphasis on research focuses on two areas of specialization. The type of program along with the program's mission, goals, and outcomes determine specific requirements regarding implementation of the curriculum and the application component.)*

#### Key Element IV-B: Foundational and Advanced Application Components

##### Foundational Practice Component

- Includes a minimum of 500 clinical contact hours with individuals, couples, families and other systems physically present, 250 of which must be relational. The 500 hours must occur over a minimum of 9 consecutive months. The 500 hours may include a maximum of 100 alternative hours or clinical activity (e.g., couple or family groups, live cases where multiple reflecting teams are involved in working with clients, etc.) which is directly related to the program's mission, outcomes, and goals.

# Comparison of LMFT BOC and COAMFTE

10. Supervised internship

*240 hours of direct client contact of which 200 hours shall be with couples and families.*

*Only internship hours earned after completion of 30 graduate semester hours may be counted towards residency hours.*

**Standard IV: Curriculum**

**Key Element IV-A: Foundational (and Advanced) Curriculum**

All accredited programs will have a curriculum and an **application component** consistent with the program’s **mission, goals, and outcomes**. The purpose of the **foundational curriculum** with its accompanying **foundational practice component** is to prepare students to practice as CMFTPs.

*(The **advanced curriculum** with its **advanced practical experience component** and emphasis on research focuses on two areas of specialization. The type of program along with the program’s mission, goals, and outcomes determine specific requirements regarding implementation of the curriculum and the application component.)*

**Key Element IV-B: Foundational and Advanced Application Components  
Foundational Practice Component**

- The program demonstrates a commitment to relational/systemic-oriented **supervision** provided at the rate of at least one supervision hour for every five clinical contact hours. Supervision can be **individual** (one supervisor with one or two supervisees) or **group** (one supervisor and six or fewer students) and include a minimum of 50 hours of supervision utilizing **observable data**. Supervision must occur in every week that a student practices. Supervision may utilize digital technology in which participants are not in the same location as long as the majority of supervision is with supervisor and supervisee physically present in the same location. Students must have a minimum of two different supervisors, each supervising the student for at least three consecutive months.

# Comparison of LMFT BOC and COAMFTE

10. Supervised internship

*240 hours of direct client contact of which 200 hours shall be with couples and families.*

*Only internship hours earned after completion of 30 graduate semester hours may be counted towards residency hours.*

**Standard IV: Curriculum**

**Key Element IV-A: Foundational (and Advanced) Curriculum**

All accredited programs will have a curriculum and an **application component** consistent with the program's **mission, goals, and outcomes**. The purpose of the **foundational curriculum** with its accompanying **foundational practice component** is to prepare students to practice as CMFTPs.

*(The **advanced curriculum** with its **advanced practical experience component** and emphasis on research focuses on two areas of specialization. The type of program along with the program's mission, goals, and outcomes determine specific requirements regarding implementation of the curriculum and the application component.)*

**Key Element IV-B: Foundational and Advanced Application Components  
Foundational Practice Component**

- The program demonstrates a commitment to relational/systemic-oriented supervision provided at the rate of at least one supervision hour for every five clinical contact hours. Supervision can be individual (one supervisor with one or two supervisees) or group (one supervisor and six or fewer students) and include a minimum of 50 hours of supervision utilizing observable data. Supervision must occur in every week that a student practices. Supervision may utilize digital technology in which participants are not in the same location as long as the majority of supervision is with supervisor and supervisee physically present in the same location. Students must have a minimum of two different supervisors, each supervising the student for at least three consecutive months.

# Comparison of LMFT BOC and COAMFTE

10. Supervised internship

*240 hours of direct client contact of which 200 hours shall be with couples and families.*

*Only internship hours earned after completion of 30 graduate semester hours may be counted towards residency hours.*

**Standard IV: Curriculum**

**Key Element IV-A: Foundational (and Advanced )Curriculum**

All accredited programs will have a curriculum and an **application component** consistent with the program’s **mission, goals, and outcomes**. The purpose of the **foundational curriculum** with its accompanying **foundational practice component** is to prepare students to practice as CMFTPs.

*(The **advanced curriculum** with its **advanced practical experience component** and emphasis on research focuses on two areas of specialization. The type of program along with the program’s mission, goals, and outcomes determine specific requirements regarding implementation of the curriculum and the application component.)*

**Key Element IV-B: Foundational and Advanced Application Components  
Foundational Practice Component**

- Programs have agreements with practice sites that outline the institutions’, the practice sites’ and the students’ responsibilities, and published procedures in place for managing any difficulties with sites, supervisors, or students.

# Discussion on continuing competency requirements for first year renewals

# **Continuing competency requirements for first year renewal comparison**

## **Social Work:**

Newly licensed individuals are not required to document continuing education on the first renewal date following initial licensure.

## **Psychology:**

First-time licensees by examination are not required to verify continuing education on the first renewal date following initial licensure.

## **Medicine:**

A practitioner shall be exempt from the continuing competency requirements for the first biennial renewal following the date of initial licensure in Virginia.

## **Nursing:**

A licensee is exempt from the continued competency requirement for the first renewal following initial licensure by examination or endorsement.

Discussion on deficient  
internship hours for  
LPC, LMFT and  
LSATP

# Internship Requirements by license type

## LPC:

Regulations 18VAC115-20-51(A)(13) Supervised internship of at least 600 hours to include 240 hours of face-to-face client contact. Only internship hours earned after completion of 30 graduate semester hours may be counted towards residency hours.

## LMFT:

Regulations 18VAC115-50-55(A)(10) Supervised internship of at least 600 hours to include 240 hours of direct client contact, of which 200 hours shall be with couples and families. Only internship hours earned after completion of 30 graduate semester hours may be counted towards residency hours.

## LSATP:

Regulations 18VAC115-60-70(D) The applicant shall have completed a supervised internship of 600 hours to include 240 hours of direct client contact, of which 200 hours shall be in treating substance abuse-specific treatment problems. Only internship hours earned after completion of 30 graduate semester hours may be counted towards residency hours.