

Board of Behavioral Sciences
PROPOSED REGULATORY CHANGES TO
SUPERVISION-RELATED REQUIREMENTS

TITLE 16, CALIFORNIA CODE OF REGULATIONS

Add § 1815.8. DOCUMENTATION OF SUPERVISED EXPERIENCE: DECEASED OR INCAPACITATED SUPERVISOR.

(a) The Board will accept satisfactory proof of completed hours of supervised experience that has not been signed by the supervisor, if the supervisor is deceased or incapacitated. Satisfactory proof includes, but is not limited to, all of the following:

(1) Evidence that the supervisor is deceased or incapacitated.

(2) All supervision documentation which had previously been signed by the supervisor.

(3) Documentation from the employer verifying the employment of the supervisor and supervisee; or, if the supervisor was not employed by the organization, the written oversight agreement executed between the supervisor and the organization.

Note: Authority cited: Section 4990.20, Business and Professions Code. Reference: Sections 4980.35, 4980.40, 4980.43, 4980.60, 4996.23, 4999.46 and 4999.48, Business and Professions Code.

Amend § 1820. ~~EXPERIENCE.~~ SUPERVISED EXPERIENCE: REQUIRED DOCUMENTATION.

~~(a) In order for experience to qualify under section 4999.50(a)(2) of the Code, it must have been gained in accordance with sections 4999.44 through 4999.47 of the Code and the regulations contained in this article.~~

~~(b) The term "supervision", as used in this article, includes ensuring that the extent, kind, and quality of counseling performed is consistent with the education, training, and experience of the person being supervised; reviewing client/patient records, monitoring and evaluating assessment, diagnosis, and treatment decisions of the associate; monitoring and evaluating the ability of the associate to provide services at the site(s) where he or she will be practicing and to the particular clientele being served; and ensuring compliance with laws and regulations governing the practice of professional clinical counseling. Supervision shall include that amount of direct observation, or review of audio or video tapes of counseling, as deemed appropriate by the supervisor.~~

~~(c) The term "clinical setting," as used in this article means any setting that meets all the following requirements:~~

~~(1) Lawfully and regularly provides mental health counseling or psychotherapy; and,~~

~~(2) Provides oversight to ensure that the associate's work at the setting meets the experience and supervision requirements set forth in Chapter 16 (Commencing with Section 4999.10) of Division 2 of the Business and Professions Code and is within the scope of practice of the profession as specified therein.~~

~~(d) The term "community mental health setting," as used in section 4999.46 of the Code, means a clinical setting that meets all of the following requirements:~~

- ~~(1) Lawfully and regularly provides mental health counseling or psychotherapy;~~
- ~~(2) Clients routinely receive psychopharmacological interventions in conjunction with psychotherapy, counseling, or other psycho-social interventions;~~
- ~~(3) Clients receive coordinated care that includes the collaboration of mental health providers; and,~~
- ~~(4) Is not a private practice owned by a licensed professional clinical counselor, licensed marriage and family therapist, a licensed psychologist, a licensed clinical social worker, a licensed physician or surgeon, a professional corporation of any of these licensed professions or a corporation of unlicensed individuals.~~

~~(e) Supervision shall be credited only upon the following conditions:~~

~~(1) During each week in which experience is claimed and for each work setting in which experience is gained, an applicant or associate shall have at least one (1) hour of one-on-one, individual, face-to-face supervisor contact or two (2) hours of face-to-face supervisor contact in a group of not more than eight (8) persons receiving supervision. No more than six (6) hours of supervision, whether individual or group, shall be credited during any single week.~~

~~(2) The applicant or associate shall have received at least one (1) hour of one-on-one, individual, face-to-face supervisor contact per week for a minimum of fifty-two (52) weeks.~~

~~(3) In a setting which is not a private practice, the authorized supervisor may be employed by the applicant's employer on either a paid or a voluntary basis. If such employment is on a voluntary basis, a written agreement must be executed between the supervisor and the organization, prior to commencement of supervision, in which the supervisor agrees to ensure that the extent, kind, and quality of counseling performed by the associate is consistent with the associate's training, education, and experience, and is appropriate in extent, kind, and quality. The agreement shall contain an acknowledgment by the employer that the employer:~~

- ~~(A) Is aware of the licensing requirements that must be met by the associate and agrees not to interfere with the supervisor's legal and ethical obligations to ensure compliance with those requirements; and~~
- ~~(B) Agrees to provide the supervisor access to clinical records of the clients counseled by the associate.~~

(a) Pursuant to section 4999.46.4 of the Code, in a setting which is not a private practice, a written oversight agreement shall be executed between the supervisor and the employer when the supervisor is not employed by the supervisee's employer or is a volunteer.

(1) The written oversight agreement shall be executed and signed prior to commencement of supervision and shall be submitted to the Board upon application for licensure.

(2) The agreement shall contain a statement from the supervisor agreeing to ensure that the extent, kind, and quality of counseling performed by the supervisee is consistent with the supervisee's training, education, and experience, and is appropriate in extent, kind, and quality.

(3) The agreement shall contain an acknowledgment by the employer that the employer:

(A) Is aware of the licensing requirements that must be met by the supervisee and that the employer agrees not to interfere with the supervisor's legal and ethical obligations to ensure compliance with those requirements;

(B) Agrees to provide the supervisor access to clinical records of the clients counseled by the supervisee; and

(C) Is aware that the supervisor will be providing clinical guidance and direction to the supervisee in order to ensure compliance with the standards of practice of the profession, which include legal requirements and professional codes of ethics, and agrees not to interfere with this process.

(b) Effective January 1, 2022, supervisors shall complete and submit a self-assessment report pertaining to the licensee's qualifications to be a supervisor, as specified in section 1821.

(c) (1) Within 60 days of the commencement of any supervision, the supervisor and supervisee shall sign a supervision agreement under penalty of perjury. The original signed supervisory agreement shall be retained by the supervisee and submitted to the Board with the supervisee's application for licensure.

(2) A supervisor and a supervisee who are in a supervisory relationship that existed prior to [OAL to insert effective date of regulation] are not required to complete a supervision agreement. The supervisee shall instead submit the previously required signed supervisor responsibility statement with the application for licensure.

(3) The supervision agreement shall include all of the following:

(A) The licensee's qualifications to be a supervisor as specified in section 1821, and in section 4999.12 of the Code.

(B) The supervisor affirms an understanding of the requirements pertaining to registration of the supervisee, acceptable supervision practices, work settings, supervisee employment and oversight of supervisees as specified in sections 4999.46.1, 4999.46.2, 4999.46.3 and 4999.46.4 of the Code.

(C) The supervisor affirms an understanding of the requirements pertaining to direct supervisor contact as specified in section 4999.46.2 of the Code.

(D) The supervisor affirms an understanding of the supervision documentation

required by this section and the Board's right to audit a supervisor's compliance with the requirements specified in this article and in the Code.

(E) The supervisee affirms an understanding of all of the following:

(i) Requirements pertaining to registration as an associate as specified in section 4999.46 of the Code.

(ii) The supervisee's supervisor must hold a current and active California license that is not under suspension or probation while supervising in order for hours to count toward licensure as specified in section 1821, and in section 4999.12 of the Code.

(iii) Requirements pertaining to documentation of completed supervised experience as specified in this section.

(iv) Prohibited practices pertaining to employment and supervisory relationships as specified in section 4999.46.3 of the Code.

(v) The age limit pertaining to experience hours as specified in section 4999.46 of the Code.

(F) A supervisory plan that describes the goals and objectives of supervision, and whereby the supervisor affirms an understanding of the responsibilities pertaining to monitoring and evaluating the supervisee as specified in section 1821, and in section 4999.12 of the Code. This plan shall be developed collaboratively by the supervisor and supervisee.

~~(4)(d) The applicant or associate maintains~~ supervisee shall maintain a record weekly log of all hours of experience gained toward licensure ~~on the weekly summary form specified below.~~ The ~~record log~~ of hours must be signed by the supervisor on a weekly basis. ~~An associate~~ The supervisee shall retain all ~~weekly summary forms~~ the signed logs until such time as the ~~applicant~~ supervisee is licensed by the board. The board shall have the right to require an applicant for licensure to submit all or such portions of the ~~weekly summary forms log~~ as it deems necessary to verify hours of experience. The log shall include all of the following:

~~(A) If the applicant is gaining experience to comply with section 4999.46(a) of the Code, the applicant shall use the "Weekly Summary of Experience Hours for Associate Professional Clinical Counselors Option 1 - Streamlined Method" (Form No. 37A-639, New 08/2018), hereby incorporated by reference.~~

~~(B) If the applicant is gaining experience to comply with section 4999.46(b) of the Code, the applicant shall use the "Weekly Summary of Experience Hours for Associate Professional Clinical Counselors Option 2 - Multiple Category Method" (Form No. 37A-645, Revised 08/2018), hereby incorporated by reference.~~

(1) The name and address of the supervisee's work setting.

(2) Hours of experience gained per category each week.

(3) Total hours gained per week and in each category overall.

(e) Completed hours of experience shall be documented at the completion or termination of supervision. Such documentation shall be submitted to the Board by the supervisee upon application for licensure and shall include all of the following:

- (1) The supervisor's telephone number, and the supervisor's license information.
- (2) The supervisee's employer's name, address and telephone number.
- (3) Whether the supervisee's work setting complies with sections 4999.46.3 and 4999.46.4 of the Code.
- (4) Documentation of employment or volunteer status, as specified in section 4999.46.3 of the Code.
- (5) The applicant's accumulated hours of experience broken down by category.
- (6) The amount and type of supervision provided to the applicant.
- (7) The dates during which the experience was gained.
- (8) The supervisor's signature under penalty of perjury.

~~(f) When an associate employed in private practice is supervised by someone other than the employer, the supervisor must be employed by and practice at the same site(s) as the associate's employer.~~

Note: Authority cited: ~~Sections~~ Section 4990.20, 4999.48 and 4999.50, Business and Professions Code. Reference: Sections 4999.12, 4999.44, 4999.45, 4999.46 and 4999.47, 4999.46, 4999.46.1, 4999.46.2, 4999.46.3, 4999.46.4, 4999.48 and 4999.50, Business and Professions Code.

Add § 1820.3. PLACEMENT BY TEMPORARY STAFFING AGENCIES.

(a) A "temporary staffing agency" is defined as an agency that locates positions for individuals seeking temporary work, and fills vacancies for agencies seeking individuals to perform work on a temporary basis.

(b) A "contracting agency" is defined as an agency where a supervisee has been placed by a temporary staffing agency.

(c) The following provisions apply to a supervisee who has been placed by a temporary staffing agency:

(1) The supervisee shall only perform mental health and related services at the places where the contracting agency permits business to be conducted.

(2) Notwithstanding section 1821, the written oversight agreement shall be between the contracting agency and the supervisor; and, in cases where the supervisor is an employee of the contracting agency, no written agreement shall be required.

(d) The employer of a supervisee who has been placed by a temporary staffing agency shall issue a W-2 tax form, or shall provide the employee with a letter verifying volunteer status as required in section 4999.46.3 of the Code.

Note: Authority cited: Section 4990.20, Business and Professions Code. Reference: Sections 4999.46.3, 4999.46.4 and 4999.48, Business and Professions Code.

Amend § 1820.5. EXEMPTIONS FOR WORKING WITH COUPLES OR FAMILIES. ASSESSMENT OR TREATMENT OF COUPLES AND FAMILIES: EXEMPTIONS AND SUPERVISED EXPERIENCE.

(a) Clinical counselor trainees, as defined in section 4999.12, shall be exempt from section 4999.20 (a)(3) of the Code if the trainee is gaining supervised practicum experience to comply with sections 4999.32(c)(3)(I), or 4999.33(c)(3)(K) of the Code.

(b) Trainees may not count supervised experience with ~~couples or families~~ couples, families, or children toward the requirements of section 4999.20(a)(3) of the Code.

(c) Associate professional clinical ~~counselors~~ counselors, applicants for associate registration as described in section 4999.46(b) of the Code, and licensees shall be exempt from the scope of practice restrictions set forth in section 4999.20(a)(3) of the Code if the ~~associate or licensee meets~~ individual meets all of the following requirements:

(1) Is gaining supervised experience to comply with section 4999.20(a)(3)(B) or 4999.46(b)(2) of the Code.

(2) The supervised experience is gained under the direct supervision of a licensee who meets the definition of an “~~approved~~ supervisor” as described in section 4999.12(h) of the Code. If the supervisor is a licensed professional clinical counselor, ~~he or she~~ they must also meet all requirements specified in section 4999.20(a)(3) of the Code. A supervisor who is a licensed clinical social worker, licensed psychologist, or licensed physician who is board certified in psychiatry, shall have sufficient education and experience in treating couples and families to competently practice ~~couples~~ couple and family therapy in California.

(d) Professional clinical counselor associates, applicants for associate registration as described in section 4999.46(b) of the Code, and licensees gaining experience with couples, families, or children toward meeting the requirements of section 4999.20(a)(3)(B) of the Code, shall be supervised by a licensee who meets the qualifications of subsection (c)(2).

~~(d)~~(e) Collateral consultation may be provided to a family of an individual who is being treated by an LPCC or associate who does not meet the requirements of section 4999.20(a)(3) of the Code, and who is not working under supervision toward meeting the requirements of section 4999.20(a)(3) of the Code. Collateral contact with the family may include, but is not limited to, treatment planning, recommending resources, monitoring progress, or termination and aftercare planning.

Note: Authority cited: Section 4990.20, Business and Professions Code. Reference: Sections ~~4999.12, 4999.20, 4999.32 and 4999.33~~, 4999.32, 4999.33 and 4999.46, Business and Professions Code.

Amend § 1821. REQUIREMENTS FOR SUPERVISORS.

(a) Any person supervising an ~~associate~~ associate, or an applicant for ~~associate~~ registration as described in section 4999.46(b) of the Code, (hereinafter "supervisor") within California shall comply with the requirements set forth in this section.

~~(b) Prior to the commencement of any counseling or supervision, the supervisor shall sign under penalty of perjury the "Responsibility Statement for Supervisors of an Associate Professional Clinical Counselor" (Form No. 37A-643, Revised 01/2020), hereby incorporated by reference, requiring that:~~

~~(1) The supervisor possesses and maintains a current and active California license as either a licensed professional clinical counselor, licensed marriage and family therapist, licensed clinical social worker, licensed educational psychologist, licensed psychologist, or physician who is certified in psychiatry as specified in section 4999.12(h) of the Code Code, and meets all other qualifications specified in section 4999.12(h) of the Code.~~

~~(2) The supervisor has held an active California or out-of-state license listed in subsection (1) for at least two years within the five-year period immediately preceding any supervision.~~

~~(3)~~(2) A supervisor who is not a licensed as a professional clinical counselor, shall have sufficient experience, training, and education in professional clinical counseling to competently practice professional clinical counseling in California. A supervisor who is a licensed educational psychologist shall only supervise the provision of educationally related mental health services consistent with the scope of practice of an educational psychologist.

~~(4)~~(3) The supervisor shall be competent in the areas of clinical practice and techniques being supervised, and shall keep ~~The supervisor keeps himself or herself~~ informed of developments in professional clinical counseling and in California law governing the practice of professional clinical counseling.

(4) The supervisor shall self-monitor for and address supervision dynamics such as, but not limited to, countertransference, intrapsychic, interpersonal, or trauma-related issues that may affect supervision.

(5) The supervisor ~~has and maintains a current license in good standing and will~~ immediately notify the ~~associate~~ supervisee of any disciplinary action, including revocation or suspension, even if stayed, probation terms, inactive license status, or any lapse in licensure that affects the supervisor's ability or right to practice or supervise.

~~(6) The supervisor has practiced psychotherapy, provided psychological counseling pursuant to subdivision (e) of section 4989.14 of the Code, or provided direct clinical supervision of psychotherapy performed by marriage and family therapist trainees, associate marriage and family therapists, associate professional clinical counselors, or associate clinical social workers for at least two (2) years within the five (5) year period immediately preceding any supervision. Supervision of psychotherapy performed by a social work intern or a professional clinical counselor trainee shall be accepted if the supervision provided is substantially equivalent to the supervision required for registrants.~~

~~(7)~~(6) The supervisor has had sufficient experience, training, and education in the area of clinical supervision to competently supervise associates. Persons licensed by the board who provide supervision shall complete the minimum supervision training or coursework specified in section 1821.3.

~~(A) Persons licensed by the board who provide supervision shall complete a minimum of six (6) hours of supervision training or coursework in each renewal period while providing supervision. This training or coursework may apply towards the continuing education requirements set forth in sections 4980.54, 4996.22, and 4999.76 of the Code.~~

~~(B) Persons licensed by the board who provide supervision and who have not met requirements of subsection (A), shall complete a minimum of six (6) hours of supervision training or coursework within sixty (60) days of commencement of supervision.~~

~~(8)~~(7) The supervisor knows and understands the laws and regulations pertaining to both the supervision of associates and the experience required for licensure as a professional clinical counselor.

~~(9) The supervisor shall ensure that the extent, kind, and quality of counseling performed by the associate is consistent with the education, training, and experience of the associate.~~

~~(10)~~(8) The supervisor shall monitor and evaluate the extent, kind, and quality of counseling performed by the associate supervisee by direct observation, review of audio or video tapes of therapy, review of progress and process notes and other treatment records, or by any other means deemed appropriate by the supervisor as specified in sections 4999.12(m) and 4999.46.1 of the Code.

~~(9)~~ The supervisor shall complete an assessment of the ongoing strengths and limitations of the supervisee at least once a year and at the completion or termination of supervision. The supervisor shall provide the supervisee with a copy of all assessments.

~~(11)~~(10) The supervisor shall address with the associate the manner in which emergencies will be handled establish written procedures for supervisees to contact

the supervisor, or, in the supervisor's absence, procedures for contacting an alternative on-call supervisor to assist supervisees in handling crises and emergencies. The supervisor shall provide these procedures to the supervisee prior to the commencement of supervision.

(11) If the supervisor is a licensed professional clinical counselor who is supervising a licensee, an associate professional clinical counselor or an applicant for associate registration as described in section 4999.46(b) of the Code who is seeking experience to assess and treat couples or families in compliance with section 4999.20(a)(3)(B) of the Code, then the supervisor shall meet the additional training and education requirements specified in section 4999.20(a)(3) of the Code.

~~(c) Each supervisor shall provide the associate with the original signed "Responsibility Statement for Supervisors of an Associate Professional Clinical Counselor" (Form No. 37A-643, Revised 01/2020), prior to the commencement of any counseling or supervision. Associates shall provide the board with the signed "Responsibility Statement for Supervisors of an Associate Professional Clinical Counselor" (Form No. 37A-643, Revised 01/2020) from each supervisor upon application for licensure.~~

~~(d)(b) A supervisor shall give at least one (1) week's prior written notice to an associate supervisee of the supervisor's intent not to sign for any further hours of experience for such person. A supervisor who has not provided such notice shall sign for hours of experience obtained in good faith where such supervisor actually provided the required supervision.~~

~~(e)(c) The supervisor shall obtain from each associate supervisee for whom supervision will be provided, the name, address, and telephone number of the associate's supervisee's most recent supervisor and employer.~~

(d) Effective January 1, 2022, a supervisor shall complete and sign under penalty of perjury a self-assessment report which includes all of the following:

(1) The licensee's qualifications to be a supervisor as specified in section 1821, and in section 4999.12 of the Code.

(2) The supervisor's telephone number and email address.

(3) The date the licensee initially began supervising, and for licensees who have previously served as a board-qualified supervisor but have not supervised for the past two (2) years, the date the licensee resumed supervising.

(4) The date the supervisor completed the training required by section 1821.3, and the length of the course(s) taken.

(5) The supervisor affirms an understanding of all of the following:

(A) The supervisor's license must meet the supervisor qualifications set forth in section 1821, and in section 4999.12 of the Code, for a supervisee's experience hours to be credited toward licensure.

(B) The supervisee notification requirement set forth in subsection (a)(5) of this section.

(C) The requirements set forth in section 4999.46.4 of the Code pertaining to the maximum number of registrants.

(D) The Board's right to audit records pertaining to supervisor qualifications in accordance with section 4999.46.5 of the Code.

(E) The requirement to complete a supervision agreement for each supervisee as specified in section 1820.

(e) Licensees who have not previously served as a board-qualified supervisor, or who have previously served as a board-qualified supervisor but are not actively supervising, shall submit a self-assessment report to the Board within 60 days of the commencement of any supervision.

~~(f) In any setting that is not a private practice, a supervisor shall evaluate the site(s) where an associate will be gaining hours of experience toward licensure and shall determine that: (1) the site(s) provides experience which is within the scope of practice of a professional clinical counselor; and (2) the experience is in compliance with the requirements set forth in section 1820 and sections 4999.46 through 4999.46.4 of the Code.~~

(f) Licensees acting as a supervisor prior to January 1, 2022, shall submit a self-assessment report to the Board by December 31, 2022.

(g) Upon written request of the board, the supervisor shall provide to the board any documentation which verifies the supervisor's compliance with the requirements set forth in this section.

~~(h) The board shall not deny hours of experience gained towards licensure by any supervisee due to failure of his or her supervisor to complete the training or coursework requirements in subsection (a)(6)(A).~~

Note: Authority cited: Sections 4990.20 and 4999.48, Business and Professions Code. Reference: Sections 4989.14, 4999.12, 4999.20, 4999.46, 4999.46.1, 4999.46.2, 4999.46.3, 4999.46.4 4999.46.4, 4999.46.5 and 4999.54, Business and Professions Code.

Add § 1821.1. SUBSTITUTE SUPERVISORS.

(a) When it becomes necessary for a supervisee to obtain supervision temporarily from a substitute supervisor, the substitute supervisor shall meet all supervisor qualifications required by the Code and in this article.

(b) The substitute supervisor and the supervisee shall sign the supervision agreement required by section 1820, and the substitute supervisor shall sign the weekly log specified in section 1820.

(c) If the substitute supervisor will be supervising for 30 consecutive calendar days or less:

(1) A new supervisory plan, as specified in section 1820(c)(3)(F), is not required. The substitute supervisor shall follow the supervisee's pre-existing supervisory plan.

(2) The experience gained during that 30-day period may be verified, as specified in section 1820(e), by the regular supervisor.

(d) If the substitute supervisor will be supervising for more than 30 consecutive calendar days, a new supervisory plan shall be required, and the substitute supervisor shall verify the supervisee's experience gained during that time.

Note: Authority cited: Sections 4990.20 and 4999.48, Business and Professions Code. Reference: Sections 4999.12, 4999.46 and 4999.46.4, Business and Professions Code.

Add § 1821.2. SUPERVISION OF EXPERIENCE GAINED OUTSIDE OF CALIFORNIA.

Experience gained outside of California must have been supervised in accordance with the following criteria:

At the time of supervision, the supervisor was licensed or certified by the state or jurisdiction in which the supervision occurred, and possessed a current and active license or certification which was not under suspension or probation. The supervisor must have been licensed or certified by that state or jurisdiction for at least two (2) of the past five (5) years immediately prior to acting as a supervisor, as either a professional clinical counselor, clinical social worker, psychologist, physician certified in psychiatry by the American Board of Psychiatry and Neurology, marriage and family therapist or similarly titled marriage and family practitioner, or other equivalent license or certification that allows the practitioner to independently provide clinical mental health services.

Note: Authority cited: Sections 4990.20 and 4999.48, Business and Professions Code. Reference: Sections 4999.12, 4999.60 and 4999.61, Business and Professions Code.

Add § 1821.3. SUPERVISOR TRAINING AND COURSEWORK.

Persons licensed by the board who provide supervision shall complete, at a minimum, supervision training or coursework as follows:

(a) Beginning January 1, 2021, licensees who commence supervision for the first time in California shall obtain fifteen (15) hours in supervision training or coursework obtained from a government agency or from a continuing education provider specified as acceptable by the board in Article 8. If taken from an acceptable continuing education

provider, the training may apply towards the continuing education requirements set forth in sections 4980.54, 4989.34, 4996.22, and 4999.76 of the Code.

(1) The training content shall include, but not be limited to, current best practices and current industry standards, which include legal requirements, professional codes of ethics, and research focused on supervision, regarding the following:

(A) Competencies necessary for new supervisors;

(B) Goal setting and evaluation;

(C) The supervisor-supervisee relationship;

(D) California law and ethics, including legal and ethical issues related to supervision;

(E) Cultural variables, including, but not limited to, race, gender, social class, and religious beliefs;

(F) Contextual variables, such as treatment modality, work settings, and use of technology;

(G) Supervision theories and literature; and

(H) Documentation and record keeping of the supervisee's client files, as well as documentation of supervision.

(2) If taken from a government agency or from an acceptable continuing education provider, this course shall have been taken within two (2) years prior to commencing supervision, or within 60 days after commencing supervision.

(3) If taken at a master's or higher level from an accredited or approved postsecondary institution, this course shall have been taken within four (4) years prior to commencing supervision, or within 60 days after commencing supervision.

(b) A licensee who previously served as a board-qualified supervisor, but has not supervised for the past two (2) years shall take a six (6)-hour supervision training course within 60 days of resuming supervision.

(c) Supervisors shall complete a minimum of six (6) hours of continuing professional development in supervision during each subsequent renewal period while providing supervision. This shall consist of one or more of the following activities and records of completion shall be maintained as specified in section 4999.46.5 of the Code:

(1) Training or coursework specific to the topic of supervision, obtained from a government agency or from an acceptable continuing education provider. If taken from an acceptable continuing education provider, it may apply towards the continuing education requirements set forth in sections 4980.54, 4989.34, 4996.22, and 4999.76 of the Code.

(2) Teaching a supervision course described in subsection (c)(1).

(3) Authoring research directly focused on supervision that has been published professionally. This may include, but is not limited to, quantitative or qualitative research, literature reviews, peer reviewed journals or books, monographs, or other industry or academic published work deemed equivalent by the board. This shall not include personal opinion papers, editorials, or blogs.

(4) Collaboration with another licensee who also serves as a board-qualified supervisor through the use of mentoring or consultation.

(5) Attendance at supervisor peer discussion groups with other licensees who also serve as board-qualified supervisors.

(d)(1) In lieu of subsections (a), (b), and (c), the Board shall accept a valid and active approved supervisor certification from one of the following entities:

(A) The American Association for Marriage and Family Therapy (AAMFT)

(B) The American Board of Examiners in Clinical Social Work (ABECSW)

(C) The California Association of Marriage and Family Therapists (CAMFT)

(D) The Center for Credentialing and Education (CCE)

(2) Licensees who hold one of the above certifications shall maintain a current and active California license, but are not required to have been actively licensed for at least two (2) of the past five (5) years immediately preceding any supervision, and are not required to have practiced psychotherapy or provided direct clinical supervision of psychotherapy performed by supervisees as specified in section 4999.12(h)(3) of the Code for at least two (2) of the past five (5) years immediately preceding any supervision.

(3) The board shall accept an approved supervisor certification from another entity if the licensee can demonstrate that the certification requirements of that entity meet or exceed those of any one of the above entities.

(e) The board shall not deny hours of experience gained towards licensure due to the supervisor's failure to complete the training, coursework, or continuing professional development requirements in this section.

Note: Authority cited: Section 4990.20, Business and Professions Code. Reference: Section 4999.12, Business and Professions Code.

Repeal § 1822. SUPERVISORY PLAN.

~~(a) All licensed mental health professionals acceptable to the board as defined in section 4999.12 of the Code who assume responsibility for providing supervision under section 4999.46 of the Code shall develop a supervisory plan that describes the goals and objectives of supervision and shall complete and sign under penalty of perjury the~~

~~“Supervisory Plan” (Form No. 37A-521, Revised 07/2019), hereby incorporated by reference.~~

~~(b) This supervisory plan shall be completed by each supervisor providing supervision and the original signed plan shall be submitted by the associate professional clinical counselor to the board upon application for licensure.~~

~~Note: Authority cited: Sections 4990.20 and 4999.48, Business and Professions Code. Reference: Sections 4999.12 and 4999.46, Business and Professions Code.~~

Amend § 1833. EXPERIENCE. SUPERVISED EXPERIENCE: REQUIRED DOCUMENTATION.

~~(a) In order for experience to qualify under section 4980.40 of the Code, it must meet the following criteria:~~

~~(1) It must have been gained in accordance with sections 4980.42 through 4980.45 of the Code and the regulations contained in this article.~~

~~(2) Experience shall not be credited for more than forty (40) hours in any week.~~

~~(3) No more than five hundred (500) hours of experience will be credited for providing group therapy or group counseling.~~

~~(4) For any person who enrolls in a qualifying degree program on or after January 1, 1990, not less than five hundred (500) total hours of experience shall have been gained in diagnosing and treating couples, families, and children.~~

~~(b) The term "supervision", as used in this article, includes ensuring that the extent, kind, and quality of counseling performed is consistent with the education, training, and experience of the person being supervised; reviewing client/patient records, monitoring and evaluating assessment, diagnosis, and treatment decisions of the associate or trainee; monitoring and evaluating the ability of the associate or trainee to provide services at the site(s) where he or she will be practicing and to the particular clientele being served; and ensuring compliance with laws and regulations governing the practice of marriage and family therapy. Supervision shall include that amount of direct observation, or review of audio or video tapes of therapy, as deemed appropriate by the supervisor. Supervision shall be credited only upon the following conditions:~~

~~(1) During each week in which experience is claimed and for each work setting in which experience is gained, an applicant shall have at least one (1) hour of one-on-one, individual, face-to-face supervisor contact or two (2) hours of face-to-face supervisor contact in a group of not more than eight (8) persons receiving supervision. No more than six (6) hours of supervision, whether individual or group, shall be credited during any single week.~~

~~(2) The applicant shall have received at least one (1) hour of one-on-one, individual, face-to-face supervisor contact per week for a minimum of fifty-two (52) weeks.~~

~~(3) Any experience obtained under the supervision of a spouse, relative, or domestic partner shall not be credited toward the required hours of supervised experience. Any experience obtained under the supervision of a supervisor with whom the applicant has had or currently has a personal or business relationship which undermines the authority or effectiveness of the supervisor shall not be credited toward the required hours of supervised experience.~~

~~(4)(a) Pursuant to section 4980.43.4 of the Code, in a setting which is not a private practice, the authorized supervisor may be employed by the applicant's employer on either a paid or a voluntary basis. If such employment is on a voluntary basis, a written oversight agreement must shall be executed between the supervisor and the organization employer when the supervisor is not employed by the supervisee's employer or is a volunteer.~~

(1) The written oversight agreement shall be executed and signed prior to commencement of supervision in which the supervisor agrees supervision, and shall be submitted to the Board upon application for licensure.

(2) The agreement shall contain a statement from the supervisor agreeing to ensure that the extent, kind, and quality of counseling performed by the ~~associate or trainee~~ supervisee is consistent with the ~~associate's or trainee's~~ supervisee's training, education, and experience, and is appropriate in extent, kind, and quality.

(3) The agreement shall contain an acknowledgment by the employer that the employer:

(1)(A) Is aware of the licensing requirements that must be met by the ~~associate or trainee~~ supervisee and that the employer agrees not to interfere with the supervisor's legal and ethical obligations to ensure compliance with those requirements; and

(2)(B) Agrees to provide the supervisor access to clinical records of the clients counseled by the ~~associate or trainee~~ supervisee, and

(C) Is aware that the supervisor will be providing clinical guidance and direction to the supervisee in order to ensure compliance with the standards of practice of the profession, which include legal requirements and professional codes of ethics, and agrees not to interfere with this process.

~~(c) Professional enrichment activities may be credited toward the experience requirement as specified in this article and by section 4980.43 of the Code.~~

~~(1) No more than two hundred fifty (250) hours of verified attendance, with the approval of the applicant's supervisor, at workshops, seminars, training sessions, or conferences directly related to marriage and family therapy will be credited.~~

~~(2) No more than one hundred (100) hours of psychotherapy, which will be triple counted, received as specified in section 4980.43 of the Code, will be credited.~~

~~(d) Experience gained by associates and trainees shall be subject to the following conditions, as applicable:~~

~~(1) When an associate employed in private practice is supervised by someone other than the employer, the supervisor must be employed by and practice at the same site(s) as the associate's employer.~~

~~(2) A trainee shall not perform services in a private practice.~~

~~(3) Associates and trainees may only perform services as employees or volunteers and not as independent contractors.~~

(b) Effective January 1, 2022, supervisors shall complete and submit a self-assessment report pertaining to the licensee's qualifications to be a supervisor, as specified in section 1833.1, and in section 4980.03 of the Code.

(c)(1) Within 60 days of the commencement of any supervision, the supervisor and supervisee shall sign a supervision agreement under penalty of perjury. The original signed supervisory agreement shall be retained by the supervisee and submitted to the Board with the supervisee's application for licensure.

(2) A supervisor and a supervisee who are in a supervisory relationship that existed prior to [OAL to insert effective date of regulation] shall complete a supervisory plan as required by subsection (c)(3)(F), but are not required to complete a supervision agreement. The supervisee shall instead submit the previously required signed supervisor responsibility statement with the application for licensure.

(3) The supervision agreement shall include all of the following:

(A) The licensee's qualifications to be a supervisor as specified in section 1833.1, and in section 4980.03 of the Code.

(B) The supervisor affirms an understanding of the requirements pertaining to registration of the supervisee, work settings, employment, supervision practices and oversight of supervisees as specified in sections 4980.43.1, 4980.43.2, 4980.43.3 and 4980.43.4 of the Code.

(C) The supervisor affirms an understanding of the requirements pertaining to direct supervisor contact as specified in section 4980.43.2 of the Code.

(D) The supervisor affirms an understanding of the supervision documentation required by this section and the Board's right to audit a supervisor's compliance with the requirements in this article and in the Code.

(E) The supervisee affirms an understanding of all of the following:

(i) Requirements pertaining to registration as an associate as specified in

section 4980.43 of the Code.

(ii) The supervisee's supervisor must hold a current and active California license that is not under suspension or probation while supervising in order for hours to count toward licensure as specified in section 1833.1, and in section 4980.03 of the Code.

(iii) Requirements pertaining to documentation of completed supervised experience as specified in this section.

(iv) Prohibited practices pertaining to employment and supervisory relationships as specified in section 4980.43.3 of the Code.

(v) The age limit pertaining to experience hours as specified in section 4980.43 of the Code.

(F) A supervisory plan that describes the goals and objectives of supervision, and whereby the supervisor affirms an understanding of the responsibilities pertaining to monitoring and evaluating the supervisee as specified in section 1833.1, and in section 4980.43.1 of the Code. This plan shall be developed collaboratively by the supervisor and supervisee.

~~(e)(d) Effective January 1, 1991, trainees and associates~~ Supervisees shall maintain a weekly log of all hours of experience gained toward licensure. The log of hours shall be signed by the supervisor on a weekly basis. A applicant-supervisee shall retain all the signed logs until such time as the applicant supervisee is licensed by the board. The board shall have the right to require an applicant for licensure to submit all or such portions of the log as it deems necessary to verify hours of experience. The log shall include all of the following:

~~(1) If the applicant is gaining experience to comply with section 4980.43(a) of the Code, the applicant shall use the "Marriage and Family Therapist Trainee/Associate Weekly Summary of Experience Hours Option 1—Streamlined Method" (Form No. 37A-524, Revised 08/2018), hereby incorporated by reference.~~

~~(2) If the applicant is gaining experience to comply with section 4980.43(b) of the Code, the applicant shall use the "Marriage and Family Therapist Trainee/Associate Weekly Summary of Experience Hours Option 2—Multiple Category Method" (Form No. 37A-524a, Revised 08/2018), hereby incorporated by reference.~~

(1) The name and address of the supervisee's work setting.

(2) Hours of experience gained per category each week.

(3) Total hours gained per week and in each category overall.

(e) Completed hours of experience shall be documented at the completion or termination of supervision. Such documentation shall be submitted by the supervisee upon application for licensure and shall include all of the following:

(1) The supervisor's telephone number and license information.

- (2) The supervisee's employer's name, address and telephone number.
- (3) Whether the supervisee's work setting complies with sections 4980.43.3 and 4980.43.4 of the Code.
- (4) If the supervisee was an associate at the time the experience was gained, documentation of employment or volunteer status, as specified in section 4980.43.3 of the Code.
- (5) The applicant's accumulated hours of experience broken down by category.
- (6) The amount and type of supervision provided to the applicant.
- (7) The dates during which the experience was gained.
- (8) The supervisor's signature under penalty of perjury.

Note: Authority cited: Sections 4980.35 and 4980.60, Business and Professions Code. Reference: Sections 4980.03, 4980.35, 4980.40, 4980.42, 4980.43, 4980.43.4, 4980.44 and 4980.45, Business and Professions Code.

Add § 1833.05. PLACEMENT BY TEMPORARY STAFFING AGENCIES.

(a) A "temporary staffing agency" is defined as an agency that locates positions for individuals seeking temporary work, and fills vacancies for agencies seeking individuals to perform work on a temporary basis.

(b) A "contracting agency" is defined as an agency where a supervisee has been placed by a temporary staffing agency.

(c) The following provisions apply to a supervisee who has been placed by a temporary staffing agency:

(1) The supervisee shall only perform mental health and related services at the places where the contracting agency permits business to be conducted.

(2) Notwithstanding section 1833, the written oversight agreement shall be between the contracting agency and the supervisor; and, in cases where the supervisor is an employee of the contracting agency, no written agreement shall be required.

(d) The employer of a supervisee who has been placed by a temporary staffing agency shall issue a W-2 tax form, or shall provide the employee with a letter verifying volunteer status as required in section 4980.43.3 of the Code.

Note: Authority cited: Section 4990.20, Business and Professions Code. Reference: Sections 4980.35, 4980.43.3, 4980.43.4 and 4980.60, Business and Professions Code.

Amend § 1833.1. REQUIREMENTS FOR SUPERVISORS.

(a) Any person supervising a trainee or an associate associate, or an applicant for associate registration as described in section 4980.43(b) of the Code, (hereinafter

"supervisor") within California shall comply with the requirements below.

~~(a) Prior to the commencement of any counseling or supervision, the supervisor shall sign under penalty of perjury the "Responsibility Statement for Supervisors of a Marriage and Family Therapist Trainee or Associate" (Form No. 37A-523, Revised 01/2020), hereby incorporated by reference, requiring that:~~

~~(1) The supervisor possesses and maintains a current and active California license as either a licensed marriage and family therapist, licensed clinical social worker, licensed professional clinical counselor, licensed educational psychologist, licensed psychologist, or physician who is certified in psychiatry as specified in section 4980.03(g) of the Code Code, and meets all other qualifications specified in section 4980.03(b) of the Code.~~

~~(2) The supervisor has held an active California or out-of-state license listed in subsection (1) for at least two years within the five-year period immediately preceding any supervision.~~

~~(3)~~(2) A supervisor who is not a licensed as a licensed marriage and family therapist, shall have sufficient experience, training, and education in marriage and family therapy to competently practice marriage and family therapy in California. A supervisor who is a licensed educational psychologist shall only supervise the provision of educationally related mental health services consistent with the scope of practice of an educational psychologist.

(A) If the supervisor is a licensed professional clinical counselor, the supervisor shall meet the additional training and education requirements specified in section 4999.20(a)(3) of the Code pertaining to assessment and treatment of couples or families.

~~(4)~~(3) ~~The supervisor keeps himself or herself~~ The supervisor shall be competent in the areas of clinical practice and techniques being supervised, and shall keep informed of developments in marriage and family therapy and in California law governing the practice of marriage and family therapy.

(4) The supervisor shall self-monitor for and address supervision dynamics such as, but not limited to, countertransference, intrapsychic, interpersonal, or trauma-related issues that may affect supervision.

~~(5) The supervisor has and maintains a current license in good standing and will immediately notify the trainee or associate~~ supervisee of any disciplinary action, including revocation or suspension, even if stayed, probation terms, inactive license status, or any lapse in licensure that affects the supervisor's ability or right to practice or supervise.

~~(6) The supervisor has practiced psychotherapy, provided psychological counseling pursuant to subdivision (e) of section 4989.14 of the Code, or provided direct clinical supervision of psychotherapy performed by marriage and family therapist trainees,~~

~~associate marriage and family therapists, associate professional clinical counselors, or associate clinical social workers for at least two (2) years within the five (5) year period immediately preceding any supervision. Supervision of psychotherapy performed by a social work intern or professional clinical counselor trainee shall be accepted if the supervision provided is substantially equivalent to the supervision required for registrants.~~

~~(7)(6)~~ The supervisor has had sufficient experience, training, and education in the area of clinical supervision to competently supervise trainees or associates. Persons licensed by the board who provide supervision shall complete the minimum supervision training or coursework specified in section 1834.

~~(A) Persons licensed by the board who provide supervision shall complete a minimum of six (6) hours of supervision training or coursework in each renewal period while providing supervision. This training or coursework may apply towards the continuing education requirements set forth in sections 4980.54, 4996.22, and 4999.76 of the Code.~~

~~(B) Persons licensed by the board who provide supervision and who have not met requirements of subsection (A), shall complete a minimum of six (6) hours of supervision training or coursework within sixty (60) days of commencement of supervision.~~

~~(8)(7)~~ The supervisor knows and understands the laws and regulations pertaining to both the supervision of trainees and associates and the experience required for licensure as a marriage and family therapist.

~~(9) The supervisor shall ensure that the extent, kind, and quality of counseling performed is consistent with the education, training, and experience of the trainee or associate.~~

~~(10)(8)~~ The supervisor shall monitor and evaluate the extent, kind, and quality of counseling performed by the trainee or associate supervisee by direct observation, review of audio or video tapes of therapy, review of progress and process notes and other treatment records, or by any other means deemed appropriate by the supervisor as specified in section 4980.43.1(b) of the Code.

~~(9) The supervisor shall complete an assessment of the ongoing strengths and limitations of the supervisee at least once a year and at the completion or termination of supervision. The supervisor shall provide the supervisee with a copy of all assessments.~~

~~(11)(10)~~ The supervisor shall address with the trainee or associate the manner in which emergencies will be handled. establish written procedures for supervisees to contact the supervisor, or, in the supervisor's absence, procedures for contacting an alternative on-call supervisor to assist supervisees in handling crises and emergencies. The supervisor shall provide these procedures to the supervisee prior to the commencement of supervision.

~~(b) Each supervisor shall provide the trainee or associate with the original signed "Responsibility Statement for Supervisors of a Marriage and Family Therapist Trainee or Associate" (Form No. 37A-523, Revised 01/2020) prior to the commencement of any counseling or supervision. Trainees and associates shall provide the board with the signed "Responsibility Statement for Supervisors of a Marriage and Family Therapist Trainee or Associate" (Form No. 37A-523, Revised 01/2020) from each supervisor upon application for licensure.~~

~~(c)~~(b) A supervisor shall give at least one (1) week's prior written notice to a ~~trainee or associate~~ supervisee of the supervisor's intent not to sign for any further hours of experience for such person. A supervisor who has not provided such notice shall sign for hours of experience obtained in good faith where such supervisor actually provided the required supervision.

~~(d)~~(c) The supervisor shall obtain from each ~~trainee or associate~~ supervisee for whom supervision will be provided, the name, address, and telephone number of the ~~trainee's or associate's~~ supervisee's most recent supervisor and employer.

(d) Effective January 1, 2022, a supervisor shall complete and sign under penalty of perjury a self-assessment report which includes all of the following:

(1) The licensee's qualifications to be a supervisor as specified in section 1833.1.

(2) The supervisor's telephone number and email address.

(3) The date the licensee initially began supervising, and for licensees who have previously served as a board-qualified supervisor but have not supervised for the past two (2) years, the date the licensee resumed supervising.

(4) The date the supervisor completed the training required by section 1834, and the length of the course(s) taken.

(5) The supervisor affirms an understanding of all of the following:

(A) The supervisor's license must meet the supervisor qualifications set forth in section 1833.1, and in section 4980.03 of the Code, for a supervisee's experience hours to be credited toward licensure.

(B) The supervisee notification requirement set forth in subsection (a)(5).

(C) The requirements set forth in section 4980.43.4 of the Code pertaining to the maximum number of registrants.

(D) The Board's right to audit records pertaining to supervisor qualifications in accordance with section 4980.43.5 of the Code.

(E) The requirement to complete a supervision agreement for each supervisee as specified in section 1833.

~~(e) In any setting that is not a private practice, a supervisor shall evaluate the site(s) where a trainee or associate will be gaining hours of experience toward licensure and~~

~~shall determine that: (1) the site(s) provides experience which is within the scope of practice of a marriage and family therapist; and (2) the experience is in compliance with the requirements set forth in section 1833 and sections 4980.43 through 4980.43.4 of the Code.~~

(e) Licensees who have not previously served as a supervisor, or who have previously served as a board-qualified supervisor but are not actively supervising, shall submit a self-assessment report to the Board within 60 days of the commencement of any supervision.

(f) Licensees acting as a supervisor prior to January 1, 2022, shall submit a self-assessment report to the Board by December 31, 2022.

~~(f)(g) Upon written request of the board, the supervisor shall provide to the board any documentation which verifies the supervisor's compliance with the requirements set forth in this section.~~

~~(g) The board shall not deny hours of experience gained towards licensure by any supervisee due to failure of his or her supervisor to complete the training or coursework requirements in subsection (a)(6)(A).~~

Note: Authority cited: Sections 4980.60 and 4990.20, Business and Professions Code. Reference: Sections 4980.03, 4980.42, 4980.43, 4980.43.1, 4980.43.2, 4980.43.3, 4980.43.4, 4980.43.5 and 4989.14, Business and Professions Code.

Add § 1833.1.5. SUBSTITUTE SUPERVISORS.

(a) When it becomes necessary for a supervisee to obtain supervision temporarily from a substitute supervisor, the substitute supervisor shall meet all supervisor qualifications required by the Code and in this article.

(b) The substitute supervisor and the supervisee shall sign the supervision agreement required by section 1833, and the substitute supervisor shall sign the weekly log required by section 1833.

(c) If the substitute supervisor will be supervising for 30 consecutive calendar days or less:

(1) A new supervisory plan as specified in section 1833(c)(3)(F) is not required. The substitute supervisor shall follow the supervisee's pre-existing supervisory plan.

(2) The experience gained during that 30-day period may be verified as specified in section 1833(e) by the regular supervisor.

(d) If the substitute supervisor will be supervising for more than 30 consecutive calendar days, a new supervisory plan shall be required, and the substitute supervisor shall verify the supervisee's experience gained during that time.

Note: Authority cited: Section 4990.20, Business and Professions Code. Reference: Sections 4980.03, 4980.35, 4980.43 and 4980.43.4, Business and Professions Code.

Amend § 1833.2. SUPERVISION OF EXPERIENCE GAINED OUTSIDE OF CALIFORNIA.

Experience gained outside of California ~~on or after January 1, 1991~~ must have been supervised in accordance with the following criteria:

At the time of supervision, the supervisor was licensed or certified by the state or jurisdiction in which the supervision occurred and possessed a current and active license or certification which was not under suspension or probation. The supervisor ~~was~~ must have been licensed or certified by that state or jurisdiction, for at least two (2) of the past five (5) years immediately prior to acting as a supervisor, as either a psychologist, clinical social worker, physician certified in psychiatry ~~as specified in Section 4980.40(f) of the code~~ by the American Board of Psychiatry and Neurology, professional clinical counselor, ~~or a marriage and family therapist or similarly titled marriage and family practitioner~~ practitioner, or other equivalent license or certification that allows the practitioner to independently provide clinical mental health services.

In a state or jurisdiction which does not license or certify marriage and family therapists or similarly titled marriage and family practitioners, experience may be obtained under the supervision of a person who at the time of supervision held a clinical membership in the American Association of Marriage and Family Therapists for at least two years and who maintained such membership throughout the period of supervision.

Note: Authority cited: Sections 4980.35, 4980.40(f) and 4980.60, 4980.60 and 4990.20, Business and Professions Code. Reference: Sections 4980.03, 4980.35, 4980.40(f), 4980.42-4980.45 and 4980.90, 4980.72 and 4980.74, Business and Professions Code.

Add § 1834. SUPERVISOR TRAINING AND COURSEWORK.

Persons licensed by the board who provide supervision shall complete, at a minimum, supervision training or coursework as follows:

(a) Beginning January 1, 2021, licensees who commence supervision for the first time in California shall obtain fifteen (15) hours in supervision training or coursework obtained from a government agency or from a continuing education provider specified as acceptable by the Board in Article 8. If taken from an acceptable continuing education provider, the training may apply towards the continuing education requirements set forth in sections 4980.54, 4989.34, 4996.22, and 4999.76 of the Code.

(1) The training content shall include, but not be limited to, current best practices and current industry standards, which include legal requirements, professional codes of ethics, and research focused on supervision, regarding the following:

- (A) Competencies necessary for new supervisors;
- (B) Goal setting and evaluation;
- (C) The supervisor-supervisee relationship;
- (D) California law and ethics, including legal and ethical issues related to supervision;
- (E) Cultural variables, including, but not limited to, race, gender, social class, and religious beliefs;
- (F) Contextual variables, such as treatment modality, work settings, and use of technology;
- (G) Supervision theories and literature; and
- (H) Documentation and record keeping of the supervisee's client files, as well as documentation of supervision.

(2) If taken from a government agency or from an acceptable continuing education provider, this course shall have been taken within two (2) years prior to commencing supervision, or within 60 days after commencing supervision.

(3) If taken at a master's or higher level from an accredited or approved postsecondary institution, this course shall have been taken within four (4) years prior to commencing supervision, or within 60 days after commencing supervision.

(b) A licensee who previously served as a board-qualified supervisor, but has not supervised for the past two (2) years shall take a six (6)-hour supervision training course within 60 days of resuming supervision.

(c) Supervisors shall complete a minimum of six (6) hours of continuing professional development in supervision during each subsequent renewal period while providing supervision. This shall consist of one or more of the following activities and records of completion shall be maintained as specified in section 4980.43.5 of the Code:

(1) Training or coursework specific to the topic of supervision, obtained from a government agency or from an acceptable continuing education provider. If taken from an acceptable continuing education provider, it may apply towards the continuing education requirements set forth in sections 4980.54, 4989.34, 4996.22, and 4999.76 of the Code.

(2) Teaching a supervision course described in subsection (c)(1).

(3) Authoring research directly focused on supervision that has been published professionally. This may include, but is not limited to, quantitative or qualitative research, literature reviews, peer reviewed journals or books, monographs, or other industry or academic published work deemed equivalent by the board. This shall not include personal opinion papers, editorials, or blogs.

(4) Collaboration with another licensee who also serves as a board-qualified supervisor through the use of mentoring or consultation.

(5) Attendance at supervisor peer discussion groups with other board licensees who also serve as board-qualified supervisors.

(d)(1) In lieu of subsections (a), (b), and (c), the Board shall accept a valid and active approved supervisor certification from one of the following entities:

(A) The American Association for Marriage and Family Therapy (AAMFT)

(B) The American Board of Examiners in Clinical Social Work (ABECSW)

(C) The California Association of Marriage and Family Therapists (CAMFT)

(D) The Center for Credentialing and Education (CCE)

(2) Licensees who hold one of the above certifications shall maintain a current and active California license, but are not required to have been actively licensed for at least two (2) of the past five (5) years immediately preceding any supervision, and are not required to have practiced psychotherapy or provided direct clinical supervision of psychotherapy performed by supervisees as specified in section 4980.03(g)(3) of the Code for at least two (2) of the past five (5) years immediately preceding any supervision.

(3) The board shall accept an approved supervisor certification from another entity if the licensee can demonstrate that the certification requirements of that entity meet or exceed those of any one of the above entities.

(e) The board shall not deny hours of experience gained towards licensure due to the supervisor's failure to complete the training, coursework, or continuing professional development requirements in this section.

Note: Authority cited: Section 4990.20, Business and Professions Code. Reference: Sections 4980.03 and 4980.35, Business and Professions Code.

Add § 1869. SUPERVISED EXPERIENCE: REQUIRED DOCUMENTATION.

(a) Pursuant to section 4996.23.3 of the Code, in a setting which is not a private practice, a written oversight agreement shall be executed between the supervisor and the employer when the supervisor is not employed by the supervisee's employer or is a volunteer.

(1) The written oversight agreement shall be executed and signed prior to the commencement of supervision and shall be submitted to the Board upon application for licensure.

(2) The agreement shall contain a statement from the supervisor agreeing to ensure that the extent, kind, and quality of counseling performed by the supervisee is

consistent with the supervisee's training, education, and experience, and is appropriate in extent, kind, and quality.

(3) The agreement shall contain an acknowledgment by the employer that the employer:

(A) Is aware of the licensing requirements that must be met by the supervisee and that the employer agrees not to interfere with the supervisor's legal and ethical obligations to ensure compliance with those requirements;

(B) Agrees to provide the supervisor access to clinical records of the clients counseled by the supervisee; and

(C) Is aware that the supervisor will be providing clinical guidance and direction to the supervisee in order to ensure compliance with the standards of practice of the profession, which include legal requirements and professional codes of ethics, and agrees not to interfere with this process.

(b) Effective January 1, 2022, supervisors shall complete and submit a self-assessment report pertaining to the licensee's qualifications to be a supervisor, as specified in section 1870.

(c)(1) Within 60 days of the commencement of any supervision, the supervisor and supervisee shall sign a supervision agreement under penalty of perjury. The original signed supervisory agreement shall be retained by the supervisee and submitted to the Board with the supervisee's application for licensure.

(2) A supervisor and a supervisee who are in a supervisory relationship that existed prior to [OAL to insert effective date of regulation] are not required to complete a supervision agreement. The supervisee shall instead submit the previously required signed supervisor responsibility statement with the application for licensure.

(3) The supervision agreement shall include all of the following:

(A) The licensee's qualifications to be a supervisor as specified in section 1870, and in section 4996.20 of the Code.

(B) The supervisor affirms an understanding of the requirements pertaining to registration of the supervisee, work settings, employment, supervision practices and oversight of supervisees as specified in sections 4996.18, 4996.23.2 and 4996.23.3 of the Code.

(C) The supervisor affirms an understanding of the requirements pertaining to direct supervisor contact as specified in section 4996.23.1 of the Code.

(D) The supervisor affirms an understanding of the supervision documentation required by this section and the Board's right to audit a supervisor's compliance with the requirements specified in this article and in the Code.

(E) The supervisee affirms an understanding of all of the following:

(i) Requirements pertaining to registration as an associate as specified in section 4996.18 of the Code.

(ii) The supervisee's supervisor must hold a current and active California license that is not under suspension or probation while supervising in order for hours to count toward licensure as specified in section 1870, and in section 4996.20 of the Code.

(iii) Requirements pertaining to documentation of completed supervised experience as specified in this section.

(iv) Prohibited practices pertaining to employment and supervisory relationships as specified in section 4996.23.2 of the Code.

(v) The age limit pertaining to experience hours as specified in section 4996.23 of the Code.

(F) A supervisory plan that describes the goals and objectives of supervision, and whereby the supervisor affirms an understanding of the responsibilities pertaining to monitoring and evaluating the supervisee as specified in section 1870, and in section 4996.20 of the Code. This plan shall be developed collaboratively by the supervisor and supervisee.

(d) Supervisees shall maintain a log of all hours of experience gained toward licensure. The log shall be signed by the supervisor on a weekly basis. A supervisee shall retain all logs until such time as the supervisee is licensed by the board. The board shall have the right to require an applicant for licensure to submit all or such portions of the log as it deems necessary to verify hours of experience. The log shall include all of the following:

(1) The name and address of the supervisee's work setting

(2) Hours of experience gained per category each week.

(3) Total hours gained per week and in each category overall.

(e) Completed hours of experience shall be documented at the completion or termination of supervision. Such documentation shall be submitted by the supervisee upon application for licensure and shall include all of the following:

(1) The supervisor's telephone number and license information.

(2) The supervisee's employer's name, address and telephone number.

(3) Whether the supervisee's work setting complies with section 4996.23.2 of the Code.

(4) Documentation of employment or volunteer status, as specified in section 4996.23.2 of the Code.

(5) The applicant's accumulated hours of experience broken down by category.

(6) The amount and type of supervision provided to the applicant.

(7) The dates during which the experience was gained.

(8) The supervisor's signature under penalty of perjury.

Note: Authority cited: Section 4990.20, Business and Professions Code. Reference: Sections 4996.18, 4996.20, 4996.23, 4996.23.1, 4996.23.2 and 4996.23.3, Business and Professions Code.

Add § 1869.3. PLACEMENT BY TEMPORARY STAFFING AGENCIES.

(a) A "temporary staffing agency" is defined as an agency that locates positions for individuals seeking temporary work, and fills vacancies for agencies seeking individuals to perform work on a temporary basis.

(b) A "contracting agency" is defined as an agency where a supervisee has been placed by a temporary staffing agency.

(c) The following provisions apply to a supervisee who has been placed by a temporary staffing agency:

(1) The supervisee shall only perform mental health and related services at the places where the contracting agency permits business to be conducted.

(2) Notwithstanding section 1869, the written oversight agreement shall be between the contracting agency and the supervisor; and, in cases where the supervisor is an employee of the contracting agency, no written agreement shall be required.

(d) The employer of a supervisee who has been placed by a temporary staffing agency shall issue a W-2 tax form, or shall provide the employee with a letter verifying volunteer status as required in section 4996.23.2 of the Code.

Note: Authority cited: Section 4990.20, Business and Professions Code. Reference: Sections 4996.23.2 and 4996.23.3, Business and Professions Code.

Amend § 1870. REQUIREMENTS FOR ASSOCIATE CLINICAL SOCIAL WORKER SUPERVISORS.

(a) Any person supervising an associate clinical social worker registered with the board or an applicant for associate registration as described in section 4996.23(b) of the Code (hereinafter called "supervisor") within California shall comply with the requirements set forth below.

(a) Prior to the commencement of any therapy or supervision, the supervisor shall sign under penalty of perjury the "Responsibility Statement for Supervisors of an Associate Clinical Social Worker" (Form No. 37A-522, Revised 01/2020) hereby incorporated by reference, which requires that:

~~(1) The supervisor possesses and maintains a current and active California license as a licensed clinical social worker or a licensed mental health professional acceptable to the Board as specified in section 4996.20(a) of the Code Code, and meets all other qualifications specified in section 4996.20(a) of the Code.~~

~~(2) The supervisor has held an active California or out-of-state license listed in subsection (1) for at least two years within the five-year period immediately preceding any supervision.~~

(2) A supervisor who is not a licensed clinical social worker shall have sufficient experience, training and education in clinical social work to competently practice clinical social work in California.

(3) The supervisor shall be competent in the areas of clinical practice and techniques being supervised, and shall keep informed of developments in clinical social work and in California law governing the practice of clinical social work.

(4) The supervisor shall self-monitor for and address supervision dynamics such as, but not limited to, countertransference, intrapsychic, interpersonal, or trauma related issues that may affect supervision.

~~(3)~~(5) The supervisor has and maintains a current license in good standing and will immediately notify the associate supervisee of any disciplinary action, including revocation, suspension (even if stayed), probation terms, inactive license, or any lapse in licensure, that affects the supervisor's ability or right to practice or supervise.

~~(4) The supervisor has practiced psychotherapy, provided psychological counseling pursuant to subdivision (e) of section 4989.14 of the Code, or provided direct clinical supervision of psychotherapy performed by marriage and family therapist trainees, associate marriage and family therapists, associate professional clinical counselors, or associate clinical social workers for at least two (2) years within the last five (5) years immediately preceding supervision. Supervision of psychotherapy performed by a social work intern or a professional clinical counselor trainee shall be accepted if the supervision provided is substantially equivalent to the supervision required for registrants.~~

~~(5)~~(6) A supervisor who is a licensed educational psychologist shall only supervise the provision of educationally related mental health services consistent with the scope of practice of an educational psychologist.

~~(6)~~(7) The supervisor has had sufficient experience, training and education in the area of clinical supervision to competently supervise associates. Persons licensed by the board who provide supervision shall complete the minimum supervision training or coursework specified in section 1871.

~~(A) Persons licensed by the board who provide supervision shall have a minimum of fifteen (15) contact hours in supervision training obtained from a~~

~~state agency or approved continuing education provider. This training may apply towards the approved continuing education requirements set forth in sections 4980.54, 4996.22, and 4999.76 of the Code. The content of such training shall include, but not be limited to:~~

- ~~(i) Familiarity with supervision literature through reading assignments specified by course instructors;~~
- ~~(ii) Facilitation of therapist-client and supervisor-therapist relationships;~~
- ~~(iii) Evaluation and identification of problems in therapist-client and supervisor-therapist relationships;~~
- ~~(iv) Structuring to maximize supervision, including times and conditions of supervision sessions, problem-solving ability, and implementing supervisor interventions within a range of supervisory modalities including live, videotape, audiotape, and case report methods;~~
- ~~(v) Knowledge of contextual variables such as culture, gender, ethnicity, and economic issues; and~~
- ~~(vi) The practice of clinical social work, including the mandated reporting laws, and knowledge of ethical and legal issues.~~

~~(7)(8) The supervisor knows and understands the laws and regulations pertaining to both supervision of associates and the experience required for licensure as a clinical social worker.~~

~~(8) The supervisor shall do all of the following:~~

~~(A) Ensure that the extent, kind and quality of clinical social work performed by the associate is consistent with the training and experience of the person being supervised.~~

~~(B) Review client/patient records and monitor and evaluate assessment and treatment decisions of the associate clinical social worker.~~

~~(C) Monitor and evaluate the ability of the associate to provide services at the site(s) where he or she will be practicing and to the particular clientele being served.~~

~~(D) Ensure compliance with all laws and regulations governing the practice of clinical social work.~~

~~(9) The supervisor and the associate shall develop the "Supervisory Plan" as described in section 1870.1. The associate shall submit the original signed plan for each supervisor to the board upon application for licensure.~~

~~(10) The supervisor shall provide the associate with the original, signed "Responsibility Statement for Supervisors of an Associate Clinical Social Worker" (Form No. 37A-522, Revised 01/2020), prior to commencement of any supervision. The associate shall provide the board with the original signed form for each supervisor upon application for licensure.~~

~~(11) A supervisor shall give at least one (1) week's written notice to an associate of the supervisor's intent not to sign for any further hours of experience for such person. A supervisor who has not provided such notice shall sign for hours of experience obtained in good faith where such supervisor actually provided the required supervision.~~

(9) The supervisor shall monitor and evaluate the extent, kind, and quality of counseling performed by the supervisee as specified in section 4996.20(b) of the Code.

~~(12)(10) The supervisor shall complete an assessment of the ongoing strengths and limitations of the associate supervisee at least once a year and at the completion or termination of supervision. The assessments shall be completed at least once a year and at the completion or termination of supervision. A copy of all assessments shall be provided to the associate by the supervisor. The supervisor shall provide the supervisee with a copy of all assessments.~~

(11) The supervisor shall establish written procedures for supervisees to contact the supervisor, or, in the supervisor's absence, procedures for contacting an alternative on-call supervisor to assist supervisees in handling crises and emergencies. The supervisor shall provide these procedures to the supervisee prior to the commencement of supervision.

~~(b) The board shall not deny hours of experience gained toward licensure by any associate due to the failure of his or her supervisor to complete the training requirements specified in subsection (a)(6)(A).~~

(b) A supervisor shall give at least one (1) week's written notice to a supervisee of the supervisor's intent not to sign for any further hours of experience for such person. A supervisor who has not provided such notice shall sign for hours of experience obtained in good faith where such supervisor actually provided the required supervision.

(c) The supervisor shall obtain from each supervisee for whom supervision will be provided, the name, address, and telephone number of the supervisee's most recent supervisor and employer.

(d) Effective January 1, 2022, a supervisor shall complete and sign under penalty of perjury a self-assessment report which includes all of the following:

(1) The licensee's qualifications to be a supervisor as specified in section 1870, and in section 4996.20 of the Code.

(2) The supervisor's telephone number and email address.

(3) The date the licensee initially began supervising, and for licensees who have previously served as a board-qualified supervisor but have not supervised for the past two (2) years, the date the licensee resumed supervising.

(4) The date the supervisor-completed the training required by section 1871, and the length of the course(s) taken.

(5) The supervisor affirms an understanding of all of the following:

(A) The supervisor's license must meet the supervisor qualifications in section 1870, and in section 4996.20 of the Code, for a supervisee's experience hours to be credited toward licensure.

(B) The supervisee notification requirement set forth in subsection (a)(5).

(C) The requirements set forth in section 4996.23.3 of the Code pertaining to the maximum number of registrants.

(D) The Board's right to audit records pertaining to supervisor qualifications in accordance with section 4996.21 of the Code.

(E) The requirement to complete a supervision agreement for each supervisee as specified in section 1869.

(e) Licensees who have not previously served as a supervisor, or who have previously served as a board-qualified supervisor but are not actively supervising, shall submit a self-assessment report to the Board within 60 days of the commencement of any supervision.

(f) Licensees acting as a supervisor prior to January 1, 2022, shall submit a self-assessment report to the Board by December 31, 2022.

~~(13)(g)~~ Upon written request of the board, the supervisor shall provide to the board any documentation which verifies the supervisor's compliance with the requirements set forth in this section.

Note: Authority cited: Section 4990.20, Business and Professions Code. Reference: Sections 4989.14, 4996.18, 4996.20, 4996.23, ~~4996.23.1 and 4996.23.2~~, 4996.23.1, 4996.23.2 and 4996.23.3, Business and Professions Code.

~~Repeal § 1870.1. SUPERVISORY PLAN.~~

~~(a) On and after January 1, 1999, all associate clinical social workers and licensed mental health professionals acceptable to the board as defined in section 4996.20(a) of the Code who assume responsibility for providing supervision shall develop a supervisory plan that describes the goals and objectives of supervision and shall complete and sign under penalty of perjury the "Supervisory Plan", (Form No. 37A-521, Revised 07/2019), hereby incorporated by reference.~~

~~(b) This supervisory plan shall be completed by each supervisor providing supervision and the original signed plan shall be submitted by the associate clinical social worker to the board upon application for licensure.~~

Note: Authority cited: Section 4990.20, Business and Professions Code. Reference: Sections 4996.18, 4996.20 and 4996.23, Business and Professions Code.

Add § 1870.3. SUBSTITUTE SUPERVISORS.

(a) When it becomes necessary for a supervisee to obtain supervision temporarily from a substitute supervisor, the substitute supervisor shall meet all supervisor qualifications required by the Code and in this article.

(b) The substitute supervisor and the supervisee shall sign the supervision agreement required by section 1869, and the substitute supervisor shall sign the weekly log specified in section 1869.

(c) If the substitute supervisor will be supervising for 30 consecutive calendar days or less:

(1) A new supervisory plan as specified in section 1869(c)(3)(F) is not required. The substitute supervisor shall follow the supervisee's pre-existing supervisory plan.

(2) The experience gained during that 30-day period may be verified as specified in section 1869(e) by the regular supervisor.

(d) If the substitute supervisor will be supervising for more than 30 consecutive calendar days, a new supervisory plan shall be required, and the substitute supervisor shall verify the supervisee's experience gained during that time.

Note: Authority cited: Section 4990.20, Business and Professions Code. Reference: Sections 4996.20 and 4996.23.3, Business and Professions Code.

Add § 1870.5. SUPERVISION OF EXPERIENCE GAINED OUTSIDE OF CALIFORNIA.

Experience gained outside of California must have been supervised in accordance with the following criteria:

At the time of supervision, the supervisor was licensed or certified by the state or jurisdiction in which the supervision occurred, and possessed a current and active license or certification which was not under suspension or probation. The supervisor must have been licensed or certified by that state or jurisdiction for at least two (2) of the past five (5) years immediately prior to acting as a supervisor, as either a psychologist, clinical social worker, physician certified in psychiatry by the American Board of Psychiatry and Neurology, professional clinical counselor, marriage and family therapist or similarly titled marriage and family practitioner, or other equivalent license or certification that allows the practitioner to independently provide clinical mental health services.

Note: Authority cited: Section 4990.20, Business and Professions Code. Reference: Sections 4996.17 and 4996.20, Business and Professions Code.

Add § 1871. SUPERVISOR TRAINING AND COURSEWORK.

Persons licensed by the board who provide supervision shall complete, at a minimum, supervision training or coursework as follows:

(a) Beginning January 1, 2021, licensees who commence supervision for the first time in California shall obtain fifteen (15) hours in supervision training or coursework obtained from a government agency or from a continuing education provider specified as acceptable by the board in Article 8. If taken from an acceptable continuing education provider, the training may apply towards the continuing education requirements set forth in sections 4980.54, 4989.34, 4996.22, and 4999.76 of the Code.

(1) The training content shall include, but not be limited to, current best practices and current industry standards, which include legal requirements, professional codes of ethics, and research focused on supervision, regarding the following:

(A) Competencies necessary for new supervisors;

(B) Goal setting and evaluation;

(C) The supervisor-supervisee relationship;

(D) California law and ethics, including legal and ethical issues related to supervision;

(E) Cultural variables, including, but not limited to, race, gender, social class, and religious beliefs;

(F) Contextual variables, such as treatment modality, work settings, and use of technology;

(G) Supervision theories and literature; and

(H) Documentation and record keeping of the supervisee's client files, as well as documentation of supervision.

(2) If taken from a government agency or from an acceptable continuing education provider, this course shall have been taken within two (2) years prior to commencing supervision, or within 60 days after commencing supervision.

(3) If taken at a master's or higher level from an accredited or approved postsecondary institution, this course shall have been taken within four (4) years prior to commencing supervision, or within 60 days after commencing supervision.

(b) A licensee who previously served as a board-qualified supervisor, but has not supervised for the past two (2) years shall take a six (6)-hour supervision training course within 60 days of resuming supervision.

(c) Supervisors shall complete a minimum of six (6) hours of continuing professional development in supervision during each subsequent renewal period while providing supervision. This shall consist of one or more of the following activities and records of completion shall be maintained as specified in section 4996.21 of the Code:

(1) Training or coursework specific to the topic of supervision, obtained from a government agency or from an acceptable continuing education provider. If taken

from an acceptable continuing education provider, it may apply towards the continuing education requirements set forth in sections 4980.54, 4989.34, 4996.22, and 4999.76 of the Code.

(2) Teaching a supervision course described in subsection (c)(1).

(3) Authoring research directly focused on supervision that has been published professionally. This may include, but is not limited to, quantitative or qualitative research, literature reviews, peer reviewed journals or books, monographs, or other industry or academic published work deemed equivalent by the board. This shall not include personal opinion papers, editorials, or blogs.

(4) Collaboration with another licensee who also serves as a board-qualified supervisor through the use of mentoring or consultation.

(5) Attendance at supervisor peer discussion groups with other board licensees who also serve as board-qualified supervisors.

(d)(1) In lieu of subsections (a), (b), and (c), the Board shall accept a valid and active approved supervisor certification from one of the following entities:

(A) The American Association for Marriage and Family Therapy (AAMFT)

(B) The American Board of Examiners in Clinical Social Work (ABECSW)

(C) The California Association of Marriage and Family Therapists (CAMFT)

(D) The Center for Credentialing and Education (CCE)

(2) Licensees who hold one of the above certifications shall maintain a current and active California license, but are not required to have been actively licensed for at least two (2) of the past five (5) years immediately preceding any supervision, and are not required to have practiced psychotherapy or provided direct clinical supervision of psychotherapy performed by supervisees as specified in section 4996.20(a)(2) of the Code for at least two (2) of the past five (5) years immediately preceding any supervision.

(3) The board shall accept an approved supervisor certification from another entity if the licensee can demonstrate that the certification requirements of that entity meet or exceed those of any one of the above entities.

(e) The board shall not deny hours of experience gained towards licensure due to the supervisor's failure to complete the training, coursework, or continuing professional development requirements in this section.

Note: Authority cited: Section 4990.20, Business and Professions Code. Reference: Section 4996.20, Business and Professions Code.



Board of Behavioral Sciences
 1625 North Market Blvd., Suite S200, Sacramento, CA 95834
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REPEAL



**WEEKLY SUMMARY OF EXPERIENCE HOURS
 FOR ASSOCIATE PROFESSIONAL CLINICAL COUNSELORS
 OPTION 1 – STREAMLINED METHOD**

This form shall be completed pursuant to Title 16, California Code of Regulations (CCR) section 1820.
 Use a separate log for each supervised work setting. Keep a separate weekly summary form for hours gained prior to your Associate registration number being issued. Please type or print clearly in ink.

Name of Associate: Last		First		Middle	
Name of Supervisor:			Name of Work Setting:		
Address of Work Setting: Number and Street, City, State, Zip				Is this a hospital or community mental health setting that meets the requirements of Title 16, CCR Section 1820(d)? (min. 150 hours) Yes <input type="checkbox"/> No <input type="checkbox"/>	
The hours recorded on this form were gained while I was: <input type="checkbox"/> A Registered Associate (APC No.: _____)			BBS File No. (if known): _____ <input type="checkbox"/> A Post-Degree Applicant Pending Associate Registration		
YEAR:	WEEK OF:				TOTAL HOURS
A. Direct Counseling with Individuals, Groups, Couples or Families (min. 1,750 hours) *					
B. Non-Clinical Experience (max. 1,250) **					
1. Of the hours in category B, how many were Individual Face-to-Face Supervision?					
2. Of the hours in category B, how many were Group Supervision?					
C. TOTAL PER WEEK (A + B = C)					
*** Of the above hours, how many included treating Couples, Families or Children?					
Note: Lines B.1 and B.2 are subcategories of line B. When totaling weekly hours, use the formula on line C.		Signature of			

* If seeing couples or families, your supervisor must meet qualifications listed in 16 CCR section 1820.5(c).

** Line B Includes: Direct supervisor contact, administering and evaluating psychological tests, writing clinical reports, writing progress or process notes, client centered advocacy, and workshops, seminars, training sessions or conferences (per BPC section 4999.46(a)(5)).

*** This line is for the purpose of tracking experience toward meeting the scope of practice requirements of BPC section 4999.20(a)(3)(B).



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REPEAL



**WEEKLY SUMMARY OF EXPERIENCE HOURS
 FOR ASSOCIATE PROFESSIONAL CLINICAL COUNSELORS
 OPTION 2 – MULTIPLE CATEGORY METHOD**

This form shall be completed pursuant to Title 16, California Code of Regulations (CCR) section 1820.

Use a separate log for each supervised work setting. Keep a separate weekly summary form for hours gained prior to your Associate registration number being issued. Please type or print clearly in ink.

Name of Associate: Last		First		Middle	
Name of Supervisor:			Name of Work Setting:		
Address of Work Setting		Number and Street		Is this setting a hospital or community mental health setting that meets the requirements of Title 16, CCR section 1820(d)? Yes <input type="checkbox"/> No <input type="checkbox"/> (min. 150 hours)	
City, State, Zip					
The hours recorded on this form were gained while I was:			BBS File No. (if known): _____		
<input type="checkbox"/> A Registered Associate (APC No.: _____)			<input type="checkbox"/> A Post-Degree Applicant Pending Associate Registration		
YEAR:	WEEK OF:				TOTAL HOURS
A. Direct Counseling of Individuals (including children), groups, couples or families (min. 1,750 hours)*					
1. Of the types of clients in category A, how many hours were gained treating couples, families, or children? **					
2. Of the hours in category A, how many were Group Therapy or Counseling? (max. 500)					
3. Of the hours in category A, how many were Telehealth Counseling? (max. 375)					
B. Administering and evaluating psychological tests, writing clinical reports, writing progress or process notes (max 250) ***					
C. Workshops, seminars, training sessions, or conferences directly related to professional clinical counseling (max. 250) ***					
D. Client-Centered Advocacy (CCA) ***					
E. Supervision, Individual Face-to-Face ***					
F. Supervision, Group ***					
G. TOTAL PER WEEK (A+ B+ C+ D+ E+ F = G)					
Note: Lines A.1 – A.3 are subcategories of line A. When totaling weekly hours, use the formula on line G.		Signature of Supervisor			

* If seeing couples or families, your supervisor must meet qualifications listed in 16 CCR section 1820.5(c).

** This line is for the purpose of tracking experience toward meeting the scope of practice requirements of BPC section 4999.20(a)(3)(B).

*** When combined, these categories shall not exceed 1,250 hours of experience.



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REPEAL



RESPONSIBILITY STATEMENT FOR SUPERVISORS OF AN ASSOCIATE PROFESSIONAL CLINICAL COUNSELOR

Title 16, California Code of Regulations (16 CCR) section 1821 requires any qualified licensed mental health professional who assumes responsibility for providing supervision to an individual working toward licensure as a Licensed Professional Clinical Counselor (LPCC) to complete and sign, under penalty of perjury, the following statement prior to the commencement of any counseling or supervision, and to provide the Associate with the original.

Name of Associate: _____
Last
First
Middle

APCC Number: _____ Name of Qualified Supervisor: _____

Supervisor's Daytime Telephone Number: _____

As the supervisor:

- 1) I am licensed in California and have been licensed in California or out-of-state for at least two years prior to commencing this supervision. (16 CCR § 1821(b)(1) and Business and Professions Code (BPC) § 4999.12(h))

A. The license I hold in California is:

Licensed Professional Clinical Counselor (LPCC)	License #:	_____	Issue Date:	_____
Licensed Marriage and Family Therapist	License #:	_____	Issue Date:	_____
Licensed Clinical Social Worker	License #:	_____	Issue Date:	_____
Licensed Educational Psychologist (LEP)	License #:	_____	Issue Date:	_____
Licensed Clinical Psychologist	License #:	_____	Issue Date:	_____
Licensed Physician and Surgeon certified in psychiatry by the American Board of Psychiatry and Neurology	License #:	_____	Issue Date:	_____

Are you using time licensed out-of-state to qualify? Yes No

- *B. I have had sufficient experience, training, and education in professional clinical counseling to competently practice professional clinical counseling in California; or, if I am an LEP, I am only supervising the provision of educationally related mental health services that are consistent with the LEP scope of practice. (16 CCR § 1821(b)(2); BPC § 4999.12(h)(1)(A))
- C. I will keep myself informed about developments in professional clinical counseling and in California law governing the practice of professional clinical counseling. (16 CCR § 1821(b)(3))
- D. If I am an LPCC who is supervising an associate who is gaining experience to comply with section 4999.20(a)(3) of the Code, I have met the requirements of 16 CCR section 1820.7 and have provided the associate with a copy of my written confirmation from the Board. (16 CCR § 1820.7)

*** Applies only to supervisors NOT licensed as an LPCC.**

Associate's Name: _____

Supervisor's Name: _____

- 2) I have and maintain a current and active license in good standing and will immediately notify any associate under my supervision of any disciplinary action taken against my license, including revocation or suspension, even if stayed, probation terms, inactive license status, or any lapse in licensure, that affects my ability or right to supervise.
(16 CCR § 1821(b)(1) and (b)(4))
- 3) I have practiced psychotherapy, provided psychological counseling pursuant to subdivision (e) of BPC section 4989.14, or provided direct clinical supervision as described in 16 CCR section 1821(b)(5) for at least two (2) years within the five (5) year period immediately preceding this supervision. (16 CCR § 1821(b)(5))
- 4) I have had sufficient experience, training, and education in the area of clinical supervision to competently supervise associates. (16 CCR § 1821(b)(6))
- 5) I have completed six (6) hours of supervision training or coursework within the two-year period immediately preceding this supervision, and must complete such coursework in each renewal period while supervising. If I have not completed such training or coursework, I will complete a minimum of six (6) hours of supervision training or coursework within sixty (60) days of the commencement of this supervision, and in each renewal period while providing supervision.**
(16 CCR § 1821(b)(6)(A) and (B))
- 6) I know and understand the laws and regulations pertaining to both the supervision of associates and the experience required for licensure as a licensed professional clinical counselor. (16 CCR § 1821(b)(7))
- 7) I shall ensure that the extent, kind, and quality of counseling performed is consistent with the education, training, and experience of the associate. (16 CCR § 1821(b)(8))
- 8) I shall monitor and evaluate the extent, kind, and quality of counseling performed by the associate by direct observation, review of audio or video tapes of therapy, review of progress and process notes and other treatment records, or by any other means deemed appropriate.
(16 CCR § 1821(b)(9))
- 9) I shall address with the associate the manner in which emergencies will be handled.
(16 CCR § 1821(b)(10))
- 10) I agree not to provide supervision to an associate unless the associate is a volunteer or employed in a setting that meets both of the following: (A) lawfully and regularly provides mental health counseling or psychotherapy; (B) provides oversight to ensure that the associate's work at the setting meets the experience and supervision requirements and is within the scope of practice for the profession as defined in BPC section 4999.20.
(BPC § 4999.46.3)

**** Licensed Clinical Psychologists and Physicians certified in psychiatry are not required to comply with #5.**

Associate's Name: _____

Supervisor's Name: _____

- 11) If I am to provide supervision on a voluntary basis in a setting which is not a private practice, a written agreement will be executed between myself and the organization in which the employer acknowledges that they are aware of the licensing requirements that must be met by the associate, they agree not to interfere with my legal and ethical obligations to ensure compliance with these requirements, and they agree to provide me with access to clinical records of the clients counseled by the associate. (16 CCR § 1820(e)(3))
- 12) I shall give at least (1) one week's prior written notice to an associate of my intent not to sign for any further hours of experience for such person. If I have not provided such notice, I shall sign for hours of experience obtained in good faith where I actually provided the required supervision. (16 CCR § 1821(d))
- 13) I shall obtain from each associate for whom supervision will be provided, the name, address, and telephone number of the associate's most recent supervisor and employer. (16 CCR § 1821(e))
- 14) In any setting that is not a private practice, I shall evaluate the site(s) where an associate will be gaining hours of experience toward licensure and shall determine that: (1) the site(s) provides experience which is within the scope of practice of a licensed professional clinical counselor; and (2) the experience is in compliance with the requirements set forth in 16 CCR section 1820 and sections 4999.46 through 4999.46.4 of the Code. (16 CCR § 1821(f))
- 15) Upon written request of the Board, I shall provide to the board any documentation which verifies my compliance with the requirements set forth in 16 CCR section 1821. (16 CCR § 1821(g))
- 16) I shall provide the associate with the original of this signed statement prior to the commencement of any counseling or supervision. (16 CCR § 1821(c))

I declare under penalty of perjury under the laws of the State of California that I have read and understand the foregoing and that I meet all criteria stated herein and that the information submitted on this form is true and correct.

Signature of Qualified Supervisor: _____ Date: _____

Mailing Address: Number and Street: _____

City, State, Zip Code: _____

THE SUPERVISOR SHALL PROVIDE THE ASSOCIATE WITH THE ORIGINAL OF THIS SIGNED STATEMENT PRIOR TO THE COMMENCEMENT OF ANY COUNSELING OR SUPERVISION.

THE ASSOCIATE SHALL SUBMIT THIS FORM TO THE BOARD UPON APPLICATION FOR LICENSURE.



Board of Behavioral Sciences
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 Telephone: (916) 574-7830
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REPEAL



SUPERVISORY PLAN

Title 16, California Code of Regulations (16 CCR) sections 1870.1 and 1822 require all Associate Clinical Social Workers, Associate Professional Clinical Counselors and licensed mental health professionals, as defined in Business and Professions Code sections 4996.20(a) and 4999.12(h), who assume responsibility for providing supervision to an individual working toward a license as a Licensed Clinical Social Worker or Licensed Professional Clinical Counselor to complete and sign the following supervisory plan. The original signed plan shall be submitted by the registrant to the board upon application for licensure.

REGISTRANT: *(Please type or print clearly in ink.)*

Legal name:	Last	First	Middle	Registration Number
Address:	Number and Street			
City	State		Zip Code	
Business Telephone ()	Residence Telephone ()			

LICENSED SUPERVISOR: *(Please type or print clearly in ink.)*

Name:	Last	First	Middle	License No:	Expiration Date:																				
Employer Name:	Telephone Number: ()																								
Address:	Number and Street																								
City	State		Zip Code																						
Employment Setting:	<table border="0"> <tr> <td>a. Private Practice</td> <td><input type="checkbox"/></td> <td>e. Licensed Health Facility</td> <td><input type="checkbox"/></td> </tr> <tr> <td>b. Governmental Entity</td> <td><input type="checkbox"/></td> <td>f. Social Rehabilitation Facility/Community Treatment Facility</td> <td><input type="checkbox"/></td> </tr> <tr> <td>c. Nonprofit and Charitable Corporation</td> <td><input type="checkbox"/></td> <td>g. Pediatric Day Health and Respite Care Facility</td> <td><input type="checkbox"/></td> </tr> <tr> <td>d. School, College, or University</td> <td><input type="checkbox"/></td> <td>h. Licensed Alcoholism or Drug Abuse Recovery or Treatment Facility</td> <td><input type="checkbox"/></td> </tr> <tr> <td></td> <td></td> <td>i. Community Mental Health Facility</td> <td><input type="checkbox"/></td> </tr> </table>					a. Private Practice	<input type="checkbox"/>	e. Licensed Health Facility	<input type="checkbox"/>	b. Governmental Entity	<input type="checkbox"/>	f. Social Rehabilitation Facility/Community Treatment Facility	<input type="checkbox"/>	c. Nonprofit and Charitable Corporation	<input type="checkbox"/>	g. Pediatric Day Health and Respite Care Facility	<input type="checkbox"/>	d. School, College, or University	<input type="checkbox"/>	h. Licensed Alcoholism or Drug Abuse Recovery or Treatment Facility	<input type="checkbox"/>			i. Community Mental Health Facility	<input type="checkbox"/>
a. Private Practice	<input type="checkbox"/>	e. Licensed Health Facility	<input type="checkbox"/>																						
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Briefly describe the goals and objectives:

I certify that I understand the responsibilities regarding clinical supervision, including the supervisor's responsibility to perform ongoing assessments of the supervisee, and I declare under penalty of perjury under the laws of the State of California that the information submitted on this form is true and correct.

Supervisor's Signature

Date signed

Registrant's Signature

Date signed

The **original** of this form must be submitted to the board upon application for licensure.



Board of Behavioral Sciences
 1625 North Market Blvd., Suite S200, Sacramento, CA 95834
 Telephone: (916) 574-7830 TTY: (800) 326-2297
www.bbs.ca.gov

REPEAL



**MARRIAGE AND FAMILY THERAPIST TRAINEE / ASSOCIATE
 WEEKLY SUMMARY OF EXPERIENCE HOURS
 OPTION 1 – STREAMLINED METHOD**

This form shall be completed pursuant to Title 16, California Code of Regulations section 1833(e). Use a separate log for each supervised work setting and for each status indicated below.

Note: Child Counseling can be logged in any appropriate category as specified by your supervisor.

Name of MFT Associate/Trainee:							BBS File No (if known):	
Work Setting: Name and Address of Employer								
Date enrolled in graduate degree program _____								
Indicate the status of the MFT Associate or Trainee for the hours logged:								
<input type="checkbox"/> Trainee			<input type="checkbox"/> Post-Degree with Application Pending for Associate Registration					
<input type="checkbox"/> Trainee in Practicum			<input type="checkbox"/> Registered Associate (AMFT No. _____)					
YEAR _____	WEEK OF:							Total Hours
A. Direct Counseling with Individuals, Groups, Couples or Families								
1. Of the hours in category A, how many were Diagnosis and Treatment of Couples, Families and Children? *								
B. Non-Clinical Experience **								
1. Of the hours in category B, how many were Individual Face to Face Supervision? *								
2. Of the hours in category B, how many were Group Supervision? *								
C. Total Per Week (A + B = C)								
Signature of Supervisor								

* Line A.1 is a sub-category of line A and Lines B.1 and B.2 are subcategories of line B. When totaling weekly hours use the formula on line C.

** Non-Clinical Experience includes: Direct supervisor contact, administering and evaluating psychological tests, writing clinical reports, writing progress or process notes, client centered advocacy, and workshops, seminars, training sessions or conferences (per BPC section 4980.43(a)(9)).



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REPEAL



**MARRIAGE AND FAMILY THERAPIST TRAINEE / ASSOCIATE
 WEEKLY SUMMARY OF EXPERIENCE HOURS
 OPTION 2 –MULTIPLE CATEGORY METHOD**

This form shall be completed pursuant to Title 16, California Code of Regulations section 1833(e). Use a separate log for each supervised work setting and for each status indicated below. Please type or print clearly in ink.

Note: Child counseling can be logged in any appropriate category as specified by your supervisor.

Name of MFT Trainee/ Associate: Last	First	Middle
Name of Supervisor:	Date enrolled in graduate degree program:	BBS File No. (if known):
Name of Work Setting:	Address of Work Setting: Number and Street	City, State, Zip

Indicate the status of the MFT Associate or Trainee for the hours logged:

Trainee* Trainee in Practicum* * Note: Supervision via video conferencing is not allowed as a trainee

Post-Degree with Application Pending for Associate Registration

Registered Associate (AMFT No.: _____)

YEAR:	WEEK OF:								Total Hours
A. Individual Psychotherapy (performed by you)									
B. Diagnosis / Treatment of Couples, Families, and Children (min. 500 hrs.)									
<i>1. Of the hours in category B, how many were conjoint couples and family therapy? *</i>									
C. Group Therapy or Counseling (max. 500)									
D. Telehealth Counseling (max. 375)									
E. Administering and evaluating psychological tests, writing clinical reports, writing progress or process notes (max. 250) **									
F. Client Centered Advocacy (CCA) **									
G. Workshops, seminars, training sessions or conferences directly related to marriage and family therapy (max. 250) ***									
H. Supervision, Individual Face-to-Face ***									
I. Supervision, Group ***									
J. Total Per Week (A+ B+ C+ D+ E+ F+ G+ H+ I = J)									

Signature of Supervisor									
--------------------------------	--	--	--	--	--	--	--	--	--

* Line B.1 is a sub-category of line B. When totaling weekly hours use the formula on line J.

REPEAL

** For hours gained on or after January 1, 2012, a maximum of 500 hours may be credited in these categories combined.

*** These categories when combined with credited Personal Psychotherapy shall not exceed 1,000 hours of experience.





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REPEAL



RESPONSIBILITY STATEMENT FOR SUPERVISORS OF A MARRIAGE AND FAMILY THERAPIST TRAINEE OR ASSOCIATE

Title 16, California Code of Regulations (16 CCR) section 1833.1 requires any qualified licensed mental health professional who assumes responsibility for providing supervision to an individual working toward licensure as a Licensed Marriage and Family Therapist to complete and sign, under penalty of perjury, the following statement prior to the commencement of any counseling or supervision, and to provide the Associate or Trainee with the original.

Name of MFT Trainee/Associate: _____
Last
First
Middle

AMFT #: _____ Name of Qualified Supervisor: _____

Trainee Supervisor's Daytime Telephone Number: _____

As the supervisor:

1) I am licensed in California and have been licensed in California or out-of-state for at least two years prior to commencing this supervision. (16 CCR § 1833.1(a)(1) and Business and Professions Code (BPC) § 4980.03(g))

A. The license I hold in California is:

Licensed Marriage and Family Therapist License #: _____ Issue Date: _____

Licensed Clinical Social Worker License #: _____ Issue Date: _____

Licensed Professional Clinical Counselor (LPCC) License #: _____ Issue Date: _____

Licensed Educational Psychologist (LEP) License #: _____ Issue Date: _____

Licensed Psychologist License #: _____ Issue Date: _____

Physician certified in psychiatry by the American Board of Psychiatry and Neurology License #: _____ Issue Date: _____

Are you using time licensed out-of-state to qualify? Yes No

*B. I have had sufficient experience, training, and education in marriage and family therapy to competently practice marriage and family therapy in California; or, if I am an LEP, I am only supervising the provision of educationally related mental health services that are consistent with the LEP scope of practice. (16 CCR § 1833.1(a)(2); BPC § 4980.03(g)(1)(A))

C. I will keep myself informed about developments in marriage and family therapy and in California law governing the practice of marriage and family therapy. (16 CCR § 1833.1(a)(3))

D. If I am an LPCC, I have met the requirements to assess or treat couples or families pursuant to BPC section 4999.20(a)(3) and 16 CCR section 1820.7 and have provided the trainee or associate with a copy of my written confirmation from the Board. (16 CCR § 1820.7)

* **Applies only to supervisors who are NOT a Licensed Marriage and Family Therapist.**

Trainee/Associate's Name: _____

Supervisor's Name: _____

- 2) I have and maintain a current and active license in good standing and will immediately notify any trainee or associate under my supervision of any disciplinary action taken against my license, including revocation or suspension, even if stayed, probation terms, inactive license status, or any lapse in licensure, that affects my ability or right to supervise. (16 CCR § 1833.1(a)(1), (a)(4))
- 3) I have practiced psychotherapy, provided psychological counseling pursuant to subdivision (e) of section 4989.14, or provided direct clinical supervision as described in 16 CCR section 1833.1(a)(5) for at least two (2) years within the five (5) year period immediately preceding this supervision. (16 CCR § 1833.1(a)(5))
- 4) I have had sufficient experience, training, and education in the area of clinical supervision to competently supervise trainees or associates. (16 CCR § 1833.1(a)(6))
- 5) I have completed six (6) hours of supervision training or coursework within the renewal period immediately preceding this supervision, and must complete such coursework in each renewal period while supervising. If I have not completed such training or coursework, I will complete a minimum of six (6) hours of supervision training or coursework within sixty (60) days of the commencement of this supervision, and in each renewal period while providing supervision.** (16 CCR § 1833.1(a)(6)(A)&(B))
- 6) I know and understand the laws and regulations pertaining to both the supervision of trainees and associates and the experience required for licensure as a marriage and family therapist. (16 CCR § 1833.1(a)(7))
- 7) I shall ensure that the extent, kind, and quality of counseling performed is consistent with the education, training, and experience of the trainee or associate. (16 CCR § 1833.1(a)(8))
- 8) I shall monitor and evaluate the extent, kind, and quality of counseling performed by the trainee or associate by direct observation, review of audio or video tapes of therapy, review of progress and process notes and other treatment records, or by any other means deemed appropriate. (16 CCR § 1833.1(a)(9))
- 9) I shall address with the trainee or associate the manner in which emergencies will be handled. (16 CCR § 1833.1(a)(10))

**** Psychologists and Physicians certified in psychiatry are not required to comply with #5.**

Trainee/Associate's Name: _____

Supervisor's Name: _____

- 10) I agree not to provide supervision to a TRAINEE unless the trainee is a volunteer or employed in a setting that meets all of the following: (A) is not a private practice; (B) lawfully and regularly provides mental health counseling or psychotherapy; and (C) provides oversight to ensure that the trainee's work at the setting meets the experience and supervision requirements and is within the scope of practice for the profession as defined in BPC section 4980.02. (BPC § 4980.43.3(b)(1))
- 11) I agree not to provide supervision to an ASSOCIATE unless the associate is a volunteer or employed in a setting that meets both of the following: (A) lawfully and regularly provides mental health counseling or psychotherapy; (B) provides oversight to ensure that the associate's work at the setting meets the experience and supervision requirements and is within the scope of practice for the profession as defined in BPC section 4980.02. (BPC § 4980.43.3(c))
- 12) If I am to provide supervision on a voluntary basis in a setting which is not a private practice, a written agreement will be executed between myself and the organization in which the employer acknowledges that they are aware of the licensing requirements that must be met by the associate or trainee, they agree not to interfere with my legal and ethical obligations to ensure compliance with these requirements, and they agree to provide me with access to clinical records of the clients counseled by the associate or trainee. (16 CCR § 1833(b)(4))
- 13) I shall give at least (1) one week's prior written notice to a trainee or associate of my intent not to sign for any further hours of experience for such person. If I have not provided such notice, I shall sign for hours of experience obtained in good faith where I actually provided the required supervision. (16 CCR § 1833.1(c))
- 14) I shall obtain from each trainee or associate for whom supervision will be provided, the name, address, and telephone number of the trainee's or associate's most recent supervisor and employer. (16 CCR § 1833.1(d))
- 15) In any setting that is not a private practice, I shall evaluate the site(s) where a trainee or associate will be gaining hours of experience toward licensure and shall determine that: (1) the site(s) provides experience which is within the scope of practice of a marriage and family therapist; and (2) the experience is in compliance with the requirements set forth in 16 CCR section 1833 and sections 4980.43 through 4980.43.4 of the Code. (16 CCR § 1833.1(e))
- 16) Upon written request of the Board, I shall provide to the board any documentation which verifies my compliance with the requirements set forth in 16 CCR section 1833.1. (16 CCR § 1833.1(f))

Trainee/Associate's Name: _____

Supervisor's Name: _____

17) I shall provide the associate or trainee with the original of this signed statement prior to the commencement of any counseling or supervision. (16 CCR § 1833.1(b))

I declare under penalty of perjury under the laws of the State of California that I have read and understand the foregoing, that I meet all criteria stated herein, and that the information submitted on this form is true and correct.

Signature of Qualified Supervisor: _____ Date: _____

Mailing Address: Number and Street: _____

City, State, Zip Code: _____

THE SUPERVISOR SHALL PROVIDE THE ASSOCIATE OR TRAINEE BEING SUPERVISED WITH THE ORIGINAL OF THIS SIGNED STATEMENT PRIOR TO THE COMMENCEMENT OF ANY COUNSELING OR SUPERVISION.

THE TRAINEE OR ASSOCIATE SHALL SUBMIT THIS FORM TO THE BOARD UPON APPLICATION FOR LICENSURE.



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REPEAL

RESPONSIBILITY STATEMENT FOR SUPERVISORS OF AN ASSOCIATE CLINICAL SOCIAL WORKER

Title 16, California Code of Regulations (16 CCR) section 1870 requires any qualified licensed mental health professional who assumes responsibility for providing supervision to an individual working toward licensure as a Licensed Clinical Social Worker to complete and sign, under penalty of perjury, the following statement prior to the commencement of supervision, and to provide the Associate with the original.

Associate's Name: _____
Last First Middle
ASW Number: _____ Supervisor's Name: _____

As the supervisor:

- 1) I am licensed in California and have been licensed in California or out-of-state for at least two years prior to commencing this supervision. (16 CCR §§ 1870(a) and 1874)

The license I hold in California is:

Licensed Marriage and Family Therapist License #: _____ Issue Date: _____

Licensed Clinical Social Worker License #: _____ Issue Date: _____

Licensed Professional Clinical Counselor License #: _____ Issue Date: _____

Licensed Educational Psychologist (LEP) License #: _____ Issue Date: _____

*Licensed Psychologist License #: _____ Issue Date: _____

*Physician certified in psychiatry by the American Board of Psychiatry and Neurology License #: _____ Issue Date: _____

Are you using time licensed out-of-state to qualify? Yes No

- 2) I have and will maintain a current and active license in good standing and will immediately notify the associate of any disciplinary action, including revocation or suspension, even if stayed, probation terms, inactive license status, or any lapse in licensure, that affects my ability or right to supervise. (16 CCR § 1870(a)(3))
- 3) I have practiced psychotherapy, provided psychological counseling pursuant to subdivision (e) of section 4989.14, or provided direct clinical supervision as described in 16 CCR section 1870(a)(4) for at least two (2) years within the last five (5) years immediately preceding this supervision. (16 CCR § 1870(a)(4))
- 4) I have completed a minimum of fifteen (15) contact hours in supervision training that includes content specified in 16 CCR section 1870(a)(4)) obtained from a state agency or approved continuing education provider.* (16 CCR § 1870(a)(5)(A))

*** Psychologists and Physicians board certified in psychiatry are not required to comply with #4.**

Associate's Name: _____

Supervisor's Name: _____

- 5) If I am an LEP, I am only supervising the provision of educationally related mental health services that are consistent with the LEP scope of practice. (Business and Professions Code (BPC) § 4996.20(a)(1)(A))
- 6) I have had sufficient experience, training, and education in the area of clinical supervision to competently supervise associates. (16 CCR § 1870(a)(5))
- 7) I know and understand the laws and regulations pertaining to both the supervision of associates and the experience required for licensure as a clinical social worker. (16 CCR § 1870(a)(6))
- 8) I shall ensure that the extent, kind, and quality of clinical social work performed is consistent with the training and experience of the associate. (16 CCR § 1870(a)(7)(A))
- 9) I shall review client/patient records, monitor and evaluate assessment and treatment decisions of the associate clinical social worker, and monitor and evaluate the ability of the associate to provide services at the site(s) where he or she will be practicing and to the particular clientele being served, and ensure compliance with all laws and regulations governing the practice of clinical social work. (16 CCR § 1870(a)(7) (B)-(D))
- 10) I shall develop a supervisory plan as described in 16 CCR section 1870.1. The original signed plan shall be submitted to the board upon the associate's application for licensure. (16 CCR §§ 1870(a)(8), 1870.1)
- 11) I agree not to provide supervision to an associate unless the associate is a volunteer or employed by a setting that (1) lawfully and regularly provides clinical social work, mental health counseling, or psychotherapy; and (2) provides oversight to ensure that the associate's work at the setting meets the experience and supervision requirements set forth in Chapter 14 of the BPC and is within the scope of practice for clinical social work and psychotherapy as defined in BPC section 4996.9. (BPC § 4996.23.2(d))
- 12) I shall provide the associate with this original signed form prior to the commencement of any supervision. (16 CCR § 1870(a)(9))
- 13) I shall give at least one (1) week's written notice to the associate of my intent not to certify any further hours of experience for such person. If I have not provided such notice, I shall sign for hours of experience obtained in good faith where I actually provided the required supervision. (16 CCR § 1870(a)(10))

Associate's Name: _____

REPEAL

Supervisor's Name: _____

14) I shall complete an assessment of the ongoing strengths and limitations of the associate at least once a year and upon completion or termination of supervision and will provide copies of all assessments to the associate. (16 CCR § 1870(a)(11))

15) Upon written request of the board, I shall provide to the board any documentation which verifies my compliance with the requirements set forth in 16 CCR section 1870. (16 CCR § 1870(a)(12))

I declare under penalty of perjury under the laws of the State of California that I have read and understand the foregoing and that I meet all criteria stated herein and the information submitted on this form is true and correct.

Signature of Qualified Supervisor: _____ Date: _____

Mailing Address: Number and Street: _____

City, State, Zip Code: _____

Supervisor's Daytime Telephone Number: () _____

THE SUPERVISOR SHALL PROVIDE THE ASSOCIATE WITH THE ORIGINAL OF THIS SIGNED STATEMENT PRIOR TO THE COMMENCEMENT OF ANY SUPERVISION.

THE ASSOCIATE SHALL SUBMIT THE ORIGINAL SIGNED FORM TO THE BOARD UPON APPLICATION FOR LICENSURE.