California Board of Behavioral Science
1625 North Market Boulevard, Suite S200
Sacramento, CA95834
www.bbs.ca.gov

Licensed Professional Clinical Counselors Jurisprudence & Ethics Written Examination

CANDIDATE HANDBOOK

FOR EXAMINATIONS DECEMBER 2011 OR LATER

PSI licensure: certification
3210 E Tropicana
Las Vegas, NV89121
www.psiexams.com

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All questions about examination scheduling should be directed to:

PSI licensure: certification
3210 E Tropicana
Las Vegas, NV89121
(877) 392-6422• TTY (800) 735-2929
www.psiexams.com

Questions about examination content or licensing should be directed to:

Board of Behavioral Sciences
1625 North Market Blvd., Ste. S200
Sacramento, CA95834
(916) 574.7830
www.bbs.ca.gov

PURPOSE

This handbook serves as your notice of eligibility and is designed to provide you with general information regarding the California Licensed Professional Clinical Counselor (LPCC)Jurisprudence and Ethics Written examination processes and content.

EXAMINATIONS BY PSI

The State has contracted with PSI to conduct its examination program. PSI provides examinations through a network of computer examination centers in California and ten additional nationwide sites.

All questions regarding the scheduling and administration of examinations should be directed to PSI.

PSI licensure: certification
3210 E Tropicana
Las Vegas, NV89121
(877) 392-6422• Fax (702) 932-2666•TTY (800) 735-2929
www.psiexams.com

All other questions about examinations should be directed to the BBS.

Board of Behavioral Sciences
1625 North Market Blvd., Suite S-200,
Sacramento, CA95834
(916) 574-7830 ** FAX (916) 574-8625
www.bbs.ca.gov

EXAMINATION SCHEDULING PROCEDURES

Once you have been approved by Board of Behavioral Sciences (BBS), you are responsible for contacting PSI to schedule an appointment to take the examination. You may do so via the Internet at www.psiexams.com, or schedule over the telephone at (877) 392-6422.

- **FIRST TIME EXAMINEES:** Examination eligibility expires, and an application is deemed abandoned, if the applicant fails to sit for examination within one year after being notified of eligibility.
- **RE-EXAMINATION APPLICANTS:** Examination eligibility expires and an applicant becomes ineligible to sit for examination when an applicant fails any written examination and does not retake the examination within one year from the date of that failure.

The PSI examination centers are open for testing during normal working hours of 8:00 AM to 5:00 PM Monday through Friday, and operating hours on Saturday, except for the following major holidays:

Memorial Day	Closed May 25-27, 2013
Independence Day	Closed July 4, 2013
Labor Day	Closed August 31 - September 2, 2013
Thanksgiving	Closed November 28 – December 1, 2013
Christmas	Closed December 25, 2013
New Years	Closed January 1, 2014

INTERNET SCHEDULING

You may schedule your test by completing the online Test Registration Form. The Test Registration Form is available at PSI's website, www.psiexams.com. You may schedule for a test via the Internet 24 hours a day.

1. Complete the registration form online and submit your information to PSI via the Internet.
2. Upon completion of the online registration form, you will be given the available dates for scheduling your test.
3. You will need to choose a date to complete your registration.
4. Upon successful registration, you will receive a traceable confirmation number.

TELEPHONE SCHEDULING

PSI has two scheduling methods available if you wish to schedule by telephone. First, call PSI at (877) 392-6422, 24 hours a day and schedule using the Automated Registration System. Second, if you wish to contact a live operator, use this same telephone number to contact PSI registrars Monday through Friday between 4:30 am and 7:00 pm and Saturday, between 8:00 am and 2:00 pm, Pacific Time, to schedule your appointment for the test. Scheduling services are also available via our Telecommunications Device for the Deaf (TDD) by calling 800.735.2929.

CANCELING AN EXAMINATION APPOINTMENT

You may cancel and reschedule an examination appointment without forfeiting your fee *if your cancellation notice is received 2 days prior to the scheduled examination date.* For example, for a Monday appointment, the cancellation notice would need to be received on the previous Saturday. You may call PSI at (877) 392-6422. Please note that you may also use the automated system, using a touch-tone phone, 24 hours a day in order to cancel and reschedule your appointment.

Note: A voice mail message is not an acceptable form of cancellation. Please use the internet, automated telephone system, or call PSI and speak to a Customer Service Representative.

MISSED APPOINTMENT OR LATE CANCELLATION

If you miss your appointment, you will not be able to take the examination as scheduled, further you will forfeit your examination fee, if:

- You do not cancel your appointment 2 days before the scheduled examination date;
- You do not appear for your examination appointment;
- You arrive after examination start time;

- You do not present proper identification when you arrive for the examination.

RE-EXAMINATION

Candidates who fail are eligible to re-take this examination. A Request for Re-examination form will be provided with the score report or online at www.bbs.ca.gov.

To apply for re-examination, candidates must complete the form and submit it to the BBS with the correct fee. A notice confirming your eligibility for re-examination will be sent approximately 90 days from the fail date of the examination. Candidates are permitted to take the examination four times in a 12-month period.

CANDIDATES MUST PARTICIPATE IN THE EXAMINATION WITHIN ONE YEAR OF FAILING A PREVIOUS EXAMINATION.
Sample Scenarios:

- Maria passes her Jurisprudence and Ethics Written Examination on 5/31/12. She must take the National Clinical Mental Health Counselor Examination(NCMHCE) no later than 5/31/13.
- Arnold failed his Jurisprudence and Ethics Written Examination on 4/23/12. He must retake his Jurisprudence and Ethics Written Examination no later than 4/23/13.
- Danny received notice of eligibility to take the Jurisprudence and Ethics Written Examination on 1/18/12. He must take this examination no later than 1/18/13.

EXAMINATION SITE CLOSING FOR AN EMERGENCY

In the event that severe weather or another emergency forces the closure of an examination site on a scheduled examination date, your examination will be rescheduled. PSI personnel will attempt to contact you in this situation. However, you may check the status of your examination schedule by calling (877) 392-6422. Every effort will be made to reschedule your examination at a convenient time as soon as possible. You will not be penalized. You will be rescheduled at no additional charge.

EXAMINATION SITE LOCATIONS

The California examinations are administered at the PSI examination centers in California as listed below:

ANAHEIM
2301 W. LINCOLN AVE, SUITE 252
ANAHEIM, CA92801
(714) 254-1453
TAKE I-5 SOUTH TO SANTA ANA. EXIT ON BROOKHURST ST (SOUTH), TURNING LEFT. TURN RIGHT (WEST) ON LINCOLN AVE. RIGHT AFTER MONTEREY LN. GO HALF A BLOCK AND ENTER ON THE FIRST DRIVEWAY ON 2301 LINCOLN. SUITE 252 IS LOCATED ON THE SECOND FLOOR.

ATASCADERO
7305 MORRO RD, SUITE 201A
ATASCADERO, CA93422
(805) 462-8983
FROM US-101 N, TAKE THE CA-41 EXIT- EXIT 219-TOWARD MORRO RD. TURN LEFT ONTO EL CAMINO REAL. Turn LEFT onto CA-41/MORRO RD.

FROM US-101 S, TAKE THE MORRO RD/CA-41 EXIT- EXIT 219, TURN RIGHT ONTO CA-41/MORRO RD.

BAKERSFIELD
5405 STOCKDALE HIGHWAY, SUITE 206
BAKERSFIELD, CA93309
(661) 398-9354
FROM I-5 S, TAKE THE STOCKDALE HWY EXIT (253). TURN LEFT ONTO STOCKDALE HWY.

FROM I-5 N TOWARD BAKERSFIELD, KEEP LEFT TO TAKE CA-99 N VIA EXIT (221) TOWARD BAKERSFIELD/FRESNO. TAKE THE CA-58 E EXIT TOWARD TEHACHAPI/MOJAVE. TAKE THE EXIT ON THE LEFT TOWARD CAL STATE UNIV/STOCKDALE HWY/BRUNDAGE LANE. TURN LEFT ONTO WIBLE RD. TURN SLIGHT LEFT ONTO STOCKDALE HWY.

CARSON
17420 S. AVALON BLVD, SUITE 205
CARSON, CA90746
(310) 217-1066
FROM CA-91 E/GARDENA FWY TAKE THE AVALON EXIT. OFF RAMP WILL LEAD YOU ONTO ALBERTONI ST. MAKE A RIGHT ONTO AVALON BLVD AND WE ARE LOCATED ON THE RIGHT HANDSIDE (SAME PARKING LOT AS CARL'S JR).

FROM CA-91 W TAKE THE AVALON EXIT. MAKE A LEFT ONTO AVALON BLVD.MAKE A U-TURN ON AVALON BLVD AND ALBERTONI ST. WE ARE LOCATED ON THE RIGHT HAND SIDE. (SAME PARKING LOT AS CARL'S JR).

EL MONTE
4399 SANTA ANITA AVENUE, SUITE 110
EL MONTE, CA 91731
(626) 279-2705
FROM THE I-10E, TAKE THE SANTA ANITA AVE EXIT. TURN LEFT ONTO SANTA ANITA AVE. MAKE A U-TURN AT EMERY STREET ONTO SANTA ANITA AVE. THE TESTING SITE WILL BE ON THE RIGHT.

FRESNO
351 E. BARSTOW, SUITE 101
FRESNO, CA93710
(559) 221-9006
FROM CA-41 S, TAKE THE BULLARD AVE EXIT. TURN LEFT ONTO E BULLARD AVE. TURN RIGHT ONTO N FRESNO ST. PASS THROUGH THE INTERSECTION OF FRESNO AND BASTOW AVE. TAKE THE FIRST DRIVEWAY ON THE RIGHT HAND SIDE.

FROM CA-41 N, TAKE THE SHAW AVE EXIT TOWARD CLOVIS. TURN RIGHT ONTO E SHAW AVE. TURN LEFT ONTO N FRESNO ST. TURN LEFT INTO THE LAST DRIVEWAY BEFORE BARSTOW AVE.

TESTING CENTER IS IN THE OFFICE COMPLEX ON THE SW CORNER OF BARSTOW AND FRESNO ST.

HAYWARD
24301 SOUTHLAND DRIVE, SUITE B-1
HAYWARD, CA94545
(510) 784-1114
FROM I-880 N TOWARD OAKLAND, TAKE THE WINTON AVENUE EXIT. MERGE ONTO W WINTON AVE TOWARD HEALDCOLLEGE. TURN LEFT ONTO SOUTHLAND DR.
FROM I-880 S TOWARD SAN JOSE/SAN MATEO BR, TAKE THE WINTON AVE WEST EXIT TOWARD HEALDCOLLEGE. MERGE ONTO W WINTON AVE. TURN LEFT ONTO SOUTHLAND DR.

REDDING
2861 CHURN CREEK, UNIT C
REDDING, CA96002
(530) 221-0945
FROM 1-5 S, TAKE THE CYPRESS AVENUE EXIT (677). TURN RIGHT ONTO E. CYPRESS AVE. TURN RIGHT ON CHURN CREEK RD.

FROM I-5 N TOWARDS SACRAMENTO, TAKE THE CYPRESS AVE EXIT (677). TURN LEFT ONTO E. CYPRESS AVE. TURN RIGHT ONTO CHURN CREEK RD.

FROM 299 E TOWARDS REDDING, START GOING WEST ON CA-299. MERGE ONTO 1-5 S RAMP ON THE LEFT TOWARDS SACRAMENTO. TAKE THE CYPRESS AVE EXIT (677). TURN LEFT ONTO E. CYPRESS AVE. TURN RIGHT ONTO CHURN CREEK RD.

FROM 299 W TOWARDS REDDING. START GOING EAST ON CA-299 TOWARDS WEAVERVILLE/REDDING. FROM 299 EAST TURN RIGHT ONTO CA-273/CA-299 E/MARKET STREET. TURN LEFT ONTO CA-299-E. MERGE ONTO 1-5 S VIA EXIT 2A TOWARDS RED BLUFF/SACRAMENTO. TAKE THE CYPRESS AVE EXIT (677). TURN LEFT ONTO E. CYPRESS AVE. TURN RIGHT ONTO CHURN CREEK RD.

RIVERSIDE
7888 MISSION GROVE PARKWAY S., SUITE 130
RIVERSIDE, CA 92508
(951) 789-0358
FROM THE CA-91W TOWARD RIVERSIDE/BEACH CITIES, TAKE THE CENTRAL AVENUE EXIT TOWARD MAGNOLIA CENTER. TURN LEFT ONTO CENTRAL AVE. CENTRAL AVE BECOMES ALESSANDRO BLVD. VEER TO THE RIGHT, THEN STAY STRAIGHT TO GO ONTO TRAUTWEIN RD (YOU WILL PASS COMMUNICATIONS CENTER DR). TURN LEFT ONTO MISSION GROVE PKY W.

FROM THE HIGH DESERT/SAN BERNARDINO AREA 215 S, WHERE THE 60 FWY, 91 FWY AND THE 215 FWY SPLIT, TAKE 215S (SIGNS FOR THE 60 EAST INDIO). TAKE EXIT 27C FOR ALESSANDRO BLVD, TURN RIGHT ONTO E ALESSANDRO BLVD, TURN LEFT ONTO MISSION GROVE PKWY S.

SACRAMENTO
9719 LINCOLN VILLAGE DR.
BUILDING 100, SUITE 100
SACRAMENTO, CA95827
(916) 363-6455
FROM SAN FRANCISCO/VALLEJO ON I-80 E, TAKE US-50 E TOWARD SACRAMENTO/SOUTH LAKE TAHOE. TAKE BRADSHAW ROAD, EXIT 13, TURN RIGHT ONTO BRADSHAW ROAD. TURN IMMEDIATE LEFT ONTO LINCOLN VILLAGE DR.

SAN DIEGO
5440 MOREHOUSE DRIVE, SUITE 3300
SAN DIEGO, CA92121
(858) 658-0786
FROM 1-805 S, TAKE THE SORRENTO VALLEY RD/MIRA MESA BLVD EXIT. TURN LEFT ONTO MIRA MESA BLVD, TURN LEFT ONTO SCRANTON ROAD. TURN RIGHT ONTO MOREHOUSE DRIVE.
FROM I-805 N TOWARD LOS ANGELES, TAKE THE MIRA MESA BLVD/VISTA SORRENTO PKWY EXIT. TURN RIGHT ONTO MIRA MESA BLVD. TURN LEFT ONTO SCRANTON RD. TURN RIGHT ONTO MOREHOUSE DR.

ADDITIONAL PARKING CAN BE FOUND (on top of the AT&T building) BY CONTINUING ON MOREHOUSE PAST OUR BUILDINGAND TURNING LEFT AT THE NEXT DRIVEWAY UP THE HILL

SAN FRANCISCO
150 EXECUTIVE PARK BLVD., STE 1100
SAN FRANCISCO, CA 94134
(415) 330-9700
I-80 W BECOMES US-101 S. TAKE EXIT 429 A TOWARD MONSTER PARK/TUNNEL AVE. TAKE THE RAMP TOWARD 3COM PARK. TURN RIGHT ONTO ALANNA RD. TURN LEFT ONTO EXECUTIVE PARK BLVD.

SANTA ROSA
160 WIKIUP DRIVE, SUITE 105
SANTA ROSA, CA95403
(707) 544-6723
FROM US-101 N, TAKE MARK WEST SPRINGS/RIVER ROAD EXIT. TURN RIGHT ON MARK WEST SPRINGS. TURN LEFT AT OLD REDWOOD HIGHWAY. TURN RIGHT ON WIKIUP DRIVE. FIRST DRIVEWAY ON RIGHT.

FROM US-101 S, TAKE MARK WEST SPRINGS/RIVER ROAD EXIT. TURN LEFT ON MARK WEST SPRINGS. TURN LEFT AT OLD REDWOOD HIGHWAY. TURN RIGHT ON WIKIUP DRIVE. FIRST DRIVEWAY ON RIGHT.

SANTA CLARA
2936 SCOTT BLVD
SANTA CLARA, CA95054
(408) 844-0004
FROM US-101 N, TAKE THE SAN TOMAS EXPWY/MONTAGUE EXPWY EXIT- EXIT 392. TAKE THE SAN TOMAS EXPWY RAMP. MERGE ONTO SAN TOMAS EXPY/CR-G4. TURN LEFT ONTO SCOTT BLVD.

FROM I-880 S TOWARD SAN JOSE, TAKE THE MONTAGUE EXPWY EXIT (7). TAKE THE MONTAGUE EXPWY WEST RAMP. MERGE ONTO MONTAGUE EXPY/CR-G4 E. TURN LEFT ONTO E TRIMBLE RD.E TRIMBLE RD BECOMES DE LA CRUZ BLVD. TURN SLIGHT RIGHT ONTO CENTRAL EXPY/CR-G6 W. TURN SLIGHT RIGHT ONTO SCOTT BLVD.

VENTURA
4245 MARKET ST, SUITE 208
VENTURA, CA 93003
(805) 650-5220
FROM US-101N, TAKE THE TELEPHONE ROAD EXIT 65. TURN LEFT ONTO TELEPHONE ROAD. TURN RIGHT ONTO MARKET STREET.

VISALIA (OPENING MARCH 2013)
3400 W MINERAL KING AVE, SUITE D
VISALIA, CA 93291
FROM CA-99N, MERGE ONTO CA-198E VIA EXIT 96 TOWARD VISALIA/SEQUOIA NAT'L PARK. TAKE THE EXIT TOWARD DEMAREE STREET. MERGE ONTO W NOBLE AVENUE. TURN LEFT ONTO S COUNTY CENTER DRIVE. TAKE THE 1ST LEFT ONTO W MINERAL KING AVENUE.

WALNUT CREEK
175 LENNON LANE, SUITE 203
WALNUT CREEK, CA 94598
(925) 906-9165
FROM I-5N, KEEP LEFT TO TAKE I-580W TOWARD TRACY/SAN FRANCISCO. MERGE ONTO I-680N VIA EXIT 44B TOWARD SACRAMENTO/WALNUT CREEK/CONCORD. TAKE THE YGNACIO VALLEY ROAD EXIT AND TURN RIGHT. TURN LEFT ONTO LENNON LANE.

OUT-OF-STATE EXAMINATION SITE LOCATIONS

The following out-of state sites will also offer this examination.

ALBUQUERQUE
2301 YALE BLVD, SE
BUILDING C, SUITE 4
ALBUQUERQUE, NM 87106
FROM INTERSTATE 25, TAKE THE GIBSON BLVD EXIT AND TRAVEL EAST ON GIBSON BLVD UNTIL YOU REACH YALE BLVD SOUTHEAST. TURN RIGHT ON YALE BLVD S.E. (HEADING SOUTH), JUST PAST RENARD PLACE AND THEN TURN RIGHT INTO THE COMMERCE CENTER. THE SITE IS ACROSS THE STREET FROM THE WAFFLE HOUSE AND COMFORT INN.

ATLANTA
CIRCLE 75 OFFICE PARK
1000 CIRCLE 75 PARKWAY, SUITE 720
ATLANTA, GA 30339
FROM I-285 BYPASS N, TAKE EXIT- EXIT 51B- TOWARD CHATTANOOGA/GREENVILLE. MERGE ONTO I-285 N / GA-407 N. TAKE THE COBB PKWY / US-41 EXIT- EXIT 19- TOWARD DOBBINS ARB. TURN LEFT ONTO COBB PKWY SE / US-41 N / GA-3 N. TURN SLIGHT RIGHT ONTO CIRCLE 75 PKWY SE.

BOSTON
INNER TECH PARK, 56 ROLAND ST., SUITE 211
BOSTON, MA 02129
FROM NORTH: TAKE I-93 SOUTH. EXIT 28 – BOSTON/SULLIVAN SQ./CHARLESTOWN. MERGE INTO MYSTIC AVE. TAKE I-93S RAMP TO BOSTON/SULLIVAN SQ./CHARLESTOWN (TAKE RAMP DO NOT GET ON HIGHWAY). MAKE SLIGHT LEFT TURN ON TO MAFFA WAY. MAKE SLIGHT RIGHT TURN ON TO CAMBRIDGE STREET. AT FIRST TRAFFIC LIGHT, MAKE LEFT ON TO CARTER STREET – THERE IS A SIGN FOR INNER TECH PARK. RIGHT ON TO ROLAND STREET. END AT 56 ROLAND STREET (BUILDING ON LEFT, PARKING LOT ON RIGHT). ENTER THROUGH NORTH LOBBY

CHARLOTTE
TYVOLA EXECUTIVE PARK 1
5701 WESTPARK DR, #202
CHARLOTTE, NC 28217
FROM I-77S TOWARDS COLUMBIA, EXIT TYVOLA ROAD (EXIT #5). TURN LEFT AT TYVOLA ROAD. MAKE A RIGHT AT WESTPARK DR.
FROM I-77N, EXIT TYVOLA ROAD (EXIT #5). BEAR RIGHT AT TYVOLA ROAD. TURN RIGHT AT WESTPARK DR.

CHERRY HILL
950 N. KINGS HWY, SUITE 301
CHERRY HILL, NJ 08034
FROM THE NEW JERSEY TPKE S, TAKE EXIT #4/PHILADELPHIA/CAMDEN ONTO RT-73 N TOWARD CAMDEN/PHILADELPHIA. TAKE RAMP ONTO I-295 S TOWARD DEL MEM BR. TAKE EXIT #34B/CHERRY HILL/CAMDEN ONTO MARLTON PIKE(RT-70 W). TURN RIGHT ON KINGS HWY N (RT-41). NOTE BUILDING 950 IS BEHIND BUILDINGS #900 AND #1030.

CHICAGO
332 S. MICHIGAN AVENUE
SUITE 410
CHICAGO, IL 60604
TAKE US-41S WHICH BECOMES I-94E. TAKE THE W JACKSON BLVD EXIT (51F). TURN LEFT ON W JACKSON BLVD. TURN RIGHT ON S MICHIGAN AVE.

CRANBERRY TOWNSHIP
CRANBERRY CORPORATE BUSINESS CENTER
213 EXECUTIVE DR., SUITE 150
CRANBERRY TOWNSHIP, PA 16066
FROM I-79 EXIT CRANBERRY-MARS ROUTE 228, GO WEST. CROSS OVER ROUTE 19 ONTO FREEDOM ROAD. GO THREE TRAFFIC LIGHTS THEN TURN RIGHT ONTO EXECUTIVE DRIVE. BUILDING IS DIRECTLY ACROSS FROM HAMPTON INN.

DALLAS
300 N COIT, SUITE 172
RICHARDSON, TX 75080
FROM 75 SOUTH, TAKE THE BELT LINE ROAD *EXIT AND TURN RIGHT ON BELT LINE ROAD. STAY ON BELT LINE ROAD UNTIL YOU REACH COIT. TURN RIGHT ONTO N COIT. THE BUILDING IS ON THE RIGHT HAND SIDE. IF YOU ARE COMING IN FROM LBJ (I635) AND GOING NORTH ON 75, YOU WILL TURN LEFT ONTO BELT LINE AND TURN RIGHT ONTO COIT.*

GLENDALE (QUEENS)
THE SHOPS AT ATLAS PARK
71-19 80TH ST, SUITE 8307
GLENDALE, NY 11385
FROM I-678 S, TAKE THE J ROBINSON PKWY EXIT- EXIT 7. TAKE THE FOREST PARK DR EXIT- EXIT 4- TOWARD MYRTLE AVE / WOODHAVEN BLVD. TAKE THE RAMP TOWARD MYRTLE AVE / WOODHAVEN BLVD. TURN SLIGHT RIGHT ONTO FOREST PARK DR. TURN RIGHT ONTO MYRTLE AVE. TURN LEFT ONTO 80TH ST. GO TO 2ND LIGHT PAST MYRTLE AVE OVER SMALL OVERPASS MAKE A RIGHT INTO ATLAS PARK. MAKE A RIGHT AT STOP SIGN TO GET INTO PARKING LOT. ONCE PARKED, GO TO TOP FLOOR OF PARKING LOT, TURN RIGHT AND WALK UNTIL YOU SEE "MARKET PLAZA". TAKE ELEVATOR TO THE 3RD FLOOR. OFFICES ARE LOCATED IN THE RED BRICK BUILDING.

HOUSTON (NORTHWEST)
9800 NORTHWEST FREEWAY
SUITE 200
HOUSTON, TX 77092
FROM HWY 290 DRIVING SOUTHEAST, MERGE ONTO LOOP 610 NORTH. EXIT AT T.C.JESTER AND THEN U-TURN UNDER LOOP 610. STAY ON THE FEEDER ROAD, SHERATON HOTEL IS ON THE RIGHT AS THE ROAD CURVES RIGHT. TURN INTO THE PARKING LOT IMMEDIATELY AFTER THE SHERATON HOTEL AND BEFORE THE OFFICE BUILDING. CENTER IS ON THE 2ND FLOOR.

LAS VEGAS
3210 E TROPICANA AVENUE
LAS VEGAS, NEVADA 89121
FROM I-15 – EXIT EAST ON TROPICANA, TRAVEL APPROXIMATELY 4 MILES, TURN LEFT ON MOJAVE, TURN RIGHT INTO THE PARKING LOT.
FROM I-95 – EXIT WEST ON TROPICANA, TRAVEL APPROXIMATELY 1 MILE, TURN RIGHT ON MOJAVE, TURN RIGHT INTO THE PARKING LOT.

MILFORD
500 BIC DRIVE
SUITE 101
MILFORD, CT 06461
FROM HIGHWAY I-95 EXIT 35. GO TOWARD BIC DRIVE. GO .5 MILES TO 500 BIC DRIVE WHICH IS AT GATE 1 OF THE FORMER BIC COMPLEX. GO TO THE REAR OF THE LOT AND PARK. WALK DOWN THE HILL IN FRONT OF THE BUILDING AND ENTER THE FRONT DOOR. SIGNS WILL DIRECT YOU TO SUITE 101 (PSI).

NASHVILLE
THE OAKS
1100 KERMIT, SUITE 103
NASHVILLE, TN 37217
FROM I-40 EAST, TAKE EXIT ONTO I-24 (EXIT 213-A). TAKE MURFREESBORO ROAD AT THE FIRST EXIT (EXIT 52). STAY IN THE RIGHT LANE ON THE RAMP, AS THE EXIT APPEARS WHILE YOU ARE STILL IN THE CURVE. ON MURFREESBORO, STAY IN THE LEFT LANE. TURN LEFT ONTO KERMIT ST WHEN THERE IS A MCDONALD'S ON YOUR RIGHT. PSI IS IN THE FIRST BUILDING ON YOUR LEFT.
FROM I-40 WEST, TAKE EXIT ONTO BRILEY PARKWAY, TURN LEFT ONTO BRILEY. EXIT ONTO MURFREESBORO RD. STAY IN THE RIGHT LANE. TURN RIGHT ONTO KERMIT ST BETWEEN A FIRESTONE STORE AND SILVERADO DANCE HALL. TURN RIGHT ONTO KERMIT ST. PSI IS IN THE FIRST BUILDING ON YOUR LEFT.

NORTH OREM (PROVO)
581 WEST 1600 NORTH, SUITE C
NORTH OREM, UT 84057
FROM US-89, TURN RIGHT ONTO W CENTER ST/UT-114. MERGE ONTO I-15 N VIA THE RAMP ON THE LEFT TOWARD SALT LAKE. TAKE THE 1600 NORTH EXIT 273. TURN EAST ONTO WEST 1600 NORTH. GO ONE MILE EAST.

NORTH SALT LAKE CITY
25 NORTH 400 WEST, SUITE 7
NORTH SALT LAKE CITY, UT 84054
(THE CITY OF NORTH SALT LAKE NOT SALT LAKE CITY PROPER. THE PSI TEST SITE IS IN DAVIS COUNTY JUST NORTH OF THE FLYING J REFINERY.)
FROM SALT LAKE CITY AND THE SOUTH.

MERGE ON TO I-15N. TAKE EXIT 312 AND MERGE ON TO US89 NORTH FOR ABOUT 1.8 MILES. TURN LEFT ONTO E CENTER ST AND GO WEST FOR ABOUT .6 MILES. TURN RIGHT ON TO 400 W.
FROM THE NORTH
MERGE ONTO I-15 S SALT LAKE. TAKE THE CENTER ST., EXIT 314. TURN RIGHT ONTO W CENTER ST. TURN RIGHT ONTO 400 W.
FROM I-80 EAST MERGE TO I-215 NORTH. TAKE THE REDWOOD RD/UT-68 EXIT 28 AND TURN RIGHT ONTO CENTER STREET.

PHOENIX
5727 N 7TH ST.
SUITE 301
PHOENIX, AZ 85014
FROM I-17 SOUTH EXIT TO BETHANY HOME ROAD. GO LEFT (EAST) ON BETHANY HOME. TURN RIGHT (SOUTH) ON 7TH STREET. THE PSI SITE IS ON THE EAST SIDE OF THE STREET JUST BEFORE MISSOURI. IT IS A 4 STORY GLASS BUILDING.

PORTLAND
205 BUSINESS CENTER, SUITE 201
8383 NE SANDY BLVD
PORTLAND, OR 97220
GET ON I-84 HEADING EAST. TAKEEXIT NO. 5-82ND AVE. TURN RIGHT ON NE MULTNOMAH ST. TURN RIGHT ON NE 82ND AVE. TURN RIGHT ON NE SANDY BLVD. THE SITE IS ON THE LEFT ½ BLOCK FROM 82ND AND SANDY.

RICHMOND
MOOREFIELD VI BUILDING
620 MOOREFIELD PARK DRIVE
SUITE 205
RICHMOND, VA 23236
FROM I-64E, TAKE THE PARHAM RD EXIT AND TURN RIGHT. N PARHAM RD/VA-73 S BECOMES VA-150 S/CHIPPENHAM PKWY. MERGE ONTO VA-76 S/POWHITE PKWY. MERGE ONTO MIDLOTHIAN TURNPIKE WEST. TURN LEFT ON MOOREFIELD PARK DR.

SOUTHFIELD (DETROIT AREA) EXAMINATION CENTER
CROSSROADS BUILDING
16250 NORTHLAND DRIVE, SUITE 361
SOUTHFIELD, MI 48075
FROM I-75 NORTH AND SOUTH, EXIT WEST 8 MILE RD. CROSS THE LODGE FWY (HWY 10). TURN RIGHT ON NORTHLAND DRIVE. NORTHLAND DRIVE IS NEXT TO THE NORTHLAND SHOPPING CENTER. FROM SOUTHFIELD FWY NORTH AND SOUTH, EXIT EAST 8 MILE RD. GO EAST ON 8 MILE TO NORTHLAND DRIVE. NORTHLAND DRIVE IS NEXT TO THE NORTHLAND SHOPPING CENTER

WEST DES MOINES:
1001 OFFICE PARK ROAD, SUITE 315
WEST DES MOINES, IA 50265
FROM I-235, EXIT 8TH ST/73RD ST AND PROCEED SOUTH. TURN RIGHT ON OFFICE PARK ROAD. TURN RIGHT INTO THE DRIVEWAY.

WEST HARTFORD
45 SOUTH MAIN STREET, SUITE 209
WEST HARTFORD, CT 06107
FROM I-84, EXIT 41, S. MAIN ST. AND PROCEED NORTH APPROXIMATELY 2 MILES. 45 SOUTH MAIN WILL APPEAR ON THE LEFT, DIRECTLY ACROSS THE STREET FROM THE TOWN HALL, BEFORE YOU CROSS FARMINGTON AVENUE. THE ATTENDANT WILL PARK YOUR CAR AT NO CHARGE. TAKE THE ELEVATOR TO THE SECOND FLOOR TO SUITE 209.

WOODBURY
6053 HUDSON RD, SUITE 210
WOODBURY, MN 55125
FROM I-94 GO SOUTH ON CENTURY TO THE FIRST LEFT (WHICH IS THE FRONTAGE ROAD ENTRANCE TO THE COUNTRY INN). ENTER THE OFFICE COMPLEX THROUGH THE SINCLAIR GAS STATION AND ALONG BACK OF THE INN. 6053 IS THE BUILDING DIRECTLY AHEAD. THE ENTRANCE ON THAT (WEST) SIDE IS ACTUALLY ON THE 2ND FLOOR. SUITE 210 IS DOWN THE CORRIDOR TO THE RIGHT. PLEASE USE THE WEST ENTRANCE ON SATURDAYS.

SPECIAL ACCOMMODATIONS AVAILABLE

All examination sites are physically accessible to individuals with disabilities. Scheduling services are also available via our Telecommunications Device for the Deaf (TDD) by calling 800.735.2929.

The Board and PSI recognize their responsibilities under the Federal Americans with Disabilities Act and the California Fair Employment and Housing Act by providing testing accommodations or auxiliary aids or services for candidates who substantiate the need due to a physical or mental disability or qualified medical condition.

Accommodations will not be provided at the examination site unless prior approval by the BBS has been granted. Reasonable, appropriate, and effective accommodations may be requested by submitting a "Request for Accommodation" package. This package is available by contacting the BBS or online at www.bbs.ca.gov/exams/testing accommodations.

Requests for accommodation must be received a minimum of 90 days prior to the desired test date to allow for processing. Accommodations that fundamentally alter the measurement of the skills or knowledge the examinations are intended to test will not be granted.

REPORTING TO THE EXAMINATION SITE

On the day of the examination, you must arrive at least 30 minutes prior to your scheduled appointment time. This allows time for check-in and identification verification and provides time to familiarize yourself with the examination process. If you arrive late, you may not be admitted to the examination site and you may forfeit your examination registration fee. Even though candidates will be thumb printed, you are still required to comply with any identification requirements established by the appropriate regulatory entity.

REQUIRED IDENTIFICATION AT EXAMINATION SITE

You must provide one of the following valid forms of government-issued identification before you may examine:

- A photographic Driver's License (any state)
- State identification card (any state)
- U.S. military identification
- Valid passport – any country (valid foreign passport with valid record of arrival/departure - Form I-94 or processed for I-551 stamped in a valid foreign passport)

All photographs must be recognizable as the person to whom the identification card was issued. The name on the application must match the photographic I.D. card. If you have recently changed your name with the BBS, you may want to contact PSI to verify that they have the correct same name on file.

If you cannot provide the required identification, you must call (877) 392-6422 at least 3 weeks prior to your scheduled appointment to arrange a way to meet this security requirement. *Failure to provide all of the required identification at the time of the examination without notifying PSI is considered a missed appointment, and you will not be able to take the examination.*

CALIFORNIA LAW SECURITY PROCEDURES

Section 123 of the California Business and Professions Code states: It is a misdemeanor for any person to engage in any conduct which subverts or attempts to subvert any licensing examination or the administration of an examination, including, but not limited to:

- Conduct which violates the security of the examination materials;
- Removing from the examination room any examination materials without authorization;
- The unauthorized reproduction by any means of any portion of the actual licensing examination;
- Aiding by any means the unauthorized reproduction of any portion of the licensing examination;
- Paying or using professional or paid examination-takers for the purpose of reconstructing any portion of the licensing examination;
- Obtaining examination questions or other examination material, except by specific authorization either before, during, or after an examination; or
- Selling, distributing, buying, receiving, or having unauthorized possession of any portion of a future, current, or previously administered licensing examination.
- Communicating with any other examinee during the administration of a licensing examination.
- Copying answers from another examinee or permitting one's answers to be copied by another examinee.
- Having in one's possession during the administration of the licensing examination any books, equipment, notes, written or printed materials, or data of any kind, other than the examination materials distributed, or otherwise authorized to be in one's possession during the examination.
- Impersonating any examinee or having an impersonator take the licensing examination on one's behalf.

Nothing in this section shall preclude prosecution under authority provided for in any other provision of law. In addition to any other penalties, a person found guilty of violating this section, shall be liable for the actual damages sustained by the agency administering the examination not to exceed ten thousand dollars ($10,000) and the costs of litigation.

IMPORTANT INFORMATION ABOUT TAKING AN EXAMINATION

1. All candidates will have their thumbprint taken during examination check-in and re-entry into the testing room after an approved absence. If a candidate passes the examination, the thumbprint record will be destroyed. If a candidate abandons his or her application for licensure, as determined by the appropriate regulatory authority, the thumbprint will also be destroyed. If a candidate is unsuccessful, the thumbprint record will be retained by PSI to ensure proper identification on any subsequent examination attempts. If the thumbprint doesn't match upon exit and re-entry, the candidate shall be disqualified from the examination, his or her test results invalidated, and the appropriate regulatory entity will be notified of the occurrence. The taking of the thumbprint is an additional measure to enhance examination security. The Department's Office of Professional Examination Services(OPES)shall ensure that the appropriate safeguards for the storage and destruction of the thumbprint records are in place.

2. The temperature in the testing room is maintained at a moderate level. Candidates are advised to layer clothing. Acceptable layered clothing includes lightweight shirts, sweaters, and pullovers without pockets and/or hoods. These items must be worn upon check-in, while you wait to enter the testing room, and during your initial seating for the examination.

3. There are timing mechanisms available at the test site and on the computer console to help candidates keep track of time during the test administration. Watches or other timekeeping devices are not permitted in the examination rooms.

4. Only one candidate will be allowed to take a restroom break at a time. Candidates are required to sign out when you leave the room and when you return. If a candidate's restroom break takes longer than five (5) minutes, a proctor will check on the candidate and will notify the applicable regulatory entity of the occurrence, which will take appropriate action.

5. The following items are not permitted in the examination rooms:

   - Cellular telephones, personal digital assistants (PDAs), recording devices, cameras, pagers, purses, notebooks, notebook computers, reference or readings material, music players, radios, electronic games, calculators, or briefcases.

   - Personal items including watches, backpacks, wallets, pens, pencils, or other writing devices, food, drinks (unless prior approval is obtained by your regulatory entity) and good-luck items.

   - Hats, baseball caps, or visors (with the exception of religious apparel), coats, shawls, hooded clothing, heavy jackets or overcoats.

   During the check-in process, all candidates will be asked if they possess any of the prohibited items and all candidates will be asked to empty their pockets. If prohibited items are found during check-in, candidates shall return these items to their vehicle or other place of safekeeping. Neither PSI, nor the Department of Consumer Affairs, shall be responsible for the items. Any candidate possessing the prohibited items in the examination room shall have his or her test results invalidated, and PSI shall notify the appropriate regulatory entity of the occurrence.

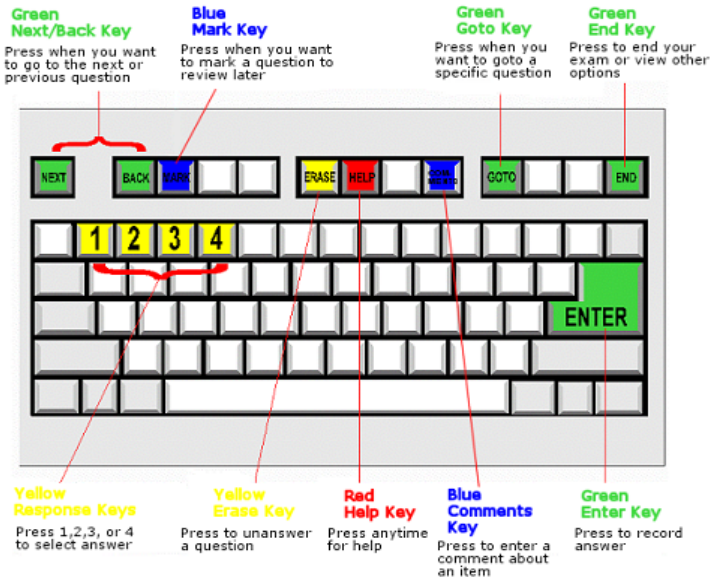
6. Copying or communicating examination content is a violation of PSI security policy and existing law. Either one shall result in the disqualification or invalidation of

examination results, the denial of your license, and may subject the candidate to criminal prosecution.

7. If you are asked by a proctor to step into the lobby during your examination, the proctor will suspend your examination and you will not lose any remaining test time.

TAKING THE EXAMINATION BY COMPUTER

Taking the PSI examination by computer is simple. You do not need any computer experience or typing skills. You will use fewer keys than you use on a touch-tone telephone. All response keys are colored and have prominent characters. An illustration of the special keyboard is shown here.



IDENTIFICATION SCREEN

You will be directed to a semiprivate testing station to take the examination. When you are seated at the testing station, you will be prompted to confirm your name, identification number, and the examination for which you are registered.

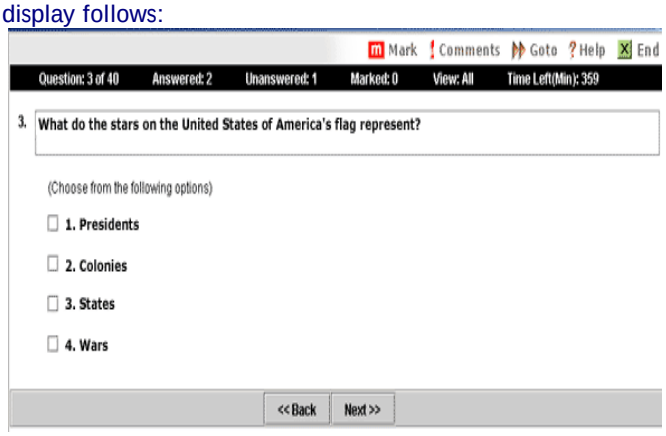
TUTORIAL

Before you start your examination, an introductory tutorial to the computer and keyboard is provided on the computer screen. The time you spend on this tutorial, up to 15 minutes, DOES NOT count as part of your examination time. Sample questions are included as part of the tutorial so that you may practice using the keys, answering questions, and reviewing your answers.

One question appears on the screen at a time. During the examination, minutes remaining will be displayed at the top of the screen and updated as you record your answers.

EXAMINATION QUESTION EXAMPLE

During the examination, you should press 1, 2, 3, or 4 to select your answer. You should then press "ENTER" to record your answer and move on to the next question. A sample question display follows:



EXAMINATION RESULTS

You will receive a notice acknowledging your participation in the examination, and a score report by mail.

The delay in processing results is necessary to ensure fairness to candidates who take the examination.

PSI will report your results directly to the BBS. To ensure validity, a statistical analysis of a certain number of completed examinations is required. Once the minimum number of completed examinations is met, it will take approximately six weeks for the analysis to be performed, the passing score validated, and the results to be mailed to candidates.

Your examination results are confidential and for your protection, will only be released to the BBS and to you in writing.

FAILING SCORE REPORTS

The score report will indicate the candidate's overall score and grade, including the number of items answered correctly. It also reveals how the candidate performed on each major section of the test as defined by the LPCC Jurisprudence and Ethics Written Examination Plan. The number correct in each content area is displayed. The primary purpose in providing a subscore for each part of the examination is to guide candidates in areas requiring additional preparation for re-testing.

ABANDONMENT OF APPLICATION/INELIGIBILITY

FIRST TIME EXAMINEES: In accordance with Title 16, California Code of Regulations Section 1806 (f) An application shall be deemed abandoned if the applicant fails to sit for examination within one year after being notified of eligibility. To re-open an abandoned application the candidate must submit a new application, fee and all required

documentation, as well as meet all current requirements in effect at the time the new application is submitted if that candidate wishes to pursue licensure.

RE-EXAMINATION APPLICANTS: An applicant who fails the examination may within one year from the eligibility notification date retake the examination without further application upon payment of the fee for the examination. Thereafter, the applicant shall not be eligible for further examination.

Persons failing to appear for re-examination, once having been scheduled, shall forfeit any re-examination fees paid.

AFTER PASSING THE EXAMINATION

Candidates are eligible to apply to take the National Clinical Mental Health Counselor Examination (NCMHCE) after passing the LPCC Jurisprudence and Ethics Written examination.

Allow three weeks for processing of examination results and approval to register to take the NCMHCE.

STUDY MATERIAL AND COURSES

The LPCC Examination Plan contained in this handbook is the official standard for the material that will be covered in the examination. It is important for candidates to study the *Examination Items* section of this handbook and the examination plan. Should the examination plan or format change, ample notice will be provided, and updates will be posted on the Board's Web site at www.bbs.ca.gov.

Candidates are encouraged to trust in and use their clinical education, experience and judgment as a basis for responding to the examination items. Examination preparation courses are not necessary for success in the examination, and are not a substitute for education and experience. However, they may be useful for overcoming test anxiety or becoming familiar with the format of an examination.

Should you decide to use examination preparation course materials or workshops, we strongly encourage you to become an informed consumer prior to purchase and to consider the impact that incorrect information could have on your examination performance.

The BBS does not supply examination preparation providers with confidential examination material. Additionally, it is unlawful for candidates to provide information regarding examination content to anyone.

OBJECTIVE OF THE BOARD OF BEHAVIORAL SCIENCES

State licensing boards are mandated to protect the public by developing licensing examinations that determine minimum competency for licensure. Licensure is mandated for those who provide independent professional services to consumers.

In accordance with California Business and Professions Code Section 4999.52 (a)(6)(d), each applicant for the LPCC license who has met the educational and experience requirements must successfully complete a Board-administered Jurisprudence and Ethics Written examination. An applicant is required to take and pass the LPCC Jurisprudence and Ethics Written examination prior to issuance of the license.
Candidates are tested with regard to their knowledge and professional skills, as well as the ability to make judgments about appropriate techniques and methods as applicable to the LPCC scope of practice. Business and Professions Code section 4999.20(a)(1), defines the LPCC scope of practice as:"…the application of counseling interventions and psychotherapeutic techniques to identify and remediate cognitive, mental, and emotional issues, including personal growth, adjustment to disability, crisis intervention, and psychosocial and environmental problems…"

LPCC EXAMINATION PLAN

The development of an examination program begins with an occupational analysis, most recently completed for LPCCs in 2011. An occupational analysis is a method for identifying the tasks performed in a profession or on a job and the knowledge, skills, and abilities required to perform that job.

The results of an occupational analysis form the basis of a licensing examination, demonstrating that an examination is job-related. The Department of Consumer Affairs' Examination Validation Policy requires an occupational analysis be performed every three to seven years.

Last performed in 2011, the analysis began with research of the licensee to gather information about the tasks that are performed in independent practice and the knowledge required to perform those tasks. That information was reviewed and refined during workshops with licensees, then incorporated into a questionnaire. The questionnaire asked licensees to rate the importance of (for example) each task, the task frequency, and knowledge area associated with their own practice.

The questionnaires were to LPCCs throughout the United States. Several panels of LPCCs reviewed the results of the questionnaire. The panels then established the content of the new examination plan based on the task statements and knowledge areas determined critical to practice, forming a valid LPCC examination plan.

The LPCC Jurisprudence and Ethics Written examination plan consists of two content areas law and ethics. In each content area, the examination plan describes examination content in terms of task statements and knowledge areas resulting from the occupational analysis. **It is important that candidates prepare for the examination by studying the examination plan.**

EXAMINATION DEVELOPMENT

The LPCC examinations are developed and maintained by the Office of Professional Examination Services Resources (OPES), a division of the Department of Consumer Affairs. The OPES staff consists of test validation and development specialists trained to develop and analyze occupational licensing examinations.

Licensees who participate in examination development and review workshops are referred to as "Subject Matter Experts" (SMEs). SMEs write and review multiple-choice items for the examination. SMEs are trained by OPES staff in established examination development processes and measurement

methodologies. The cooperative efforts among these members of the LPCC profession, the OPES and the BBS are necessary to achieve both the measurement and content standards for examination construction.

ESTABLISHING THE PASSING STANDARDS

The LPCC written examinations measure knowledge and skills required for LPCC practice, and represents a standard of performance that LPCCSMEs agree is the minimum acceptable level for licensing in the profession.

To establish pass/fail standards for each version of the LPCC Jurisprudence and Ethics Written examination, a criterion-referenced passing score methodology is used. The intent of this methodology is to differentiate between a qualified and unqualified licensure candidate. The passing score is based on minimum competence criterion that are defined in terms of the actual behaviors that qualified LPCCs would perform if they possessed the knowledge necessary to perform job activities.

During a criterion-referenced passing score procedure, a panel of LPCC SMEs also consider other factors that would contribute to minimum acceptable competence such as prerequisite qualifications (e.g., education, training and experience); the difficulty of the issues addressed in each multiple-choice item; and public health and safety issues. By adopting a criterion-referenced passing score, the Board applies the same minimum competence standards to all licensure candidates.

Because each version of the examination varies in difficulty, an important advantage of this methodology is that the passing score can be modified to reflect subtle differences in difficulty from one examination to another, providing safeguards to both the candidate and the consumer. A new examination version is implemented a minimum of four times per year to maintain examination security and the integrity of the licensing process.

EXAMINATION ITEMS

The LPCC Jurisprudence and Ethics Written examination contains no fewer than 100 multiple-choice items. The examination may contain additional items for the purpose of pre-testing (up to 50 nonscoreable items). Pre-testing allows performance data to be gathered and evaluated before the items are scoreable in an examination. These pre-test ("experimental") items, distributed throughout the examination, WILL NOT be counted for or against you in your examination score and will not be identified to you.

All of the scoreable items in the LPCC Jurisprudence and Ethics Written examination have been written and reviewed by LPCCs, are based on the job-related task and knowledge statements contained in the examination plan, are written at a level that requires candidates to apply integrated education and supervised experience, are supported by reference textbooks, and have been pre-tested to ensure statistical performance standards are met.

There is only one correct answer for each item. The 'incorrect' answers are typically common errors and misconceptions, true but not relevant statements or incorrect statements. There are no 'trick' questions in the examination.

You will have 1.5 hours to take this examination.

EXAMPLE STANDARD WRITTEN EXAMINATION ITEMS

Following are examples of the format and structure of items you may encounter during the examination. Each multiple-choice item requires the candidate to select the correct answer from among the four options provided.

1. Which of the following situations would constitute an unethical dual relationship?
   A. A current client begins to attend an AA meeting where the counselor serves as secretary
   B. A current client and the counselor are both enrolled in the same art class at a local art studio
   C. A counselor continues to receive services from a massage therapist who became a client after having provided services for the counselor
   D. Two years following a client's termination of therapy, the client and counselor meet each other on the street and decide to have lunch together

2. During an initial session, a client tells the counselor that she is currently seeing another counselor. She expresses angry feelings toward the other counselor and would like to get another perspective on her problems. What action should the counselor take?
   A. Contract a set number of sessions with the client before sending her back to her current counselor
   B. Inform the client that she needs to terminate her ongoing therapy before the counselor can provide treatment
   C. See the client until she makes up her mind which counselor she wants to have for therapy
   D. Call the current counselor to inform him about the client's desire to change counselors

3. A 65-year-old man comes to counseling for symptoms of depression and anxiety. The client reveals that his 40-year-old son has been living with him and demanding money from the client to buy drugs. The son has also threatened the client stating, "If you tell anyone you will be sorry." What legal responsibility does the therapist have in this case?
   A. Immediately report the elder abuse to an adult protective services agency
   B. Discuss with the client the therapist's responsibility to report the fiduciary abuse
   C. Advise the client to obtain a restraining order against his son to prevent further abuse
   D. Call the police as the client is in immediate danger of being harmed due to the son's threat

4. Under which of the following circumstances must the counselor report child sexual abuse?
   A. An 18-year-old dependent adult consents to sex with a 17 year old
   B. An emancipated 16-year-old consents to sex with a 21 year old
   C. A 15-year-old consents to sex with a 21 year old
   D. A 14-year-old consents to sex with a 15 year old

Correct Answers: 1-C; 2-B; 3-A; 4-C

LICENSED PROFESSIONAL CLINICAL COUNSELOR EXAM PLAN

The following pages contain detailed information regarding examination content. A description of each content area, subarea and the associated task and knowledge statements are provided. It is important for candidates to use this section as a study guide because each item in the Jurisprudence and Ethics Written examination is linked to this content. To help ensure success on the examination, candidates are also encouraged to use this section as a checklist by considering their own strengths and weaknesses in each area.

I. Law 48%- This area assesses the candidate's ability to identify and apply legal mandates in clinical practice.

A. Confidentiality and Privilege 23%

TASKS
- Secure records to protect client's privacy as mandated by law.
- Document clinical services as required by law.
- Respond to client's requests for records as mandated by law.
- Comply with Health Information Portability and Accountability Act (HIPAA) regulations as mandated by law.
- Comply with legal guidelines regarding disclosure of confidential information.
- Comply with laws regarding the treatment of minors.
- Assert client privilege about requests for confidential information as mandated by law.

KNOWLEDGE
- Knowledge of legal requirements for maintaining security of client records.
- Knowledge of legal requirements of Health Information Portability and Accountability Act (HIPAA).
- Knowledge of laws regarding documentation of clinical services.
- Knowledge of legal requirements pertaining to the client's request for their records.
- Knowledge of laws about counselor response to subpoenas.
- Knowledge of legal requirements for disclosing and obtaining confidential material with other individuals, agencies, or authorities.
- Knowledge of laws about holder of privilege.
- Knowledge of laws about consent to treat a minor.

B. Limits of Confidentiality 9%

TASKS
- Adhere to limits of confidentiality as defined by mandated reporting requirements.
- Report to authorities' known or suspected cases of abuse, neglect, or exploitation as defined by mandated reporting requirements (e.g., child, dependent adult, elder).
- Report the client's intentions to harm others as defined by mandated reporting requirements.
- Initiate protocols (e.g., involuntary hospitalization) after determining that the client is gravely disabled, or a danger to self or others.

KNOWLEDGE
- Knowledge of exceptions to confidentiality pertaining to mandated reporting requirements.
- Knowledge of laws pertaining to mandated reporting of suspected or known abuse (e.g., child, dependent adult, elder).
- Knowledge of reporting requirements regarding duty to warn when client indicates intent to harm others.
- Knowledge of criteria for initiating involuntary hospitalization for grave disability or danger to self or others.

C. Professional Conduct 16%

TASKS
- Comply with Mental Health Services Act (MHSA) as mandated by law.
- Comply with laws regarding sexual contact, conduct, and relations with clients.
- Disclose fee structure for professional services prior to working with client as mandated by law.
- Comply with legal standards about scope of practice to promote client safety.
- Comply with laws for advertising clinical services and qualifications.
- Comply with laws about the use of telemedicine in counseling/psychotherapy.

KNOWLEDGE
- Knowledge of legal requirements of the Mental Health Services Act (MHSA).
- Knowledge of laws about sexual conduct between counselor and client.

- Knowledge of situations requiring distribution of the State of California, Department of Consumer Affairs' pamphlet entitled "Professional Therapy Never Includes Sex."
- Knowledge of laws about disclosing fees for professional services.
- Knowledge of laws which define the scope of clinical practice.
- Knowledge of laws regarding advertisement and dissemination of information of professional qualifications, education, and professional affiliations.
- Knowledge of legal requirements regarding informing client of qualifications and services.
- Knowledge of laws about telemedicine that relate to counseling/psychotherapy.

II. Ethics 52%- This area assesses the candidate's ability to identify and apply ethical standards relevant to clinical practice.

A. Informed Consent 9%

TASKS
- Inform parent/legal guardian and minor client about confidentiality issues and exceptions.
- Manage fees and office polices by discussing client's responsibilities in treatment.
- Discuss the impact of the release of confidential information to third parties prior to disclosure.
- Inform clients of the limitations and risks associated with electronic means for counseling services.

KNOWLEDGE
- Knowledge of methods used to explain parameters of confidentiality.
- Knowledge of ethical responsibility to manage limits of confidentiality to inform client of reporting requirements.
- Knowledge of the management of confidentiality issues related to treatment of minors.
- Knowledge of methods used to explain management of fees and office policies with client.
- Knowledge of methods and conditions for managing confidential material disclosed to other individuals, agencies, or authorities.
- Knowledge of ethical standards related to the use of telemedicine.

B. Standards of Practice 18%

TASKS
- Document treatment in client records according to standard of practice.
- Manage counter transference reaction to maintain integrity of the counseling relationship.
- Evaluate client's ability to benefit from counseling/psychotherapy.
- Disclose information about counselor's training and experience to respond to client's inquiries regarding professional competence.
- Assess for client's concurrent counseling relationships to evaluate impact on treatment.
- Provide client with reasonable notification and referral resources if treatment must be interrupted or terminated.
- Adhere to professional guidelines for conducting research and reporting research results.
- Adhere to professional guidelines for selecting, administering, and reporting results of clinical assessment instruments.

KNOWLEDGE
- Knowledge of standards of practice about content of client records.
- Knowledge of diversity factors that may affect the counseling relationship.
- Knowledge of cultural differences that may affect the counseling relationship.
- Knowledge of procedures for determining how to manage aspects of the counselor's value system that potentially impact delivery of service.
- Knowledge of situations that indicate a need for consultation with colleagues or other professionals.
- Knowledge of methods used to determine the need for professional consultation from additional resources.
- Knowledge of methods used to evaluate the client's ability to benefit from therapy.
- Knowledge of limitations of professional experience, education, and training to determine issues outside scope of competence.
- Knowledge of areas of practice requiring specialized training.
- Knowledge of effects of concurrent counseling relationships on treatment process.
- Knowledge of ethical considerations and conditions for interrupting or terminating treatment.
- Knowledge of referrals used to provide continuity of treatment if the counselor is unable to continue the counseling relationship.
- Knowledge of ethical standards related to reporting research findings.
- Knowledge of ethical standards related to the use of human subjects for research.
- Knowledge of ethical standards related to the use of clinical assessment instruments or techniques.

C. Scope of Competence 8%

TASKS
- Self-assess physical, emotional, or cognitive impairments to determine impact on ability to provide professional services.
- Address unethical behavior of other professionals by taking action to rectify the issue.

- Identify clinical issues outside counselor's experience or competence which indicate the need to refer client to other professionals for treatment.
- Consult with other professionals when issues arise outside the counselor's scope of competence.

KNOWLEDGE
- Knowledge of the management of the effects of counselor's own cognitive, emotional, or physical impairments on the therapeutic process.
- Knowledge of self-care techniques.
- Knowledge of methods to address unethical behavior of other professionals.
- Knowledge of areas of practice requiring specialized training.
- Knowledge of limitations of professional experience, education, and training to determine issues outside scope of competence.
- Knowledge of ethical responsibilities regarding the provision and management of referrals.
- Knowledge of situations that indicate a need for consultation with colleagues or other professionals.
- Knowledge of methods used to determine the need for professional consultation from additional resources.

D. Therapeutic Relationship 17%

TASKS
- Manage the impact of ethical responsibilities on the counseling relationship.
- Inform client of limitations of confidentiality to clarify the parameters of the counseling relationship.
- Address client's expectations about counseling/psychotherapy to promote understanding of the therapeutic process.
- Manage potential dual relationships by maintaining professional boundaries to avoid adverse impact on treatment.
- Provide culturally competent treatment by maintaining an awareness of diversity factors that impact the counseling relationship.

KNOWLEDGE
- Knowledge of ethical responsibility to provide client with information regarding therapeutic process and services.
- Knowledge of the management of ethical responsibilities as they impact the counseling relationship.
- Knowledge of methods used to explain parameters of confidentiality.
- Knowledge of ethical responsibility to manage limits of confidentiality to inform client of reporting requirements.
- Knowledge of approaches used to address expectations of the therapeutic process.
- Knowledge of ethical responsibilities to maintain therapeutic boundaries.
- Knowledge of business, personal, professional, and social relationships that create a conflict of interest within the counseling relationship.
- Knowledge of the impact of physical contact on the therapeutic process.
- Knowledge of cultural differences that may affect the counseling relationship.
- Knowledge of diversity factors that may affect the counseling relationship.
- Knowledge of procedures for determining how to manage aspects of the counselor's value system that potentially impact delivery of service.

California Board of Behavioral Sciences
1625 North Market Blvd. Suite S200
Sacramento, CA95834
www.bbs.ca.gov

STATE OF CALIFORNIA
NOTICE OF ELIGIBILITY

You are eligible to participate in the Jurisprudence and Ethics Written examination for licensure as a Licensed Professional Clinical Counselor. This is the ONLY notice of eligibility you will receive from the BBS for this examination. Your address label below contains important date information. In the upper left corner of the address label (above your name) is the date your application for examination was approved; following that is the date by which you must take your examination. You must take the LPCC Jurisprudence and Ethics Written examination by the date specified on the label, or you will be required to reapply (see Abandonment of Application/Ineligibility in this handbook).

This handbook provides important information regarding the LPCC Jurisprudence and Ethics Written examination procedures and content. To schedule your examination, please refer to the instructions in this handbook.

Upon passing the LPCC Jurisprudence and Ethics Written examination, you will be approved to take the NCMHCE. Instructions for registering to take the NCMHCE with the National Board of Certified Counselors (NBCC)will be provided by the Board.