

Jeremiah W. (Jay) Nixon
Governor
State of Missouri

Jane A. Rackers, Division Director
DIVISION OF PROFESSIONAL REGISTRATION

Department of Insurance
Financial Institutions
and Professional Registration
John M. Huff, Acting Director

STATE COMMITTEE OF MARITAL & FAMILY THERAPISTS
3605 Missouri Boulevard
P.O. Box 1335
Jefferson City, MO 65102-1335
Telephone: 573/751-0870
Fax: 573/751-0735
800-735-2966 TTY Relay Missouri
800-735-2466 Voice Relay Missouri
maritalfam@pr.mo.gov

Loree V. Kessler, MPA
Executive Director

Meeting Notice Tentative Open Agenda

MISSOURI STATE COMMITTEE OF MARITAL & FAMILY THERAPISTS
November 15, 2013 - 8:30 a.m.
Telephone Conference Call
Toll Free: 877-820-7831
Pin Number: 35666479#
Division of Professional Registration
3605 Missouri Boulevard – Jefferson City, Missouri

Notification of special needs as addressed by the Americans with Disabilities Act should be forwarded to the Missouri State Committee of Marital and Family Therapists, P.O. Box 1335, 3605 Missouri Boulevard, Jefferson City, Missouri 65102 or by calling (573) 751-0870 to ensure available accommodations. The text telephone for the Deaf or Hard of Hearing is 800/735-2966 or 800/735-2466 for Voice Relay Missouri.

Except to the extent disclosure is otherwise required by law, the Missouri State Committee of Marital and Family Therapists is authorized to close meetings, records and votes, to the extent they relate to the following: Chapter 610.021 subsections (1), (3), (5), (7), (13), (14), and Chapter 324.001.8 and 324.001.9 RSMo.

The State Committee may convene in closed session at any time during the meeting. If the meeting is closed, the appropriate section will be announced to the public, with the motion and vote recorded in open session minutes. Please see attached agenda for this meeting.

Attachment

Tentative Open Agenda

MISSOURI STATE COMMITTEE OF MARITAL & FAMILY THERAPISTS

November 15, 2013- 8:30 a.m.

Telephone Conference Call

Toll Free: 877-820-7831

Pin Number: 35666479#

Division of Professional Registration

3605 Missouri Boulevard – Jefferson City, Missouri

Call to Order – Dr. Teri Loney, Chairperson

Roll Call

- 1 Approval of Open Session Agenda
- 2 Open Session Minutes – October 24, 2013
- 3 Meeting Schedule
- 4 Amendments to Code of State Regulations
- 5 Updates – Executive Director and Counsel (No materials)

Motion to Close

Convene in closed session pursuant to sections 610.021 subsection (14), 324.001.8 and 324.001.9 RSMo for the purpose of discussing investigative reports and/or complaints and/or audits and/or other information pertaining to the licensee or applicant, section 610.021 subsection (1) RSMo for the purpose of discussing general legal actions, causes of action or litigation and any confidential or privileged communications between this agency and its attorney, and for the purpose of reviewing and approving closed meeting minutes of one or more previous meetings under the subsections of 610.021 RSMo which authorized this agency to go into closed session during those meetings.

Adjournment

OPEN SESSION MINUTES
Missouri State Committee of Marital & Family Therapists
November 15, 2013 – 8:30 A.M
Missouri Division of Professional Registration
3605 Missouri Boulevard – Jefferson City, Missouri

At 8:32 a.m., the Missouri State Committee of Marital and Family Therapists conference call meeting was called to order by Dr. Teri Loney, Chairperson, at the Division of Professional Registration located at 3605 Missouri Boulevard in Jefferson City. The executive director facilitated roll call.

State Committee Members Present

Dr. Teri Loney, Chairperson
Ted Estes, Secretary
Dr. Craig Smith
Dianne Modrell, Public Member
Sara Michael, Public Member

Staff Present

Loree Kessler, Executive Director
Jeanette Wilde, Procession Technician Supervisor
Sarah Becker, Processing Technician II
Sharon Euler, Division Counsel

Visitor

Brian Millner, Missouri Association for Marriage & Family Therapy (MOAMFT)
Jacque Bardgett, MOAMFT

Dr. Loney stated she would be voting in open and closed session.

Mr. Milner announced that he would be leaving John Bardgett & Associates at the end of November and Jacque Bardgett will assume his duties. The state committee thanked Mr. Milner for his work with the state committee.

A motion was made by Ms. Modrell and seconded by Ms. Michael to approve the open session agenda. State committee members voting aye: Dr. Loney, Mr. Estes, Dr. Smith, Ms. Michael, and Ms. Modrell. Motion carried unanimously.

A motion was made by Dr. Smith and seconded by Ms. Modrell to approve the open session minutes of the October 24th meeting. State committee members voting aye: Dr. Loney, Dr. Smith, Mr. Estes, Ms. Michael and Ms. Modrell. Motion carried unanimously.

The state committee reviewed the draft regulations (see attachment to minutes) and made minor changes referencing the master's degree and accredited programs.

A motion was made by Dr. Smith and seconded by Ms. Modrell authorizing the following: staff to mail advance notices to licensees regarding the 2012-2014 continuing education audit: all licensees whose license expires 2014 will be audited; and general audit information is to be included within the

renewal notice. State committee members voting aye: Dr. Loney, Dr. Smith, Mr. Estes, Ms. Michael and Ms. Modrell. Motion carried unanimously.

At 8:55 a.m., a motion was made by Ms. Modrell and seconded by Dr. Smith to convene in closed session pursuant to sections 610.021 subsection (14), 324.001.8 and 324.001.9 RSMo for the purpose of discussing investigative reports and/or complaints and/or audits and/or other information pertaining to the licensee or applicant, section 610.021 subsection (1) RSMo for the purpose of discussing general legal actions, causes of action or litigation and any confidential or privileged communications between this agency and its attorney, and for the purpose of reviewing and approving closed meeting minutes of one or more previous meetings under the subsections of 610.021 RSMo which authorized this agency to go into closed session during those meetings. State committee members voting aye: Dr. Loney, Dr. Smith, Mr. Estes, Ms. Michael and Ms. Modrell. Motion carried unanimously.

At 9:07 a.m., a motion was made by Dr. Smith and seconded by Ms. Modrell to convene in open session and adjourn. State committee members voting aye: Dr. Loney, Dr. Smith, Mr. Estes, Ms. Michael and Ms. Modrell. Motion carried unanimously.



Executive Director

Approved by State Committee on December 19, 2013

20 CSR 2233-2.010 Educational Requirements

PURPOSE: This rule defines the educational requirements to be licensed as a marital and family therapist.

(1) To apply for licensure or supervision, an applicant shall have received a graduate degree at the master, specialist or doctoral level with either a major in marriage and family therapy or an equivalent graduate course of study in a mental health discipline from a regionally accredited institution acceptable to the United States Department of Education.

(A) For the purpose of this regulation, a master's or doctoral degree in marital and family therapy from a program accredited by the Commission on Accreditation for Marriage and Family Therapy Education (COAMFTE) or its successor organization shall meet the educational requirements for licensure. A master or doctoral degree awarded prior to COAMFTE accreditation shall meet the educational requirement for licensure if the degree was awarded within two (2) years of the program receiving accreditation.

(B) For the purpose of this regulation, a master's or doctoral degree from a program in marriage, couple and family counseling accredited by the Council for Accreditation of Counseling and Related Educational Programs (CACREP) or its successor organization shall meet the education requirements for licensure. A master's or doctoral degree awarded prior to CACREP accreditation shall meet the educational requirement for licensure if the degree was awarded within two (2) years of the program receiving accreditation.

[(A)] (C) A graduate program in marriage and family therapy **that is not COAMFTE or CACREP accredited** shall consist of at least forty-five (45) semester hours or sixty (60) quarter hours of study in the area of marriage and family therapy; or

[(B)] (D) An equivalent graduate course of study in a mental health discipline shall consist of at least forty-five (45) semester hours or sixty (60) quarter hours of study. The applicant shall have completed graduate or postgraduate course work in each core area as defined in 20 CSR 2233-2.010(7)(A)–(F).

(2) When evaluating transcripts based on a quarter hour system, the state committee shall consider a quarter hour of academic credit as two-thirds (2/3) of a semester hour. A semester hour of credit shall be defined as fifteen (15) clock hours of regularly scheduled classroom study.

(3) For graduate training beginning prior to January 1, 1981, an applicant shall have completed the following:

(A) Six (6) semester hours or ten (10) quarter hours of study in the area of marriage and family therapy or mental health intervention. For the purpose of this rule, mental health intervention shall be defined as course work covering therapeutic methods for the assessment and treatment of mental disorders; and

(B) Six (6) semester hours or ten (10) quarter hours of study in the areas of human development and family studies or human development; and

(C) Three (3) semester hours or five (5) quarter hours of practicum.

(D) An applicant shall meet all of the educational requirements and shall apply for supervision or licensure by August 31, 2007.

(4) For graduate training beginning after January 1, 1981 and before August 31, 2000, applicants shall have completed the following:

(A) Six (6) semester hours or (10) ten quarter hours of study in the area of marriage and family therapy; and

(B) Six (6) semester hours or (10) ten quarter hours of study in the area of human development and family studies; and

(C) Three (3) semester hours or five (5) quarter hours of research methodology; and

(D) Three (3) semester hours or five (5) quarter hours of study in the area of ethics and professional studies; and

(E) Three (3) semester hours or five (5) quarter hours of practicum.

(F) An applicant shall meet all of the educational requirements for licensure and shall apply for licensure or supervision by August 31, 2007.

(5) For graduate training beginning after August 31, 2000, the applicant shall have completed the following:

(A) Three (3) semester hours or five (5) quarter hours of study in the area of theoretical foundations of marriage and family therapy; and

(B) Twelve (12) semester hours or twenty (20) quarter hours of study in the area of the practice of marriage and family therapy; and

(C) Six (6) semester hours or ten (10) quarter hours of study in the area of human development and family studies; and

(D) Three (3) semester hours or five (5) quarter hours of study in the area of ethics and professional studies; and

(E) Three (3) semester hours or five (5) quarter hours of study in the area of research methodology; and

(F) Six (6) semester hours or ten (10) quarter hours of practicum in marital and family therapy, including at least five hundred (500) hours of client contact.

(6) Effective August 28, 2008 an applicant for supervision or licensure shall document completion of three (3) semester hours or five (5) quarter hours of study in the area of diagnostic systems either within the curriculum leading to a master, doctoral, or specialist degree, or [a] post master's graduate level course work prior to the issuance of a license.

(A) This regulation shall not apply to a person with an application for supervision or licensure filed with the state committee prior to August 28, 2008.

1. An applicant for supervision filed with the state committee prior to August 28, 2008 must meet all requirements for licensure and submit an application for licensure within five (5) years of the effective date of supervision.

2. An applicant for licensure filed with the state committee prior to August 28, 2008 must meet all requirements for licensure no later than one (1) year after the effective date of the regulation.

(7) Graduate course work in marriage and family therapy or a course of study in a mental health discipline from a school, college or university or other institution of higher learning outside the United States may be considered in compliance with these rules if, at the time the applicant was enrolled and graduated, the school, college, university or other institution of higher learning maintained a standard of training substantially equivalent to the standards of training of those institutions accredited by one of the regional accrediting commissions recognized by the United States Department of Education.

(A) A graduate program in marriage and family therapy shall consist of at least forty-five (45) semester hours or sixty (60) quarter hours of study in the area of marriage and family therapy; or

(B) An equivalent graduate course of study in a mental health discipline shall consist of at least forty-five (45) semester hours or sixty (60) quarter hours of study. The applicant shall have completed graduate or postgraduate course work in each core area as defined in 20 CSR 2233-2.010(8)(A)–(G).

(8) A course shall be counted once in granting credit for a core area and shall be an in-depth study solely devoted to a particular core area. No core area credit shall be given for courses which contain only a component or some aspects of a core area. The core areas are defined as follows:

(A) Theoretical Foundations of Marriage and Family Therapy—Courses in this area cover the development, theoretical foundations, contemporary conceptual directions, and critical philosophical issues of marriage and family therapy;

(B) The Practice of Marriage and Family Therapy—Courses in this area cover the historical development, theoretical foundations, contemporary conceptual directions, and critical philosophical issues of marriage and family therapy and applied marriage and family therapy practice. Within the context of systems theory and marriage and family therapy, courses will cover assessment, evaluation and treatment of dysfunctional relationship patterns and mental disorders consistent with the scope of practice as defined in section 337.700(7), RSMo. Major marriage and family therapy assessment methods and instruments shall be covered;

(C) Human Development and Family Studies—Courses in this area cover the life cycle of individuals, couples and families and the modification of relationship dynamics over time from a systems perspective. Courses shall address issues of relationships, normal development and dysfunctional patterns, as well as issues of sexuality, gender, ethnicity, race, socioeconomic status, religion, culture and other issues of diversity which emerge in a pluralistic society;

(D) Ethics and Professional Studies—Courses in this area cover the development of professional commitment, identity, and accountability. Studies shall include professional socialization and professional organizations, licensure and credentials, legal responsibilities and liabilities of clinical practice and research, business ethics in professional practice, family law, confidentiality, professional marital and family therapy codes of ethics, and cooperation with members of other mental health professions. The course shall be specific to the practice and profession of marriage and family therapy;

- (E) Research Methodology—Courses in this area cover an understanding of research methodology and data analysis with the ability to evaluate research. Course content shall include both qualitative and quantitative research;
- (F) Practicum in Marriage and Family Therapy—The practicum or internship consists of direct, face-to-face client contact to include couple and family formats. Individual supervision with one (1) or two (2) students in face-to-face consultation with a supervisor shall be provided. Students shall be trained to make relevant assessments of client systems; and
- (G) Effective August 28, 2008 Diagnostic Systems—Courses in this area provide an understanding and a working knowledge of psychodiagnostics using classification systems with an emphasis on the current edition of the *Diagnostic and Statistical Manual of Mental Disorders* (DSM). Course content regarding the DSM must include understanding the organizational structure, professional terminology used in the manual, and competence in its application as it is used in the assessment process and subsequent treatment planning relative to the practice of marital and family therapy.
- (9) Any course offered primarily via correspondence course, Internet (such as a chat room or discussion group), electronic mail (email), or similar delivery method or system or by audio or video tape or non-interactive communication, shall not be acceptable for course work pursuant to 20 CSR 2233-2.010 (8)(A)–(G), even if credit is awarded by the educational institution and the offering appears on the transcript.
- (A) For the purpose of this rule non-interactive communication shall be defined as those courses transmitted via satellite in which the student has no means of simultaneously interacting with the course instructor visually and verbally during the transmission of course information.
- (10) Independent studies, courses listed on the transcript as a seminar, and readings courses shall be clearly delineated on the transcript and shall be submitted to the state committee for review and approval. It shall be the applicant's responsibility to document that the course work is in compliance with the core course requirements defined in 20 CSR 2233-2.010 (8)(A)–(G). The applicant may submit course descriptions from course catalogs, syllabi, bulletins or through written documentation from an appropriate school official stating that the course was an in-depth study of a particular core area.
- (11) Undergraduate level course work is in compliance with core requirements as defined in this rule if the applicant's official transcript clearly shows that the course was awarded graduate credit by the school.
- (12) Courses provided by a post-degree institute accredited by an accrediting body which has been approved by the United States Department of Education may be acceptable as meeting core course requirements defined in 20 CSR 2233-2.010 (8)(A)–(G). It shall be the applicant's responsibility to document that the course work is in compliance with the core course requirements defined in this rule. The applicant may submit course descriptions from course catalogs, syllabi, bulletins or through written documentation from an appropriate official stating that the course was an in-depth study of a particular core area.
- (13) The applicant has the burden of demonstrating that the academic course work and training constituted a program of study in marriage and family therapy or a mental health discipline. A final determination of whether the program of study which formed the basis of the applicant's degree was marriage and family therapy or a mental health discipline shall be within the discretion of the state committee.
- (14) The state committee shall review an applicant's educational credentials upon request from an applicant and upon receipt of official educational transcripts received directly from the university or post-degree institute accredited by an accrediting body which has been approved by the United States Department of Education and upon payment of the fee as defined in 20 CSR 2233-1.040(1)(H). All information shall be submitted to the state committee no later than thirty (30) days prior to a regularly scheduled state committee meeting to be reviewed at that meeting.
- (15) The state committee shall review an applicant's proposed plan for obtaining an appropriate educational degree and/or course work upon receiving a request from an individual, receipt of the photocopies of official school documents, such as course syllabi or catalog descriptions of course work and degree programs, and upon payment of the fee as defined in 20 CSR 2233-1.040(1)(H). All information shall be submitted to the state committee no later than thirty (30) days prior to a regularly scheduled state committee meeting to be reviewed at that meeting.

AUTHORITY: section 337.715, RSMo Supp. 2007 and section 337.727, RSMo 2000. This rule originally filed as 4 CSR 233-2.010. Original rule filed Dec. 31, 1997, effective July 30, 1998. Amended: Filed May 22, 2001, effective Nov. 30, 2001. Moved to 20 CSR 2233-2.010, effective Aug. 28, 2006. Amended: Filed Nov. 15, 2007, effective May 30, 2008.*

**Original authority: 337.715, RSMo 1995, amended 2004, 2007 and 337.727, RSMo 1995.*

20 CSR 2233-2.021 Registered Supervisors and Supervisory Responsibilities

PURPOSE: This rule specifies the documentation needed to qualify as a supervisor.

(1) In order to provide supervision for a provisional licensed marital and family therapist (PLMFT) or supervised-marital and family therapist (S-MFT), a supervisor shall document the following to the state committee:

(A) A graduate degree with a major in marital and family therapy or mental health discipline from a regionally accredited institution acceptable to the United States Department of Education; and

(B) Five (5) years clinical experience in providing marital and family therapy as defined in section 337.700(7), RSMo. For the purpose of this regulation, clinical experience shall not include practicum or internships associated with the graduate degree required in 20 CSR 2233-2.021(1)(A); and

(C) For supervision occurring in Missouri, the supervisor shall document to the state committee that the supervisor has the following:

1. Current license in Missouri or another state as a marital and family therapist, professional counselor, psychologist, clinical social worker, or psychiatrist for at least two (2) years. For the purpose of this regulation an inactive, provisional, expired, temporary, or retired license shall not meet this requirement; and

2. Designation as an approved supervisor by the American Association for Marriage and Family Therapy; or

3. A minimum of two hundred (200) hours of clinical supervision of individuals seeking licensure as a professional counselor pursuant to sections 337.500 to 337.540, RSMo, psychologist pursuant to sections 337.010 to 337.090, RSMo, clinical social worker pursuant to sections 337.600 to 337.689, RSMo, or graduate practicum or internship student enrolled in master's, specialist, or doctoral degree program in compliance with section 337.510.1(1), RSMo, (professional counselor), section 337.021.1, RSMo, (psychologist), section 337.615.1, RSMo, (social worker), or section 337.715.1(1), RSMo, (marital and family therapist).

A. A minimum of one hundred (100) hours of the two hundred (200) hours of supervised experience shall be supervising individuals within the context of systems theory and marital and family therapy.

B. One (1) graduate semester hour in marital and family supervision or fifteen (15) continuing education hours in a comparably organized and integrated series of workshops and supervised studies of marital and family therapy supervision.

C. A minimum of twenty (20) hours of supervision-of-supervision and/or in the process of receiving supervision-of-supervision. For the purpose of this regulation, the major emphasis of supervision-of-supervision shall be the development of the licensee's supervisory skills from a systemic perspective and shall include theories of supervision, supervision practice, and professional ethics.

(2) An individual with a state-issued professional license that has been subject to probation, suspension, or revocation may be denied from providing supervision for a PLMFT or S-MFT.

(3) The supervisor and/or applicant for supervision shall have the burden of demonstrating that the supervisor has the required education and experience outlined within this regulation.

AUTHORITY: sections 337.700, 337.715, and 337.727, RSMo Supp. 2011. This rule originally filed as 4 CSR 233-2.021. Original rule filed Dec. 31, 1997, effective July 30, 1998. Amended: Filed May 22, 2001, effective Nov. 30, 2001. Moved to 20 CSR 2233-2.021, effective Aug. 28, 2006. Amended: Filed Nov. 15, 2007, effective May 30, 2008. Rescinded and readopted: Filed Nov. 15, 2011, effective May 30, 2012.*

**Original authority: 337.700, RSMo 1995, amended 2007, 2008, 2010; 337.715, RSMo 1995, amended 2004, 2007, 2009, 2010; and 337.727, RSMo 1995, amended 2009, 2010.*

20 CSR 2233-2.030 Application for Licensure

PURPOSE: This rule outlines the procedure for application for licensure as a licensed marital and family therapist.

(1) A licensed marital and family therapist application shall be made on the forms provided by the state committee and may be obtained by writing the state committee at PO Box 1335, Jefferson City, MO 65102 or by calling (573) 751-0870 or from the state committee's web site at <http://pr.mo.gov/marital.asp>. The TDD number is (800) 735-2966.

(2) An application shall not be considered as officially filed unless it is typewritten or printed in black ink, signed, notarized, accompanied by all documents required by the state committee to include a background check, and the applicant pays the required application fee pursuant to 20 CSR 2233-1.040(1)(A). The application fee shall be in the form

Missouri State Committee of Marital & Family Therapists

Open Session Minutes

November 15, 2013

Page 7

of a cashier's check, personal check, or money order. For the purpose of licensure the results of a criminal background check shall be valid for two (2) years.

(A) For the purpose of conducting a background check the applicant shall provide proof of submission of fingerprints to the Missouri State Highway Patrol's approved vendor(s) for both a Missouri State Highway Patrol and Federal Bureau of Investigation criminal background check. Proof shall consist of any documentation acceptable to the state committee. Any fees due for the background check shall be paid by the applicant directly to the Missouri State Highway Patrol or its approved vendor(s).

(3) The completed application, including all documents, supporting material, examination results, and official transcripts sent by the school, shall be received at least thirty (30) days before the meeting of the State Committee of Marital and Family Therapists. Applications received less than thirty (30) days before a state committee meeting may be reviewed at the state committee's discretion.

(4) Following review, the applicant shall be informed in writing of the decision regarding the application for licensure.

(5) An applicant with a license to engage in the practice of marital and family therapy in another state or territory as defined in section 337.715.2, RSMo, may apply for licensure in Missouri upon submitting acceptable evidence of his/her qualifications to the division.

(A) An application for licensure shall be reviewed by the state committee, and the applicant shall be informed, in writing, of the state committee's decision.

(6) For the purpose of this rule, "acceptable evidence" shall include, but not be limited to, a completed application for licensure on forms provided by the state committee, documentation of licensure which shall contain information concerning the requirements for licensure, the method of licensing including examination results, date of original licensure, current status of the applicant's license, and payment of the applicable fee.

(7) Applicants for licensure from states without marital and family therapy laws or states with marital and family therapy laws which are not substantially equivalent to Missouri's requirements may qualify for licensure pursuant to section 337.715.1, RSMo.

AUTHORITY: sections 337.700(9), 337.706.2, and 337.727(6) and (10), RSMo Supp. 2011. This rule originally filed as 4 CSR 233-2.030. Original rule filed Dec. 31, 1997, effective July 30, 1998. Moved to 20 CSR 2233-2.030, effective Aug. 28, 2006. Amended: Filed Nov. 15, 2007, effective May 30, 2008. Amended: Filed Nov. 15, 2011, effective May 30, 2012.*

**Original authority: 337.700, RSMo 1995, amended 2007, 2008, 2010; 337.706, RSMo 1995, amended 2004, 2010; and 337.727, RSMo 1995, amended 2009, 2010.*

20 CSR 2233-2.040 Examination Requirements

PURPOSE: This rule establishes the examination for licensure required by the division and the passing score.

(1) The division shall adopt the Examination in Marital and Family Therapy developed by the Association of Marital and Family Therapy Regulatory Boards or its successor organization.

(A) The division shall adopt the passing score, known as the criterion referenced passing point on the national examination in marital and family therapy, as established by the Association of Marital and Family Therapy Regulatory Boards or its successor organization, as the minimum passing score for Missouri applicants.

(2) In order to apply to take the Examination in Marital and Family Therapy, a person must have an application for supervision or licensure filed with the state committee.

(3) An applicant for licensure by examination shall submit a request to take the examination on a form provided by the Missouri Division of Professional Registration or the state committee and may be obtained by writing the division or state committee at PO Box 1335, Jefferson City, MO 65102 or by calling (573) 751-0870. The TDD number is (800) 735-2966.

(4) The applicant shall submit the required examination fee to the examination service responsible for administering the examination.

(5) The applicant shall comply with the examination provider's rules for test administration related to applicant conduct and security and shall authorize the examination provider to submit the examination results to the state committee along with a report of any adverse (incident(s) involving the applicant's conduct during the course of completing the examination. Any cost associated with taking the approved examination or sending the examination results to the board shall be the applicant's responsibility.

AUTHORITY: section 337.727.1(1), (3), (6) and (10), RSMo 2000. This rule originally filed as 4 CSR 233-2.040. Original rule filed Dec. 31, 1997, effective July 30, 1998. Amended: Filed May 22, 2001, effective Nov. 30, 2001. Moved to 20 CSR 2233-2.040, effective Aug. 28, 2006. Amended: Filed Nov. 15, 2007, effective May 30, 2008.*

**Original authority: 337.727.1, RSMo 1995.*

20 CSR 2233-2.050 Renewal of License

PURPOSE: This rule provides information to licensed marital and family therapists regarding renewal of that license.

(1) A licensed marital and family therapist shall renew the license on or before the expiration of the license by submitting the renewal notice and fee to the division as set forth in 20 CSR 2233-1.040(1)(D).

(A) Renewal fees postmarked after the expiration date of the license shall be subject to a late fee as defined in 20 CSR 2233-1.040(1)(D)1. or 2., in addition to paying the renewal fee.

(2) Failure to receive the notice and application to renew the license shall not excuse the licensed marital and family therapist from the requirement of section 337.712.2, RSMo, to renew that license.

(3) Any licensed marital and family therapist failing to renew the license shall not practice marital and family therapy as defined in section 337.700(7), RSMo.

(4) Any licensed marital and family therapist failing to renew the license within the sixty- (60-) day period set forth in section 337.712.2, RSMo, and wishing to restore the license shall make application to the division or state committee by submitting an application for reinstatement of license and the delinquency fee as set forth in 20 CSR 2233-1.040(1)(D)1. or 2. and shall document compliance with the continuing education requirements of this regulation.

(5) Effective August 28, 2008, a licensed marital and family therapist shall obtain forty (40) contact hours of continuing education (CE) prior to the expiration date of a license and such hours should consist of at least twenty (20) hours of formal continuing education hours with the balance of hours to be self-study. For the purpose of this regulation a contact hour shall consist of fifty (50) minutes.

(A) Formal continuing education shall consist of one (1) or a combination of any of the following:

1. Postgraduate course work offered by a regionally accredited educational institution. Such course work shall be relevant to marital and family therapy as defined in section 337.700(7) and (8), RSMo, and shall not be part of the graduate course work required for licensure. One (1) semester hour of graduate credit constitutes fifteen (15) hours of continuing education.

2. Presenting research at a formal professional meeting. A presentation shall include a paper presented in a professional journal, book, or original chapter in an edited book. Credit will be given at the rate four (4) hours for each paper or presentation. No credit would be granted for any subsequent presentation on the same subject matter during the same renewal period;

3. Attending relevant professional meetings when such meetings include verification of attendance. Such meetings can be international, national, regional, state, or local, and must be related to the profession. The licensee shall be eligible to receive three (3) hours of continuing education credit for a full day of meeting attendance.

4. Attending work shops, seminars, or continuing education courses relevant to marital and family therapy as defined in section 337.700(7) and (8), RSMo. Upon request by the state committee the licensee shall provide verification of attendance such as a certificate or letter of attendance indicating the date, time, and number of hours of continuing education from the workshop, seminar, or course provider.

5. Written contributions to relevant professional books, journals, or periodicals. A licensee shall be eligible to receive three (3) hours of continuing education for publication in a nonreferee journal, six (6) hours of continuing education for publication in a referee journal, eight (8) continuing education hours for each chapter in a book, ten (10) continuing education hours for editing a book, and fifteen (15) continuing education hours for the publication of a book.

6. Presenting at relevant professional meetings such as international, national, regional, state, or local professional associations. A licensee would be eligible for a maximum of three (3) hours per presentation.

7. A licensed marital and family therapist who is a faculty member at an accredited educational institution may receive up to a maximum of twenty (20) hours per year of continuing education credit for teaching at the educational institution. The area(s) taught by the licensee must relate to the following core areas: Theoretical Foundations of Marriage and Family Therapy, The Practice of Marriage and Family Therapy, Human Development and Family Studies, Ethics and Professional Studies, and Research Methodology. For the purpose of this regulation, the licensee must teach a minimum of four (4) clock hours.

8. A licensed marital and family therapist teaching formal continuing education hours may receive up to a maximum of four (4) hours per biennial cycle of continuing education credit. The CE must relate to the following core areas: Theoretical Foundations of Marriage and Family Therapy, The Practice of Marriage and Family Therapy, Human Development and Family Studies, Ethics and Professional Studies, and Research Methodology. For the purpose of this regulation the licensee must teach a minimum of four (4) clock hours.

(B) A licensed marital and family therapist may obtain up to twenty (20) hours of self-study continuing education. Self-study of professional material includes relevant books, journals, periodicals, tapes, and other materials and preparation for relevant lectures and talks to public groups. Preparation credit may not be claimed pursuant to this regulation for presentations that are used for CE in the aforementioned paragraphs 1., 2., 6., 7., or 8.

(6) Providing marital and family therapy, workshops on personal growth, supervision of individuals for licensure or employment, or services provided to professional associations or organizations will not be considered for continuing education contact hours.

(7) Included, but not limited to the following, is a list of approved continuing education providers:

(A) American Association for Marriage and Family Therapy (AAMFT) and any chapter or division of AAMFT;

(B) American Counseling Association (ACA) and any chapter or division of ACA;

(C) American Medical Association (AMA) and any chapter or division of AMA;

(D) American Mental Health Counselors Association (AMHCA) and any chapter or division of AMHCA;

(E) Local, state, regional, or national psychological associations;

(F) Local, state, regional, or national social worker associations;

(G) National Board for Certified Counselors (NBCC); and

(H) Regionally accredited colleges and universities.

(8) For the license renewal the licensed marital and family therapist shall verify the number of CE hours earned during the last two (2) years immediately preceding the expiration date of the license on a form provided by the state committee. The licensed marital and family therapist shall not submit the actual record of CE attendance to the state committee except in the case of a continuing education audit or when requested by the state committee.

(9) Each licensed marital and family therapist shall maintain a complete record of all CE hours earned for four (4) years. Formal CE credit hours shall be documented by the sponsor or CE provider and maintained by the licensee. The licensee is responsible for maintaining the record of formal self-study CE hours earned and such documentation shall contain, at a minimum, the number of hours earned and these hours shall be separated in the various categories defined in subsection (5)(A) of this regulation. The state committee may conduct an audit of the documentation to verify compliance with the continuing education requirement. A licensed marital and family therapist shall assist the state committee in its audit by providing timely and complete responses to the state committee's inquiries. A response is considered timely if received in the committee office within thirty (30) days of a written request by the state committee for such information.

(10) A licensed marital and family therapist who cannot complete the requisite number of CE hours because of personal illness, military service, or other circumstances beyond the licensed marital and family therapist's control may apply to the state committee for an extension of time to complete the continuing education requirements or a waiver. Any extension of time to complete the continuing education requirements or waiver shall be granted solely in the discretion of the state committee. The licensed marital and family therapist must make a written application for extension of time at least thirty (30) days before the expiration date of the license. The licensed marital and family therapist shall provide full and complete written documentation of the grounds supporting the reasons for which an extension or waiver is sought.

AUTHORITY: sections 337.700, 337.712, and 337.727(1) and (10), RSMo Supp. 2011. This rule originally filed as 4 CSR 233-2.050. Original rule filed Dec. 31, 1997, effective July 30, 1998. Moved to 20 CSR 2233-2.050, effective Aug. 28, 2006. Amended: Filed Nov. 15, 2007, effective May 30, 2008. Amended: Filed Nov. 15, 2011, effective May 30, 2012.*

**Original authority: 337.700, RSMo 1995, amended 2007, 2008, 2010; 337.712, RSMo 1995, amended 2004, 2009; and 337.727.1(1) and (10), RSMo 1995, amended 2009, 2010.*