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State of Missouri

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Loree V. Kessler, MPA
Executive Director

Meeting Notice Tentative Open Agenda

**MISSOURI STATE COMMITTEE OF MARITAL & FAMILY THERAPISTS
December 19, 2013- 8:00 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

Missouri State Committee of Marital & Family Therapists
Open Session Agenda
December 19, 2013
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Tentative Open Agenda

MISSOURI STATE COMMITTEE OF MARITAL & FAMILY THERAPISTS

December 19, 2013- 8:00 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 – November 15, 2013
- 3 Meeting Schedule
- 4 Amendments to Code of State Regulations

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.

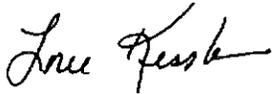
The state committee reviewed the draft regulations (see attachment to minutes) and made minor changes referencing the master's degree and accredited programs.

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

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

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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.

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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.*



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, Director

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Loree V. Kessler, MPA
Executive Director

Memo

TO: State Committee Members

FROM: Loree Kessler *Loree Kessler*

CC: File & Sharon Euler

DATE: December 4, 2013

RE: Amendments to Regulations

During the November conference call meeting, the state committee discussed the amendment to the educational and examination rules. Included with your materials for open session is the amended language and the Request for Rulemaking that is submitted to the division.

In a November memorandum to the state committee information regarding distance education was provided (see below).

Online Graduate programs in MFT –Laws and regulations from various states were queried and the Association of Marital and Family Therapy Regulatory Boards (AMFTRB) noted Arkansas has specific language. A copy of the sections of the Arkansas regulations regarding distance education is included with those sections highlighted. AAMFT was sent an inquiry also.

Generally, there are two types of accreditation; institutional (example regional accrediting bodies recognized by US Department of Education) and specialized such as COAMFTE. Numerous specialized accrediting bodies are recognized by the Council for Higher Education Accreditation (CHEA) which provides oversight regarding academic quality and public accountability. The primary purpose of the USDE recognition is to assure that federal student aid is funding quality courses and programs. Regional accreditation does not reach to the program level, but occurs at the institution level. In reviewing information regarding CHEA there is an entity, Distance Education and Training Council (DETC) that is recognized. The DETC website contains a considerable amount of information, however, more research would be needed if the state committee wanted to consider recognizing distance based graduate programs that are accredited by this entity.

Remember, COAMFTE accredited programs, whether on campus or online, will meet the educational requirement. The same will apply for CACREP, once the regulation is effective. Further guidance is needed from the state committee in order to draft language concerning online programs that are not accredited by COAMFT or CACREP.

The state committee will need to determine if the regulation concerning distance education is to be amended. Please be prepared to discuss this information during the conference call.

20 CSR 2233-1.040 Fees

PURPOSE: This rule establishes the fees for the State Committee of Marital and Family Therapists.

(1) The following fees are established by the Division of Professional Registration and are payable in the form of a cashier's check, personal check, or money order:

- (A) Application for Licensure \$100.00
- (B) Registration of Supervision \$125.00
- (C) Biennial License Renewal Fee \$125.00

and in addition—

- 1. One day to sixty (1–60) days late (an additional) \$ 75.00
- 2. Sixty-one (61) days to two (2) years late (an additional) \$100.00
- (D) Educational Review \$ 25.00
- (E) Insufficient Funds Check Fee Charge \$ 25.00
- (F) Change Supervision Fee \$ 25.00

(2) **[All fees are nonrefundable.] Fees may be returned to an applicant or licensee, at the state committee's discretion, with the applicant or licensee submitting a written request to the state committee explaining the reason the fee should be returned.**

AUTHORITY: sections 337.712 and 337.727, RSMo Supp. 2011. This rule originally filed as 4 CSR 233-1.040. Original rule filed Dec. 31, 1997, effective July 30, 1998. Amended: Filed May 22, 2001, effective Nov. 30, 2001. Amended: Filed Feb. 15, 2005, effective Aug. 30, 2005. Moved to 20 CSR 2233-1.040, effective Aug. 28, 2006. Emergency amendment filed Nov. 15, 2011, effective Nov. 25, 2011, expired May 22, 2012. Amended: Filed Nov. 15, 2011, effective April 30, 2012.*

**Original authority: 337.712, RSMo 1995, amended 2004, 2009 and 337.727, RSMo 1995, amended 2009, 2010.*



BOARD CODES			
1	Accountancy	18	LPC
2	Acupuncture	19	Massage Therapy
3	APELSLA	20	MFT
4	Athlete Agents	21	Nursing
5	Athletics	22	Occupational Therapy
6	Behavior Analysts	23	Optometry
7	Chiro	24	Pharmacy
8	Cosbar	25	Podiatry
9	Dentist	26	PIs/PFI
10	Dietitians	27	Professional Registration
11	Embalmers	28	Psychology
12	Endowed Care	29	Real Estate
13	Geologists	30	Real Estate Appraisers
14	Healing Arts	31	Respiratory Care
15	BEHIS	32	Social Work
16	Interior Design	33	Tattoo
17	Interpreters	34	Veterinary

Current Rule Number	
20 CSR 2233-1.040	
Current Rule Name	
Fees	
Type of Rulemaking	
<input type="checkbox"/>	New
<input checked="" type="checkbox"/>	Amendment
<input type="checkbox"/>	Rescission
<input type="checkbox"/>	Rescission/Readoption
<input type="checkbox"/>	Emergency
Statutory Authority	
Supporting Documentation Completed	
<input type="checkbox"/>	SOS Copy to Amend
<input type="checkbox"/>	Governor's Office Memo - Tab 2
<input type="checkbox"/>	SBRFB - Tab 3
Subject of Rule Packet	

OVERVIEW

1. In a few brief sentences, describe what this change does and why it is needed. (Information could include, but is not limited to legislative action (include bill number and date passed by legislature) national standards, federal requirements, litigation/disciplinary issues, etc). If there are more than one change being addressed by this promulgation, indicate as Issue 1, Issue 2 and so forth.

GO1 In order for the state committee to refund a fee, the rule must be amended authorizing an applicant or
 SB1 licensee to request a refund and for the state committee to consider the request.

2. Describe the current rule and then describe how the revision will change the rule.

Sample Answer: Currently, a licensee must send in their application on yellow paper. After the change, the licensee will send in their application on black and gold paper.

GO1 The current rule states that fees are non-refundable. The amended language authorizes the state
 SB1 committee to consider a request and refund a fee.

DEADLINES

3. Is there a deadline?

<input type="checkbox"/>	Yes
<input checked="" type="checkbox"/>	No

4. If yes, when and why then? If not, why does the board want to file it now?

GO7 The amended language was proposed in January of 2011, along with a reduction in the biennial renewal
 fee. The biennial renewal fee portion of the regulation was approved and the fee rule was amended accordingly.

5. If there is a deadline, what will happen if the deadline is not met?

GO7 Not applicable

IMPACT OF CHANGE

6. What issue does the change address?

SB1 See response to item #2.
GO2

7. If this change is implemented, what will happen?

GO2 The amended language authorizes the state committee to consider a request and refund a fee.

8. If this change is not implemented, what will happen?

GO2 The current rule regarding non-refundable fees will remain unchanged.

9. Why is the change necessary for the profession?

GO2 The state committee has experienced instances that merit the return of an application fee, such as when applicant must relocate to another state, or an applicant loses a job due to staffing reductions. Such circumstances are beyond the control of the applicant or licensee and merit consideration for a refund.

10. Identify any other rules within the same 20 CSR that will be impacted by the change to this rule and explain any perceived impact.

Not applicable

11. Identify any rules outside the same 20 CSR that the board analyzed to determine whether other rules would be impacted by this change and decided there would be no impact; and describe any such rules and briefly explain their analysis.

Not applicable

12. Describe any and all options the board considered to resolve the issue addressed by this proposal and why the specific option promulgated in the regulation was chosen.

SB1 The state committee considered circumstances that a refund of an application or renewal fee would be appropriate, based upon past experiences. There have been instances that a perspective licensee had to relocate to another state as a primary care giver to a family member. In another situation, an applicant for supervision was unable to accept a position providing marital and family therapy because the state committee was unable to convene due to a lack of a quorum. The applicant did not have a site or supervisor to obtain the required hours and months of supervised practice, however, the application fee had been paid.

When there are circumstances beyond the control of the applicant, regulatory language is needed to clarify the process to request the refund of the fee to that applicant or licensee. Since there has been no official review of the application, there have been no personnel or state committee costs incurred for duplicating, mailing, and reviewing the application materials.

13. Will another state agency be impacted by this change?

Yes, If yes, explain in detail.

No

GO6

HISTORY

14. Has the topic of this proposal been the subject of previous board/profession based litigation or legislation that relates to this change. If yes, describe in full detail including bill number or case names and citations.

Yes, If yes, explain in detail.

No

GO3

15. What was the first thing that happened that made the board think that this rule change was needed? Explain fully.

GO3 An applicant for supervision requested a refund because the applicant was no longer eligible for a job for which the applicant applied.

16. Has this change or any similar change been proposed by this board before? If so, explain in detail, including the rule number and any information related to the implementation of a similar rule.

Yes, If yes, explain in detail.

No

GO3

17. Has any other PR board proposed this change or a similar change before? If so, explain in detail, including the rule number and any information related to the implementation of a similar rule.

Yes, If yes, explain in detail.

No

GO3

18. If relevant, describe whether the licensing board(s) of any other states) have proposed rules similar to this change.

GO3 Not applicable

INTERESTED PARTIES

19. What groups have a stake in this? Have they seen this? When and how? What do they think?

GO6 Applicants for supervision, licensure, and licensure renewal have a stake in this language. The thirty (30) day comment period allows licensees, providers, and individuals the opportunity to review the rule and comment. Along with the publication in the *Missouri Register*, licensees will be notified when the proposed amendments are posted on the board's website with instructions on submitting comments.

20. List and describe the communications that have occurred between the board/board staff and others regarding this change. Include board meetings, correspondence/e-mail, newsletters, telephone calls, persons visited or other meetings attended. Identify the date, location, purpose, persons present, persons participating and a summary of the communication.

GO6 This has been a topic of discussion in 2010 when the state committee recommended amending the
SB2 current rule.

21. Similarly list and describe any other communications regarding this change of which the board/board staff are aware of but were not a part.

GO6 Not applicable

SB2

22. Is there any individual or group that is or will be for or against this change? Identify such and describe briefly what is understood of their position.

GO6 The state committee is not aware of any individual or association that would be opposed to the amended
language.

SB2

FISCAL IMPACT

23. Will the applicant or licensee be required to pay more or less money to the board or to anyone else as a result of this change?

More. If more, explain why.

Less. If less, explain why.

No Difference

24. If the change imposes a fee, is there clear statutory authority for the fee? List the applicable section(s) and subsection(s).

<input type="checkbox"/>	Yes. If yes, explain in detail.
<input type="checkbox"/>	No
<input type="checkbox"/>	Not applicable

25. If the change imposes some other additional cost, is there clear statutory authority for the additional cost? List the applicable section(s) and subsection(s).

GO6

<input type="checkbox"/>	Yes. If yes, explain in detail.
<input type="checkbox"/>	No
<input type="checkbox"/>	Not applicable

26. Will the applicant or licensee be required to spend more or less time toward compliance as a result of this change?

<input type="checkbox"/>	More. If more, explain why.
<input type="checkbox"/>	Less. If less, explain why.
<input checked="" type="checkbox"/>	No Change

A licensee or applicant must send a refund request to the state committee outlining the reason for the request.

27. Will there be any other impact on the applicant or licensee as a result of this change?

<input checked="" type="checkbox"/>	Yes. If yes, explain in detail.
<input type="checkbox"/>	No

If the refund request is approved, the fee will be refunded to the applicant or licensee.

28. Estimate cost to the licensee or applicant.

Type and Number of Entities Affected			Current Fee	New Fee	Fee Type	Entity Receiving Fee	Annual or Biennial Fee
Licenseses	Applicants	Businesses					
#	#	#					
type	type	type					
#	#	#					
type	type	type					
#	#	#					
type	type	type					

NOTE: Additional lines can be added using the insert row function.

Type and Number of Entities Affected			Other Costs	Amount of Fee	Entity Receiving Fee	Annual or Biennial Fee
Licenseses	Applicants	Businesses				
#	#	#	Notary	\$2.00		
type	type	type				
#	#	#	Transcript	\$10.00		
type	type	type				
#	#	#	Postage	\$0.44		
type	type	type				
#	#	#	Photo	\$7.50		
type	type	type				
#	#	#	Other (please specify)			
type	type	type				
#	#	#	Other (please specify)			
type	type	type				
#	#	#	Other (please specify)			
type	type	type				

type	type	type		
------	------	------	--	--

29. Does the board anticipate the number of licensees/applicants/business to increase or decrease in future years?

<input type="checkbox"/>	Yes. If yes, explain in detail (percentage of increase/decrease; annually/biennially, etc)
<input checked="" type="checkbox"/>	No Change

30. Specify the source of the estimates above (i.e., FY11 actuals, FY12 projections).

31. Will the board incur additional expenses as a result of this change?

<input checked="" type="checkbox"/>	Yes. If yes, explain in detail.
<input type="checkbox"/>	No

If a request for a fee refund is approved, the fund will be reduced the amount of the fee and the state committee will incur the cost to mail the refund to the licensee or applicant.

Staffing					
Number of Members	Time (minutes or hours)	Position		Salary	
		Account Clerk II	\$23,796	-	\$25,800
		Administrative Office Support Assistant	\$25,944	-	\$28,140
		Executive I	\$25,596	-	\$31,176
		Investigator II	\$34,644	-	\$37,968
		Legal Counsel	\$49,500	-	\$61,919
		Licensure Technician I	\$21,984	-	\$23,796
		Licensure Technician II	\$24,576	-	\$26,640
		Office Support Assistant	\$21,372	-	\$23,064
		Practice Administrator (RN VI)	\$51,156	-	\$53,292
		Principle Assistant	\$47,814	-	\$52,200
		Senior Office Support Assistant	\$24,576	-	\$25,380
		Other (specify title and salary range and description of duties)		-	

Expense and Equipment				
Number and Type of Entity			Type of Fee	Amount of Fee
Licensees	Applicants	Businesses		
1	3	#	Correspondence Mailing	\$0.65
type	type	type		
#	#	#	Application Mailing	\$7.35
type	type	type		
#	#	#	License Printing and Postage	\$0.72
type	type	type		
1	#	#	Other (please specify)	\$125
type	type	type	Licensure renewal refund	
#	1	#	Other (please specify)	\$100
type	type	type	Application for licensure refund	
#	2	#	Other (please specify)	\$250
type	type	type	Application for supervision refund	

Board Member Per Diem and Reimbursement		
Number of Board Members	Expense	Amount

	Per Diem	
	Mileage Reimbursement (average of 240 miles round trip x \$.37 per mile)	\$89
	Meal Reimbursement	
	Printing and Postage	
	Other (please specify)	
	Other (please specify)	

32. Include any additional information relevant to the fiscal note that is important for the public to know.

SMALL BUSINESS IMPACT

For the purpose of the small business impact statement responses below, considerations shall be given to any and all applicants, licensees and business regulated by the board.

33. Will the rule have an adverse impact on small business consisting of less than 50 full time FTEs?

<input type="checkbox"/>	Yes. If yes, explain in detail.
<input checked="" type="checkbox"/>	No

34. Is the rule necessary to protect the life, health and safety of the public?

<input type="checkbox"/>	Yes. If yes, explain in detail.
<input checked="" type="checkbox"/>	No

35. Does the rule exempt any small business consisting of less than 50 full time FTE from coverage?

<input type="checkbox"/>	Yes. If yes, explain in detail.
<input checked="" type="checkbox"/>	No

36. Describe the benefit or impact the proposed regulation will have on the board or board staff and how that benefit or impact is derived. Example: The proposed regulatory amendment will decrease the time required to process an application for licensure by merging two forms into one.

Not applicable

37. Describe the applicant, licensee or any business that will be impacted financially by the proposal. Include any business whether regulated and not regulated by the board.

SB4 If the refund request is approved, the fee will be refunded to the applicant or licensee.

38. Describe how the applicant, licensee or business may otherwise be affected by the proposed regulation not reported above.

SB4 Not applicable

SB5

38. Describe additional actions required of employers/small businesses of or for applicants and licensees to comply with the proposed regulation (i.e. more reporting, more supervision)?

SB4 Not applicable

SB5

39. Does the proposed rule include provisions that are more stringent than those mandated by comparable or related federal, state, or county standards?

<input type="checkbox"/>	Yes. If yes, explain in detail.
<input checked="" type="checkbox"/>	No

SB7

20 CSR 2233-1.040 Fees

PURPOSE: This rule establishes the fees for the State Committee of Marital and Family Therapists.

(1) The following fees are established by the Division of Professional Registration and are payable in the form of a cashier's check, personal check, or money order:

- (A) Application for Licensure \$100.00
- (B) Registration of Supervision \$125.00
- (C) Biennial License Renewal Fee \$125.00

and in addition—

- 1. One day to sixty (1-60) days late (an additional) \$ 75.00
- 2. Sixty-one (61) days to two (2) years late (an additional) \$100.00
- (D) Educational Review \$ 25.00
- (E) Insufficient Funds Check Fee Charge \$ 25.00
- (F) Change Supervision Fee \$ 25.00

(2) **[All fees are nonrefundable.] Fees may be returned to an applicant or licensee, at the state committee's discretion, with the applicant or licensee submitting a written request to the state committee explaining the reason the fee should be returned.**

AUTHORITY: sections 337.712 and 337.727, RSMo Supp. 2011. This rule originally filed as 4 CSR 233-1.040. Original rule filed Dec. 31, 1997, effective July 30, 1998. Amended: Filed May 22, 2001, effective Nov. 30, 2001. Amended: Filed Feb. 15, 2005, effective Aug. 30, 2005. Moved to 20 CSR 2233-1.040, effective Aug. 28, 2006. Emergency amendment filed Nov. 15, 2011, effective Nov. 25, 2011, expired May 22, 2012. Amended: Filed Nov. 15, 2011, effective April 30, 2012.*

**Original authority: 337.712, RSMo 1995, amended 2004, 2009 and 337.727, RSMo 1995, amended 2009, 2010.*

1 **20 CSR 2233-2.010 Educational Requirements**

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

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

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

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

23
24 ~~[(A)]~~ (C) A graduate program in marriage and family therapy that is not
25 COAMFTE or CACREP accredited shall consist of at least forty-five (45)
26 semester hours or sixty (60) quarter hours of study in the area of marriage and
27 family therapy; or

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

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

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

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

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

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

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

47 (4) For graduate training beginning after January 1, 1981 and before August 31,
48 2000, applicants shall have completed the following:

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

81 **1. An applicant for supervision filed with the state committee prior to August**
82 **28, 2008 must meet all requirements for licensure and submit an application for**
83 **licensure within five (5) years of the effective date of supervision.**

84 **2. An applicant for licensure filed with the state committee prior to August**
85 **28, 2008 must meet all requirements for licensure no later than one (1) year**
86 **after the effective date of the regulation.**

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

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

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

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

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

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

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

123 (D) Ethics and Professional Studies—Courses in this area cover the development
124 of professional commitment, identity, and accountability. Studies shall include
125 professional socialization and professional organizations, licensure and credentials,
126 legal responsibilities and liabilities of clinical practice and research, business ethics
127 in professional practice, family law, confidentiality, professional marital and family
128 therapy codes of ethics, and cooperation with members of other mental health

129 professions. The course shall be specific to the practice and profession of marriage
130 and family therapy;

131 (E) Research Methodology—Courses in this area cover an understanding of
132 research methodology and data analysis with the ability to evaluate research. Course
133 content shall include both qualitative and quantitative research;

134 (F) Practicum in Marriage and Family Therapy—The practicum or internship
135 consists of direct, face-to-face client contact to include couple and family formats.
136 Individual supervision with one (1) or two (2) students in face-to-face consultation
137 with a supervisor shall be provided. Students shall be trained to make relevant
138 assessments of client systems; and

139 (G) Effective August 28, 2008 Diagnostic Systems—Courses in this area provide
140 an understanding and a working knowledge of psychodiagnostics using
141 classification systems with an emphasis on the current edition of the *Diagnostic and*
142 *Statistical Manual of Mental Disorders* (DSM). Course content regarding the DSM
143 must include understanding the organizational structure, professional terminology
144 used in the manual, and competence in its application as it is used in the assessment
145 process and subsequent treatment planning relative to the practice of marital and
146 family therapy.

147 (9) Any course offered primarily via correspondence course, Internet (such as a chat
148 room or discussion group), electronic mail (email), or similar delivery method or
149 system or by audio or video tape or non-interactive communication, shall not be
150 acceptable for course work pursuant to 20 CSR 2233-2.010 (8)(A)–(G), even if
151 credit is awarded by the educational institution and the offering appears on the
152 transcript.

153 (A) For the purpose of this rule non-interactive communication shall be defined as
154 those courses transmitted via satellite in which the student has no means of
155 simultaneously interacting with the course instructor visually and verbally during the
156 transmission of course information.

157 (10) Independent studies, courses listed on the transcript as a seminar, and readings
158 courses shall be clearly delineated on the transcript and shall be submitted to the
159 state committee for review and approval. It shall be the applicant's responsibility to
160 document that the course work is in compliance with the core course requirements
161 defined in 20 CSR 2233-2.010 (8)(A)–(G). The applicant may submit course
162 descriptions from course catalogs, syllabi, bulletins or through written
163 documentation from an appropriate school official stating that the course was an in-
164 depth study of a particular core area.

165 (11) Undergraduate level course work is in compliance with core requirements as
166 defined in this rule if the applicant's official transcript clearly shows that the course
167 was awarded graduate credit by the school.

168 (12) Courses provided by a post-degree institute accredited by an accrediting body
169 which has been approved by the United States Department of Education may be
170 acceptable as meeting core course requirements defined in 20 CSR 2233-2.010
171 (8)(A)–(G). It shall be the applicant’s responsibility to document that the course
172 work is in compliance with the core course requirements defined in this rule. The
173 applicant may submit course descriptions from course catalogs, syllabi, bulletins or
174 through written documentation from an appropriate official stating that the course
175 was an in-depth study of a particular core area.

176 (13) The applicant has the burden of demonstrating that the academic course work
177 and training constituted a program of study in marriage and family therapy or a
178 mental health discipline. A final determination of whether the program of study
179 which formed the basis of the applicant’s degree was marriage and family therapy or
180 a mental health discipline shall be within the discretion of the state committee.

181 (14) The state committee shall review an applicant’s educational credentials upon
182 request from an applicant and upon receipt of official educational transcripts
183 received directly from the university or post-degree institute accredited by an
184 accrediting body which has been approved by the United States Department of
185 Education and upon payment of the fee as defined in 20 CSR 2233-1.040(1)(H). All
186 information shall be submitted to the state committee no later than thirty (30) days
187 prior to a regularly scheduled state committee meeting to be reviewed at that
188 meeting.

189 (15) The state committee shall review an applicant’s proposed plan for obtaining an
190 appropriate educational degree and/or course work upon receiving a request from an
191 individual, receipt of the photocopies of official school documents, such as course
192 syllabi or catalog descriptions of course work and degree programs, and upon
193 payment of the fee as defined in 20 CSR 2233-1.040(1)(H). All information shall be
194 submitted to the state committee no later than thirty (30) days prior to a regularly
195 scheduled state committee meeting to be reviewed at that meeting.

196 *AUTHORITY: section 337.715, RSMo Supp. 2007 and section 337.727, RSMo*
197 *2000. * This rule originally filed as 4 CSR 233-2.010. Original rule filed Dec. 31,*
198 *1997, effective July 30, 1998. Amended: Filed May 22, 2001, effective Nov. 30,*
199 *2001. Moved to 20 CSR 2233-2.010, effective Aug. 28, 2006. Amended: Filed Nov.*
200 *15, 2007, effective May 30, 2008.*

201

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

203



BOARD CODES			
1	Accountancy	18	LPC
2	Acupuncture	19	Massage Therapy
3	APELSLA	20	MFT
4	Athlete Agents	21	Nursing
5	Athletics	22	Occupational Therapy
6	Behavior Analysts	23	Optometry
7	Chiro	24	Pharmacy
8	Cosbar	25	Podiatry
9	Dentist	26	PIs/PFI
10	Dietitians	27	Professional Registration
11	Embalmers	28	Psychology
12	Endowed Care	29	Real Estate
13	Geologists	30	Real Estate Appraisers
14	Healing Arts	31	Respiratory Care
15	BEHIS	32	Social Work
16	Interior Design	33	Tattoo
17	Interpreters	34	Veterinary

Current Rule Number	
20 CSR 2233-2.010	
Current Rule Name	
Educational Requirements	
Type of Rulemaking	
<input type="checkbox"/>	New
<input checked="" type="checkbox"/>	Amendment
<input type="checkbox"/>	Rescission
<input type="checkbox"/>	Rescission/Readoption
<input type="checkbox"/>	Emergency
Statutory Authority	
337.700, 337.715 and 337.8=727	
Supporting Documentation Completed	
<input type="checkbox"/>	SOS Copy to Amend
<input type="checkbox"/>	Governor's Office Memo - Tab 2
<input type="checkbox"/>	SBRFB - Tab 3
Subject of Rule Packet	

OVERVIEW

1. In a few brief sentences, describe what this change does and why it is needed. (Information could include, but is not limited to legislative action (include bill number and date passed by legislature) national standards, federal requirements, litigation/disciplinary issues, etc). If there are more than one change being addressed by this promulgation, indicate as Issue 1, Issue 2 and so forth.

GO1 SB1 The amended language updates the rule regarding accreditation of marital and family therapy master's, specialist, and doctoral programs relating to the Commission on Accreditation for Marriage & Family Therapy (COAMFTE) and master's and doctoral programs in marriage and family counseling accredited by the Council for Accreditation of Counseling and Related Educational Programs (CACREP). Finally, the amended language establishes a deadline for applicants for supervision or licensure relating to completing a graduate course in psychodiagnosis.

2. Describe the current rule and then describe how the revision will change the rule.

Sample Answer: Currently, a licensee must send in their application on yellow paper. After the change, the licensee will send in their application on black and gold paper.

GO1 SB1 The current rule requires a master's, specialist or doctoral degree in marital and family therapy or mental health discipline from a regionally accredited institution acceptable to the United States Department of Education. The amended language adds two accrediting entities, COAMFTE and CACREP to the rule.

Effective August 28, 2008 an applicant for supervision or licensure must complete a graduate course in psychodiagnostics. The current rule was promulgated to clarify that the statutory provision would not be retroactively applied to individuals that had submitted an application for licensure or supervision prior to the effective law date. The amended language establishes a deadline for applicants within this category to complete all requirements for licensure.

DEADLINES

3. Is there a deadline?

<input type="checkbox"/>	Yes
<input checked="" type="checkbox"/>	No

4. If yes, when and why then? If not, why does the board want to file it now?

GO7 The rule is updated to reflect the statutory change and include a timeframe for graduates of programs that were in the accreditation process.

Secondly, a deadline is established regarding for applicants for supervision or licensure prior to August 28, 2008 relating to completing a course in psychodiagnostics.

5. If there is a deadline, what will happen if the deadline is not met?

GO7 Not applicable

IMPACT OF CHANGE

6. What issue does the change address?

SB1 2.010(1) (A) The amended language addresses the statutory provision regarding a master's, specialist,
GO2 or doctoral degree from an educational program accredited by the Commission on Accreditation for Marriage & Family Therapy (COAMFTE).

A program seeking COAMFTE accreditation collects information for the self-study two (2) years in advance of applying for accreditation. From the point a self-study is submitted and the site visit takes place, the accreditation process takes a minimum of one full year. The amended language takes the accreditation process and associated time frame to complete the process into consideration, when determining an applicant's compliance with the educational requirements for licensure.

2.010(1) (B) The amended language recognizes the master's or doctoral degree from a program in marriage, couple and family counseling accredited by CACREP.

Once a program's self-study is submitted to CACREP, it can take up to twenty-four (24) months for a decision, depending upon whether additional information is needed and when a site visit can be completed. The amended language takes the accreditation process and associated time frame to complete the process into consideration, when determining an applicant's compliance with the educational requirements for licensure.

2.010(6)(A)(1) & (2) The amended language establishes a deadline for applications for licensure (1) or supervision (2) submitted prior to August 28, 2008 relating to completing a graduate course in psychodiagnostics.

7. If this change is implemented, what will happen?

GO2 See response to item #6.

8. If this change is not implemented, what will happen?

GO2 2.010(1) (A) & (B) The rule will not reflect the statutory change of SB 234, CACREP accredited programs in marriage, couple and family counseling will not be recognized in the same manner as COAMFT programs, and there will not be a deadline to comply with current educational requirement regarding completion of a graduate course in psychodiagnostics.

2.010(6)(A)(1) & (2) The legislature amended the licensure law in 2008 mandating licensed marital and family therapists complete a graduate course in psychodiagnostics. The change in the law could not be applied retroactively to individuals that had submitted applications for licensure or supervision prior to the effective law date, however, the current regulatory language allows such an applicant to be exempt from the requirement for an indefinite amount of time.

9. Why is the change necessary for the profession?

GO2 2.010(1) (A) & (B) The amended language reflects the statutory change of SB 234 and clarifies accreditation entities that are acceptable for meeting the educational requirements for licensure.

2.010(6)(A)(1) & (2) If an applicant (prior to 8/28/08) does not complete the licensure process within the timeframe defined by rule and returns to the state, current regulatory requirements are applied and met.

10. Identify any other rules within the same 20 CSR that will be impacted by the change to this rule and explain any perceived impact.

Not applicable

11. Identify any rules outside the same 20 CSR that the board analyzed to determine whether other rules would be impacted by this change and decided there would be no impact; and describe any such rules and briefly explain their analysis.

Not applicable

12. Describe any and all options the board considered to resolve the issue addressed by this proposal and why the specific option promulgated in the regulation was chosen.

SB1 Section 337.715.1 (1) RSMo authorizes the state committee to promulgate a regulation identifying those educational programs acceptable for licensure to include COAMFTE or equivalent programs. Therefore, the amended language was developed to clearly identify certifying entities whose programs meet the educational requirements for licensure.

13. Will another state agency be impacted by this change?

Yes, If yes, explain in detail.

No

GO6

HISTORY

14. Has the topic of this proposal been the subject of previous board/profession based litigation or legislation that relates to this change. If yes, describe in full detail including bill number or case names and citations.

Yes, If yes, explain in detail.

No

GO3 SB 234 was passed during the 2013 legislative session.

15. What was the first thing that happened that made the board think that this rule change was needed? Explain fully.

GO3 The passage of SB 234 and inquiries from potential licensees regarding the applicability of COAMFTE and CACREP accreditation to the educational requirements for licensure prompted the development of the regulatory language.

16. Has this change or any similar change been proposed by this board before? If so, explain in detail, including the rule number and any information related to the implementation of a similar rule.

Yes, If yes, explain in detail.

No

GO3

17. Has any other PR board proposed this change or a similar change before? If so, explain in detail, including the rule number and any information related to the implementation of a similar rule.

Yes, If yes, explain in detail.

No

GO3

18. If relevant, describe whether the licensing board(s) of any other states) have proposed rules similar to this change.

GO3

INTERESTED PARTIES

19. What groups have a stake in this? Have they seen this? When and how? What do they think?

GO6 Potential applicants for supervision and/or licensure have a stake in the amended language. The Missouri Association for Marriage and Family Therapy supported the change during the 2013 legislative session. The state association attended the state committee meeting on October 24th and November 15th conference call and participated in the discussion.

20. List and describe the communications that have occurred between the board/board staff and others regarding this change. Include board meetings, correspondence/e-mail, newsletters, telephone calls, persons visited or other meetings attended. Identify the date, location, purpose, persons present, persons participating and a summary of the communication.

GO6 The October 24th state committee meeting was attended by Brian Milner representing the state
 SB2 association. The November 15th conference call was attended by Jacque Bardgett and Brian Milner on behalf of the state association. A copy of the open session agenda for each meeting, to include a draft of the regulation, was provided.

Sources of information and research by the state committee staff include the following;
 American Association for Marriage & Family Therapy COAMFTE Accreditation Standards Version 11.0
 Council for Higher Education Accreditation (CHEA) Directory of CHEA and U S Department of Education
 Recognized Accrediting Organizations
 Association of Specialized Professional Accreditors (ASPA) Directory of Members and Code of Good
 Practice
 CACREP 2009 Accreditation Standards

21. Similarly list and describe any other communications regarding this change of which the board/board staff are aware of but were not a part.

GO6 Not applicable
 SB2

22. Is there any individual or group that is or will be for or against this change? Identify such and describe briefly what is understood of their position.

GO6 The state committee is not aware of any individual or association that would be opposed to the
 SB2 amended language.

FISCAL IMPACT

23. Will the applicant or licensee be required to pay more or less money to the board or to anyone else as a result of this change?

<input type="checkbox"/>	More. If more, explain why.
<input type="checkbox"/>	Less. If less, explain why.
<input checked="" type="checkbox"/>	No Difference

24. If the change imposes a fee, is there clear statutory authority for the fee? List the applicable section(s) and subsection(s).

<input type="checkbox"/>	Yes. If yes, explain in detail.
<input type="checkbox"/>	No
<input type="checkbox"/>	Not applicable

25. If the change imposes some other additional cost, is there clear statutory authority for the additional cost? List the applicable section(s) and subsection(s).

GO6

<input type="checkbox"/>	Yes. If yes, explain in detail.
<input type="checkbox"/>	No
<input type="checkbox"/>	Not applicable

26. Will the applicant or licensee be required to spend more or less time toward compliance as a result of this change?

<input type="checkbox"/>	More. If more, explain why.
<input type="checkbox"/>	Less. If less, explain why.
<input checked="" type="checkbox"/>	No Change

27. Will there be any other impact on the applicant or licensee as a result of this change?

<input type="checkbox"/>	Yes. If yes, explain in detail.
<input checked="" type="checkbox"/>	No

28. Estimate cost to the licensee or applicant.

Type and Number of Entities Affected			Current Fee	New Fee	Fee Type	Entity Receiving Fee	Annual or Biennial Fee
Licensees	Applicants	Businesses					
#	#	#					
type	type	type					
#	#	#					
type	type	type					
#	#	#					
type	type	type					

NOTE: Additional lines can be added using the insert row function.

Type and Number of Entities Affected			Other Costs	Amount of Fee	Entity Receiving Fee	Annual or Biennial Fee
Licensees	Applicants	Businesses				
#	#	#	Notary	\$2.00		
type	type	type				
#	#	#	Transcript	\$10.00		
type	type	type				
#	#	#	Postage	\$0.44		
type	type	type				
#	#	#	Photo	\$7.50		
type	type	type				
#	#	#	Other (please specify)			
type	type	type				
#	#	#	Other (please specify)			
type	type	type				
#	#	#	Other (please specify)			
type	type	type				

29. Does the board anticipate the number of licensees/applicants/business to increase or decrease in future years?

<input type="checkbox"/>	Yes. If yes, explain in detail (percentage of increase/decrease; annually/biennially, etc)
<input checked="" type="checkbox"/>	No Change

30. Specify the source of the estimates above (i.e., FY11 actuals, FY12 projections).

31. Will the board incur additional expenses as a result of this change?

<input type="checkbox"/>	Yes. If yes, explain in detail.
<input checked="" type="checkbox"/>	No

Staffing				
Number of Members	Time (minutes or hours)	Position	Salary	
		Account Clerk II	\$23,796	\$25,800

	Administrative Office Support Assistant	\$25,944	-	\$28,140
	Executive I	\$25,596	-	\$31,176
	Investigator II	\$34,644	-	\$37,968
	Legal Counsel	\$49,500	-	\$61,919
	Licensure Technician I	\$21,984	-	\$23,796
	Licensure Technician II	\$24,576	-	\$26,640
	Office Support Assistant	\$21,372	-	\$23,064
	Practice Administrator (RN VI)	\$51,156	-	\$53,292
	Principle Assistant	\$47,814	-	\$52,200
	Senior Office Support Assistant	\$24,576	-	\$25,380
	Other (specify title and salary range and description of duties)		-	

Expense and Equipment				
Number and Type of Entity			Type of Fee	Amount of Fee
Licenseses	Applicants	Businesses		
#	#	#	Correspondence Mailing	\$0.65
type	type	type		
#	#	#	Application Mailing	\$7.35
type	type	type		
#	#	#	License Printing and Postage	\$0.72
type	type	type		
#	#	#	Wall Hanging Printing and Postage	\$2.56
type	type	type		
#	#	#	Other (please specify)	
type	type	type		
#	#	#	Other (please specify)	
type	type	type		

Board Member Per Diem and Reimbursement		
Number of Board Members	Expense	Amount
	Per Diem	
	Mileage Reimbursement (average of 240 miles round trip x \$.37 per mile)	\$89
	Meal Reimbursement	
	Printing and Postage	
	Other (please specify)	
	Other (please specify)	

32. Include any additional information relevant to the fiscal note that is important for the public to know.
 Not applicable.

SMALL BUSINESS IMPACT

For the purpose of the small business impact statement responses below, considerations shall be given to any and all applicants, licensees and business regulated by the board.

33. Will the rule have an adverse impact on small business consisting of less than 50 full time FTEs?

<input type="checkbox"/>	Yes. If yes, explain in detail.
<input checked="" type="checkbox"/>	No

34. Is the rule necessary to protect the life, health and safety of the public?

<input checked="" type="checkbox"/>
<input type="checkbox"/>

Yes. If yes, explain in detail.

No

The amended language provides clarity regarding the educational requirements for licensure and by meeting those requirements individuals are trained and education to provide safe and competent therapeutic services to the public.

35. Does the rule exempt any small business consisting of less than 50 full time FTE from coverage?

<input type="checkbox"/>
<input checked="" type="checkbox"/>

Yes. If yes, explain in detail.

No

36. Describe the benefit or impact the proposed regulation will have on the board or board staff and how that benefit or impact is derived. Example: The proposed regulatory amendment will decrease the time required to process an application for licensure by merging two forms into one.

The acceptance of COAMFTE and CACREP accredited marriage and family therapy graduate programs will result in a time savings for the state committee, as the official transcripts will not have to be reviewed to determine compliance with the core areas of graduate study defined within 20 CSR 2233-2.010 (7) & (8).

37. Describe the applicant, licensee or any business that will be impacted financially by the proposal. Include any business whether regulated and not regulated by the board.

SB4 Not applicable

38. Describe how the applicant, licensee or business may otherwise be affected by the proposed regulation not reported above.

SB4 Regarding the amended language of 2.010(6)(A) 1 and 2, applicants for licensure prior to August 28, 2008 that have not been licensed will need to complete the application process within a year of the effective date of the regulation. Applicants for supervision effective prior to August 28, 2008 must complete all requirements for licensure with five years of the effective date of supervision.

38. Describe additional actions required of employers/small businesses of or for applicants and licensees to comply with the proposed regulation (i.e. more reporting, more supervision)?

SB4 Not applicable

SB5

39. Does the proposed rule include provisions that are more stringent than those mandated by comparable or related federal, state, or county standards?

<input type="checkbox"/>
<input checked="" type="checkbox"/>

Yes. If yes, explain in detail.

No

SB7

311 **20 CSR 2233-2.040 Examination Requirements**

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

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

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

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

324 (3) An applicant for licensure by examination shall submit a request to take the
325 examination on a form provided by the Missouri Division of Professional
326 Registration or the state committee and may be obtained by writing the division or
327 state committee at PO Box 1335, Jefferson City, MO 65102 or by calling (573) 751-
328 0870. The TDD number is (800) 735-2966.

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

331 **(5) The applicant shall comply with the examination provider's rules for test**
332 **administration related to applicant conduct and security and shall authorize**
333 **the examination provider to submit the examination results to the state**
334 **committee along with a report of any adverse (incident(s) involving the**
335 **applicant's conduct during the course of completing the examination. Any cost**
336 **associated with taking the approved examination or sending the examination**
337 **results to the board shall be the applicant's responsibility. Any challenge to an**
338 **examination question, the method of examination or any other matters**
339 **concerning the examination shall be addressed to the examination provider.**
340 **Any cost associated with such challenge shall be the applicant's responsibility.**

341 *AUTHORITY: section 337.727.1(1), (3), (6) and (10), RSMo 2000.* This rule*
342 *originally filed as 4 CSR 233-2.040. Original rule filed Dec. 31, 1997, effective July*
343 *30, 1998. Amended: Filed May 22, 2001, effective Nov. 30, 2001. Moved to 20 CSR*
344 *2233-2.040, effective Aug. 28, 2006. Amended: Filed Nov. 15, 2007, effective May*
345 *30, 2008.*

346 **Original authority: 337.727.1, RSMo 1995.*

347



BOARD CODES			
1	Accountancy	18	LPC
2	Acupuncture	19	Massage Therapy
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7	Chiro	24	Pharmacy
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9	Dentist	26	PIs/PFI
10	Dietitians	27	Professional Registration
11	Embalmers	28	Psychology
12	Endowed Care	29	Real Estate
13	Geologists	30	Real Estate Appraisers
14	Healing Arts	31	Respiratory Care
15	BEHIS	32	Social Work
16	Interior Design	33	Tattoo
17	Interpreters	34	Veterinary

Current Rule Number	
20 CSR 2233-2.040	
Current Rule Name	
Licensure Requirements	
Type of Rulemaking	
<input type="checkbox"/>	New
<input checked="" type="checkbox"/>	Amendment
<input type="checkbox"/>	Rescission
<input type="checkbox"/>	Rescission/Readoption
<input type="checkbox"/>	Emergency
Statutory Authority	
Supporting Documentation Completed	
<input type="checkbox"/>	SOS Copy to Amend
<input type="checkbox"/>	Governor's Office Memo - Tab 2
<input type="checkbox"/>	SBRFB - Tab 3
Subject of Rule Packet	

OVERVIEW

1. In a few brief sentences, describe what this change does and why it is needed. (Information could include, but is not limited to legislative action (include bill number and date passed by legislature) national standards, federal requirements, litigation/disciplinary issues, etc). If there are more than one change being addressed by this promulgation, indicate as Issue 1, Issue 2 and so forth.

GO1 SB1 The purpose of the amended language is to address an examination candidate's responsibility regarding examination administration. Secondly, the amended language authorizes the examination service to report misconduct of an examination candidate to the state committee as it relates to section 337.730.2(3) RSMo regarding use of fraud, deception or misrepresentation in securing a license or taking an examination.

2. Describe the current rule and then describe how the revision will change the rule.

Sample Answer: Currently, a licensee must send in their application on yellow paper. After the change, the licensee will send in their application on black and gold paper.

GO1 SB1 The amended language clarifies the role of the examination administrator and obligates the examination candidate to follow the examination administrator's requirements.

DEADLINES

3. Is there a deadline?

<input type="checkbox"/>	Yes
<input checked="" type="checkbox"/>	No

4. If yes, when and why then? If not, why does the board want to file it now?

GO7 The relationship between the examination candidate and administrator requires definition in the rule in the event a candidate wishes to challenge the results of an examination or if there is a breach in examination security, such as cheating or use of false identification.

5. If there is a deadline, what will happen if the deadline is not met?

GO7 Not applicable

IMPACT OF CHANGE

6. What issue does the change address?

SB1 See response to question #4

GO2

7. If this change is implemented, what will happen?

GO2 An examination candidate will be aware of the reporting requirements and associated costs for the examination administrator to report results to the state committee.

8. If this change is not implemented, what will happen?

GO2 The rule will be deficient in identifying the obligation of the examination candidate as it relates to the administration of the national examination.

9. Why is the change necessary for the profession?

GO2 The rule provides information to examination candidates regarding compliance with the requirements of the national examination administrator, paying required fees, and following examination protocols.

10. Identify any other rules within the same 20 CSR that will be impacted by the change to this rule and explain any perceived impact.

Not applicable

11. Identify any rules outside the same 20 CSR that the board analyzed to determine whether other rules would be impacted by this change and decided there would be no impact; and describe any such rules and briefly explain their analysis.

Not applicable

12. Describe any and all options the board considered to resolve the issue addressed by this proposal and why the specific option promulgated in the regulation was chosen.

SB1 See response to question #14

13. Will another state agency be impacted by this change?

Yes, If yes, explain in detail.

No

GO6

HISTORY

14. Has the topic of this proposal been the subject of previous board/profession based litigation or legislation that relates to this change. If yes, describe in full detail including bill number or case names and citations.

Yes, If yes, explain in detail.

No

GO3

Indirectly, the case State Committee of Marital & Family Therapists versus Jennifer Haynes, WD 74966 the Missouri Court of Appeals Western District had an impact upon the promulgation of the amended language. The Court of Appeals upheld the state committee's decision regarding a passing score, as defined within 20 CSR 2233-2.040. In reviewing the appellate court's decision and current language of the rule, the state committee clarification was needed to differentiate the role of the state committee from the examination administrator. While the adoption of a passing score and submitting an individual as an examination candidate is the state committee's responsibility, the examination administrator is responsible for the mechanics and security of the examination to include any challenges from a candidate regarding examination administration or test questions.

15. What was the first thing that happened that made the board think that this rule change was needed? Explain fully.

GO3 See response to question #14

16. Has this change or any similar change been proposed by this board before? If so, explain in detail, including the rule number and any information related to the implementation of a similar rule.

Yes, If yes, explain in detail.
 No

GO3

17. Has any other PR board proposed this change or a similar change before? If so, explain in detail, including the rule number and any information related to the implementation of a similar rule.

Yes, If yes, explain in detail.
 No

GO3 20 CSR 2095-2.030 effective June 30, 2005. The Committee for Professional Counselors amended the regulation to clarify the role of the committee and the examination service for the same reasons as noted in question 14.

18. If relevant, describe whether the licensing board(s) of any other states) have proposed rules similar to this change.

GO3 Not applicable

INTERESTED PARTIES

19. What groups have a stake in this? Have they seen this? When and how? What do they think?

GO6 Individuals wanting to take the national examination have a stake in the amended language.

The thirty (30) day comment period allows licensees, providers, and individuals the opportunity to review the rule and comment accordingly. Along with the publication in the *Missouri Register*, licensees will be notified when the proposed amendments are posted on the state committee's website with instructions on submitting comments.

20. List and describe the communications that have occurred between the board/board staff and others regarding this change. Include board meetings, correspondence/e-mail, newsletters, telephone calls, persons visited or other meetings attended. Identify the date, location, purpose, persons present, persons participating and a summary of the communication.

GO6 The amended language was discussed at the October 24th state committee meeting and November
SB2 15th conference call meeting.

21. Similarly list and describe any other communications regarding this change of which the board/board staff are aware of but were not a part.

GO6 Not applicable
SB2

22. Is there any individual or group that is or will be for or against this change? Identify such and describe briefly what is understood of their position.

GO6 The state committee is not aware of any individual or association that would be opposed to the amended
language.
SB2

FISCAL IMPACT

23. Will the applicant or licensee be required to pay more or less money to the board or to anyone else as a result of this change?

More. If more, explain why.
 Less. If less, explain why.
 No Difference

24. If the change imposes a fee, is there clear statutory authority for the fee? List the applicable section(s) and subsection(s).

Yes. If yes, explain in detail.
 No
 Not applicable

25. If the change imposes some other additional cost, is there clear statutory authority for the additional cost? List the applicable section(s) and subsection(s).

GO6 Yes. If yes, explain in detail.
 No
 Not applicable

26. Will the applicant or licensee be required to spend more or less time toward compliance as a result of this change?

More. If more, explain why.
 Less. If less, explain why.
 No Change

27. Will there be any other impact on the applicant or licensee as a result of this change?

Yes. If yes, explain in detail.
 No

28. Estimate cost to the licensee or applicant.

Type and Number of Entities Affected			Current Fee	New Fee	Fee Type	Entity Receiving Fee	Annual or Biennial Fee
Licensees	Applicants	Businesses					
#	#	#					
type	type	type					
#	#	#					
type	type	type					
#	#	#					
type	type	type					

NOTE: Additional lines can be added using the insert row function.

Type and Number of Entities Affected			Other Costs	Amount of Fee	Entity Receiving Fee	Annual or Biennial Fee
Licensees	Applicants	Businesses				
#	#	#	Notary	\$2.00		
type	type	type				
#	#	#	Transcript	\$10.00		
type	type	type				
#	#	#	Postage	\$0.44		
type	type	type				
#	#	#	Photo	\$7.50		
type	type	type				
#	#	#	Other (please specify)			
type	type	type				
#	#	#	Other (please specify)			
type	type	type				
#	#	#	Other (please specify)			
type	type	type				

29. Does the board anticipate the number of licensees/applicants/business to increase or decrease in future years?

<input type="checkbox"/>
<input checked="" type="checkbox"/>

Yes. If yes, explain in detail (percentage of increase/decrease; annually/biennially, etc)

No Change

30. Specify the source of the estimates above (i.e., FY11 actuals, FY12 projections).

31. Will the board incur additional expenses as a result of this change?

<input type="checkbox"/>
<input checked="" type="checkbox"/>

Yes. If yes, explain in detail.

No

Staffing					
Number of Members	Time (minutes or hours)	Position		Salary	
		Account Clerk II	\$23,796	-	\$25,800
		Administrative Office Support Assistant	\$25,944	-	\$28,140
		Executive I	\$25,596	-	\$31,176
		Investigator II	\$34,644	-	\$37,968
		Legal Counsel	\$49,500	-	\$61,919
		Licensure Technician I	\$21,984	-	\$23,796
		Licensure Technician II	\$24,576	-	\$26,640
		Office Support Assistant	\$21,372	-	\$23,064
		Practice Administrator (RN VI)	\$51,156	-	\$53,292
		Principle Assistant	\$47,814	-	\$52,200
		Senior Office Support Assistant	\$24,576	-	\$25,380
		Other (specify title and salary range and description of duties)		-	

Expense and Equipment				
Number and Type of Entity			Type of Fee	Amount of Fee
Licenseses	Applicants	Businesses		
#	#	#	Correspondence Mailing	\$0.65
type	type	type		
#	#	#	Application Mailing	\$7.35
type	type	type		
#	#	#	License Printing and Postage	\$0.72
type	type	type		
#	#	#	Wall Hanging Printing and Postage	\$2.56
type	type	type		
#	#	#	Other (please specify)	
type	type	type		
#	#	#	Other (please specify)	
type	type	type		

Board Member Per Diem and Reimbursement		
Number of Board Members	Expense	Amount
	Per Diem	
	Mileage Reimbursement (average of 240 miles round trip x \$.37 per mile)	\$89
	Meal Reimbursement	

	Printing and Postage	
	Other (please specify)	
	Other (please specify)	

32. Include any additional information relevant to the fiscal note that is important for the public to know.
 Not applicable

SMALL BUSINESS IMPACT

For the purpose of the small business impact statement responses below, considerations shall be given to any and all applicants, licensees and business regulated by the board.

33. Will the rule have an adverse impact on small business consisting of less than 50 full time FTEs?

	Yes. If yes, explain in detail.
X	No

34. Is the rule necessary to protect the life, health and safety of the public?

X	Yes. If yes, explain in detail.
	No

Examination candidates must be aware examination protocols and the implications for jeopardizing the security, integrity, and reliability of an examination that measures a candidate's understanding of the practice of marital and family therapy.

35. Does the rule exempt any small business consisting of less than 50 full time FTE from coverage?

	Yes. If yes, explain in detail.
X	No

36. Describe the benefit or impact the proposed regulation will have on the board or board staff and how that benefit or impact is derived. Example: The proposed regulatory amendment will decrease the time required to process an application for licensure by merging two forms into one.

Not applicable

37. Describe the applicant, licensee or any business that will be impacted financially by the proposal. Include any business whether regulated and not regulated by the board.

SB4 Not applicable

38. Describe how the applicant, licensee or business may otherwise be affected by the proposed regulation not reported above.

SB4 Not applicable
 SB5

38. Describe additional actions required of employers/small businesses of or for applicants and licensees to comply with the proposed regulation (i.e. more reporting, more supervision)?

SB4 Not applicable
 SB5

39. Does the proposed rule include provisions that are more stringent than those mandated by comparable or related federal, state, or county standards?

	Yes. If yes, explain in detail.
X	No

SB7

OPEN SESSION MINUTES
Missouri State Committee of Marital & Family Therapists
December 19, 2013 – 8:00 A.M
Missouri Division of Professional Registration
3605 Missouri Boulevard – Jefferson City, Missouri

At 8:08 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
Dianne Modrell, Public Member
Sara Michael, Public Member

State Committee Member Absent

Dr. Craig Smith

Staff Present

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

Visitor

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

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

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

A motion was made by Ms. Michael and seconded by Mr. Estes to approve the open session minutes of the November 15th conference call meeting. State committee members voting aye: Dr. Loney, Mr. Estes, Ms. Michael and Ms. Modrell. Motion carried unanimously.

The state committee reviewed the draft regulations (see attachment to November minutes) and request for rulemaking. A motion was made by Mr. Estes and seconded by Ms. Michael to proceed with filing the regulations presented at this conference call meeting. State committee members voting aye: Dr. Loney, Mr. Estes, Ms. Michael, and Ms. Modrell. Motion carried unanimously.

The state committee discussed facilitating a round table meeting with graduate program educators throughout the state to discuss graduate programs in marital and family therapy that are distance based or online and not COAMFTE or CACREP accredited. Ms. Euler indicated she could moderate the meeting on the state committee's behalf to allow members and staff to listen to the discussion and provide information relating to state committee experiences.

The executive director recommended the meeting be held in Jefferson City because of the central location and would likely be a half day meeting. Counsel suggested the state committee formulate questions and solicit input from mental health educators and various state associations that represent mental health providers. These questions and responses could be used to formulate topics for discussion.

Considering schedules, planning and weather, it was recommended the roundtable meeting be held in April. Additionally capturing the meeting comments either through a video or audio recording was recommended.

A motion was made by Ms. Modrell and seconded by Mr. Estes for the state committee to facilitate a roundtable meeting to discuss the requirements for licensure as a marital and family therapist. Finally, the state committee recommended that additional time be allowed for staff to develop regulatory language regarding implementation of SB 106. State committee members voting aye: Dr. Loney, Mr. Estes, Ms. Michael and Ms. Modrell. Motion carried unanimously.

Meeting Schedule

The state committee tentatively scheduled a conference call for January 23, 2014 at 8:00 a.m.

At 8:29 a.m., a motion was made by Ms. Modrell and seconded by Ms. Michael 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, Mr. Estes, Ms. Michael and Ms. Modrell. Motion carried unanimously.

At 8:51 a.m., a motion was made by Mr. Estes and seconded by Ms. Modrell to convene in open session and adjourn. State committee members voting aye: Dr. Loney, Mr. Estes, Ms. Michael and Ms. Modrell. Motion carried unanimously.



Executive Director

Approved by State Committee on January 23, 2014