

# Appendix A

## Requirements for Supervised Experience Mental Health Counselor

The experience requirement for licensure as a mental health counselor requires completion of a supervised experience of at least 3,000 clock hours providing mental health counseling in a setting acceptable to the Department. The supervised experience must be obtained **after** completion of the professional education requirement for licensure. All experience must be documented on Form 4B.

The supervised experience and practice under a limited permit must meet the following supervision and setting requirements.

### Supervision of Experience

The supervisor must:

- have completed a master's or higher degree program in counseling, or in the subject of the field in which the supervisor is licensed (see below), or another field related to the field of counseling as determined by the Department; **and**
- be licensed and registered in New York State to practice mental health counseling, medicine, as a physician assistant, psychology, licensed clinical social work, or as a registered professional nurse or nurse practitioner, or must have the equivalent qualifications as determined by the Department\*; **and**
- have at least three years of practice on a full-time basis, or the part-time equivalent, in mental health counseling. Practice on a full-time basis means 960 clock hours in the practice of mental health counseling earned over a 52-week period.

\*Prior to January 1, 2008, experience supervised by a mental health counselor certified or registered by a national certifying or registering body for mental health counselors acceptable to the Department<sup>1</sup> may be used to meet this requirement.

There must be contact between the applicant and the supervisor during which:

- the applicant apprises the supervisor of the assessment and treatment of each client;
- the applicant's cases are discussed with the supervisor;
- the supervisor provides the applicant with oversight and guidance in assessment and evaluation, treatment planning, completing psychosocial histories and progress notes, individual counseling, group counseling, psychotherapy, and consultation; and
- the supervisor provides an average of one hour per week or two hours every other week of in-person individual or group supervision.

### Setting for Experience

The setting in which the experience is obtained must be a location at which legally authorized individuals provide services that constitute the practice of mental health counseling, as defined in Education Law, and must be responsible for the services provided by individuals gaining experience for licensure. The setting **cannot** be a private practice owned or operated by the applicant.

The practice of mental health counseling is defined in Education Law as:

- the evaluation, assessment, amelioration, treatment, modification, or adjustment to a disability, problem, or disorder of behavior, character, development, emotion, personality or relationships by the use of verbal or behavioral methods with individuals, couples, families or groups in private practice, group, or organized settings; and
- the use of assessment instruments and mental health counseling and psychotherapy to identify, evaluate and treat dysfunctions and disorders for purposes of providing appropriate mental health counseling services.

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<sup>1</sup> To date, the Department has determined that the following registrations or certifications and organizations are acceptable.

- a. National Certified Counselor or Certified Clinical Mental Health Counselor (CCMHC) by the National Board for Certified Counselors
- b. Approved Clinical Supervisor by the Center for Credentialing & Education
- c. Certified Clinical Member of the American College of Counselors
- d. Certified Rehabilitation Counselor by the Commission on Rehabilitation Counselor Certification
- e. Nationally Certified Psychologist from the Professional Psychologist Certification Board
- f. Diplomate in Psychotherapy from the American Psychotherapy Association
- g. Certified Pastoral Counselor, Fellow or Diplomate of the American Association of Pastoral Counselors
- h. Credentialed Alcoholism and Substance Abuse Counselor (CASAC) by the NYS Office of Alcoholism and Substance Abuse Services (OASAS) **and** certification issued by the OCRC/AODA
- i. BCIA Certified by the Biofeedback Certification Institute of America
- j. Certified in Thanatology by the Association for Death Education and Counseling
- k. Certified Therapeutic Recreation Specialist from the National Council for Therapeutic Recreation Certification