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Governor Scott Walker Secretary Dave Ross

MARRIAGE AND FAMILY THERAPIST SECTION
OF THE

**MARRIAGE AND FAMILY THERAPY, PROFESSIONAL COUNSELING
AND SOCIAL WORK EXAMINING BOARD**

Contact: Dan Williams (608) 266-2112

Room 121A, 1400 E. Washington Avenue, Madison WI

FEBRUARY 25, 2013

The following agenda describes the issues that the Board plans to consider at the meeting. At the time of the meeting, items may be removed from the agenda. Please consult the meeting minutes for a description of the actions of the Board.

AGENDA

9:30 A.M.

OPEN SESSION - CALL TO ORDER – ROLL CALL

- A. **Approval of Agenda (1-4)**
- B. **Approval of Minutes of October 22, 2012 (5-10)**
- C. Secretary Matters
- D. **Administrative Matters – Discussion and Consideration (11-12)**
 - 1) Section Elections
 - 2) Chair Appointments **(13-14)**
 - 3) Liaison Authority & Signature Process
 - i. Credentialing
 - ii. DLSC **(15-16)**
 - 4) Paperless Update
 - 5) Staff Updates
- E. **Legislation/Administrative Rule Matters – Discussion and Consideration**
 - 1) Executive Order 61 **(17-20)**
 - 2) Continuing Education and possible approval by the Joint Board as to a Scope Statement **(21-22)**

- F. **2013 Goals – Discussion and Consideration (23-24)**
 - 1) Department of Health Services (DHS) Mental Health Provider Status Letter Holders
 - 2) Supervisory Guidelines and Addressing Disparity of Supervisor Regulations Across the 3 Professions of the MPSW Jt. Board
 - 3) Amendment of Wis. Stat. 457.02
 - 4) Equalization of the Joint Board Professional Licensing Fees **(25-26)**

- G. **FAQ Review – Discussion and Consideration (27-28)**

- H. **Section Review of Supervisory Forms 2578 and 2579 – Discussion and Consideration (29-34)**

- I. **Section Review of Supervisory Forms 2571 and 2574 – Discussion and Consideration (35-38)**

- J. **Process for Submitting and Processing Marriage & Family Therapist Applications – Discussion and Consideration (39-40)**

- K. Informational Items:

- L. Coalition Report

- M. WAMFT Report

- N. Items Received **After Printing** of the Agenda:
 - 1) Introductions, Announcements and Recognition
 - 2) Presentation(s) of Petition(s) for Summary Suspension
 - 3) Presentation(s) of Proposed Stipulation(s), Final Decision(s) and Order(s)
 - 4) Presentation of Proposed Final Decision and Order(s)
 - 5) Informational Item(s)
 - 6) Division of Legal Services and Compliance (DLSC) Matters
 - 7) Education and Examination Matters
 - 8) Credentialing Matters
 - 9) Approval(s) for Psychometric Testing
 - 10) Class 1 Hearing(s)
 - 11) Practice Question(s)/Issues
 - 12) Legislation/Administrative Rule Matters
 - 13) Liaison Report(s) (Coalition Report/WAMFT Report)
 - 14) Speaking Engagement(s), Travel, or Public Relation Request(s)

- O. Correspondence and Inquiries Received by Legal Counsel

- P. Informational Item(s)

- Q. Public Comments

CONVENE TO CLOSED SESSION to deliberate on cases following hearing (s. 19.85(1)(a), Stats.; consider closing disciplinary investigation with administrative warning (s. 19.85(1)(b), Stats. and 440.205, Stats., to consider individual histories or disciplinary data (s. 19.85 (1)(f), Stats.; and, to confer with legal counsel (s. 19.85(1)(g), Stats.)

Q. Deliberation of Proposed Stipulations, Final Decisions and Orders:

R. Deliberation on Issuance of Administrative Warning(s):

S. Deliberation of Items Received **After Printing** of the Agenda:

- 1) Deliberation on Class 1 Hearings
- 2) Application Issues and/or Reviews
- 3) Professional Assistance Procedure (PAP)
- 4) Monitoring Matters
- 5) Proposed Stipulation(s), Final Decision(s) and Order(s)
- 6) Administrative Warnings
- 7) Review of Administrative Warning
- 8) Order(s) Fixing Cost(s)/Matters Related to Costs
- 9) Division of Legal Services and Compliance (DLSC) Matters
- 10) Proposed Final Decisions and Orders
- 11) Petitions for Summary Suspension
- 12) Petitions for Re-hearing(s)
- 13) Education and Examination Matters
- 14) Credential Issues
- 15) Appearance(s) from Request(s) Received or Renewed
- 16) Motions

T. Review of Application(s) for Licensure

U. Division of Legal Services and Compliance:

- 1) Case Status Report
- 2) Case Closing(s)

V. Consulting with Legal Counsel

RECONVENE INTO OPEN SESSION IMMEDIATELY FOLLOWING CLOSED SESSION

Voting on Items Considered or Deliberated on in Closed Session, If Voting is Appropriate

W. DLSC – Signature Collection

ADJOURNMENT

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**MARRIAGE AND FAMILY THERAPY SECTION
MEETING MINUTES
OCTOBER 22, 2012**

PRESENT: Arlie Albrecht, Peter Fabian, Alice Hanson-Drew

STAFF: Dan Williams, Executive Director; Yolanda McGowan, Legal Counsel; Matt C. Niehaus, Bureau Assistant; Sharon Henes, Paralegal; and other Department Staff

CALL TO ORDER

Arlie Albrecht, Chair, called the meeting to order at 9:00 a.m. A quorum of three (3) members was present.

APPROVAL OF AGENDA

Amendments to the Agenda:

- Item “Q-1” (Closed Session) **REMOVE** “09 MFT 005 &”

MOTION: Alice Hanson-Drew moved, seconded by Peter Fabian, to approve the April 10, 2012 agenda as amended. Motion carried unanimously.

APPROVAL OF MINUTES OF APRIL 10, 2012

Amendments to the Minutes:

- Page 5 of the Minutes: Under amendments to the minutes, **CHANGE** “What Actions Should be Taken **to** by MPSW Joint Board **to** in Terms of...” to “What Actions Should be Taken by MPSW Joint Board in Terms of...”

MOTION: Peter Fabian moved, seconded by Alice Hanson-Drew, to approve the April 10, 2012 minutes as amended. Motion carried unanimously.

**PROCESS FOR SUBMITTING AND PROCESSING
MARRIAGE & FAMILY THERAPIST APPLICATIONS**

Section Discussion of Experience Hours Accrued Without a Training License

MOTION: Alice Hanson-Drew moved, seconded by Peter Fabian, to clarify the process for submitting documentation for full licensure to include submitting verification of degree completion, satisfactory completion of statutory exam, and verification of supervision and completion of hours. Submission of verification of degree completion while holding a training license is not necessary. Motion carried unanimously.

Revised Application Form #1972, Marriage and Family Therapist Certificate of Professional Education Form

MOTION: Peter Fabian moved, seconded by Alice Hanson-Drew, to revise Application Form #1972 to reflect that Verification of Enrollment – Currently Enrolled lines up with Anticipated Date of Graduation. The block below this will show a bolded and italicized “***OR***”. Verification of Degree Completion – Including Degree Focus, with Date of Degree Completion will follow the block below “***OR***”. Motion carried unanimously.

Review and Approval of MFT Supervisory Forms

MFT Supervisory Form

MOTION: Peter Fabian moved, seconded by Alice Hanson-Drew, to revise “(or a related masters degree *or(?)*...)” to “(or a related masters degree) or...” on the MFT Supervisory Form. Motion carried unanimously.

MOTION: Peter Fabian moved, seconded by Alice Hanson-Drew, to revise “A physician who has completed a residency in psychiatry and licensed under Chap. 448” to “A *psychiatrist* licensed under Chap. 448” on the MFT Supervisory Form and place a check box on the line. Motion carried unanimously.

MOTION: Peter Fabian moved, seconded by Alice Hanson-Drew, to revise “An individual licensed as a marriage and family therapist who has engaged in the equivalent of 5 years of full-time marriage and family therapy practice” to “An individual licensed as a marriage and family therapist who has engaged in the equivalent of 5 years of *post-graduate* full-time marriage and family therapy practice” on the MFT Supervisory Form. Motion carried unanimously.

MOTION: Peter Fabian moved, seconded by Alice Hanson-Drew, to create a form number for the MFT Supervisory Form (2456) separate from the other Sections of the Joint Marriage and Family Therapy, Professional Counseling, and Social Work Examining Board. Motion carried unanimously.

MOTION: Peter Fabian moved, seconded by Alice Hanson-Drew, to amend the MFT Supervisory Form by creating a section for a Supervisor who qualifies under one of the 5 approved methods listed on the second page of the current proposed MFT Supervisory Form. A check box with the information required for Section pre-approval of a Supervisor will be located below this section for an individual seeking pre-approval from the Section. Motion carried unanimously.

MOTION: Peter Fabian moved, seconded by Alice Hanson-Drew, to appoint Peter Fabian as liaison to assist DSPS staff with the modification of the MFT Supervisory Form. Peter Fabian will approve the MFT Supervisory Form for the Section. Motion carried unanimously.

Documentation of Clinical Experience – Supervisor’s Affidavit for Marriage and Family Therapist License

- MOTION:** Alice Hanson-Drew moved, seconded by Peter Fabian, to remove “***PRE-LICENSING***” from the header of the Documentation of Clinical Experience – Supervisor’s Affidavit for Marriage and Family Therapist License. Motion carried unanimously.
- MOTION:** Alice Hanson-Drew moved, seconded by Peter Fabian, to revise “A physician who has completed a residency in psychiatry and licensed under Chap. 448” to “A *psychiatrist* licensed under Chap. 448” on the Documentation of Clinical Experience – Supervisor’s Affidavit for Marriage and Family Therapist License and place a check box on the line. Motion carried unanimously.
- MOTION:** Alice Hanson-Drew moved, seconded by Peter Fabian, to create a form number for the Documentation of Clinical Experience – Supervisor’s Affidavit for Marriage and Family Therapist License separate from the other Sections of the Joint Marriage and Family Therapy, Professional Counseling, and Social Work Examining Board. Motion carried unanimously.
- MOTION:** Alice Hanson-Drew moved, seconded by Peter Fabian, to revise “Another individual approved in advance by the marriage and family therapy section.” to “An individual approved in advance by the marriage and family therapy section.” on the the Documentation of Clinical Experience – Supervisor’s Affidavit for Marriage and Family Therapist License. In addition, remove “Applicant must include a current resume of the requested supervisor indicating professional credentials, including MFT related training, clinical and supervisory experience. Also enclose a written explanation of the reason this individual is being requested instead of one of the professionals listed above.” Motion carried unanimously.
- MOTION:** Alice Hanson-Drew moved, seconded by Peter Fabian, to revise the conducting treatment section of the Documentation of Clinical Experience – Supervisor’s Affidavit for Marriage and Family Therapist License from “a treatment plan using established methods” to “a treatment plan using established marriage and family therapy methods...” Motion carried unanimously.
- MOTION:** Alice Hanson-Drew moved, seconded by Peter Fabian, to remove the block titled “Demonstrating Professional Relationship in Treatment” from the Documentation of Clinical Experience – Supervisor’s Affidavit for Marriage and Family Therapist License. Motion carried unanimously.
- MOTION:** Alice Hanson-Drew moved, seconded by Peter Fabian, to appoint Peter Fabian as liaison to assist DSPS staff with the modification of the Documentation of Clinical Experience – Supervisor’s Affidavit for Marriage and Family Therapist License. Peter Fabian will approve the Documentation of Clinical Experience – Supervisor’s Affidavit for Marriage and Family Therapist License final draft for the Section. Motion carried unanimously.

CONSIDERATION OF MFT SECTION GOALS FOR 2012 AND 2013

- MOTION:** Peter Fabian moved, seconded by Alice Hanson-Drew, to adopt the following items as additional 2013 goals for the Section:
- Clarification of the three professions covered by the Joint Board as psychotherapy for vendorship, employer parity, and consumer information education
 - Clarification on what DLSC employees should screen without the Section's authorization
 - Clarification of continuing education requirements
 - Clarification of the approval process for continuing education requirements
- Motion carried unanimously.

Equalization of the Joint Board's Professional Licensing Fees

- MOTION:** Peter Fabian moved, seconded by Alice Hanson-Drew, to authorize Arlie Albrecht on behalf of the Section to write a letter to the Secretary regarding concerns about the fee structure and fee study. Motion carried unanimously.

SECTION DISCUSSION AS TO THE TREATMENT OF ALCOHOL AND OTHER DRUG ABUSE CLIENTS

To examine the provisions of MPSW 1.09(4), Wis. Admin. Code, regarding the specialty certification for providing Substance Abuse Counselors services

- MOTION:** Alice Hanson-Drew moved, seconded by Peter Fabian, to remove the FAQ from the DSPS website with regard to marriage and family therapists providing care for individuals identified as having substance abuse problems. Motion carried unanimously.
- MOTION:** Alice Hanson-Drew moved, seconded by Peter Fabian, to recreate the FAQ from the DSPS website to reflect Statute 457.02(5m) with regard to marriage and family therapists providing care for individuals identified as having substance abuse problems. Motion carried unanimously.
- MOTION:** Alice Hanson-Drew moved, seconded by Peter Fabian, to appoint Peter Fabian to work with DSPS staff in revising and reposting the DSPS website FAQ regarding marriage and family therapists providing care for individuals identified as having substance abuse problems. Peter Fabian will approve the final draft on behalf of the Section. Motion carried unanimously.

CLOSED SESSION

- MOTION:** Alice Hanson-Drew moved, seconded by Peter Fabian, to convene to closed session pursuant to Wisconsin State statutes 19.85(1)(a)(b)(f) and (g), to review applications, deliberate on proposed stipulations, deliberate on administrative warning; deliberate on hearings or appearances for denial of applications; review monitoring cases; review DLSC cases, and consult with legal counsel. Roll Call Vote: Arlie Albrecht-yes; Peter Fabian-yes; and Alice Hanson-Drew-yes. Motion carried unanimously.

The Board convened into Closed Session at 2:34 p.m.

RECONVENE TO OPEN SESSION

MOTION: Peter Fabian moved, seconded by Alice Hanson-Drew, to reconvene into open session. Motion carried unanimously.

The Board reconvened into Open Session at 4:50 p.m.

VOTING ON ITEMS CONSIDERED OR DELIBERATED ON IN CLOSED SESSION IF VOTING IS APPROPRIATE

MOTION: Alice Hanson-Drew moved, seconded by Peter Fabian, to reaffirm all motions made in closed session. Motion carried unanimously.

CASE CLOSURES

MOTION: Alice Hanson-Drew moved, seconded by Peter Fabian, to close the following cases as discussed in closed session.

- 11 MFT 001 – P3
- 12 MFT 004 – P2
- 12 MFT 008 – IE

Motion carried unanimously

DELIBERATION OF PROPOSED STIPULATIONS, FINAL DECISIONS, AND ORDERS

MOTION: Peter Fabian moved, seconded by Alice Hanson-Drew, to adopt the Findings of Fact, Conclusions of Law, Proposed Decision and Order in the matter of disciplinary proceedings against David I. Dropkin, Respondent – DLSC Case #09 MFT 007. Motion carried unanimously.

MOTION: Alice Hanson-Drew moved, seconded by Peter Fabian, to adopt the Findings of Fact, Conclusions of Law, Proposed Decision and Order in the matter of disciplinary proceedings against Jeffrey L. Miller, Respondent – DLSC Case # 10 MFT 010. Motion carried unanimously.

MOTION: Peter Fabian moved, seconded by Alice Hanson-Drew, to adopt the Findings of Fact, Conclusions of Law, Proposed Decision and Order in the matter of disciplinary proceedings against Michael Deminsky, Respondent – DLSC Case # 12 MFT 002. Motion carried unanimously.

DELIBERATION ON ISSUANCE OF ADMINISTRATIVE WARNINGS

MOTION: Peter Fabian moved, seconded by Alice Hanson-Drew, to refuse to issue an administrative warning in the matter of case number 12 MFT 006 and the Section closes for Prosecutorial Discretion (P2.) Motion carried unanimously.

MOTION: Peter Fabian moved, seconded by Alice Hanson-Drew, to refuse to issue an administrative warning in the matter of case number 12 MFT 007 and the Section closes for Prosecutorial Discretion (P2.) Motion carried unanimously.

MOTION: Peter Fabian moved, seconded by Alice Hanson-Drew, to refuse to issue an administrative warning in the matter of case number 12 MFT 001 and the Section closes for Prosecutorial Discretion (P2.) Motion carried unanimously.

MOTION: Peter Fabian moved, seconded by Alice Hanson-Drew, to refuse to issue an administrative warning in the matter of case number 12 MFT 003 and the Section closes for Prosecutorial Discretion (P2.) Motion carried unanimously.

MOTION: Peter Fabian moved, seconded by Alice Hanson-Drew, to refuse to issue an administrative warning in the matter of case number 12 MFT 005 and the Section closes for Prosecutorial Discretion (P2.) Motion carried unanimously.

DIVISION OF LEGAL SERVICES AND COMPLIANCE

Case Status Report

The Section received and reviewed its case status report.

Case Closing(s)

- 11 MFT 001 – P3
- 12 MFT 004 – P2
- 12 MFT 008 - IE

ADJOURNMENT

MOTION: Peter Fabian moved, seconded by Alice Hanson-Drew, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 5:00 p.m.

**State of Wisconsin
Department of Safety & Professional Services**

AGENDA REQUEST FORM

1) Name and Title of Person Submitting the Request: Dan Williams		2) Date When Request Submitted: 2/5/13 Items will be considered late if submitted after 4:30 p.m. and less than: <ul style="list-style-type: none"> ▪ 10 work days before the meeting for Medical Board ▪ 14 work days before the meeting for all others 	
3) Name of Board, Committee, Council, Sections: MARRIAGE AND FAMILY THERAPIST SECTION			
4) Meeting Date: 2/25/13	5) Attachments: <input type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page? Administrative Matters – Discussion and Consideration	
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session <input type="checkbox"/> Both	8) Is an appearance before the Board being scheduled? If yes, who is appearing? <input type="checkbox"/> Yes by <input type="checkbox"/> No	9) Name of Case Advisor(s), if required: N/A	
10) Describe the issue and action that should be addressed: <ol style="list-style-type: none"> 1) Section Election 2) Chair Appointments 3) Liaison authority and signature process Credentialing / The DSPS credentialing staff will appear and provide the Board with an overview of the credentialing process for the credentials under its purview. Additionally, the Board should work to define the role(s) of its credentialing liaison(s) in an effort to clarify its expectations in terms of credentialing liaison work. DLSC / DLSC monitoring staff will appear and discuss the attached document. 4) Paperless update 5) Staff update 			
11) Authorization			
Signature of person making this request			Date
Supervisor (if required)			Date
Executive Director signature (indicates approval to add post agenda deadline item to agenda)			
Date			
Directions for including supporting documents: 1. This form should be attached to any documents submitted to the agenda. 2. Post Agenda Deadline items must be authorized by a Supervisor and the Board Services Bureau Director. 3. If necessary, Provide original documents needing Board Chairperson signature to the Executive Assistant prior to the start of a meeting.			

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MARRIAGE AND FAMILY THERAPY SECTION

2012 SECTION MEMBER ASSIGNMENTS

(UPDATED 5/18/2012)

Screening Panel Appointments: Peter Fabian, Alice Hanson-Drew

Credentialing Liaisons: Arlie Albrecht

Division of Enforcement (DOE) Monitoring Liaison: Arlie Albrecht

DOE Professional Assistance Procedure (PAP) Liaison: Section Chair-Arlie Albrecht

***Continuing Education (CE)/Education Liaison:** Peter Fabian

**This assignment includes functions relating to communication with training programs and the Education Training Consortium (ETC).*

WAMFT Report: Arlie Albrecht

Travel Liaison: Section Chair – Arlie Albrecht

Coalition Report: No appointment at this time as the Coalition is inactive.

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Psychology Examining Board

Roles and Authorities Delegated to the Monitoring Liaison

Board Monitoring Liaison's Roles

The Board Monitoring Liaison is a board designee working with department monitors to carry out the Board's orders. The roles of the Board Monitoring Liaison include but are not limited to:

1. Granting stay of suspension as provided under the Board's order when the Respondent demonstrates sufficient proof of compliance;
2. Removing stay of suspension as provided under the Board's order when the Respondent repeatedly or substantially violates the order, such as positive drug screen results, concerned work reports, etc;
3. Approving any supervisors, monitors, etc. as required by the Board's order;
4. Granting or denying the Respondent's requests for approval as provided under the order, such as proposed courses submitted to fulfill education requirements, approving treatment provider, change of employment, etc.

Current Delegated Authorities to Department Monitor and Board Monitoring Liaison

The Department Monitor may draft and sign the Board's orders on behalf of the Board Monitoring Liaison **ONLY** under the following circumstances:

1. To remove the CE limitation on Respondent's license if he/she has completed the required hours and the CE is sole condition of the limitation. A petition may be required for the CE limitation to be removed.
2. To suspend the license if the Respondent does not pay costs and/or forfeiture or does not complete CE course(s) within the time specified by the Board order. When the licensee is in compliance with the order, the Department Monitor may remove the suspension.
3. To grant a stay of suspension (*with permission from the Board Monitoring Liaison*).
4. To remove the stay of suspension if there are repeated or substantial violations of the Board order (*with permission from the Board Monitoring Liaison*). The stay may be reinstated when the Board Liaison determines that the Respondent is in compliance with the order.
5. To grant a temporary reduction in random drug screen frequency if the Respondent is unemployed and is otherwise compliant with the Board's order (*with permission from the Board Monitoring Liaison*). The reduction is temporary until such time the Respondent secures employment in the profession.
6. To grant an extension of time to complete the Board-ordered CE for a maximum of 90 days (*with permission from the Board Monitoring Liaison*).
7. To grant up an extension of time to pay proceeding costs for a maximum of 90 days (*with permission from the Board Monitoring Liaison*).

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**State of Wisconsin
Department of Safety & Professional Services**

AGENDA REQUEST FORM

1) Name and Title of Person Submitting the Request: Dan Williams		2) Date When Request Submitted: 2/8/13 Items will be considered late if submitted after 4:30 p.m. and less than: <ul style="list-style-type: none"> ▪ 10 work days before the meeting for Medical Board ▪ 14 work days before the meeting for all others 	
3) Name of Board, Committee, Council, Sections: MFT Section, Marriage and Family Therapy, Professional Counseling, and Social Work Examining Board			
4) Meeting Date: 2/25/13	5) Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page? Discussion and Consideration of Executive Order 61	
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session <input type="checkbox"/> Both	8) Is an appearance before the Board being scheduled? If yes, who is appearing? <input type="checkbox"/> Yes by <input type="checkbox"/> No	9) Name of Case Advisor(s), if required: N/A	
10) Describe the issue and action that should be addressed: Section Discussion and Consideration of Executive Order 61.			
11) Authorization			
Signature of person making this request		Date	
Supervisor (if required)		Date	
Executive Director signature (indicates approval to add post agenda deadline item to agenda)		Date	
Directions for including supporting documents: 1. This form should be attached to any documents submitted to the agenda. 2. Post Agenda Deadline items must be authorized by a Supervisor and the Board Services Bureau Director. 3. If necessary, Provide original documents needing Board Chairperson signature to the Executive Assistant prior to the start of a meeting.			



EXECUTIVE ORDER # 61

Relating to Job Creation and Small Business Expansion

WHEREAS, creating jobs and growing our state's economy is dependent on a vibrant small business sector; and

WHEREAS, small businesses have generated 64% of net new jobs over the past fifteen years and employ over half of all private sector employees; and

WHEREAS, according to recent U.S. Census data, 86% of Wisconsin business employ fewer than 20 workers, and 74% have ten workers or less; and

WHEREAS, small businesses spend 80% more per worker than large employers to comply with government regulations and, according to a recent National Federation of Independent Business survey of Wisconsin employers, 91% said it was impossible to know about, comply with, and understand all of government's regulations; and

WHEREAS, according to the U.S. Small Business Administration, complying with government regulations costs small businesses \$10,585 per worker, which discourages investment and hiring by small businesses; and

WHEREAS, government regulations are regularly cited as one of the top three concerns for small business growth, according to NFIB's Small Business Optimism Index; and

WHEREAS, 2011 Wisconsin Act 46 strengthened Wisconsin's Small Business Regulatory Review Board (Board) empowering small business owners and giving them the ability to judge the economic impact of government regulation; and

WHEREAS, 2011 Wisconsin Act 46 requires state agencies to submit any rule with an economic impact to the Board for review and allows the Board to suggest changes to the agency that will improve compliance and reduce the rule's burden on small businesses; and

WHEREAS, pursuant to Wis. Stat. § 227.30, the Board has the authority to review rules and guidelines of any agency to determine whether any of those rules or guidelines place an unnecessary burden on the ability of small businesses to conduct their affairs; and

WHEREAS, state agencies and the Board should not only be reviewing new rules but collaborating to reform existing rules that hinder job creation and small business expansion and that this effort would help further the state's goal of creating 250,000 jobs by 2015.

NOW THEREFORE, I, SCOTT WALKER, Governor of the State of Wisconsin, by the authority vested in me by the Constitution and laws of this State, specifically Wis. Stat. § 227.10(2m), do hereby:

1. Require all state agencies to review 2011 Wisconsin Act 46 to ensure they are in compliance, ready to assist small business owners, and properly submitting any proposed rules with an economic impact to the Board;
2. Require all state agencies to cooperate with the Board to identify existing rules hindering job creation and small business growth;

3. Require all state agencies to work with the Board to recommend changes to these rules that will both reduce their burden on job creators while continuing to comply with the intent of the statutes that created them;
4. Require all state agencies to work with the Board to identify strategies that will increase compliance with existing rules;
5. Request that the Board engage small business owners and their representative organizations to gather input on any rules hindering job growth;
6. Request that the Board provide a report and analysis of these rules, in a manner similar to Wis. Stat. § 227.30(1), to the Governor's Office of Regulatory Compliance and the agency with the authority to amend the rules, which details the rules they have identified for modification.



IN TESTIMONY WHEREOF, I have hereunto set my hand and caused the Great Seal of the State of Wisconsin to be affixed. Done in the City of Eau Claire this twenty-second day of February, in the year two thousand twelve.


SCOTT WALKER
Governor

By the Governor:


DOUGLAS LA FOLLETTE
Secretary of State

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**State of Wisconsin
Department of Safety & Professional Services**

AGENDA REQUEST FORM

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3) Name of Board, Committee, Council, Sections: MFT Section			
4) Meeting Date: 2/26/13	5) Attachments: <input type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page? Continuing Education and possible approval by the Joint Board as to a Scope Statement – Discussion and Consideration	
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session <input type="checkbox"/> Both	8) Is an appearance before the Board being scheduled? If yes, who is appearing? <input type="checkbox"/> Yes by <input type="checkbox"/> No	9) Name of Case Advisor(s), if required: N/A	
10) Describe the issue and action that should be addressed: <p>The Joint Board is to consider whether the merging of the CE for the 3 professions into one Code chapter would possibly alleviate confusion and thereby streamline the process.</p> <p>Attached is a table that shows the parts of the Code chapters that overlap between the 3 sections. The bottom of the table lists special CE requirements for each of the professions. (these were also some of the problem areas that came up during the audit).</p> <p>Attached for the Joint Board will be a Scope Statement should the Board wish to amend the Code.</p>			

MPSW 8 – SW	MPSW 14 – PC	MPSW 19 – MFT
<p>MPSW 8.03 Continuing education programs.</p> <p>(1m) Acceptable sponsoring organizations include, but are not limited to:</p> <p>(a) Local or national professional social work associations.</p> <p>(b) Accredited college and university schools of social work.</p> <p>(c) Public and private agencies that provide in-house training and development programs which meet agency mission requirements.</p> <p>(d) Any continuing education program approved, sponsored or co-sponsored by a presenter approved by the Committee for the Approval of Continuing Education Sponsors of the American Psychological Association.</p> <p>(e) Any educational programs recognized as approved at the time of attendance as “Category I” continuing education programs by the Council on Medical Education of the American Medical Association or the American Osteopathic Association.</p> <p>(f) Any educational programs recognized under s. MPSW 14.04 or 19.02.</p>	<p>MPSW 14.04 Approved continuing education programs.</p> <p>The following continuing education programs and other educational activities are approved as continuing education programs under this chapter:</p> <p>(1) Any continuing education program approved, sponsored or provided by the national rehabilitation counselor association (NRCA), the American rehabilitation counselor association (ARCA), or the Wisconsin rehabilitation counselor association (WRCA).</p> <p>(2) Any continuing education program sponsored by the national board for certified counselors (NBCC) or by a provider approved by NBCC.</p> <p>(3) Any continuing education program approved, sponsored or provided by the American counselor association (ACA) or the Wisconsin counselor association (WCA).</p> <p>(4) Any continuing education program approved by the commission on rehabilitation counselor certification (CBCC).</p> <p>(5) Any continuing education program offered by a college or university accredited by the commission for accreditation of counseling and related educational programs (CACREP).</p> <p>(6) Any continuing education program approved, sponsored or co-sponsored by a presenter approved by the Committee for the Approval of Continuing Education Sponsors of the American Psychological Association.</p> <p>(7) Any educational programs recognized as approved at the time of attendance as “Category I” continuing medical education programs by the Council on Medical Education of the American Medical Association or the American Osteopathic Association.</p> <p>(8) Any educational programs recognized under s. MPSW 8.03 (1m) or 19.02.</p>	<p>MPSW 19.02 Approved continuing education programs.</p> <p>The following continuing education programs and other educational activities are approved as continuing education programs under this chapter:</p> <p>(1) Any continuing education program sponsored by the American association for marriage and family therapy (AAMFT).</p> <p>(2) Any continuing education program approved, sponsored or authorized by the Wisconsin association for marriage and family therapy (WAMFT).</p> <p>(3) Any continuing education program or course offered by a training program accredited by the commission on accreditation for marriage and family therapy education (COAMFTE).</p> <p>(4) Any course or continuing education program offered by an accredited college or university that is related to the clinical practice of marriage and family therapy.</p> <p>(5) Any continuing education program approved, sponsored, or co-sponsored by a presenter approved by the Committee for the Approval of Continuing Education Sponsors of the American Psychological Association.</p> <p>(6) Any educational programs recognized as approved at the time of attendance as “Category I” continuing medical education programs by the Council on Medical Education of the American Medical Association or the American Osteopathic Association.</p> <p>(7) Any educational programs recognized under s. MPSW 8.03 (1m) or 14.04.</p>
<p>Self-study and interactive internet course restrictions for social work</p>	<p>Special CE requirements for professional counselor</p>	<p>Special CE requirements for marriage and family therapist</p>
<p>MPSW 8.03 (2)(e) Interactive internet learning courses offered by an accredited university or preapproved by the ASWB: 1 CEH per .1 CEU (continuing education unit) of instruction or self-study courses approved by accredited college or university schools of social work, local or national professional social work organizations, or the association of social work boards, 1 CEH per credit completed, but no more than 21 total CEHs for interactive internet courses and self-study courses will be accepted in any 2 year credentialing period with a maximum of 10 CEHs for self-study courses and a maximum of 16 CEHs for internet courses. Self-study courses may not be used to satisfy the social work ethics requirement.</p>	<p>MPSW 14.03 Continuing education requirements for license renewal.</p> <p>(4m) Licensees shall have a minimum of 15 credits in approved continuing education programs and other educational activities as recognized under s. MPSW 14.04 (1) to (5). Four of the 15 credits shall be in the subject area of professional counseling ethics and boundaries.</p>	<p>MPSW 19.01 Continuing education requirements for license renewal.</p> <p>(4m) Licensees shall have a minimum of 15 credits in approved continuing education programs and other educational activities as recognized under s. MPSW 19.02 (1) to (4) during each two-year licensure period. Four of those 15 credits shall be in the subject area of marriage and family therapy ethics and boundaries.</p>

**State of Wisconsin
Department of Safety & Professional Services**

AGENDA REQUEST FORM

1) Name and Title of Person Submitting the Request: Dan Williams		2) Date When Request Submitted: 2/5/13 Items will be considered late if submitted after 4:30 p.m. and less than: <ul style="list-style-type: none"> ▪ 10 work days before the meeting for Medical Board ▪ 14 work days before the meeting for all others 	
3) Name of Board, Committee, Council, Sections: MARRIAGE AND FAMILY THERAPIST SECTION			
4) Meeting Date: 2/25/13	5) Attachments: <input type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page? 2013 Goals – Discussion and Consideration	
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session <input type="checkbox"/> Both	8) Is an appearance before the Board being scheduled? If yes, who is appearing? <input type="checkbox"/> Yes by <input checked="" type="checkbox"/> No	9) Name of Case Advisor(s), if required: N/A	
10) Describe the issue and action that should be addressed: <div style="text-align: center;"> <p>1)Department of Health Services (DHS) Mental Health Provider Status Letter Holders – Discussion on What Actions Should Be Taken to by MPSW Joint Board to in Terms of Recognizing Unlicensed DHS-Recognized Mental Health Providers</p> <p>2)Create Supervisory Guidelines and Address Disparity of Supervisor Regulations Across the 3 Professions of the MPSW Joint Board</p> <p>3)Amendment of Wis. Stat. 457.02, Regarding Repeal of Provisions Which Restrict Board License Holders from Providing Treatment of Substance Abuse and Substance Use Disorders</p> <p>4)Equalization of the Joint Board Professional Licensing Fees</p> </div>			

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January 31, 2011

Secretary Dave Ross
State of Wisconsin
Department of Regulation and Licensing
P.O. Box 8935
Madison WI 53708-8935

RE: Equalization of Joint Board Professional Licensing Fees

Dear Secretary Ross:

It was a pleasure in meeting with you on January 11th at the Joint Board of Marriage and Family Therapists, Professional Counselors and Social Workers. Subsequently, I received your letter of January 19th, indicating your receptivity to feedback on how we can work more effectively and efficiently. I am writing to you as the 2011 Chairperson of Marriage and Family Therapist Section of the Joint Board and wish to formally communicate with you regarding the Equalization of Joint Board Professional Licensing Fees.

At the January 12, 2010, the Joint Board was given the proposed Licensing and Renewal Fees of:

- \$170 for Marriage and Family Therapist
- \$85 for Social Workers
- \$91 for Professional Counselors

At that Joint Board meeting Jim Parker, the former Department Budget Director, attended and gave the rationale for the disparity in the proposed rates. A motion was made and passed unanimously for "combining the costs for enforcement across the Sections as a basis for establishing a fee." Essentially, there would be an Equalization of Licensing and Renewal Fees for all Sections of the Joint Board. At subsequent Joint Board Meetings in April, July, October of 2010, DRL staff provided status reports of the January 12th motion for Equalization. At the October 26, 2010 Joint Board meeting it appeared that the Equalization of Fees was being favorably addressed. At the last Joint Board Meeting on January 11th, Mr. Parker, again, reported on the status of Equalization of Fees. In reflecting on what Mr. Parker had to say, there is an apparent oversight in the Equalization of Fees issue in that it never made it into deliberations for formulation of the DRL budget. Apparently, this matter could still be favorably resolved. We were advised that the DRL Budget will come before the new Joint Finance Committee when it meets in February.

Mr. Secretary, this apparent bureaucratic oversight is an ENORMOUS issue. Should the Licensing and Renewal Fees not be equalized, it is anticipated that the unintended consequence will be a reduction in the number of those licensed as a Marriage and Family Therapist. What would be the motivation to maintain/pursue a license that costs twice as much (\$170 versus \$85 for a Social Worker license)? Furthermore, the formula that was used for establishing fees would continue to escalate as there would be less licensed MFT to spread the costs.

On behalf of the Marriage and Family Therapist Section, we are respectfully requesting that the motion for Equalization of Licensing and Renewal Fees for Marriage and Family Therapists, Social Workers and Professional Counselors be actualized and implemented prior to the renewal date of 2/28/2012.

In closing, I would also appreciate your sensitivity to the small business owner. The above matter has particular relevance for me. I am a small business owner and I am dually licensed as a Marriage and Family Therapist and a Clinical Social Worker. The proposed unequal Licensing and Renewal fees will cause a significant hardship to me. Therefore, I wanted to bring this matter to your attention as a Section Chairperson and a small business owner. Any and all efforts would be greatly appreciated. As always, I make myself available for ongoing discussion.

Respectfully Submitted,

Arlie J. Albrecht, Chairperson
Marriage and Family Therapist Section
1721 King of Arms Drive
Green Bay, WI 54313-9000

**State of Wisconsin
Department of Safety & Professional Services**

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3) Name of Board, Committee, Council, Sections: MARRIAGE AND FAMILY THERAPIST SECTION			
4) Meeting Date: 2/25/13	5) Attachments: <input type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page? FAQ review – Discussion and Consideration	
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session <input type="checkbox"/> Both	8) Is an appearance before the Board being scheduled? If yes, who is appearing? <input type="checkbox"/> Yes by <input checked="" type="checkbox"/> No	9) Name of Case Advisor(s), if required: N/A	
10) Describe the issue and action that should be addressed: Current FAQ on website reads: WHO CAN SUPERVISE APPLICANTS FOR LICENSURE? A person who meets one of the following requirements as stipulated by Ch MPSW 16.05, Wis Admin Code: (1) A LMFT who holds a doctorate degree in Marriage and Family Therapy. (2) A LMFT who has engaged in the equivalent of 5 years full-time MFT practice. (3) A psychiatrist or psychologist licensed in Wisconsin. (4) An AAMFT approved supervisor. (5) A person who is approved in advance by the MFT Section. Peter Fabian believes that #4 should say "An AAMFT approved supervisor or supervisor-in-training....."			

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**State of Wisconsin
Department of Safety & Professional Services**

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3) Name of Board, Committee, Council, Sections: MARRIAGE AND FAMILY THERAPIST SECTION			
4) Meeting Date: 2/25/13	5) Attachments: <input type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page? Section Review of Supervisory Forms 2578 and 2579 – Discussion and Consideration	
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session <input type="checkbox"/> Both	8) Is an appearance before the Board being scheduled? If yes, who is appearing? <input type="checkbox"/> Yes by <input checked="" type="checkbox"/> No	9) Name of Case Advisor(s), if required: N/A	
10) Describe the issue and action that should be addressed: See attached forms. Section to discuss and possibly take action.			

Wisconsin Department of Safety and Professional Services

Mail To: P.O. Box 8935
Madison, WI 53708-8935

FAX #: (608) 261-7073
Phone #: (608) 266-0145

1400 E. Washington Avenue
Madison, WI 53703

E-Mail: web@dps.wi.gov
Website: http://dps.wi.gov

MARRIAGE & FAMILY THERAPY, PROFESSIONAL COUNSELING AND SOCIAL WORK EXAMINING BOARD

APPLICATION TO ENGAGE IN PSYCHOMETRIC TESTING

PLEASE TYPE OR PRINT IN INK

Your name and address are available to the public.
 Check box to withhold street address/PO Box number from lists of 10 or more credential holders (Wis. Stat. § 440.14)

Under the rules promulgated jointly by the Marriage and Family Therapy, Professional Counseling and Social Work Examining Board and the Psychology Examining board, an LMFT, LPC, or LCSW may engage in psychometric testing, including the use of a test for diagnostic purposes, only if the appropriate section of the board has received and approved the following information demonstrating generic and specific qualifications to perform psychometric testing, as stated in both (a) and (b). A person credentialed by the board may use a test for screening or referral purposes only, if the board receives and approves the information as stated in (b).

- (a) Academic training at the graduate or post-graduate level that covered:
- descriptive statistics
 - reliability and measurement error
 - validity and meaning of test scores
 - normative interpretation of test scores
 - selection of appropriate test(s)
 - test administration procedures
 - ethnic, racial, cultural, gender, age and linguistic variables
 - testing individuals with disabilities
- (b) An affidavit from a professional qualified to supervise psychometric testing, stating that the individual licensee has acquired supervised experience and acquired specific qualifications for the responsible selection, administration, scoring and interpretation of one or more particular psychometric tests including, if appropriate, use of the test(s) in particular settings or for specific purposes. Particular settings include an employment context, an educational context, a career and vocational counseling context, a health care context, or a forensic context. Specific purposes include classification, description, prediction, intervention planning, tracking, training and supervision.

Credential Holder Name: _____ Credential Type: _____

I am qualified to engage in psychometric testing under the board's rules; the following information is submitted for review and approval:

1. I have had academic training at the graduate or post-graduate level that covered:
- descriptive statistics
 - reliability and measurement error
 - validity and meaning of test scores
 - normative interpretation of test scores
 - selection of appropriate test(s)
 - test administrative procedures
 - ethnic, racial, cultural, gender, age and linguistic variables
 - testing individuals with disabilities

Wisconsin Department of Safety and Professional Services

I have attached transcripts from each institution listed below:

Course	Course Number	Institution	Number of Credits	Time Period	Topics

2. As attested to by an affidavit from _____, a licensed psychologist who has the education, experience and training to select, administer, score and interpret specific tests, I have acquired supervised experience and specific qualifications for the responsible selection, administration, scoring and interpretation of the following psychometric tests in the following settings, for the following specific purposes:

Test	Setting(s)	Purpose(s)	Number of Administrations

Supervisor must submit the supporting affidavit, Form #2579, in order to complete this application.

Date: _____

Applicant
Signature: _____

The applicant may return this form to:
 Department of Safety and Professional Services
 Marriage and Family Therapy, Professional
 Counseling and Social Work Examining Board
 P.O. Box 8935
 Madison, WI 5308-8935

Wisconsin Department of Safety and Professional Services

CERTIFICATION OF LEGAL STATUS.

I declare under penalty of law that I am (check one):

_____ a citizen or national of the United States, or

_____ a qualified alien or nonimmigrant lawfully present in the United States who is eligible to receive this professional license or credential as defined in the Personal Responsibility and Work Opportunities Reconciliation Act of 1996, as codified in 8 U.S.C. §1601 et. seq. (PRWORA). For questions concerning PRWORA status, please contact the U.S. Citizenship and Immigration Services in the Department of Homeland Security at 1-800-375-5283 or online at <http://www.uscis.gov>.

ALL APPLICANTS MUST COMPLETE THIS SECTION

AFFIDAVIT OF APPLICANT

I declare that I am the person referred to on this application and that all answers set forth are each and all strictly true in every respect. I understand that failure to provide requested information, making any materially false statement and/or giving any materially false information in connection with my application for a credential or for renewal or reinstatement of a credential may result in credential application processing delays; denial, revocation, suspension or limitation of my credential; or any combination thereof; or such other penalties as may be provided by law. I further understand that if I am issued a credential, or renewal or reinstatement thereof, failure to comply with the statutes and/or administrative code provisions of the licensing authority will be cause for disciplinary action.

Signature of Applicant

Date

Wisconsin Department of Safety and Professional Services

Mail To: P.O. Box 8935
Madison, WI 53708-8935

FAX #: (608) 261-7083
Phone #: (608) 266-0145

1400 E. Washington Avenue
Madison, WI 53703

E-Mail: web@dsps.wi.gov
Website: http://dsps.wi.gov

MARRIAGE & FAMILY THERAPY, PROFESSIONAL COUNSELING AND SOCIAL WORK EXAMINING BOARD

AFFIDAVIT OF SUPERVISOR IN SUPPORT OF APPLICATION TO ENGAGE IN PSYCHOMETRIC TESTING

Applicant's Name: _____

Supervisor's Name: _____

Supervisor License Number: _____

1. I am a licensed psychologist and I have the education, experience and training to select, administer, score and interpret the specific tests as listed below, for which I provided supervision.
2. I affirm that I supervised the applicant stated above, and I attest that he/she has acquired specific qualifications for the responsible selection, administration, scoring and interpretation of the following psychometric tests in the following particular settings for the following specific purposes.
(Particular settings include an employment context, an educational context, a career and vocational counseling context, a health care context, or a forensic context. Specific purposes include classification, description, prediction, intervention planning, tracking, training and supervision.)

Dates of Supervision: _____

Test	Setting(s)	Purpose(s)	Number of Administrations

Date: _____ Supervisor Signature: _____

The supervisor should return this completed form directly to:

Department of Safety and Professional Services
Marriage and Family Therapy, Professional Counseling and Social Work Examining Board
P.O. Box 8935
Madison, WI 53708-8935

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**State of Wisconsin
Department of Safety & Professional Services**

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3) Name of Board, Committee, Council, Sections: MARRIAGE AND FAMILY THERAPIST SECTION			
4) Meeting Date: 2/25/13	5) Attachments: <input type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page? Section Review of Supervisory Forms 2571 and 2574 – Discussion and Consideration	
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session <input type="checkbox"/> Both	8) Is an appearance before the Board being scheduled? If yes, who is appearing? <input type="checkbox"/> Yes by <input checked="" type="checkbox"/> No	9) Name of Case Advisor(s), if required: N/A	
10) Describe the issue and action that should be addressed: See attached forms. Section to discuss and possibly take action.			

Wisconsin Department of Safety and Professional Services

Mail To: P.O. Box 8935
Madison, WI 53708-8935

FAX #: (608) 261-7083
Phone #: (608) 266-2112

1400 E. Washington Avenue
Madison, WI 53703

E-Mail: web@dps.wi.gov
Website: http://dps.wi.gov

MARRIAGE AND FAMILY THERAPY, PROFESSIONAL COUNSELING, AND SOCIAL WORK EXAMINING BOARD

EMPLOYMENT FORM FOR SUPERVISED MARRIAGE AND FAMILY THERAPY PRACTICE

(To be completed if you are applying for a training license.)

APPLICANT NAME _____

(please print)

I am in a position or have an offer for a position in a supervised Marriage and Family Therapy practice. In this position, I will receive supervision exercised by:

Check supervisor's qualification(s):

- A licensed Marriage and Family Therapist, with a doctorate degree in Marriage and Family Therapy.
- A licensed Marriage and Family Therapist who has engaged in the equivalent of 5 years of full-time Marriage and Family Therapy practice.
- A licensed physician who has completed a residency in psychiatry.
- A licensed psychologist.
- A person who holds an "approved supervisor" certificate from American Association for Marriage and Family Therapy (AAMFT) or an AAMFT supervisor-in-training.
- Another qualified professional approved by the Marriage and Family Therapy Section **in advance** of the supervision of the practice of Marriage and Family Therapy. Please enclose a written request for approval. Your request must state the educational and practice credentials of the supervisor, and the reason you require this individual instead of a marriage and family therapist, psychologist, psychiatrist, or an AAMFT-approved supervisor, as allowed under MPSW 1605(1)(a), (b), (c), (d), and the steps you have taken to obtain supervision from an individual pre-approved under MPSW 16.05(1)(a), (b), (c), (d).

The supervisor may not permit a supervisee to engage in any Marriage and Family Therapy practice that the supervisor cannot competently perform. The supervisor shall be legally and ethically responsible for the activities of the Marriage and Family Therapy trainee. Supervisors shall be available or make appropriate provision for emergency consultation and intervention. Supervisors shall be able to interrupt or stop the supervisee from practicing in given cases and to stop the supervised relationship if necessary.

The person whose practice is being supervised, shall receive a minimum of 1 hour of face-to-face supervision for each 10 hours of client contact.

Print Employer Name _____

Print Supervisor Name _____

Supervisor's Credential # _____

Profession in which supervisor is credentialed _____

Wisconsin Department of Safety and Professional Services

Mail To: P.O. Box 8935
Madison, WI 53708-8935

FAX #: (608) 261-7083
Phone #: (608) 266-2112

1400 E. Washington Avenue
Madison, WI 53703

E-Mail: web@dsps
Website: <http://dsps.wi.gov>

MARRIAGE AND FAMILY THERAPY, PROFESSIONAL COUNSELING, AND SOCIAL WORK EXAMINING BOARD

MARRIAGE AND FAMILY THERAPIST SUPERVISED PRACTICE EXPERIENCE

(To be completed following completion of supervised practice.)

SUPERVISOR: Please read thoroughly and carefully, and complete both pages of this form.

Name of Applicant under Supervision

The applicant must complete at least 3000 hours of Marriage and Family Therapy practice in no less than 2 years, including at least 1000 hours of face-to-face client contact. The person whose practice is being supervised shall receive a minimum of one hour of face-to-face supervision for each 10 hours of client contact. Practice of Marriage and Family Therapy which occurs as part of the requirements for obtaining a master's or doctorate degree in Marriage and Family Therapy or a substantially related field, shall not be considered to fulfill any part of the post-graduate supervised practice requirement.

Supervision of a period of Marriage and Family Therapy practice may be exercised by one of the following:

Supervisor: Please identify which of the following applies to you:

- An individual licensed as a Marriage and Family Therapist, who has received a doctorate degree in Marriage and Family Therapy.
- An individual licensed as a Marriage and Family Therapist, who has engaged in the equivalent of 5 post master's years of full-time Marriage and Family Therapy.
- A psychiatrist or psychologist licensed under ch. 455.
- A person who holds an "approved supervisor" certificate from the American Association of Marriage and Family Therapy.
- A person who holds an "approved supervisor" certificate from the American Association for Marriage and Family Therapy.
- An individual, other than an individual specified above, who was approved **in advance** by the Marriage and Family Therapist section.

All supervisors shall be legally and ethically responsible for the activities of the Marriage and Family Therapist trainee. Supervisors shall be available or make appropriate provision for emergency consultation and intervention. Supervisors shall be able to interrupt or stop the Marriage and Family Therapist trainee from practicing in given cases and to stop the supervised relationship if necessary.

Wisconsin Department of Safety and Professional Services

AFFIDAVIT OF MARRIAGE AND FAMILY THERAPY SUPERVISED EXPERIENCE

(To be completed by supervisor only)

NAME OF APPLICANT: _____

NAME OF SUPERVISOR (please print): _____

SUPERVISOR'S LICENSURE: _____ NUMBER: _____

1) Name and address of agency where supervised experience was gained:

2) Beginning and ending dates of this supervised Marriage and Family Therapy experience:

From: _____ To: _____
month day year month day year

I have supervised this applicant a total of _____ hours of MFT practice in no less than two years, including _____ hours of face-to-face client contact and 1 hour of face-to-face, supervision for every 10 client contact hours. If needed, make a copy of this form for each experience site.

3) The applicant's title/position during the supervised Marriage and Family Therapy experience:

I swear that the foregoing information is true and accurate, and the candidate for licensure has met the requirements of s. 457.10(3), Wis. Stats.

Signature of Supervisor

State of _____ County of _____

Subscribed and sworn to before this _____ day of

_____, 20____, by _____
(Supervisor name)

Signature of Notary Public

S E A L

Date Commission Expires

NOTE: THIS AFFIDAVIT MUST BE SIGNED BY THE SUPERVISOR IN THE PRESENCE OF THE NOTARY, ON THE SAME DATE.



STATE OF WISCONSIN
Department of Safety and Professional Services
1400 E Washington Ave.
Madison WI 53703

Mail to:
PO Box 8935
Madison WI 53708-8935

Email: dps@wisconsin.gov
Web: <http://dps.wi.gov>
Phone: 608-266-2112

Governor Scott Walker Secretary Dave Ross

**PROFESSIONAL ENGINEERS SECTION
EXAMINING BOARD OF ARCHITECTS, LANDSCAPE ARCHITECTS,
PROFESSIONAL ENGINEERS, DESIGNERS, AND LAND SURVEYORS
Room 121B, 1400 E. Washington Avenue, Madison
Contact: Tom Wightman (608) 266-2112
January 30, 2013**

**APPLICATION REVIEW MEETING
8:30 a.m.**

OPEN SESSION – CALL TO ORDER – ROLL CALL

A. Adoption of Agenda

CONVENE TO CLOSED SESSION to deliberate on cases following hearing (s. 19.85(1)(a), Stats.; consider closing disciplinary investigation with administrative warning (s. 19.85(1)(b), Stats. and 440.205, Stats., to consider individual histories or disciplinary data (s. 19.85 (1)(f), Stats.; and, to confer with legal counsel (s. 19.85(1)(g), Stats.)

B. Review of Applications for Licensure

RECONVENE TO OPEN SESSION IMMEDIATELY FOLLOWING CLOSED SESSION

ADJOURNMENT

MEETINGS AND HEARINGS ARE OPEN TO THE PUBLIC UNLESS OTHERWISE NOTED. IF A BOARD ADJOURNS TO CLOSED SESSION, RECONVENES IN OPEN SESSION TO VOTE ON ITEMS CONSIDERED IN CLOSED SESSION, AND DURING VOTING DETERMINES THAT ADDITIONAL DELIBERATIONS ARE NECESSARY FOR VOTING, THE BOARD MAY ADJOURN TO CLOSED SESSION TO CONTINUE DELIBERATIONS AND THEN RECONVENE INTO OPEN SESSION FOR VOTING.

Meetings and hearings may be cancelled without notice. Times listed for meeting items are approximate and depend on the length of discussion and voting. The board may also consider in closed session, stipulations filed after the printing of this notice. Meetings may be confirmed by a telephone call to the listed contact person. Examinations are open only to authorized candidates. Times listed for the commencement of disciplinary hearings may be changed by the examiner for the convenience of the parties. All meetings are held at 1400 East Washington Avenue, Madison, Wisconsin, unless otherwise noted. For a complete copy of the board’s agenda, contact the board listed above. Interpreters for the hearing impaired provided on request. Contact the Affirmative Action Officer, (608) 266-2112.

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