



PROFESSIONAL COUNSELOR SECTION

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

Room 121A, 1400 East Washington Avenue, Madison

Contact: Dan Williams (608) 266-2112

December 19, 2014

The following agenda describes the issues that the Section 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 record of the actions of the Section. A quorum of the MPSW Joint Board may be present.

12:00 P.M.

Or immediately following the Joint Board meeting.

AGENDA

CALL TO ORDER – ROLL CALL – OPEN SESSION

- A. **Adoption of the Agenda (1-3)**
- B. **Approval of the Minutes of September 8, 2014 (4-5)**
- C. **Administrative Matters – Discussion and Consideration**
 - 1) Staff Updates
 - 2) Board Member – Term Expiration Date
 - a. Allison Gordon – 7/1/2018
 - b. Charles Lindsey – 7/1/ 2016
 - c. Leslie Mirkin – 7/1/2009
 - d. PC Public Member – **Vacancy**
- D. **Legislative and Administrative Rule Matters – Discussion and Consideration**
 - 1) Proposals for Amending MPSW 10, 11, 12, 14 Relating to Professional Counseling Licensure, Education, Examination, and Supervised Practice **(6-12)**
 - 2) Review of PC Form #2456 **(13-15)**
 - 3) Update on Pending and Possible Rule Projects
- E. Discussion and Consideration of Items Received After Preparation of the Agenda:
 - 1) Introductions, Announcements and Recognition
 - 2) Administrative Updates
 - 3) Education and Examination Matters
 - 4) Credentialing Matters
 - 5) Practice Matters
 - 6) Legislation and Administrative Rule Matters
 - 7) Liaison Reports
 - 8) Informational Items

- 9) Disciplinary Matters
- 10) Presentations of Petitions for Summary Suspension
- 11) Presentation of Proposed Stipulations, Final Decisions and Orders
- 12) Presentation of Proposed Decisions
- 13) Petitions for Re-Hearing
- 14) Petitions for Assessments
- 15) Petitions to Vacate Orders
- 16) Petitions for Designation of Hearing Examiner
- 17) Requests for Disciplinary Proceeding Presentations
- 18) Petitions
- 19) Appearances from Requests Received or Renewed
- 20) Speaking Engagement(s), Travel, or Public Relation Request(s)

F. Public Comments

CONVENE TO CLOSED SESSION to deliberate on cases following hearing (s. 19.85(1)(a), Stats.); to consider licensure or certification of individuals (s. 19.85(1)(b), Stats.); to consider closing disciplinary investigations with administrative warnings (ss. 19.85 (1)(b), 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.).

G. **Deliberation of Division of Legal Services and Compliance Matters**

- 1) Attorney Sandra L. Nowack
 - a) Proposed Stipulations, Final Decisions and Orders
 - i. 14CPC032 (M.M.T.) **(16-21)**

H. Deliberation of Items Added After Preparation of the Agenda

- 1) Education and Examination Matters
- 2) Credentialing Matters
- 3) Disciplinary Matters
- 4) Monitoring Matters
- 5) Professional Assistance Procedure (PAP) Matters
- 6) Petitions for Summary Suspensions
- 7) Proposed Stipulations, Final Decisions and Order
- 8) Administrative Warnings
- 9) Proposed Decisions
- 10) Matters Relating to Costs
- 11) Case Closings
- 12) Case Status Report
- 13) Petitions for Extension of Time
- 14) Proposed Interim Orders
- 15) Petitions for Assessments and Evaluations
- 16) Petitions to Vacate Orders
- 17) Remedial Education Cases
- 18) Motions
- 19) Petitions for Re-Hearing
- 20) Appearances from Requests Received or Renewed

I. 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

ADJOURNMENT

**PROFESSIONAL COUNSELORS SECTION
MEETING MINUTES
September 8, 2014**

PRESENT: Charles Lindsey, Leslie Mirkin, Allison Gordon

STAFF: Dan Williams – Executive Director, Jelena Gagula – Bureau Assistant, Sharon Henes – Rules Coordinator, and other DSPS Staff

CALL TO ORDER

Charles Lindsey called the meeting to order at 9:05 a.m. A quorum of three (3) members was confirmed.

ADOPTION OF AGENDA

MOTION: Leslie Mirkin moved, seconded by Allison Gordon, to adopt the agenda as published. Motion carried unanimously.

APPROVAL OF MINUTES OF JULY 30, 2014

MOTION: Allison Gordon moved, seconded by Leslie Mirkin, to approve the minutes of August 14, 2013 as published. Motion carried unanimously.

CLOSED SESSION

MOTION: Leslie Mirkin moved, seconded by Allison Gordon, to convene to closed session to deliberate on cases following hearing (s. 19.85(1)(a), Stats.); to consider licensure or certification of individuals (s. 19.85 (1)(b), Stats.); to consider closing disciplinary investigation with administrative warning (ss.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.). Leslie Mirkin read the language of the motion. The vote of each member was ascertained by voice vote. Roll Call Vote: Allison Gordon – yes; Charles Lindsey – yes; and Leslie Mirkin – yes. Motion carried unanimously.

The Section convened into Closed Session at 11:38 a.m.

RECONVENE TO OPEN SESSION

MOTION: Leslie Mirkin moved, seconded by Allison Gordon, to reconvene into open session. Motion carried unanimously.

The Section reconvened into Open Session at 12:38 p.m.

VOTING ON ITEMS CONSIDERED OR DELIBERATED ON IN CLOSED SESSION

MOTION: Allison Gordon moved, seconded by Leslie Mirkin, to affirm all motions made in closed session. Motion carried unanimously.

PROPOSED STIPULATIONS, FINAL DECISIONS AND ORDERS

S.L.P. – 13CPC023

MOTION: Leslie Mirkin moved, seconded by Allison Gordon, to accept the Findings of Fact, Conclusions of Law and Order in the matter of disciplinary proceedings against S.L.P. – 13CPC023. Motion carried unanimously.

C.A.N. – 14CPC025

MOTION: Allison Gordon moved, seconded by Leslie Mirkin, to accept the Findings of Fact, Conclusions of Law and Order in the matter of disciplinary proceedings against C.A.N. – 14CPC025. Motion carried unanimously.

ADMINISTRATIVE LAW JUDGE PROPOSED FINAL DECISION AND ORDER

MOTION: Leslie Mirkin moved, seconded by Allison Gordon, to adopt the Findings of Fact, Conclusions of Law, and Proposed Decision and Order in the matter of disciplinary proceedings against Deanne Weiler, Respondent – (DHA case# SPS-14-0009) (DLSC Case# 13CPC010). Motion carried unanimously.

ADJOURNMENT

MOTION: Leslie Mirkin moved, seconded by Allison Gordon, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 12:40 p.m.

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

AGENDA REQUEST FORM

1) Name and Title of Person Submitting the Request: Sharon Henes Administrative Rules Coordinator		2) Date When Request Submitted: 9 December 2014 <small>Items will be considered late if submitted after 12:00 p.m. on the deadline date:</small> <ul style="list-style-type: none"> ▪ 8 business days before the meeting 	
3) Name of Board, Committee, Council, Sections: Professional Counseling Section			
4) Meeting Date: 19 December 2014	5) Attachments: <input type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page? Legislation and Rule Matters – Discussion and Consideration <ol style="list-style-type: none"> 1. Proposals for Amending MPSW 10, 11, 12, 14 relating to Professional Counseling licensure, education, examination, and supervised practice. 2. Review of PC form #2456 3. Update on pending and possible rule projects. 	
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? <input type="checkbox"/> Yes (Fill out Board Appearance Request) <input type="checkbox"/> No	9) Name of Case Advisor(s), if required:	
10) Describe the issue and action that should be addressed:			
11) Authorization			
<i>Sharon Henes</i>		<i>9 December 2014</i>	
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 Policy Development Executive Director. 3. If necessary, Provide original documents needing Board Chairperson signature to the Bureau Assistant prior to the start of a meeting.			

Current draft – some questions/issues remain for discussion...

MPSW 10.01 Definitions. In chs. [MPSW 10](#) to [14](#):

(1) “Client” means the individual, family, group, business, agency, school, organization, or association for whom the license holder provides professional services for which the license holder is usually and customarily compensated. The term “client” includes the term and concept of “patient.”

(1m) “DSM” refers to the most recent edition of the Diagnostic and Statistical Manual of Mental Disorders.

(5) “Regionally accredited college or university” means a college or university which is accredited by any of the following bodies: the New England association of schools and colleges, the middle states association of colleges and schools, the north central association of colleges and schools, the northwest association of schools and colleges, the southern association of colleges and schools, the western association of schools and colleges. Applicants for licensure shall prove that the college or university at which the applicant completed course work on which the applicant relies for licensure eligibility was regionally accredited at the time the applicant completed the course work.

(6) “Supervision” means the direction of professional counseling practice in face-to-face individual or group sessions lasting an average of at least one hour between the person whose practice is being supervised and the person who is providing the supervision of the practice, during each week that the person seeking licensure practices professional counseling.

MPSW 11.01 Application for licensure as a professional

counselor. (1) In addition to paying the fee under s. [440.05 \(1\)](#), Stats., an applicant for licensure as a professional counselor shall submit the completed, signed application form and:

(a) A certificate of professional education, signed and sealed by the chancellor, dean or registrar of the school from which the applicant has graduated with an approved degree. An applicant who does not have a master’s or doctoral degree in professional counseling shall be considered for licensure as a professional counselor upon the professional counselors section’s receipt of a complete description of the academic program which the applicant proposes as the equivalent of a master’s or doctoral degree in professional counseling. The professional counselors section may request additional information as necessary to complete the evaluation of the applicant’s academic program for compliance with s. [MPSW 14.01](#) or [14.02](#).

(b) Verification that the institution which awarded the degree was a regionally accredited college or university and the program is accredited by the commission for accreditation of counseling and related educational programs (CACREP), the council on rehabilitation education (CORE) at the time the applicant graduated from the school, or meets the educational requirements in [MPSW 14.01](#).

(c) For a degree awarded by a foreign institution of higher learning has been determined by the National Board for Certified Counselors (NBCC). If the applicant’s education was not received in English, the applicant must demonstrate proficiency in English by achieving a score of 550 (or 213 on the computer-based exam) or above on the Test Of

English as a Foreign Language (TOEFL) or an equivalent score on an equivalent examination.

(c) An affidavit from the applicant that the applicant has, after receiving a master's or doctoral degree, completed the required period of supervised practice under the supervision of a person qualified to supervise the applicant's practice. Use 457.12(3)(a) and 457(3)(b) and under training license.

(d) Verification of passing score of the examinations required. (MPSW 11.02)

(e) Verification of the applicant's credential in all jurisdictions in which the applicant has ever been credentialed.

(f) If the applicant has been convicted of a crime, or of a traffic offense which did or could result in the suspension or revocation of his or her driver's license, or the applicant has such charges pending against him or her, the applicant has disclosed all information necessary for the section to determine whether the circumstances of the pending charge or conviction are substantially related to the duties of the practice under the license. (use 457.26(b)) language)

MPSW 11.015 Application for a professional counselor training license. (1)

The professional counselor section shall grant a professional counselor training license to any individual who does all of the following:

(a) Submits a completed, signed application form.

(b) Pays the fee specified in s. 440.05 (6), Stats.

(c) Satisfies the requirements in s. 457.12 (2), Stats.

(d) Submits evidence satisfactory to the professional counselor section of one of the following:

1. The applicant is in a position or has an offer for a position as a professional counselor in a supervised clinical professional counseling practice.

2. The applicant is in a position or has an offer for a position in which the applicant will, in the opinion of the professional counselor section, receive training and supervision equivalent to the training and supervision received in a supervised clinical professional counseling practice.

(2) A professional counselor training license is valid for 48 months and may be renewed at the discretion of the professional counselor section.

MPSW 11.02 Examination required. An applicant for licensure as a professional counselor shall take and pass the Wisconsin statutes and rules examination, and one of the following:

the National Counselor Examination (NCE), the National Clinical Mental Health Counseling Examination (NCMHCE), the Certified Rehabilitation Counselor (CRC) examination, or another examination approved by the section. Both examinations may be taken prior to the completion of the education or supervised practice.

MPSW 11.035 Temporary license. The professional counselor section may issue a temporary license permitting an individual who pays the fee under s. 440.05 (6), Stats., and who meets all the qualifications for the license except for passing the required examination to use the title "professional counselor" and to practice professional counseling. The temporary license expires 9 months after its issuance ~~or upon notification~~

~~of failure of passing the required examination under s. 457.12 (4), Stats., whichever occurs earlier.~~ The temporary license may be renewed once.

MPSW 11.04 Reciprocal license. The professional counselor section shall grant a license as a professional counselor under s. 457.12, Stats., to an applicant who pays the fee required by s. 440.05 (2), Stats., and provides evidence of all of the following to the section:

- (1) The applicant has a current credential as a professional counselor or the substantial equivalent in good standing in another state or territory of the United States.
- (2) The requirements for obtaining the credential in the other state or territory of the United States are substantially equivalent to the licensure requirements under s. 457.12, Stats.
- (3) The applicant has disclosed all discipline ever taken or currently pending against the applicant or any professional credential held by the applicant by any credentialing authority of any state or territory of the United States.
- (4) If the applicant has been convicted of a crime, or of a traffic offense which did or could result in the suspension or revocation of his or her driver's license, or the applicant has such charges pending against him or her, the applicant has disclosed all information necessary for the section to determine whether the circumstances of the pending charge or conviction are substantially related to the duties of practice under a professional counselor license. (clean-up)
- (5) The applicant passes an examination approved by the professional counselor section that tests knowledge of state law relating to professional counseling.

MPSW 12.01 Supervised practice requirement.

- (1) Except as provided in sub. (4), an applicant for licensure as a professional counselor under s. 457.12, Stats., shall complete a period of supervised practice while holding a training license before being eligible for licensure under 457.12. Supervision of the practice of professional counseling while holding a valid professional counselor training license may be exercised by a person other than an employment supervisor.(1m) The supervisor may exercise discretion as to the frequency, duration, and intensity of the supervision sessions to meet an average of one hour of supervision per week during the supervised practice period. Barring visual impairment, the supervision session shall be conducted in a manner to enable both parties to be visually connected in order to interact with each other.
- (2) An applicant who has received a master's degree in professional counseling or its equivalent shall complete at least 3,000 hours of professional counseling practice, including at least 1,000 hours of face-to-face client contact, under the supervision of a person specified in s. MPSW 12.02 (2) before the applicant is eligible for a license as a professional counselor.
- (3) An applicant who has received a doctoral degree in professional counseling or its equivalent shall complete, either during or after completion of the doctoral degree program, at least 1,000 hours of professional counseling practice, under the supervision of a person specified in s. MPSW 12.02 (2) before the applicant is eligible for a license as a professional counselor.
- (4) An applicant who has received a master's degree in professional counseling or its equivalent and has completed any portion of his or her 3,000 hours of supervised

professional counseling practice in another state shall be given credit for those hours provided they included at least 1,000 hours of face-to-face client contact, or a proportionate number thereof, and are completed under the supervision of a supervisor acceptable to the professional counselor section. (Use 457.12(3)(a).

(5) An applicant who has received a doctoral degree in professional counseling or its equivalent and has completed any portion of his or her 1,000 hours of supervised professional counseling practice in another state shall be given credit for those hours provided they are completed under the supervision of a supervisor acceptable to the professional counselor section. (Use 457.12(3)(b)

MPSW 12.02 Qualifications of practice supervisor.

(1) A person who supervises the practice of professional counseling shall have adequate training, knowledge and skill to competently render any professional counseling service that a supervisee undertakes. The supervisor may not permit a supervisee to engage in any professional counseling practice that the supervisor cannot competently perform. All supervisors shall be legally and ethically responsible for the supervised activities of the professional counselor supervisee. 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, or recommend to the supervisee's employer that the employer interrupt or stop the supervisee from practicing in given cases, and to terminate the supervised relationship if necessary.

(2) Supervision of the supervised practice of professional counseling may be exercised by any of the following:

(a) An individual licensed as a professional counselor who has received a doctorate degree in professional counseling.

(b) An individual licensed as a professional counselor who has engaged in the equivalent of 5 years of full-time professional counseling.

(c) A psychiatrist or a psychologist licensed under ch. 455, Stats.

(d) A person employed by the division of vocational rehabilitation as a vocational rehabilitation supervisor, who is licensed as a professional counselor or who has engaged in the equivalent of 5 years of full-time professional counseling.

(e) An individual, other than an individual specified in pars. (a) to (d), who is approved in advance by the professional counselor section.

(3) It is the applicant's responsibility to satisfy the professional counselors section that the applicant's supervisor met all qualifications.

MPSW 12.03 Pre-licensure supervised practice outcome requirement. As a condition of successful completion of a period of supervised practice, the candidate for licensure shall demonstrate competence to his or her practice supervisor in each of the following areas: counseling principles and techniques; case management; client assessment; ethics; and professional and community interaction. The candidate for certification shall also demonstrate competence to his or her practice supervisor in at least 3 of the following 7 areas: coordination and supervision of services; individual and group and family, or individual and group or family counseling techniques; assessment planning, administration and interpretation; service delivery systems and referral; counseling plan development; legal testimony; and consultation.

MPSW 12.04 Limitations on group supervision.

(1) If supervision is provided in group sessions, the group shall consist of no more than 6 persons receiving supervision for every one person providing supervision.

(2) If supervision is provided in group sessions, each person receiving supervision as part of the group session receives one hour credit for each hour that the group meets for supervision, but may not credit any time which is primarily social activity with the group or supervisor as part of a supervision session.

(3) A supervision session for a group or individual which is provided by more than one supervisor may not be credited for more than the actual time elapsed during the supervision session, not including social activities.

MPSW 14.02 Academic program equivalent to a doctorate in professional counseling. An academic program is the equivalent of a doctoral degree in professional counseling from an approved institution if the completed program meets the following criteria:

(1) The course work was completed at an institution which was accredited by its regional accrediting association at the time the applicant graduated from the program, and was part of a program of studies leading to a doctoral degree in a field closely related to professional counseling.

~~(2) The course work included successful completion of at least 3 semester hours or 4 quarter hours academic credit in a supervised counseling practicum; at least 3 semester hours or 4 quarter hours academic credit in a counseling theory course; and at least one course of at least 3 semester hours or 4 quarter hours academic credit in each of the 8 topic areas defined in s. MPSW 14.01 (2); and the course work included at least 48 semester hours or 72 quarter hours of academic credit distributed among those 8 counseling-related topic areas.~~

~~(3) For purposes of this section, one academic quarter credit is equivalent to two-thirds of one academic semester credit.~~

(2) The doctoral program consists of a minimum of four academic years of graduate-level preparation (including entry-level preparation outlined in MPSW 14.01 revision), defined as eight semesters or 12 quarters with a minimum of 96 semester hours or 144 quarter hours of graduate-level credits required of all students in the program.

(3) Doctoral students are required to participate in a supervised doctoral-level practicum of a minimum of 100 hours in counseling, of which 40 hours must be in direct service with clients. The nature of the doctoral-level practicum experience is to be determined in consultation with program faculty and/or a doctoral committee. During the doctoral student's practicum, supervision by student supervisors is not permissible.

(4) Doctoral students are required to complete doctoral-level counseling internships that total a minimum of 600 clock hours. The 600 hours may include supervised experiences in clinical practice, research, and teaching. The internship includes most of the activities of a regularly employed professional in the setting. The 600 hours may be allocated at the discretion of the doctoral advisor and the student on the basis of experience and training.

(5) During internships, the student must receive weekly individual and/or triadic supervision, usually performed by a supervisor with a doctorate in professional

counseling or a related profession. Group supervision is provided on a regular schedule with other students throughout the internship and is usually performed by a program faculty member.

Wisconsin Department of Safety and Professional Services

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

PROFESSIONAL COUNSELOR POST-GRADUATE SUPERVISOR APPROVAL FORM

(To be completed before applicant begins accumulating post-graduate experience under Professional Counselor Training License. Submit a separate form for each clinical site and qualified supervisor. It is the applicant's responsibility to submit a new form if they have a change in site or supervisor. An individual holding a training license may not practice without clinical supervision.)

Please Type or Print In Ink

APPLICANT NAME: _____

(please print)

SUPERVISOR NAME: _____

(supervisor print name here and sign at end after reviewing form with applicant)

Applicant check box if facility meets experiential requirements:

- I am in a position or have an offer for a position that will provide supervised experience that will count toward the hours needed to fulfill MPSW 12 of the Wisconsin Administrative Code which requires that, after receiving an appropriate master's degree, the applicant will complete at least 3,000 hours of supervised professional counseling practice in no less than 2 years, including at least 1,000 hours of face-to-face client contact. Or, I have received a doctoral degree and will have completed, either during or after completion of the doctoral degree program, at least 1,000 hours of supervised professional counseling practice.

This experience will include the diagnosis and treatment of mental, emotional, or behavioral disorders using established methods (Wis. Stats. 457.01(8m), or will include the provision of rehabilitation counseling.

Name and address of facility where applicant's clinical experience will be acquired: _____

The facility's mission: _____

The type of clients the applicant will serve at this facility: _____

The degree to which the applicant will be the primary provider of psychotherapy treatment or rehabilitation counseling for his or her clients. (If no primary provider experience, please explain.): _____

The treatment /counseling methods the applicant will use: _____

How this applicant will conduct diagnosis of clients (including use of current DSM). If no diagnosis (including current DSM), please explain.: _____

Wisconsin Department of Safety and Professional Services

The manner in which the applicant will have the ability to change or recommend changing a client's DSM diagnosis. (If no ability to change, please explain.): _____

Supervision Requirements:

Consistent with MPSW 12, supervision requires one hour of face-to-face individual or group (no more than 6 supervisees) supervision by a supervisor approved by the professional counselor section of at least one hour duration during each week of supervised practice. The supervisor may exercise discretion in averaging out supervision over the course of the period of supervision. The supervisor may not permit a supervisee to engage in any professional counseling practice that the supervisor cannot competently perform. The supervisor shall be legally and ethically responsible for the activities of the trainee. Supervision may be exercised by a person other than the employment supervisor, but the supervisor shall be able to interrupt or stop the supervisee from practicing in given cases and to stop the supervised relationship if necessary. Supervisor shall be available or make appropriate provision for emergency consultation and intervention. **Supervisor, check box indicating your qualification and sign below:**

- An individual licensed as a professional counselor, who has received a doctorate degree in professional counseling.
- An individual licensed as a professional counselor, who has engaged in the equivalent of 5 years of full-time professional counseling.
- A psychiatrist or psychologist licensed under ch. 455.
- A person employed by the division of vocational rehabilitation as a vocational rehabilitation supervisor, who is licensed as a professional counselor or who has engaged in the equivalent of 5 years of full-time professional counseling.
- Another individual approved in advance by the Professional Counselor section. Applicant must include a current resume of the requested supervisor indicating professional credentials, including PC 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.

By signing below, the supervisor acknowledges that she/he will need to provide a formal evaluation (see form "DOCUMENTATION OF CLINICAL EXPERIENCE GAINED UNDER TRAINING LICENSE – SUPERVISOR'S AFFIDAVIT OF APPLICANT'S COMPETENCIES") of the license trainee in the following six domains at the termination of the supervision period:

- 1) Conducting Appropriate Evaluation and Assessment
- 2) Conducting Diagnostic and Treatment/Counseling Formulation
- 3) Rendering Appropriate Treatment/Counseling
- 4) Demonstrating Professional Relationships in Treatment/Counseling
- 5) Demonstrating Professional Identity and Ethics in Treatment/Counseling
- 6) Demonstrating Effective Case Management and Record Keeping Methods

Signature of Supervisor: _____ Date: _____

Supervisor's Credential #: _____

Profession in which supervisor is credentialed: _____

Wisconsin Department of Safety and Professional Services

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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 _____