



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

Room N208, 4822 Madison Yards Way, 2nd Floor, Madison

Contact: Christian Albouras (608) 266-2112

April 14, 2020

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

9:00 A.M.

OPEN SESSION – CALL TO ORDER – ROLL CALL

A. Adoption of Agenda (1-2)

B. Approval of Minutes of January 28, 2020 (3-7)

C. Conflicts of Interest

D. Introductions, Announcements and Recognition

- 1) Recognition of Peter Fabian, Marriage and Family Therapy Section

E. Administrative Matters – Discussion and Consideration

- 1) Department, Staff and Board Updates
- 2) 2020 Meeting Dates (**8**)
- 3) Appointment of Liaisons and Alternates (**9-11**)
- 4) Board Member – Term Expiration Date

F. Administrative Rule Matters – Discussion and Consideration (12)

- 1) Adoption Order for CR 18-098 – MPSW 1.09, Relating to the Substance Use Disorder Specialty Authorization (**13-17**)
- 2) Adoption Order for CR 19-115 – MPSW 16, Relating to Education Equivalent to a Graduate Degree in Marriage and Family Therapy from a Program Accredited by COAMFTE (**18-22**)
- 3) Adoption Order for CR 19-116 – MPSW 3, 11 and 16, Relating to Discrimination Based on Arrest or Conviction Record (**23-29**)
- 4) Letter to ASWB Requesting an Exemption to its New Exam Use Policy to Allow SWTCs and LCSWs to Continue to Take the Bachelor's Level Exam and Clinical Level Exam, Respectively
- 5) Guidance Document Process Regarding Telehealth
- 6) Request for Emergency Rules Suspension
- 7) Pending or Possible Rulemaking Projects

G. Proposal to Utilize Case Advisors – Discussion and Consideration (30)

H. COVID-19 – Discussion and Consideration

I. Discussion and Consideration of Items Added After Preparation of Agenda

- 1) Introductions, Announcements and Recognition
- 2) Administrative Matters
- 3) Election of Officers
- 4) Appointment of Liaisons and Alternates
- 5) Delegation of Authorities
- 6) Education and Examination Matters
- 7) Credentialing Matters
- 8) Practice Matters
- 9) Administrative Rule Matters
- 10) Legislative and Policy Matters
- 11) Liaison Reports
- 12) Board Liaison Training and Appointment of Mentors
- 13) Informational Items
- 14) Division of Legal Services and Compliance (DLSC) Matters
- 15) Motions
- 16) Petitions
- 17) Appearances from Requests Received or Renewed
- 18) Speaking Engagements, Travel, or Public Relation Requests, and Reports

J. Public Comments

ADJOURNMENT

NEXT MEETING: JULY 21, 2020

MEETINGS AND HEARINGS ARE OPEN TO THE PUBLIC, AND MAY BE CANCELLED WITHOUT NOTICE.

Times listed for meeting items are approximate and depend on the length of discussion and voting. All meetings are held at 4822 Madison Yards Way, Madison, Wisconsin, unless otherwise noted. In order to confirm a meeting or to request a complete copy of the board's agenda, please call the listed contact person. The board may also consider materials or items filed after the transmission of this notice. Times listed for the commencement of disciplinary hearings may be changed by the examiner for the convenience of the parties. Interpreters for the hearing impaired provided upon request by contacting the Affirmative Action Officer, 608-266-2112.

**MARRIAGE AND FAMILY THERAPY, PROFESSIONAL COUNSELING, AND SOCIAL
WORK EXAMINING BOARD
MEETING MINUTES
JANUARY 28, 2020**

PRESENT: Cynthia Brown, Candace Coates (*via Skype*), Bridget Ellingboe, Peter Fabian, Alice Hanson-Drew (*via Skype*), Kristin Koger, Elizabeth Krueger (*via Skype*), Kathleen Miller (*via Skype, excused at 1:27 p.m.*), Tammy Scheidegger (*via Skype, disconnected at 3:07 p.m. and reconnected at 3:14 p.m.*), Lisa Yee

EXCUSED: Andrea Simon

STAFF: Debra Sybell, Executive Director; Jameson Whitney, Legal Counsel; Jon Derenne, Rules Coordinator; Megan Glaeser, Bureau Assistant; and other DSPS Staff

CALL TO ORDER

Kristin Koger, Chairperson, called the meeting to order at 12:32 p.m. A quorum of ten (10) members was confirmed.

ADOPTION OF AGENDA

Amendments to the Agenda:

- **Open Session: Correct the date listed for “Approval of Minutes” to December 10, 2019**

MOTION: Bridget Ellingboe moved, seconded by Lisa Yee, to approve the Agenda as amended. Motion carried unanimously.

APPROVAL OF MINUTES OF DECEMBER 10, 2019

MOTION: Lisa Yee moved, seconded by Candace Coates, to approve the Minutes of December 10, 2019 as published. Motion carried unanimously.

ADMINISTRATIVE MATTERS

Election of Officers, Appointments of Liaisons and Alternates, and Delegation of Authorities

Chairperson

NOMINATION: Tammy Scheidegger nominated Kathleen Miller for the Office of Chairperson.

Debra Sybell, Executive Director, called for nominations three (3) times.

Kathleen Miller was elected as Chairperson by unanimous voice vote.

Vice Chairperson

NOMINATION: Peter Fabian nominated Bridget Ellingboe for the Office of Vice Chairperson. Debra Sybell, Executive Director, called for nominations three (3) times. Bridget Ellingboe was elected as Vice Chairperson by unanimous voice vote.

Secretary

NOMINATION: Kristin Koger nominated Elizabeth Krueger for the Office of Secretary. Elizabeth Krueger declined the nomination

NOMINATION: Elizabeth Krueger nominated Candace Coates for the Office of Secretary. Debra Sybell, Executive Director, called for nominations three (3) times. Candace Coates was elected as Secretary by unanimous voice vote.

2020 ELECTION RESULTS	
Chairperson	Kathleen Miller
Vice Chairperson	Bridget Ellingboe
Secretary	Candace Coates

Appointment of Liaisons

2020 LIAISON APPOINTMENTS	
Specialty Liaison	Peter Fabian <i>Alternate: Tammy Scheidegger</i>

Delegation of Authorities

Document Signature Delegations

- MOTION:** Lisa Yee moved, seconded by Bridget Ellingboe, to delegate authority to the Chairperson (or in absence of the Chairperson, the highest-ranking officer or longest serving board member in that succession) to sign documents on behalf of the Board in order to carry out its duties. Motion carried unanimously.
- MOTION:** Bridget Ellingboe moved, seconded by Tammy Scheidegger, in order to carry out duties of the Board, the Chairperson (or in absence of the Chairperson, the highest-ranking officer or longest serving board member in that succession) has the ability to delegate signature authority for purposes of facilitating the

completion of assignments during or between meetings. The members of the Board hereby delegate to the Executive Director or DPD Division Administrator, the authority to sign on behalf of a board member as necessary. Motion carried unanimously.

Delegated Authority for Urgent Matters

MOTION: Elizabeth Krueger moved, seconded by Peter Fabian, that in order to facilitate the completion of urgent matters between meetings, the Board delegates its authority to the Chairperson (or, in the absence of the Chairperson, the highest-ranking officer or longest serving board member in that succession), to appoint liaisons to the Department to act in urgent matters. Motion carried unanimously.

Specialty Liaison Delegations

MOTION: Cynthia Brown moved, seconded by Lisa Yee, to delegate authority to the Specialty Liaison to address all issues pertaining to specialty designations. Motion carried unanimously.

Board Member – Term Expiration Date

MOTION: Bridget Ellingboe moved, seconded by Tammy Scheidegger, to recognize and thank Todd Tedrow for his dedicated service to the MPSW Examining Board, Social Worker Section and the State of Wisconsin. Motion carried unanimously.

PUBLIC HEARING: CLEARINGHOUSE RULE 19-166 – MPSW 20, RELATING TO UNPROFESSIONAL CONDUCT

(Kathleen Miller was excused at 1:27 p.m.)

Clearinghouse Report

MOTION: Peter Fabian moved, seconded by Lisa Yee, to accept all Clearinghouse comments for Clearinghouse Rule 19-166, relating to unprofessional conduct. Motion carried unanimously.

Legislative Report & Draft

MOTION: Peter Fabian moved, seconded by Candace Coates, to authorize Kristin Koger, Bridget Ellingboe, and Tammy Scheidegger to approve the Legislative Report and Draft for Clearinghouse Rule 19-166, relating to unprofessional conduct, for submission to the Governor’s Office and Legislature. Motion carried unanimously.

PRELIMINARY PUBLIC HEARING ON STATEMENT OF SCOPE: SS 112-19 – MPSW 11, RELATING TO DEGREES FROM PROGRAMS ACCREDITED BY THE COMMISSION FOR ACCREDITATION OF COUNSELING OR THE COUNCIL ON REHABILITATION EDUCATION

Scope Implementation

MOTION: Tammy Scheidegger moved, seconded by Bridget Ellingboe, to approve the Scope Statement, SS 112-19, revising MPSW 11, relating to degrees from programs accredited by the commission for accreditation of counseling or the council on rehabilitation education, for implementation after consideration of all public comments and feedback. Motion carried unanimously.

(Candace Coates was excused at 3:00 p.m.)

PRELIMINARY PUBLIC HEARING ON STATEMENT OF SCOPE: SS 105-19 – MPSW 2 AND 3, RELATING TO THE CLINICAL SOCIAL WORK CONCENTRATION

(Tammy Scheidegger disconnected at 3:07 p.m.)

MOTION: Bridget Ellingboe moved, seconded by Cynthia Brown, to approve the Scope Statement, SS 105-19, revising MPSW 2 and 3, relating to the clinical social work concentration, for implementation after consideration of all public comments and feedback. Motion carried unanimously.

(Tammy Scheidegger reconnected at 3:14 p.m.)

ADMINISTRATIVE RULES MATTERS

Clearinghouse Rule 19-115-MPSW 16, Relating to Education Equivalent to a Graduate Degree in Marriage and Family Therapy from a Program Accredited by COAMFTE – Assembly Committee Hearing Testimony and Possible Germane Modification

Testimony Submission

MOTION: Peter Fabian moved, seconded by Lisa Yee, to approve the written testimony on CR 19-115 as presented for submission to the Assembly Committee on Children and Families during the hearing scheduled for CR 19-115 at 11:00 AM on January 29, 2020. Motion carried unanimously.

Clearinghouse Rule 19-116-MPSW 3, 6 & 11, Related to Discrimination Based on Arrest or Conviction Record – Assembly Committee Hearing Testimony and Possible Germane Modification

Testimony Submission

MOTION: Lisa Yee moved, seconded by Bridget Ellingboe, to approve the written testimony on CR 19-116 as presented for submission to the Assembly Committee on Children and Families during the hearing scheduled for CR 19-116 at 11:00 AM on January 29, 2020. Motion carried unanimously.

INTRODUCTIONS, ANNOUNCEMENTS AND RECOGNITION

MOTION: Peter Fabian moved, seconded by Bridget Ellingboe, to recognize and thank Alice Hanson-Drew for her many years of service to the Marriage and Family Therapy, Professional Counseling, and Social Work Examining Board, the Marriage and Family Therapist Section, and the State of Wisconsin. Motion carried unanimously.

ADJOURNMENT

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

The meeting adjourned at 3:33 p.m.

DRAFT

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

AGENDA REQUEST FORM

1) Name and Title of Person Submitting the Request: Kimberly Wood, Program Assistant Supervisor-Adv.		2) Date When Request Submitted: 1/21/2020 Items will be considered late if submitted after 12:00 p.m. on the deadline date which is 8 business days before the meeting	
3) Name of Board, Committee, Council, Sections: Marriage and Family Therapy, Professional Counseling, and Social Work Examining Board			
4) Meeting Date: 1/28/2020	5) Attachments: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	6) How should the item be titled on the agenda page? 2020 Meeting Dates	
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session		8) Is an appearance before the Board being scheduled? <input type="checkbox"/> Yes <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: Please review the finalized 2020 meeting dates. Any conflicts should be identified so to ensure quorum. Also, consider meeting scheduling and timing of Section meetings throughout the year. 1/28/2020 4/14/2020 7/21/2020 10/13/2020			
11) Authorization			
<i>Kimberly Wood</i>		1/21/2020	
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.			

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

AGENDA REQUEST FORM

1) Name and Title of Person Submitting the Request: Megan Glaeser, Bureau Assistant		2) Date When Request Submitted: April 3, 2020 <small>Items will be considered late if submitted after 12:00 p.m. on the deadline date which is 8 business days before the meeting</small>	
3) Name of Board, Committee, Council, Sections: MPSW Examining Board			
4) Meeting Date: April 14, 2020	5) Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page? Administrative Matters: 1) Appointment of Liaisons and Alternates	
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session	8) Is an appearance before the Board being scheduled? <input type="checkbox"/> Yes <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: The Chairperson should review and appoint/reappoint Liaisons and Alternates as appropriate.			
11) Authorization			
Megan Glaeser		April 3, 2020	
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.			

MPSW EXAMINING BOARD

2020 Elections and Liaison Appointments

2020 ELECTION RESULTS	
Chairperson	Kathleen Miller
Vice Chairperson	Bridget Ellingboe
Secretary	Candace Coates

Appointment of Liaisons

2020 LIAISON APPOINTMENTS	
Specialty Liaison	Peter Fabian <i>Alternate: Tammy Scheidegger</i>

Delegation of Authorities

Document Signature Delegations

MOTION: Lisa Yee moved, seconded by Bridget Ellingboe, to delegate authority to the Chairperson (or in absence of the Chairperson, the highest-ranking officer or longest serving board member in that succession) to sign documents on behalf of the Board in order to carry out its duties. Motion carried unanimously.

MOTION: Bridget Ellingboe moved, seconded by Tammy Scheidegger, in order to carry out duties of the Board, the Chairperson (or in absence of the Chairperson, the highest-ranking officer or longest serving board member in that succession) has the ability to delegate signature authority for purposes of facilitating the completion of assignments during or between meetings. The members of the Board hereby delegate to the Executive Director or DPD Division Administrator, the authority to sign on behalf of a board member as necessary. Motion carried unanimously.

Delegated Authority for Urgent Matters

MOTION: Elizabeth Krueger moved, seconded by Peter Fabian, that in order to facilitate the completion of urgent matters between meetings, the Board

delegates its authority to the Chairperson (or, in the absence of the Chairperson, the highest-ranking officer or longest serving board member in that succession), to appoint liaisons to the Department to act in urgent matters. Motion carried unanimously.

Specialty Liaison Delegations

MOTION: Cynthia Brown moved, seconded by Lisa Yee, to delegate authority to the Specialty Liaison to address all issues pertaining to specialty designations. Motion carried unanimously.

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

AGENDA REQUEST FORM

1) Name and title of person submitting the request: Jon Derenne, Administrative Rule Coordinator		2) Date when request submitted: April 1, 2020 <small>Items will be considered late if submitted after 12:00 p.m. on the deadline date which is 8 business days before the meeting</small>	
3) Name of Board, Committee, Council, Sections: Marriage and Family Therapy, Professional Counseling, and Social Work Examining Board			
4) Meeting Date: April 14, 2020	5) Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page? 1. Adoption Order for CR 18-098 relating to the substance use disorder specialty authorization. 2. Adoption Order for CR 19-115 relating to education equivalent to a graduate degree in marriage and family therapy from a program accredited by COAMFTE. 3. Adoption Order for CR 19-116 relating to discrimination based on arrest or conviction record. 4. Letter to ASWB requesting an exception to its new exam use policy to allow SWTCs and LCSWs to continue to take the bachelor's level exam and clinical level exam, respectively.	
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session	8) Is an appearance before the Board being scheduled? <i>(If yes, please complete Appearance Request for Non-DSPS Staff)</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	9) Name of Case Advisor(s), if required:	
10) Describe the issue and action that should be addressed:			
11) Authorization <div style="display: flex; justify-content: space-between; margin-top: 10px;"> <div style="width: 60%;"> <i>Jon Derenne</i> <hr/> Signature of person making this request </div> <div style="width: 35%; text-align: right;"> April 3, 2020 <hr/> Date </div> </div> <div style="display: flex; justify-content: space-between; margin-top: 10px;"> <div style="width: 60%;"> <hr/> Supervisor (if required) </div> <div style="width: 35%; text-align: right;"> <hr/> Date </div> </div> <div style="display: flex; justify-content: space-between; margin-top: 10px;"> <div style="width: 70%;"> <hr/> Executive Director signature (indicates approval to add post agenda deadline item to agenda) </div> <div style="width: 25%; text-align: right;"> <hr/> Date </div> </div>			

STATE OF WISCONSIN
MARRIAGE AND FAMILY THERAPY, PROFESSIONAL
COUNSELING, AND SOCIAL WORK EXAMINING BOARD

IN THE MATTER OF RULE-MAKING : ORDER OF THE
PROCEEDINGS BEFORE THE : MARRIAGE AND FAMILY THERAPY,
MARRIAGE AND FAMILY THERAPY, : PROFESSIONAL COUNSELING, AND
PROFESSIONAL COUNSELING, AND : SOCIAL WORK EXAMINING BOARD
SOCIAL WORK EXAMINING BOARD : ADOPTING RULES
: (CLEARINGHOUSE RULE 18-098)

ORDER

An order of the Marriage and Family Therapy, Professional Counseling, and Social Work Examining Board to create MPSW 1.09, relating to substance use disorder specialty authorization.

Analysis prepared by the Department of Safety and Professional Services.

ANALYSIS

Statutes interpreted: ss. 440.88 and 457.02 (5) and (5m), Stats.

Statutory authority: ss. 15.08 (5) (b) and 457.02 (5m), Stats.

Explanation of agency authority:

Each board shall promulgate rules for its own guidance and the guidance of the profession to which it pertains and define and enforce professional conduct and unethical practices not inconsistent with the law relating to the particular profession. [s. 15.08 (5) (b), Stats.]

The board establishes the educational and supervised training requirements in rules promulgated by the board to authorize an individual who is certified by the board to treat substance use disorder as a specialty. In promulgating rules under this subsection, the examining board shall consider the requirements for qualifying for a credential under s. 440.88, Stats. [s. 457.02 (5m), Stats.]

Related statute or rule: chs. SPS 160 to 168

Plain language analysis:

This rulemaking order creates the educational and supervised training requirements for a person certified by the board to treat alcohol or substance dependency as a specialty. The board utilizes the DSM V term substance use disorder rather than the previous DSM IV terms of dependence and abuse.

The first subsection delineates the use of the title and scope of practice. If a person who is certified by the board wants to treat substance use disorder as a specialty, without being credentialed under s. 440.88, Stats., the person must meet the requirements in this section.

The second subsection recognizes that a credential holder who holds an advanced practice social worker or independent social worker credential would have received education in treatment, therefore, a minimum of 135 contact hours of substance use disorder education is required to supplement that education in four subject matter areas (understanding addiction; knowledge of addiction treatment; application to addiction practice; and professional readiness in addiction treatment). The credential holder would also be required to have 200 hours of supervised face-to-face client treatment. The education could be obtained in the course of earning the master's degree or in addition to the degree. The 200 hours of supervised training may be obtained during or separately from the hours required to obtain the underlying credential.

The third subsection provides the requirements for the remaining credentials certified under ch. 457, Stats. The requirements include 180 contact hours of substance use disorder education. The education must include assessment training, counseling training, case management, patient education, professional responsibility, and boundaries and ethics. The education could be obtained in the course of earning of the bachelor's degree or in addition to the degree. In addition, the individual must complete a minimum of 1,000 hours of face-to-face substance use disorder treatment experience. The 1,000 hours of supervised training may have been obtained during or separately from the hours required to obtain the underlying credential.

The fourth subsection indicates the qualifications for a person who is supervising the person obtaining the training for the specialty. The following people are qualified, provided they have knowledge in psychopharmacology and addiction treatment: a licensed marriage and family therapist, a licensed professional counselor, a licensed clinical social worker, a licensed psychologist, a licensed physician, a clinical supervisor as defined by SPS 160.02 (7), or another individual approved in advance of the supervising by the board.

The fifth subsection indicates that at least 6 continuing education hours in substance use disorder must be obtained during each biennial credentialing period. This continuing education may be counted toward the continuing education required for the renewal of the underlying credential.

Summary of, and comparison with, existing or proposed federal regulation: None

Comparison with rules in adjacent states:

Illinois: Illinois does not have requirements for a social worker to obtain specified education or training to specialize in substance use disorder treatment.

Iowa: Iowa does not have requirements for a social worker to obtain specified education or training to specialize in substance use disorder treatment.

Michigan: Michigan does not have requirements for a social worker to obtain specified education or training to specialize in substance use disorder treatment.

Minnesota: Minnesota does not have requirements for a social worker to obtain specified education or training to specialize in substance use disorder treatment.

Summary of factual data and analytical methodologies:

The Board considered the requirements for qualifying for a credential under s. 440.88, Stats, *Scopes of Practice & Career Ladder for Substance Use Disorder Counseling* (September 2011) by Substance Abuse and Mental Health Services Administration and U.S. Department of Health and Human Services and the Technical Assistance Publication Series *Addiction Counseling Competencies* (March 2008) by Substance Abuse and Mental Health Services Administration

Analysis and supporting documents used to determine effect on small business or in preparation of economic impact analysis:

This rule was posted for economic comments and none were received.

Fiscal Estimate and Economic Impact Analysis:

The Fiscal Estimate and Economic Impact Analysis is attached.

Effect on small business:

These proposed rules do not have an economic impact on small businesses, as defined in s. 227.114 (1), Stats. The Department’s Regulatory Review Coordinator may be contacted by email at Daniel.Hereth@wisconsin.gov, or by calling (608) 267-2435.

Agency contact person:

Sharon Henes, Administrative Rules Coordinator, Department of Safety and Professional Services, Division of Policy Development, 4822 Madison Yards Way, P.O. Box 8366, Madison, Wisconsin 53708; telephone 608-261-2377; email at DSPSAdminRules@wisconsin.gov.

TEXT OF RULE

SECTION 1. MPSW 1.09 is created to read:

MPSW 1.09 Substance abuse disorder specialty (1) USE OF TITLE AND SCOPE OF PRACTICE (a) A person certified by the board may use the title “alcohol and drug counselor” or “chemical dependency counselor” only if the person is credentialed as a substance abuse counselor under s. 440.88, Stats., or satisfies the educational and supervised training requirements established in this section.

(b) A person who is certified by the board may treat substance use disorder as a specialty if the person is credentialed under s. 440.88, Stats., or satisfies the educational and supervised training requirements established in this section.

- (c) A person certified by the board may do all of the following:
 1. Prepare a client for substance use disorder treatment by referral.
 2. Continue to work with the non substance use disorder issues of a person who has been referred for substance use disorder treatment.
 3. Continue to treat a client who is in recovery following treatment for substance use disorder.

(2) SPECIALTY REQUIREMENTS FOR INDIVIDUALS CERTIFIED AS AN ADVANCED PRACTICE SOCIAL WORKER OR INDEPENDENT SOCIAL WORKER. To be authorized to treat substance use disorder as a specialty, an advanced practice social worker or independent social worker shall meet all of the following:

(a) A minimum of 135 contact hours of substance use disorder education, which may be obtained within the master's degree or additional to the master's degree. The education shall contain all of the following topics:

1. Understanding addiction.
2. Knowledge of addiction treatment.
3. Application to addiction practice.
4. Professional readiness in addiction treatment.

(b) A minimum of 200 hours of face-to-face client treatment with individuals diagnosed with substance use disorders, under the supervision of a qualified supervisor.

(3) SPECIALTY REQUIREMENTS FOR INDIVIDUALS CERTIFIED BY THE BOARD OTHER THAN AS ADVANCED PRACTICE SOCIAL WORKERS OR INDEPENDENT SOCIAL WORKERS. To be authorized to treat substance use disorder as a specialty an individual certified under s. 457.08 (1), 457.09 (1) or 457.14 (1) (a), Stats., shall meet all of the following:

(a) A minimum of 180 contact hours of substance use disorder education, which may be obtained within the bachelor or master's degree or in addition to the bachelor or master's degree. The education shall be in all of the following:

1. Thirty hours in assessment training.
2. Thirty hours in counseling training.
3. Thirty hours in case management.
4. Thirty hours in patient education.
5. Thirty hours in professional responsibility.
6. Three hours in boundaries and ethics.
7. Twenty-seven hours in electives in any of the subjects in subd. 1. to 6.

(b) A minimum of 1,000 of hours of face-to-face substance use disorder treatment experience, under the supervision of a qualified supervisor, with individuals diagnosed with substance use disorders. The supervised hours can be either the same as or separate from the hours obtained for the credential issued by the board.

(4) QUALIFIED SUPERVISORS. A qualified supervisor is a person who is knowledgeable in psychopharmacology and addiction treatment and is any of the following:

- (a) A clinical supervisor as defined by s. SPS 160.02 (7).
- (b) A licensed marriage and family therapist.
- (c) A licensed professional counselor.
- (d) A licensed clinical social worker.
- (e) A licensed psychologist.
- (f) A licensed physician.

(g) An individual, other than an individual specified in pars. (a) to (f) who is approved in advance by the board.

(5) CONTINUING EDUCATION. To maintain the authority to treat substance use disorder, an individual certified by the board must complete at least 6 continuing education hours during each biennial credentialing period in substance use disorder. The continuing education may be counted toward the continuing education required for renewal of the underlying credential.

SECTION 2. EFFECTIVE DATE. The rules adopted in this order shall take effect on the first day of the month following publication in the Wisconsin Administrative Register, pursuant to s. 227.22 (2) (intro.), Stats.

(END OF TEXT OF RULE)

Dated _____

Board Chair
Marriage and Family Therapy, Professional
Counseling and, Social Work Examining Board

STATE OF WISCONSIN
MARRIAGE AND FAMILY THERAPY, PROFESSIONAL
COUNSELING, AND SOCIAL WORK EXAMINING BOARD

IN THE MATTER OF RULEMAKING : ORDER OF THE
PROCEEDINGS BEFORE THE : MARRIAGE AND FAMILY THERAPY,
MARRIAGE AND FAMILY THERAPY : PROFESSIONAL COUNSELING, AND
PROFESSIONAL COUNSELING, AND : SOCIAL WORK EXAMINING BOARD
SOCIAL WORK EXAMINING BOARD : ADOPTING RULES
(CLEARINGHOUSE RULE 19-115)

ORDER

An order of the Marriage and Family Therapy, Professional Counseling, and Social Work Examining Board to repeal and recreate MPSW 16.02, and to amend 16.04 (1) relating to education equivalent to a graduate degree in marriage and family therapy from a program accredited by COAMFTE.

Analysis prepared by the Department of Safety and Professional Services.

ANALYSIS

Statutes interpreted: Section 457.03 (1), Stats.

Statutory authority: Sections 15.08 (5) (b) and 457.03 (1), Stats.

Explanation of agency authority:

“Each examining board [s]hall promulgate rules for its own guidance and for the guidance of the trade or profession to which it pertains, and define and enforce professional conduct and unethical practices not inconsistent with the law relating to the particular trade or profession.” [s. 15.08 (5) (b), Stats.]

“Upon the advice of the social worker section, marriage and family therapist section, and professional counselor section, promulgate rules establishing minimum standards for educational programs that must be completed for certification or licensure under this chapter and for supervised clinical training that must be completed for licensure as a clinical social worker, marriage and family therapist, or professional counselor under this chapter and approve educational programs and supervised clinical training programs in accordance with those standards.” [s. 457.03 (1), Stats.]

Related statute or rule: None.

Plain language analysis:

The rule clarifies that courses taken outside of the program study leading to a master's or doctorate degree are acceptable to obtain program equivalency, and that individuals may begin to accrue clinical practice hours upon completion of a graduate degree in a mental health field approved by the marriage and family therapist section, and enrollment in a graduate degree program or other educational program in marriage and family therapy accredited by COAMFTE.

Summary of, and comparison with, existing or proposed federal regulation: None.

Summary of public comments received on statement of scope and a description of how and to what extent those comments and feedback were taken into account in drafting the proposed rule:

The Board held a preliminary hearing on the statement of scope for this rule at its March 18, 2019 meeting. No comments were received.

Comparison with rules in adjacent states:

Illinois: According to Illinois Admin Code s. 1283.30 (e), courses taken at a post-degree institution may count as equivalent for an education requirement if the institution's training program is accredited by the Commission on Accreditation for Marriage and Family Therapy Education (COAMFTE), or meets the following requirements:

- 1) The institution's program is established to achieve coherent mission and training objectives and the program has as its primary objective the training of marriage and family therapists.
- 2) The specific course submitted as equivalent to those defined in subsection (b) is taught by faculty who hold graduate degrees and are trained and credentialed in the field in which they teach.
- 3) Courses must be offered by an established, identifiable facility or agency.
- 4) Courses must be ongoing and additive (offered at the same place over a specific period of time and available on an ongoing basis) or offered off site by an acceptable post degree institution with an established, identifiable home-base facility or agency.
- 5) Courses must include outlines, clear description of content, appropriate bibliography, and other indications or meet generally acceptable criteria for academic offerings.
- 6) Correspondence courses are not acceptable.

Iowa: According to IAC 645—31.4(2), an applicant can attain licensure as a marriage and family therapist with a master's degree in a counseling related field, and various semester hours of required coursework documented on the applicant's graduate

transcript

Michigan: Michigan Admin Code R 338.7205 (a) (ii) allows an individual to complete graduate level courses outside of the master's or higher graduate degree attained in order to meet educational requirements for licensure as a marriage and family therapist.

Minnesota: Minnesota code requires a graduate degree in a subject field related to marriage and family therapy, and the degree program must contain the required coursework enumerated in the rule. Minn. Admin Code 5300.0140 (2).

Summary of factual data and analytical methodologies:

The Board determined that it was necessary to clarify that courses taken outside of a degree program can count towards the academic program equivalent to a master's or doctorate degree in marriage and family therapy to prevent confusion and barriers to entry to the profession.

Analysis and supporting documents used to determine effect on small business or in preparation of economic impact analysis:

The rule was posted for 14 days to receive economic comments. No comments were received.

Fiscal Estimate and Economic Impact Analysis:

The Fiscal Estimate and Economic Impact Analysis is attached.

Effect on small business:

These proposed rules do not have an economic impact on small businesses, as defined in s. 227.114 (1), Stats. The Department's Regulatory Review Coordinator may be contacted by email at Daniel.Hereth@wisconsin.gov, or by calling (608) 267-2435.

Agency contact person:

Jon Derenne, Administrative Rules Coordinator, Department of Safety and Professional Services, Division of Policy Development, 4822 Madison Yards Way, P.O. Box 8366, Madison, Wisconsin 53708; telephone 608-266-0955; email at DSPSAdminRules@wisconsin.gov.

TEXT OF RULE

SECTION 1. MPSW 16.02 is repealed and recreated to read:

MPSW 16.02 Educational equivalent to a graduate degree in marriage and family therapy from a program accredited by COAMFTE.

(1) Course work required for education to be substantially equivalent to the course work required for a master's or doctorate degree in marriage and family therapy course work from a program accredited by COAMFTE shall contain all of the following:

(a) At least 6 semester credits or 8 quarter credits in the area of foundations of relational or systemic practice, theories and models.

(b) At least 6 semester credits or 8 quarter credits in the area of clinical treatment with individuals, couples and families. This area shall include a focus on evidence based practice and content on crisis intervention.

(c) At least 3 semester credits or 4 quarter credits in the area of diverse, multicultural or underserved communities. This area shall include understanding and applying knowledge of diversity, power, privilege, or oppression.

(d) At least 3 semester credits or 4 quarter credits in the area of research and evaluation. This area shall include marriage and family therapy research and evaluation methods and evidence based practice.

(e) At least 3 semester credits or 4 quarter credits in the area of professional identity, federal and state law, ethics, and social responsibility.

(f) At least 3 semester credits or 4 quarter credits in the area of biopsychosocial health and development across the life span.

(g) At least 3 semester credits or 4 quarter credits in the area of systemic assessment and mental health diagnosis and treatment.

(h) At least 3 semester credits or 4 quarter credits in the area of contemporary developments which interface marriage and family therapy knowledge and practice with the broader multidisciplinary context.

(i) A clinical internship as part of an academic program in marriage and family therapy or a substantially equivalent field. The internship shall consist of a minimum of 300 hours in face-to-face contact with individuals, couples, and families for the purpose of assessment, diagnosis, and treatment under supervision in not less than 8 calendar months.

(2) An applicant may, at an institution which was accredited by its regional accrediting association at the time the course was completed, complete credit hours outside the program of studies leading to a master's or doctorate degree in order to meet the requirements in this section.

(3) An applicant may, at an institute for marriage and family therapy which was accredited by COAMFTE at the time the course was completed, complete credit hours outside of a program of studies leading to a master's or doctorate degree in order to meet the requirements in this section.

SECTION 2. MPSW 16.04 (1) is amended to read:

MPSW 16.04 (1) An applicant for licensure as a marriage and family therapist under s. 457.10, Stats., shall complete, after receiving the required master's or doctorate degree, or upon completion of a graduate degree in a mental health field approved by the marriage and family therapist section, and enrollment in a graduate degree program or other

educational program in marriage and family therapy accredited by COAMFTE, 3,000
hours of supervised marriage and family therapy practice, including at least 1,000 hours of
face-to-face client contact, while holding a valid marriage and family therapist training
license before being eligible for licensure.

SECTION 3. EFFECTIVE DATE. The rules adopted in this order shall take effect on the
first day of the month following publication in the Wisconsin Administrative Register,
pursuant to s. 227.22 (2) (intro.), Stats.

(END OF TEXT OF RULE)

Dated _____

Chair

STATE OF WISCONSIN
MARRIAGE AND FAMILY THERAPY, PROFESSIONAL
COUNSELING, AND SOCIAL WORK EXAMINING BOARD

IN THE MATTER OF RULE-MAKING : ORDER OF THE
PROCEEDINGS BEFORE THE : MARRIAGE AND FAMILY THERAPY,
MARRIAGE AND FAMILY THERAPY, : PROFESSIONAL COUNSELING, AND
PROFESSIONAL COUNSELING, AND : SOCIAL WORK EXAMINING BOARD
SOCIAL WORK EXAMINING BOARD : ADOPTING RULES
: (CLEARINGHOUSE RULE 19-116)

ORDER

An order of the Marriage and Family Therapy, Professional Counseling, and Social Work Examining Board to repeal and recreate MPSW 3.01 (5), 3.05 (5), 3.07 (6), 3.09 (6), 3.12 (1) (d), (2) (d), (3) (d), (4) (d), 3.13 (1) (c), 11.01 (5), 11.04 (4), and 16.01 (5), and to create MPSW 11.04 (4m), relating to discrimination based on arrest or conviction record.

Analysis prepared by the Department of Safety and Professional Services.

ANALYSIS

Statutes interpreted: ss. 111.321, 111.322, and 111.335, Stats.

Statutory authority: ss. 15.08 (5) (b) and 227.11 (2) (a), Stats.

Explanation of agency authority:

“Each examining board [s]hall promulgate rules for its own guidance and for the guidance of the trade or profession to which it pertains, and define and enforce professional conduct and unethical practices not inconsistent with the law relating to the particular trade or profession.” [s. 15.08 (5) (b), Stats.]

“Each agency may promulgate rules interpreting the provisions of any statute enforced or administered by the agency, if the agency considers it necessary to effectuate the purpose of the statute...” [s. 227.11 (2) (a), Stats.]

Related statute or rule: None.

Plain language analysis:

2017 Wisconsin Act 278 enacted statutory changes to ch. 111, Stats., prohibiting a licensing agency from refusing to license an individual, or suspending a license, on the basis of a substantially related pending criminal charge, unless the charge is for one of certain specified crimes against a child or life and bodily security, or a violent crime against a child.

This rule project revises the MPSW code pertaining to applications in order to clarify that applicants are required to submit documentation of their conviction record, and are only required to submit documentation of a pending charge if it is necessary for the board to determine whether the pending charge substantially related and it involves a crime against a child or life and bodily security, or a violent crime against a child, as defined in s. 111.335, Stats.

Summary of public comments received on statement of scope and a description of how and to what extent those comments and feedback were taken into account in drafting the proposed rule:

The MPSW board held a preliminary hearing on the statement of scope at its March 18, 2019 meeting. No comments were received.

Summary of, and comparison with, existing or proposed federal regulation: None.

Comparison with rules in adjacent states:

Illinois: Marriage and family therapists, social workers, and professional counselors are regulated by the Illinois Department of Financial and Professional Regulation.

The rules of professional conduct for marriage and family therapists provide that a therapist convicted of any crime, or who engages in conduct which could lead to a conviction, related to the therapist's qualifications or professional responsibilities may be subject to disciplinary action. (s. 1283.100 Professional Conduct).

The rules of professional conduct for social workers provide that the division may revoke, refuse to issue, or renew a license or take other disciplinary action if a social worker providing services or supervising services commits any dishonest, corrupt, or fraudulent act that is substantially related to the social worker's functions or duties. (s. 1470.96 Unethical, Unauthorized, and Unprofessional Conduct).

The Department of Financial and Professional Regulation code does not provide for disciplinary action against professional counselors who face charges or have a conviction record.

Iowa: The Board of Behavioral Science within the Iowa Department of Public Health regulates marital and family therapists and mental health counselors. Marital and family therapists and mental health counselors may be disciplined if convicted of a crime related to the profession, or a crime that would affect the ability to practice within the profession (Iowa Administrative Code s. 645.33.2). There is no provision in the rules to discipline a licensee who merely has a pending charge.

The Board of Social Work within the Iowa Department of Public Health regulates social workers. Social workers may be disciplined if convicted of a crime related to the

profession, or a crime that would affect the ability to practice within the profession (Iowa Administrative Code s. 645.283.2). There is no provision in the rules to discipline a licensee who merely has a pending charge.

Michigan: The Michigan Department of Licensing and Regulatory Affairs regulates marriage and family therapists, professional counselors, and social workers. Individuals licensed under the Michigan Public Health Code (including marriage and family therapists, professional counselors, and social workers) must be “of good moral character.” (MCL 333.16174 (1) (b)). The agency may consider a judgment of guilt in a criminal prosecution or a judgment in a civil action in determining whether an individual is of good moral character. The individual can provide evidence showing that they are of good moral character to rebut a previous criminal or civil judgment (MCL 338.42).

Minnesota: The Minnesota Marriage and Family Therapy Board regulates marriage and family therapists. The board may suspend, revoke, condition, limit, qualify, or restrict a license if the individual is convicted of a crime that renders the person unfit to practice marriage and family therapy. These crimes are enumerated in 5300.0330 Sup. 2 of the Minnesota Administrative Rules.

The Minnesota Board of Behavioral Health and Therapy regulates professional counselors. A professional counselor may not violate any law in which the facts giving rise to the violation involve the practice of professional counseling.

The Minnesota Board of Social Work regulates social workers. The Board’s rules have all been repealed and codified into statute. Section 148E.210 of the Minnesota Statutes provides that the board may take action against a social worker who “engages in acts or conduct adversely affecting the applicant or licensee’s current ability or fitness to engage in social work practice, whether or not the acts or conduct occurred while engaged in the practice of social work.”

Summary of factual data and analytical methodologies:

The MPSW board reviewed and seeks to revise its rules to bring them into compliance with the statutory changes enacted by 2017 Wisconsin Act 278.

Analysis and supporting documents used to determine effect on small business or in preparation of economic impact analysis:

The rule was posted for 14 days on the department’s website to solicit economic comments, and none were received.

Fiscal Estimate and Economic Impact Analysis:

The Fiscal Estimate and Economic Impact Analysis is attached.

Effect on small business:

These proposed rules do not have an economic impact on small businesses, as defined in s. 227.114 (1), Stats. The Department's Regulatory Review Coordinator may be contacted by email at Daniel.Hereth@wisconsin.gov, or by calling (608) 267-2435.

Agency contact person:

Jon Derenne, Administrative Rules Coordinator, Department of Safety and Professional Services, Division of Policy Development, 4822 Madison Yards Way, P.O. Box 8366, Madison, Wisconsin 53708; telephone 608-266-0955; email at DSPSAdminRules@wisconsin.gov.

TEXT OF RULE

SECTION 1. MPSW 3.01 (5) is repealed and recreated to read:

MPSW 3.01 (5) Documentation necessary for the section to determine, subject to ss. 111.321, 111.322, and 111.335, Stats., whether any of the following apply:

(a) The applicant has a pending charge for an exempt offense as defined in s. 111.335 (1m) (b), Stats. or a violent crime against a child, as defined in s. 111.335 (1m) (d), Stats., which is substantially related to the practice of a social worker.

(b) The applicant has been convicted of a crime substantially related to the practice of a social worker.

SECTION 2. MPSW 3.05 (5) is repealed and recreated to read:

MPSW 3.05 (5) Documentation necessary for the section to determine, subject to ss. 111.321, 111.322, and 111.335, Stats., whether any of the following apply:

(a) The applicant has a pending charge for an exempt offense as defined in s. 111.335 (1m) (b), Stats. or a violent crime against a child, as defined in s. 111.335 (1m) (d), Stats., which is substantially related to the practice of an advanced practice social worker.

(b) The applicant has been convicted of a crime substantially related to the practice of an advanced practice social worker.

SECTION 3. MPSW 3.07 (6) is repealed and recreated to read:

MPSW 3.07 (6) Documentation necessary for the section to determine, subject to ss. 111.321, 111.322, and 111.335, Stats., whether any of the following apply:

(a) The applicant has a pending charge for an exempt offense as defined in s. 111.335 (1m) (b), Stats. or a violent crime against a child, as defined in s. 111.335 (1m) (d), Stats., which is substantially related to the practice of an independent social worker.

(b) The applicant has been convicted of a crime substantially related to the practice of an independent social worker.

SECTION 4. MPSW 3.09 (6) is repealed and recreated to read:

MPSW 3.09 (6) Documentation necessary for the section to determine, subject to ss. 111.321, 111.322, and 111.335, Stats., whether any of the following apply:

(a) The applicant has a pending charge for an exempt offense as defined in s. 111.335 (1m) (b), Stats. or a violent crime against a child, as defined in s. 111.335 (1m) (d), Stats., which is substantially related to the practice of a licensed clinical social worker.

(b) The applicant has been convicted of a crime substantially related to the practice of a licensed clinical social worker.

SECTION 5. MPSW 3.12 (1) (d) is repealed and recreated to read:

MPSW 3.12 (1) (d) Documentation necessary for the section to determine, subject to ss. 111.321, 111.322, and 111.335, Stats., whether any of the following apply:

(a) The applicant has a pending charge for an exempt offense as defined in s. 111.335 (1m) (b), Stats. or a violent crime against a child, as defined in s. 111.335 (1m) (d), Stats., which is substantially related to the practice of a social worker.

(b) The applicant has been convicted of a crime substantially related to the practice of a social worker.

SECTION 6. MPSW 3.12 (2) (d) is repealed and recreated to read:

MPSW 3.12 (2) (d) Documentation necessary for the section to determine, subject to ss. 111.321, 111.322, and 111.335, Stats., whether any of the following apply:

(a) The applicant has a pending charge for an exempt offense as defined in s. 111.335 (1m) (b), Stats. or a violent crime against a child, as defined in s. 111.335 (1m) (d), Stats., which is substantially related to the practice of an advanced practice social worker.

(b) The applicant has been convicted of a crime substantially related to the practice of an advanced practice social worker.

SECTION 7. MPSW 3.12 (3) (d) is repealed and recreated to read:

MPSW 3.12 (3) (d) Documentation necessary for the section to determine, subject to ss. 111.321, 111.322, and 111.335, Stats., whether any of the following apply:

(a) The applicant has a pending charge for an exempt offense as defined in s. 111.335 (1m) (b), Stats. or a violent crime against a child, as defined in s. 111.335 (1m) (d), Stats., which is substantially related to the practice of an independent social worker.

(b) The applicant has been convicted of a crime substantially related to the practice of an independent social worker.

SECTION 8. MPSW 3.12 (4) (d) is repealed and recreated to read:

MPSW 3.12 (4) (d) Documentation necessary for the section to determine, subject to ss. 111.321, 111.322, and 111.335, Stats., whether any of the following apply:

(a) The applicant has a pending charge for an exempt offense as defined in s. 111.335 (1m) (b), Stats. or a violent crime against a child, as defined in s. 111.335 (1m) (d), Stats., which is substantially related to the practice of a clinical social worker.

(b) The applicant has been convicted of a crime substantially related to the practice of a clinical social worker.

SECTION 9. MPSW 3.13 (1) (c) is repealed and recreated to read:

MPSW 3.13 (1) (c) Documentation necessary for the section to determine, subject to ss. 111.321, 111.322, and 111.335, Stats., whether any of the following apply:

(a) The applicant has a pending charge for an exempt offense as defined in s. 111.335 (1m) (b), Stats. or a violent crime against a child, as defined in s. 111.335 (1m) (d), Stats., which is substantially related to the practice of social work.

(b) The applicant has been convicted of a crime substantially related to the practice of social work.

SECTION 10. MPSW 11.01 (5) is repealed and recreated to read:

MPSW 11.01 (5) Documentation necessary for the section to determine, subject to ss. 111.321, 111.322, and 111.335, Stats., whether any of the following apply:

(a) The applicant has a pending charge for an exempt offense as defined in s. 111.335 (1m) (b), Stats. or a violent crime against a child, as defined in s. 111.335 (1m) (d), Stats., which is substantially related to the practice of a professional counselor.

(b) The applicant has been convicted of a crime substantially related to the practice of a professional counselor.

SECTION 11. MPSW 11.04 (4) is repealed and recreated to read:

MPSW 11.04 (4) The applicant does not have a pending charge for an exempt offense as defined in s. 111.335 (1m) (b), Stats. or a violent crime against a child, as defined in s. 111.335 (1m) (d), Stats., which is substantially related to the practice of a professional counselor.

SECTION 12. MPSW 11.04 (4m) is created to read:

MPSW 11.04 (4m) The applicant has not been convicted of a crime substantially related to the practice of a professional counselor.

SECTION 13. MPSW 16.01 (5) is repealed and recreated to read:

MPSW 16.01 (5) Documentation necessary for the section to determine, subject to ss. 111.321, 111.322, and 111.335, Stats., whether any of the following apply:

(a) The applicant has a pending charge for an exempt offense as defined in s. 111.335 (1m) (b), Stats. or a violent crime against a child, as defined in s. 111.335 (1m) (d), Stats., which is substantially related to the practice of a marriage and family therapist.

(b) The applicant has been convicted of a crime substantially related to the practice of a marriage and family therapist.

SECTION 14. EFFECTIVE DATE. The rules adopted in this order shall take effect on the first day of the month following publication in the Wisconsin Administrative Register, pursuant to s. 227.22 (2) (intro.), Stats.

(END OF TEXT OF RULE)

Dated _____

Chair

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

AGENDA REQUEST FORM

1) Name and Title of Person Submitting the Request: Gretchen Mrozinski, Attorney Supervisor, Division of Legal Services and Compliance		2) Date When Request Submitted: January 30, 2020 <small>Items will be considered late if submitted after 12:00 p.m. on the deadline date which is 8 business days before the meeting</small>	
3) Name of Board, Committee, Council, Sections: Marriage and Family Therapy, Professional Counseling, and Social Work Examining Board			
4) Meeting Date: April 14, 2020	5) Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page? Proposal to utilize Case Advisors	
7) Place Item in: <input type="checkbox"/> Open Session <input checked="" type="checkbox"/> Closed Session	8) Is an appearance before the Board being scheduled? <input checked="" type="checkbox"/> Yes (Fill out Board Appearance Request) <input type="checkbox"/> No	9) Name of Case Advisor(s), if required: N/A	
10) Describe the issue and action that should be addressed: Discuss and decide whether to utilize Case Advisors in case evaluation of open cases.			
11) Authorization			
 Signature of person making this request		1/31/2020 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.			