



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

**Room N208, 4822 Madison Yards Way, 2<sup>nd</sup> Floor, Madison**  
**Contact: Debra Sybell (608) 266-2112**  
**July 23, 2019**

*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 description of the actions of the Section.*

**AGENDA**

**9:00 A.M.**

**OPEN SESSION – CALL TO ORDER – ROLL CALL**

**A. Adoption of Agenda (1-3)**

**B. Approval of Minutes of July 24, 2018 (4-8)**

**C. Administrative Matters – Discussion and Consideration (9-15)**

- 1) Election of Officers
- 2) Appointment of Liaisons and Alternates
- 3) Delegation of Authorities
- 4) Department, Staff and Board Updates
- 5) Board Member – Term Expiration Dates

**D. Legislative and Administrative Rules Matters – Discussion and Consideration**

- 1) 2017 Wisconsin Act 108 Report **(16-18)**
- 2) MPSW 16, Relating to Education Equivalent to a Graduate Degree in Marriage and Family Therapy from a Program Accredited by COAMFTE **(19-22)**
- 3) Legislation and Pending or Possible Rulemaking Projects

**E. Licensed Marriage and Family Therapist (LMFT) License Mobility – Discussion and Consideration**

**F. Discussion and Consideration of Items Added After Preparation of Agenda**

- 1) Introductions, Announcements and Recognition
- 2) Nominations, Elections, and Appointments
- 3) Administrative Matters
- 4) Election of Officers
- 5) Appointment of Liaisons and Alternates
- 6) Delegation of Authorities
- 7) Education and Examination Matters
- 8) Credentialing Matters

- 9) Practice Matters
- 10) Legislative and Administrative Rule 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) Presentations of Petitions for Summary Suspension
- 16) Petitions for Designation of Hearing Examiner
- 17) Presentation of Stipulations, Final Decisions and Orders
- 18) Presentation of Proposed Final Decisions and Orders
- 19) Presentation of Interim Orders
- 20) Petitions for Re-Hearing
- 21) Petitions for Assessments
- 22) Petitions to Vacate Orders
- 23) Requests for Disciplinary Proceeding Presentations
- 24) Motions
- 25) Petitions
- 26) Appearances from Requests Received or Renewed
- 27) Speaking Engagements, Travel, or Public Relation Requests, and Reports

#### G. 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.).**

#### H. Deliberation on DLSC Matters

- 1) **Case Closings**
  - a. 16 MFT 005 – T.A.N. **(23-26)**
  - b. 16 MFT 006 – F.R. **(27-31)**
  - c. 16 MFT 007 – J.A.W. **(32-35)**
  - d. 16 MFT 008 – E.A.W. **(36-39)**
  - e. 17 MFT 002 – A.C.A. **(40-45)**
  - f. 17 MFT 005 – E.A.F. **(46-48)**

#### I. Deliberation of Items Added After Preparation of the Agenda

- 1) Education and Examination Matters
- 2) Credentialing Matters
- 3) DLSC Matters
- 4) Monitoring Matters
- 5) Professional Assistance Procedure (PAP) Matters
- 6) Petitions for Summary Suspensions
- 7) Petitions for Designation of Hearing Examiner
- 8) Proposed Stipulations, Final Decisions and Orders
- 9) Proposed Interim Orders
- 10) Administrative Warnings
- 11) Review of Administrative Warnings

- 12) Proposed Final Decisions and Orders
- 13) Matters Relating to Costs/Orders Fixing Costs
- 14) Case Closings
- 15) Board Liaison Training
- 16) Petitions for Assessments and Evaluations
- 17) Petitions to Vacate Orders
- 18) Remedial Education Cases
- 19) Motions
- 20) Petitions for Re-Hearing
- 21) Appearances from Requests Received or Renewed

J. Consulting with Legal Counsel

**RECONVENE TO OPEN SESSION IMMEDIATELY FOLLOWING CLOSED SESSION**

K. Vote on Items Considered or Deliberated Upon in Closed Session, if Voting is Appropriate

L. Open Session Items Noticed Above Not Completed in the Initial Open Session

**ADJOURNMENT**

**NEXT SCHEDULED MEETING: OCTOBER 15, 2019**

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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 SECTION  
MEETING MINUTES  
JULY 24, 2018**

**PRESENT:** Bridget Ellingboe, Peter Fabian, Alice Hanson-Drew (*via GoToMeeting*), Linda Pellmann

**STAFF:** Dan Williams, Executive Director; Sharon Henes, Administrative Rules Coordinator; Kate Stolarzyk, Bureau Assistant; and other DSPS Staff

**CALL TO ORDER**

Peter Fabian, Chair, called the meeting to order at 9:13 a.m. A quorum of four (4) members was confirmed.

**ADOPTION OF AGENDA**

**MOTION:** Bridget Ellingboe moved, seconded by Linda Pellmann, to approve the agenda as published. Motion carried unanimously.

**APPROVAL OF MINUTES OF APRIL 16, 2018**

**MOTION:** Linda Pellmann moved, seconded by Bridget Ellingboe, to approve the April 16, 2018 minutes as published. Motion carried unanimously.

**ADMINISTRATIVE MATTERS**

**Election of Officers**

*Section Chair*

**NOMINATION:** Linda Pellmann nominated herself for the Office of Section Chair.

Dan Williams called for nominations three (3) times.

Linda Pellmann was elected as Chair by unanimous consent.

*Vice Chair*

**NOMINATION:** Peter Fabian nominated Bridget Ellingboe for the Office of Vice Chair.

Dan Williams called for nominations three (3) times.

Bridget Ellingboe was elected as Vice Chair by unanimous consent.

### *Secretary*

**NOMINATION:** Peter Fabian nominated Alice Hanson-Drew for the Office of Secretary.

Dan Williams called for nominations three (3) times.

Alice Hanson-Drew was elected as Secretary by unanimous consent.

2018 ELECTION RESULTS	
Section Chair	Linda Pellmann
Vice Chair	Bridget Ellingboe
Secretary	Alice Hanson-Drew

### Liaison Appointments

2018 LIAISON APPOINTMENTS	
Credentialing Liaisons	Bridget Ellingboe, Peter Fabian, Linda Pellmann
Continuing Education Liaison	Peter Fabian
Monitoring Liaison	Peter Fabian
Professional Assistance Procedure (PAP) Liaison	Peter Fabian
WAMFT Liaison	Linda Pellmann
AMFTRB Liaison	Peter Fabian
2018 SCREENING PANEL APPOINTMENTS	
Screening Panel	Alice Hanson-Drew, Bridget Ellingboe <i>Alternate:</i> Peter Fabian

**MOTION:** Bridget Ellingboe moved, seconded by Peter Fabian, to affirm the Chair's appointment of liaisons for 2018. Motion carried unanimously.

### **Delegation of Authority**

#### ***Document Signature Delegation***

**MOTION:** Peter Fabian moved, seconded by Bridget Ellingboe, to delegate authority to the Chair or chief presiding officer, or longest serving member of the Board, by order of succession, to sign documents on behalf of the Board. In order to carry out duties of the Board, the Chair, chief presiding officer, or longest serving member of the Board, has the ability to delegate this signature authority for purposes of facilitating the completion of assignments during or between meetings. The Chair, chief presiding officer, or longest serving member of the Board delegates the authority to Executive Director, or designee, to sign the name of any Board member on documents as necessary and appropriate. Motion carried unanimously.

#### ***Delegated Authority for Urgent Matters***

**MOTION:** Bridget Ellingboe moved, seconded by Alice Hanson-Drew, that, in order to facilitate the completion of urgent matters between meetings, the Board delegates its authority to the Chair (or, in the absence of the Chair, 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.

#### ***Monitoring Delegations***

**MOTION:** Bridget Ellingboe moved, seconded by Alice Hanson-Drew, to adopt the "Roles and Authorities Delegated to the Monitoring Liaison and Department Monitor" as presented. Motion carried unanimously.

#### ***Credentialing Authority Delegations***

##### **Delegation of Authority to Credentialing Liaison (Generic)**

**MOTION:** Peter Fabian moved, seconded by Bridget Ellingboe, to delegate authority to the Credentialing Liaisons to make all credentialing decisions. Motion carried unanimously.

##### **Delegation of Authority to DSPS When Rule and Statute Criteria is Met**

**MOTION:** Bridget Ellingboe moved, seconded by Alice Hanson-Drew, to delegate credentialing authority to DSPS to act upon applications that meet the criteria of Rule and Statute and thereby would not need further Board or Board liaison review. Motion carried unanimously.

**Delegation of Authority to DSPS Staff to Approve Applications Without Further Criminal Activity**

**MOTION:** Bridget Ellingboe moved, seconded by Alice Hanson-Drew, to delegate authority for DSPS staff to approve applications where criminal background checks have been approved for a previous Marriage and Family training license credential and no criminal activity has occurred since that approval. Motion carried unanimously.

**MOTION:** Peter Fabian moved, seconded by Bridget Ellingboe, the Section acknowledges that DSPS staff will develop a list of reciprocity states that meet Wisconsin requirements. Motion carried unanimously.

***Delegated Authority for Application Denial Reviews***

**MOTION:** Alice Hanson-Drew moved, seconded by Peter Fabian, that the Board counsel or another department attorney is formally authorized to serve as the Board's designee for purposes of Wis. Admin Code § SPS 1.08(1). Motion carried unanimously.

***Continuing Education or Education Delegation(s)***

**MOTION:** Peter Fabian moved, seconded by Bridget Ellingboe, to delegate authority to the Office of Education and Examination Liaison(s) to address all issues related to CE, education and examinations. Motion carried unanimously.

*Alice Hanson-Drew was excused at 9:55 a.m.*

**CLOSED SESSION**

**MOTION:** Peter Fabian moved seconded by Bridget Ellingboe, 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 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.). The Chair read the language of the motion. The vote of each member was ascertained by voice vote. Roll Call Vote: Bridget Ellingboe-yes; Peter Fabian-yes; Linda Pellmann-yes. Motion carried unanimously.

The Section convened into Closed Session at 10:00 a.m.

**RECONVENE TO OPEN SESSION**

**MOTION:** Bridget Ellingboe moved, seconded by Peter Fabian, to reconvene into open session. Motion carried unanimously.

The Section reconvened into Open Session at 10:03 a.m.

## **VOTING ON ITEMS CONSIDERED OR DELIBERATED ON IN CLOSED SESSION**

**MOTION:** Bridget Ellingboe moved, seconded by Peter Fabian, to affirm all motions made in closed session. Motion carried unanimously.

*(Be advised that any recusals or abstentions reflected in the closed session motions stand for the purposes of the affirmation vote.)*

## **DIVISION OF LEGAL SERVICES AND COMPLIANCE (DLSC) MATTERS**

### **Proposed Stipulations, Final Decisions, and Orders**

#### ***17 MFT 004 – Jacob Pepper, M.S., L.A.M.F.T.***

**MOTION:** Bridget Ellingboe moved, seconded by Peter Fabian, to adopt the Findings of Fact, Conclusions of Law and Order in the matter of disciplinary proceedings against Jacob Pepper, M.S., L.A.M.F.T., DLSC case number 17 MFT 004. Motion carried unanimously.

## **ADJOURNMENT**

**MOTION:** Bridget Ellingboe moved, seconded by Peter Fabian, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 10:04 a.m.



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

**AGENDA REQUEST FORM**

<b>1) Name and Title of Person Submitting the Request:</b> Maximilian Turner, Bureau Assistant		<b>2) Date When Request Submitted:</b> 1/16/19 <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>	
<b>3) Name of Board, Committee, Council, Sections:</b> Marriage and Family Therapy Section of the Marriage and Family Therapy, Professional Counseling, and Social Work Examining Board			
<b>4) Meeting Date:</b> 1/29/2019	<b>5) Attachments:</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<b>6) How should the item be titled on the agenda page?</b> Administrative Matters: 1) Election of Officers 2) Appointment of Liaisons and Alternates 3) Delegation of Authorities	
<b>7) Place Item in:</b> <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session	<b>8) Is an appearance before the Board being scheduled?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<b>9) Name of Case Advisor(s), if required:</b> N/A	
<b>10) Describe the issue and action that should be addressed:</b> 1) The Section should conduct Election of its Officers for 2019. 2) The new Chairperson should review and appoint/reappoint Liaisons and Alternates as appropriate. 3) The Board should review and then consider continuation or modification of previously delegated authorities.			
<b>11) Authorization</b> <hr/> <div style="display: flex; justify-content: space-between;"> <span>Signature of person making this request</span> <span>Date</span> </div> <hr/> <div style="display: flex; justify-content: space-between;"> <span>Supervisor (if required)</span> <span>Date</span> </div> <hr/> <div style="display: flex; justify-content: space-between;"> <span>Executive Director signature (indicates approval to add post agenda deadline item to agenda)</span> <span>Date</span> </div> <hr/>			
<b>Directions for including supporting documents:</b> 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.			

## MARRIAGE AND FAMILY THERAPIST SECTION

### 2018 Elections and Liaison Appointments

2018 ELECTION RESULTS	
<b>Section Chair</b>	Linda Pellmann
<b>Vice Chair</b>	Bridget Ellingboe
<b>Secretary</b>	Alice Hanson-Drew
2018 LIAISON APPOINTMENTS	
<b>Credentialing Liaisons</b>	Bridget Ellingboe, Peter Fabian, Linda Pellmann
<b>Continuing Education Liaison</b>	Peter Fabian
<b>Monitoring Liaison</b>	Peter Fabian
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<b>WAMFT Liaison</b>	Linda Pellmann
<b>AMFTRB Liaison</b>	Peter Fabian
2018 SCREENING PANEL APPOINTMENTS	
<b>Screening Panel</b>	Alice Hanson-Drew, Bridget Ellingboe <i>Alternate:</i> Peter Fabian

## DELEGATION MOTIONS

### *Document Signature Delegation*

**MOTION:** Peter Fabian moved, seconded by Bridget Ellingboe, to delegate authority to the Chair or chief presiding officer, or longest serving member of the Board, by order of succession, to sign documents on behalf of the Board. In order to carry out duties of the Board, the Chair, chief presiding officer, or longest serving member of the Board, has the ability to delegate this signature authority for purposes of facilitating the completion of assignments during or between meetings. The Chair, chief presiding officer, or longest serving member of the Board delegates the authority to Executive Director, or designee, to sign the name of any Board member on documents as necessary and appropriate. Motion carried unanimously.

### *Delegated Authority for Urgent Matters*

**MOTION:** Bridget Ellingboe moved, seconded by Alice Hanson-Drew, that, in order to facilitate the completion of urgent matters between meetings, the Board delegates its authority to the Chair (or, in the absence of the Chair, 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.

### *Monitoring Delegations*

**MOTION:** Bridget Ellingboe moved, seconded by Alice Hanson-Drew, to adopt the “Roles and Authorities Delegated to the Monitoring Liaison and Department Monitor” as presented. Motion carried unanimously.

### *Credentialing Authority Delegations*

#### **Delegation of Authority to Credentialing Liaison (Generic)**

**MOTION:** Peter Fabian moved, seconded by Bridget Ellingboe, to delegate authority to the Credentialing Liaisons to make all credentialing decisions. Motion carried unanimously.

#### **Delegation of Authority to DSPS When Rule and Statute Criteria is Met**

**MOTION:** Bridget Ellingboe moved, seconded by Alice Hanson-Drew, to delegate credentialing authority to DSPS to act upon applications that meet the criteria of Rule and Statute and thereby would not need further Board or Board liaison review. Motion carried unanimously.

**Delegation of Authority to DSPS Staff to Approve Applications Without Further Criminal Activity**

**MOTION:** Bridget Ellingboe moved, seconded by Alice Hanson-Drew, to delegate authority for DSPS staff to approve applications where criminal background checks have been approved for a previous Marriage and Family training license credential and no criminal activity has occurred since that approval. Motion carried unanimously.

**MOTION:** Peter Fabian moved, seconded by Bridget Ellingboe, the Section acknowledges that DSPS staff will develop a list of reciprocity states that meet Wisconsin requirements. Motion carried unanimously.

***Delegated Authority for Application Denial Reviews***

**MOTION:** Alice Hanson-Drew moved, seconded by Peter Fabian, that the Board counsel or another department attorney is formally authorized to serve as the Board's designee for purposes of Wis. Admin Code § SPS 1.08(1). Motion carried unanimously.

***Continuing Education or Education Delegation(s)***

**MOTION:** Peter Fabian moved, seconded by Bridget Ellingboe, to delegate authority to the Office of Education and Examination Liaison(s) to address all issues related to CE, education and examinations. Motion carried unanimously.

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

**AGENDA REQUEST FORM**

<b>1) Name and Title of Person Submitting the Request:</b>  Ashley Ayres  Monitoring and Intake Supervisor Division of Legal Services and Compliance		<b>2) Date When Request Submitted:</b>  December 20, 2018  <div style="border: 1px solid black; padding: 2px;">           Items will be considered late if submitted after 4:30 p.m. and less than:            ▪ 10 work days before the meeting for Medical Board            ▪ 14 work days before the meeting for all others         </div>													
<b>3) Name of Board, Committee, Council, Sections:</b> Marriage and Family Therapy Section															
<b>4) Meeting Date:</b>  January 29, 2019	<b>5) Attachments:</b>  <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<b>6) How should the item be titled on the agenda page?</b>  Appointment of Monitoring Liaison and Delegated Authority Motion													
<b>7) Place Item in:</b>  <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session <input type="checkbox"/> Both		<b>8) Is an appearance before the Board being scheduled?</b>  <input type="checkbox"/> Yes ( <a href="#">Fill out Board Appearance Request</a> ) <input checked="" type="checkbox"/> No	<b>9) Name of Case Advisor(s), if required:</b>												
<b>10) Describe the issue and action that should be addressed:</b>  Adopt or reject the Roles and Authorities Delegated to the Monitoring Liaison and Department Monitor document as presented in today's agenda packet.															
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 10%; vertical-align: top;"><b>11)</b></td> <td style="width: 60%; text-align: center; vertical-align: bottom;">           Authorization  </td> <td style="width: 30%; text-align: right; vertical-align: bottom;">           December 20, 2018         </td> </tr> <tr> <td colspan="3" style="border-top: 1px solid black; border-bottom: 1px solid black;"> <div style="display: flex; justify-content: space-between;"> <span>Signature of person making this request</span> <span>Date</span> </div> </td> </tr> <tr> <td colspan="3" style="border-top: 1px solid black; border-bottom: 1px solid black;"> <div style="display: flex; justify-content: space-between;"> <span>Supervisor (if required)</span> <span>Date</span> </div> </td> </tr> <tr> <td colspan="3" style="border-top: 1px solid black; border-bottom: 1px solid black;"> <div style="display: flex; justify-content: space-between;"> <span>Executive Director signature (indicates approval to add post agenda deadline item to agenda)</span> <span>Date</span> </div> </td> </tr> </table>				<b>11)</b>	Authorization 	December 20, 2018	<div style="display: flex; justify-content: space-between;"> <span>Signature of person making this request</span> <span>Date</span> </div>			<div style="display: flex; justify-content: space-between;"> <span>Supervisor (if required)</span> <span>Date</span> </div>			<div style="display: flex; justify-content: space-between;"> <span>Executive Director signature (indicates approval to add post agenda deadline item to agenda)</span> <span>Date</span> </div>		
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## **Roles and Authorities Delegated to the Monitoring Liaison and Department Monitor**

The Monitoring Liaison ("Liaison") is a Board/Section designee who works with department monitors to enforce Board/Section orders as explained below.

### **Current Authorities Delegated to the Monitoring Liaison**

The Liaison may take the following actions on behalf of the Board/Section:

1. Grant a temporary reduction in random drug screen frequency upon Respondent's request if he/she is unemployed and is otherwise compliant with Board/Section order. The temporary reduction will be in effect until Respondent secures employment in the profession. The Department Monitor ("Monitor") will draft an order and sign on behalf of the Liaison.
2. Grant a stay of suspension if Respondent is eligible per the Board/Section order. The Monitor will draft an order and sign on behalf of the Liaison.
3. Remove the stay of suspension if there are repeated violations or a substantial violation of the Board/Section order. In conjunction with removal of any stay of suspension, the Liaison may prohibit Respondent from seeking reinstatement of the stay for a specified period of time. The Monitor will draft an order and sign on behalf of the Liaison.
4. Grant or deny approval when Respondent proposes continuing/remedial education courses, treatment providers, mentors, supervisors, change of employment, etc. unless the order specifically requires full-Board/Section approval.
5. Grant a maximum of one 90-day extension, if warranted and requested in writing by Respondent, to complete Board/Section-ordered continuing education.
6. Grant a maximum of one extension or payment plan for proceeding costs and/or forfeitures if warranted and requested in writing by Respondent.
7. Grant full reinstatement of licensure if Respondent has fully complied with all terms of the order without deviation. The Monitor will draft an order and obtain the signature or written authorization from the Liaison.
8. Grant or deny a request to appear before the Board/Section in closed session.
9. Board Monitoring Liaison may determine whether Respondent's petition is eligible for consideration by the full Board/Section.
10. (*Except Pharmacy*) Accept Respondent's written request to surrender credential. If accepted by the Liaison, Monitor will consult with Board Counsel to determine if a stipulation is necessary. If a stipulation is not necessary, Monitor will draft an order and sign on behalf of the Liaison. If denied by the Liaison, the request to surrender credential will go to the full Board for review.
11. (*Except Pharmacy*) Grant Respondent's petition for a reduction in drug screens per the standard schedule, below. If approved, Monitor will draft an order and sign on behalf of the Liaison.
  - a. Year 1: 49 screens (including 1 hair test, if required by original order)
  - b. Year 2: 36 screens (plus 1 hair test, if required by original order)
  - c. Year 3: 28 screens plus 1 hair test
  - d. Year 4: 28 screens plus 1 hair test
  - e. Year 5: 14 screens plus 1 hair test

12. (*Dentistry only*) – Ability to approve or deny all requests from a respondent.
13. (*Except Nursing*) – Board Monitoring Liaison may approve or deny Respondent's request to be excused from drug and alcohol testing for work, travel, etc.

#### **Current Authorities Delegated to the Department Monitor**

The Monitor may take the following actions on behalf of the Board/Section, draft an order and sign:

1. Grant full reinstatement of licensure if CE is the sole condition of the limitation and Respondent has submitted the required proof of completion for approved courses.
  2. Suspend the license if Respondent has not completed Board/Section-ordered CE and/or paid costs and forfeitures within the time specified by the Board/Section order. The Monitor may remove the suspension and issue an order when proof completion and/or payment have been received.
  3. Suspend the license (or remove stay of suspension) if Respondent fails to enroll and participate in an Approved Program for drug and alcohol testing within 30 days of the order, or if Respondent ceases participation in the Approved Program without Board approval. This delegated authority only pertains to respondents who must comply with drug and/or alcohol testing requirements.
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**State of Wisconsin  
Department of Safety & Professional Services**

**AGENDA REQUEST FORM**

<b>1) Name and Title of Person Submitting the Request:</b> Sharon Henes, Administrative Rules Coordinator		<b>2) Date When Request Submitted:</b> July 11, 2019 <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>										
<b>3) Name of Board, Committee, Council, Sections:</b> Marriage and Family Therapist Section												
<b>4) Meeting Date:</b> July 23, 2019	<b>5) Attachments:</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<b>6) How should the item be titled on the agenda page?</b> Legislative and Administrative Rule Matters 1. MPSW 16 relating to education equivalent to a graduate degree in marriage and family therapy from a program accredited by COAMFTE. 2. Legislation and Pending or Possible Rulemaking Projects										
<b>7) Place Item in:</b> <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session		<b>8) Is an appearance before the Board being scheduled?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<b>9) Name of Case Advisor(s), if required:</b>									
<b>10) Describe the issue and action that should be addressed:</b>												
<table style="width: 100%; border: none;"> <tr> <td style="width: 60%; border: none;"> <b>11) Authorization</b>  <div style="border-bottom: 1px solid black; margin-top: 10px; padding-bottom: 5px;"> <i>Sharon Henes</i> </div> </td> <td style="width: 40%; border: none; text-align: right;"> <div style="border-bottom: 1px solid black; margin-top: 10px; padding-bottom: 5px;">             7/11/2019           </div> </td> </tr> <tr> <td style="border: none; padding-top: 5px;">           Signature of person making this request         </td> <td style="border: none; text-align: right; padding-top: 5px;">           Date         </td> </tr> <tr> <td style="border: none; padding-top: 10px;">           Supervisor (if required)         </td> <td style="border: none; text-align: right; padding-top: 10px;">           Date         </td> </tr> <tr> <td colspan="2" style="border: none; padding-top: 10px;">           Executive Director signature (indicates approval to add post agenda deadline item to agenda)         </td> <td style="border: none; text-align: right; padding-top: 10px;">           Date         </td> </tr> </table>				<b>11) Authorization</b> <div style="border-bottom: 1px solid black; margin-top: 10px; padding-bottom: 5px;"> <i>Sharon Henes</i> </div>	<div style="border-bottom: 1px solid black; margin-top: 10px; padding-bottom: 5px;">             7/11/2019           </div>	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
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<b>Directions for including supporting documents:</b> 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.												



Kristin Koger  
Chairperson  
Kathleen Miller  
Vice Chairperson  
Bridget Ellingboe  
Secretary

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



4822 Madison Yards Way  
PO Box 8366  
Madison WI 53708-8366

Email: [dsps@wisconsin.gov](mailto:dsps@wisconsin.gov)  
Voice: 608-266-2112  
FAX: 608-251-3032

March 22, 2019

Senator Stephen Nass, Senate Co-Chairperson  
Joint Committee for Review of Administrative Rules  
Room 10 South, State Capitol  
Madison, WI 53702

Representative Joan Ballweg, Assembly Co-Chairperson  
Joint Committee for Review of Administrative Rules  
Room 210 North, State Capitol  
Madison, WI 53702

RE: Report Submitted in Compliance with s. 227.29 (1), Stats.

Dear Senator Nass and Representative Ballweg:

This report has been prepared and submitted in compliance with s. 227.29 (1), Stats.

**I. Unauthorized rules, as defined in s. 227.26 (4) (a):**

After careful review of the Board's administrative rules, the Board has determined that no promulgated rules are unauthorized.

**II. Rules for which the authority to promulgate has been restricted:**

After careful review of the Board's administrative rules, the Board has determined that no promulgated rules have restricted authority.

**III. Rules that are obsolete or that have been rendered unnecessary:**

After careful review of the Board's administrative rules, the Board has determined that no promulgated rules are obsolete or have been rendered unnecessary.

**IV. Rules that are duplicative of, superseded by, or in conflict with another rule, a state statute, a federal statute or regulation, or a ruling of a court of competent jurisdiction:**

After careful review of the Board's administrative rules, the Board has determined that no promulgated rules are duplicative of, superseded by, or in conflict with another rule, a state statute, a federal statute or regulation, or a ruling of a court of competent jurisdiction.

**V. Rules that are economically burdensome:**

After careful review of the Board's administrative rules, the Board has determined that no promulgated rules are economically burdensome.

Thank you.

Cordially,

A handwritten signature in cursive script that reads "Kristin Koger". The signature is written in dark ink and is positioned above the printed name and title.

Kristin Koger  
Chairperson

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

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IN THE MATTER OF RULEMAKING	:	PROPOSED 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 )

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PROPOSED ORDER

An order of the Marriage and Family Therapy, Professional Counseling, and Social Work Examining Board to renumber MPSW 16.02 (intro) and to create MPSW 16.02 (2), 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.

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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.

**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. 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 will be posted for 14 days to receive economic comments.

**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.

**Place where comments are to be submitted and deadline for submission:**

Comments may be submitted to Sharon Henes, Administrative Rule Coordinator, Department of Safety and Professional Services, Division of Policy Development, 4822 Madison Yards Way, P.O. Box 8366, Madison, WI 53708-8366, or by email to DSPSAdminRules@wisconsin.gov. Comments must be received on or before TBD to be included in the record of rule-making proceedings.

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TEXT OF RULE

SECTION 1. MPSW 16.02 (intro) is renumbered MPSW 16.02 (1).

SECTION 2. MPSW 16.02 (2) is created to read:

**MPSW 16.02 (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.

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.

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(END OF TEXT OF RULE)  
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