



- 1. REGISTRATION OF SUPERVISION FOR LCSW**
- 2. APPLICATION FOR LCSW LICENSE BY EXAMINATION**
- 3. APPLICATION FOR LCSW LICENSE BY ENDORSEMENT**

INTRODUCTION:

The process of registration of supervision for the LCSW and the process of application for the LCSW license by examination can be complicated. The VSCSW developed this Guidance Document to give some concrete direction to the MSW who is pursuing licensure in Virginia.

The Virginia Board of Social Work (VBSW) publishes regulations which govern the registration and application process. The VBSW also publishes Guidance Documents. Both can be found at the VBSW web site at: http://www.dhp.virginia.gov/social/social_laws_regs.htm The VBSW regulations and the Code of Virginia laws governing social work are the final authority on all matters related to licensure.

REGULATION OF PROFESSIONS BY THE STATE:

Regulation of a profession by the Commonwealth of Virginia is predicated on the belief that the unregulated practice of the profession would risk harm to the public. Legislation is passed by the Virginia General Assembly and becomes part of the Code of Virginia- the law that governs the regulation of the profession. There are three levels of possible regulation of a profession: registration, certification, and licensure.

Registration is the least involved form of regulation. Here the requirement is for professionals to be listed on a sanctioned register.

Certification is essentially the stamp of approval given to an individual for meeting predetermined requirements. Certification is often associated with monopoly use of a specific title or professional designation (“protection of title”). This model protects the public by providing information about the qualifications of designation holders so that the public can make an informed decision about who they want to receive services from.

Licensure is one of the most restrictive forms of professional regulation. Specifically, licensure provides an occupational group with monopoly control over who can practice a profession. Only those individuals who have met specific requirements to enter a profession are issued a “license” to practice the profession or to perform certain “controlled acts.” Entry requirements are generally quite detailed and often include attaining specified educational requirements and completion of some form of licensing examination

(The above definitions are quoted from the web link below)

<https://www.hrpa.ca/RegulationandHRDesignations/Documents/ProfessionalSelfRegulationandtheHumanResourcesManagementProfessioninOntarioAugust2008.pdf>

The Commonwealth of Virginia passed a licensing law for Social Workers in 1976. So we know that the Commonwealth believes that the strictest type of regulation is necessary to protect the citizens of the Commonwealth from potential harm. Only those persons licensed by the VBSW may practice social work. In 2011 the Virginia General Assembly passed a law that also specifically restricts the use of the title of "social worker" to those licensed by the VBSW or those who have a degree in social work from a CSWE accredited school of social work

Once the licensing law was passed, the Governor appointed members to the VBSW. One of the duties of the VBSW is to develop and revise regulations that implement the social work law. All of the regulations must be related to the law. Because licensure is a government related activity then there are certain rules that government entities must follow such as:

Due Process

1 : a course of formal proceedings (as judicial proceedings) carried out regularly, fairly, and in accordance with established rules and principles called also *procedural due process*

2 : a requirement that laws and regulations must be related to a legitimate government interest (as crime prevention) and may not contain provisions that result in the unfair or arbitrary treatment of an individual called also *substantive due process* NOTE: *The guarantee of due process is found in the Fifth Amendment to the Constitution, which states "no person shall...be deprived of life, liberty, or property, without due process of law," and in the Fourteenth Amendment, which states "nor shall any state deprive any person of life, liberty, or property without due process of law."* *The boundaries of due process are not fixed and are the subject of endless judicial interpretation and decision-making. Fundamental to procedural due process is adequate notice prior to the government's deprivation of one's life, liberty, or property, and an opportunity to be heard and defend one's rights to life, liberty, or property. Substantive due process is a limit on the government's power to enact laws or regulations that affect one's life, liberty, or property rights. It is a safeguard from governmental action that is not related to any legitimate government interest or that is unfair, irrational, or arbitrary in its furtherance of a government interest. The requirement of due process applies to agency actions.*

3: the right to due process [acts that violated *due process*] – <http://dictionary.findlaw.com/definition/due-process.html>

VIRGINIA FREEDOM OF INFORMATION ACT § 2.2-3700.

A. This chapter may be cited as "The Virginia Freedom of Information Act."

B. By enacting this chapter, the General Assembly ensures the people of the Commonwealth ready access to public records in the custody of a public body or its officers and employees, and free entry to meetings of public bodies wherein the business of the people is being conducted. The affairs of government are not intended to be conducted in an atmosphere of secrecy since at all times the public is to be the beneficiary of any action taken at any level of

government. Unless a public body or its officers or employees specifically elect to exercise an exemption provided by this chapter or any other statute, every meeting shall be open to the public and all public records shall be available for inspection and copying upon request. All public records and meetings shall be presumed open, unless an exemption is properly invoked.

So this means that MSW applicants for licensure have a right to:

- be treated fairly,
- to have adequate notice of the rules and requirements for licensure,
- not be treated in an arbitrary manner,
- be able to attend meetings of the VBSW and its committees,
- receive copies of minutes of any open meetings,
- be informed, briefly and generally in writing, of the factual or procedural basis for an adverse decision in any case, and
- Be represented by counsel if appearing before the VBSW for any type of hearing.

As an MSW pursues the LCSW licensure process it is good to keep in mind the context of regulation of social work in Virginia. This context will be important as you pursue the licensure process.

1. REGISTRATION OF SUPERVISION

The VBSW regulations (Title of Regulations: 18 VAC 140-20-10 et seq.) require MSW's who want their professional work experience to count toward licensure to "Register" their supervision. You must have had your registration of supervision approved by the VBSW before any of your work experience will count toward licensure. The specific requirements are outlined in:

18VAC140-20-50. Experience requirements for a licensed clinical social worker.

1. Registration. An individual who proposes to obtain supervised post-master's degree experience in Virginia shall, prior to the onset of such supervision:

a. Register on a form provided by the board and completed by the supervisor and the supervised individual; and

b. Pay the registration of supervision fee set forth in 18VAC140-20-30.

A few things are worth noting at this point. In #1 above the regulations use the word "shall." Regulations "carry the weight of law." That means when the regulations use the word "shall" it means you must do exactly what the regulation says or it does not count. You don't want to start out your relationship with the VBSW by violating regulations. Likewise 1.a. above says that you register by filling out a form provided by the board and 1.b. says you pay a fee to register your supervision. Both 1.a. and 1.b. follow the word "shall" so again this means you must do those things exactly as it says- there is no negotiating. In order for the VBSW to follow Due Process they must treat all applicants equally, fairly and give notice of what the rules are

ahead of time. So the VBSW cannot make some exception for you because that would violate the Due Process rights of other applicants.

That brings us to the "Registration of Supervision Towards LCSW" form that the VBSW will provide to you. Both you and your supervisor are required to fill out this form together. The form has 5 areas that the VBSW wants you to document. They are:

- 1. Verification of Education:** An official graduate transcript
- 2. Job Description:** An official job description on company letterhead and signed by the applicant's registered supervisor.
- 3. Verification of Practicum/Education:** This form should be completed by the graduate school program official or administration office and mailed directly to you and included with your supportive documentation.
- 4. Supervisor's Certificate of Training:** A copy of the registered supervisor's certificate of completion of professional training in supervision, consisting of a three credit-hour graduate course in supervision or at least 14 hours of continuing education offered by a provider approved under 18VAC140-20-105 is required. (Note: The graduate course or hours of continuing education in supervision shall be obtained by a supervisor within five years immediately preceding registration of supervision.)
- 5. Name Change:** Documentation must be provided to show each name change(s) if you name has ever been changed from the time you attended school or were licensed in other jurisdictions or other than what is listed on your application. Photocopies of marriage licenses or court orders are accepted.

You are registering your supervision for the practice of *"clinical social work services."* The regulations have definitions of terms that are used in the regulations. The definition of "clinical social work services" is:

"Clinical social work services" include the application of social work principles and methods in performing assessments and diagnoses based on a recognized manual of mental and emotional disorders or recognized system of problem definition, preventive and early intervention services and treatment services, including but not limited to psychotherapy and counseling for mental disorders, substance abuse, marriage and family dysfunction, and problems caused by social and psychological stress or health impairment.

The registration of supervision form is designed to have you provide specific documentation to see if your work experience matches the definition of "Clinical social work services." There are several goals that the VBSW has with this form. The goals are:

- 1) To find out if your job description matches the definition of "clinical social work services" that is in the regulations.
- 2) To have you and your supervisor specifically document how in your job you will be performing "assessments."
- 3) To have you and your supervisor specifically document how in your job you will be performing "diagnosis." If you are not going to use the DSM in performing diagnosis you will need to provide significant documentation concerning what "recognized manual of mental and emotional disorders or recognized system of problem definition" you are using. In reality not using the DSM will make your registration and application process significantly more difficult for you.
- 4) To have you and your supervisor specifically document how in your job you will be performing "psychotherapy and counseling for mental disorders, substance abuse, marriage and family dysfunction, and problems caused by social and psychological stress or health impairment."

How you fill out this form is critical to the process. When you complete your supervised experience and submit your application for "LCSW by examination form" the VBSW Credentials Committee will scrutinize your material to see if you abided by the registration of supervision contract. Any deviations will cause problems for you in the application process. See Appendix "A" for a table of actions recommended by the Credentials Committee after they reviewed material from applicants. The table identifies the kinds of items that become stumbling blocks for registration of supervision and application for licensure.

2. APPLICATION FOR LCSW LICENSE BY EXAMINATION

There are several components to this application packet:

Fee: A \$100.00 application fee must be paid by check or money order made payable to the "Treasurer of Virginia".

Supporting Documentation:

Upon completion of the LCSW by Examination application you will be required to submit to the Board office the following items in a single packet:

Verification of Education: An official graduate transcript

Verification of Clinical Supervision: The Verification of Clinical Supervision form should be completed by your supervisor, verifying 100 hours of face-to-face clinical supervision obtained under a licensed clinical social worker with at least three years of post-licensure clinical social work experience. Original signatures are required.

Out-of-State Licensure Verification: If you have ever held a licensure or certification to practice social work, whether current or expired, please send the enclosed verification form to the issuing jurisdiction. This verification is to be completed by the issuing jurisdiction and mailed back to you and included in your application packet. (Some jurisdictions charge a fee for this service. Check with that jurisdiction before sending the form. If the jurisdiction requires submitting this information directly to Virginia's Board office, please have them indicate your name on the form so that it can be included with your packet for evaluation.) Online verifications will be accepted; however verifications older than six months will not be accepted.

Licensure Verification of Out-of-State Supervisor: If your supervisor does not hold a Virginia clinical social worker license, please send the enclosed verification form to the issuing jurisdiction. This verification is to be completed by the issuing jurisdiction and mailed back to you and included in your application packet. (Some jurisdictions charge a fee for this service. Check with that jurisdiction before sending the form. If the jurisdiction requires submitting this information directly to Virginia's Board office, please have them indicate your name on the form so that it can be included with your packet for evaluation.) Online verifications will be accepted.

Verification of Education and Field Placement/Practicum Hours: This form should be completed by the graduate school program official or administration office and mailed directly to you and included with your supportive documentation.

Name Change: Documentation must be provided to show each name change(s) if you name has ever been changed from the time you attended school or were licensed in other jurisdictions or other than what is listed on your application. Photocopies of marriage licenses or court orders are accepted.

Clinical Scores: If you have passed the **clinical** exam in another state within the past five (5) years, please submit verification provided by the Association of Social Work Boards (ASWB). This must be provided by the ASWB by calling (800) 225-6880. Your exam scores will be sent directly from the ASWB to the Virginia Board of Social Work.

Resume: A current resume documenting complete employment history. The resume must provide dates of employment and a detailed description of the social work practice associated with the listed employment site

1. The form asks for General demographic information including:

- List any other license from any jurisdiction
- List out your education beyond high school
- List out your Graduate field practicum information
- Identifying your supervisor for your clinical social work experience
- List out your Competencies- The regulations of the VBSW, Part V, Standards of Practice, 18VAC140-20-150. Professional conduct states:

B. Persons licensed as social workers and clinical social workers shall:

3. Practice only within the competency areas for which they are qualified by education and ~~or~~ experience.

The form asks you to:

Provide the client population you work with or intend to work with and clinical skills you will use in doing so (skills from MSW training). If requested by the board this information must be supported by documentation of training or education.

The form list out the following Client Populations:

• Children	• Couples
• Adolescents	• Families
• Adults	• Elderly
• Military	• Other: (Specify)

For each Client Population the form ask you to identify "clinical Skills to be used."

The VBSW will be surprised if a recent MSW graduate has skills with all populations. You want to make sure that you can provide documentation for any skills you claim for any client population.

2. Verification of Clinical Supervision:

This section of the form asks for specific dates of supervised experience and did the applicant receive a minimum of 3000 hours post-MSW clinical social work experience.

The form also asks the supervisor to answer 8 questions. The supervisor must say "YES" or "NO" for each question in terms of did the applicant demonstrate minimum competency in each area. The 8 questions are:

1. Application of an Identified Theory Base-Applicant was able to demonstrate skill in the application of an identified theory base, and was able to comprehend the concepts of major feature of the approach.
2. Application of a Differential Diagnosis-Applicant was able to demonstrate skill in the application of a differential diagnosis and was able to apply client symptoms and behaviors in formulating a diagnosis.
3. Establishing and Monitoring a Treatment Plan-Applicant was able to demonstrate skill in establishing and monitoring a treatment plan, and was able to apply the components of the treatment plan to the diagnostic assessment.
4. Development and Appropriate Use of the Professional Relationship-Applicant was able to demonstrate skill in the development and appropriate use of the professional relationship, and was able to apply the necessary skills to develop a professional relationship in the phases of the treatment process.
5. Assessing the Client for Risk of Imminent Danger and Taking Appropriate and Necessary Action to Protect the Safety of the Client, Others, the Public, and the Social Worker When Necessary-Applicant was able to demonstrate skill in assessing the client for risk of imminent danger and taking appropriate and necessary action to protect the safety of the client, others, the public, and the social worker when necessary. Applicant was able to apply the criteria for actual or potential risk of a client or professional practice situation and provide the appropriate steps to be taken.
6. Implementing a Professional and Ethical Relationship with Clients-Applicant was able to demonstrate skill in implementing a professional and ethical relationship with clients, and was able to apply the appropriate professional and ethical responsibilities in relation to a client situation.
7. Case Management and Record Keeping-Applicant maintains appropriate clinical records and client data, and understands the circumstances under which various records can be released.
8. Professional Identity and Ethics
 - Applicant uses supervision and shows continuing development of clinical skills.
 - Applicant demonstrates knowledge of strengths and limitations of a clinical social worker and the distinctive contributions of other mental health and health professionals.

- Applicant makes appropriate referrals to other health providers and resources in the community.
- Applicant knows and understands the laws related to life-threatening situations, child abuse, elder abuse, physical abuse, etc.
- Applicant understands and has discussed the ethics of confidentiality and other legal and ethical issues.

The form further asks for the supervisor to provide **examples** of how the applicant:

- Formulated a diagnoses
- The type of psychotherapy and counseling techniques that were used
- The populations the applicant worked with
- The services rendered by the applicant
- The type of assessment techniques that were used by the applicant

The form ask the supervisor to identify by percentage the services provided by the applicant. The list of services is:

- Case management
- Counseling
- Advocacy
- Policy/Program Development/Administration
- Psychotherapy
- Assessment
- Information and Referral
- Treatment planning and evaluation
- Community Organization
- Diagnosis of mental and emotional disorders
- Consultation
- Supervision of others
- Teaching
- Research
- Other (specify)

As your supervisor considers each of the above areas it would be useful to have the definition of "clinical social work services" at hand to compare which of the areas above are included in that definition.

As you can tell the registration of supervision and the LCSW application are connected. Both are connected to the regulations and the definitions in the regulations. Knowing what the VBSW is looking for you to document is helpful at the start of your work experience to be sure that all of the components of "clinical social work services" are included in your work experience. You and your supervisor must be "on the same page" and both be working toward assuring that your work experience will meet all of the requirements of the regulations.

3. Application for LCSW license by Endorsement

There are several components to this application packet:

Application:

Fee: A \$100.00 application fee must be paid by check or money order made payable to the “Treasurer of Virginia”. This fee is non-refundable and non-transferable. The application can be used for one year from date of receipt.

Supporting Documentation:

Upon completion of the LCSW by Examination application you will be required to submit to the Board office the following items in a single packet:

Out-of-State Licensure Verification: If you have ever held a licensure or certification to practice social work, whether current or expired, please send the enclosed verification form to the issuing jurisdiction. This verification is to be completed by the issuing jurisdiction and mailed back to you and included in your application packet. (Some jurisdictions charge a fee for this service. Check with that jurisdiction before sending the form. If the jurisdiction requires submitting this information directly to Virginia’s Board office, please have them indicate your name on the form so that it can be included with your packet for evaluation.) Online verifications will be accepted; however verifications older than six months will not be accepted.

Clinical Scores: You must submit verification that you have passed the **clinical** level examination administered by the Association of Social Work Boards (ASWB). This must be provided by the ASWB by calling (800) 225-6880. Your exam scores will be sent directly from the ASWB to the Virginia Board of Social Work.

Verification of Post-Licensure Active Practice/Supervision Experience:

- To validate your active post-licensure practice as an *independent* clinical social worker, you must submit the Post-Licensure Active Practice form completed by your employer, a colleague, peer or a licensed practitioner who can attest to your *post-licensure* active practice in clinical social work for 36 of the last 60 months. If you have had several jobs, please submit multiple verification forms equaling to a minimum of 36 months.

OR

- If you do not have 36 months of post-licensure active practice at the clinical level, you must provide evidence of supervised experience requirements substantially equivalent to those outlined in 18VAC140-20-50. You can provide any of the following documentation to demonstrate that you received the equivalent supervision:

- 1.) Verification of Clinical Supervision Form; *or*
- 2.) Copy of your licensure file from the original state in which you received your clinical license.

Name Change: Documentation must be provided to show each name change(s) if you name has ever been changed from the time you were licensed in other jurisdictions or other than what is listed on your application. Photocopies of marriage licenses or court orders are accepted.

Resume: A current resume documenting complete employment history. The resume must provide dates of employment and a detailed description of the social work practice associated with the listed employment site.

1. The form asks for General demographic information including:

- List any other license from any jurisdiction
- List out your Competencies- The regulations of the VBSW, Part V, Standards of Practice, 18VAC140-20-150. Professional conduct states:

B. Persons licensed as social workers and clinical social workers shall:

3. Practice only within the competency areas for which they are qualified by education and ~~or~~ experience.

The form asks you to:

Provide the client population you work with or intend to work with and clinical skills you will use in doing so (skills from MSW training). If requested by the board this information must be supported by documentation of training or education.

The form list out the following Client Populations:

• Children	• Couples
• Adolescents	• Families
• Adults	• Elderly
• Military	• Other: (Specify)

For each Client Population the form ask you to identify "clinical Skills to be used."

2. Then the form asks the following six questions:

1. Have you ever been denied the privilege of taking an occupational licensure or certification examination? If yes, state what type of occupational examination and where?

2. Have you ever had any disciplinary action taken against an occupational license to practice or are any such actions pending? If yes, explain in detail on a separate sheet of paper.

3. Have you ever been convicted of a violation of or pled nolo contendere to any federal, state, or local statute, regulation or ordinance or entered into any plea bargaining relating to a felony or misdemeanor? (Excluding traffic violations and driving under the influence.) If yes, explain in detail on a separate sheet of paper and provide court documents.

4. In the last twelve (12) months, have you been unable to practice social work by reason of excessive use of alcohol, drugs, chemicals or any other type of material or as a result of any mental or physical condition? If yes, please provide an explanation on a separate sheet of paper.

5. Have you ever been censored, warned, or requested to withdraw from your employment, terminated from any health care facility, agency, or practice? If yes, provide an explanation on a separate sheet of paper.

6. Are you the respondent in any pending or unresolved board action in another jurisdiction or in a malpractice claim?

3. Verification of Out-of-State licensure: This form is to be sent to the licensing authority for the license you have from another state and the filled out form will either be sent back to you for you to submit to the VBSW or the other state may have a policy for them to send the filled out form directly to the VBSW.

4. Verification of Post-Licensure Active Practice as a Clinical Social Worker:

The instructions for this form are:

To validate your active post-licensure practice as a clinical social worker, submit this form completed by your employer or a licensed practitioner familiar with your post-licensure practice as a LCSW who can attest to your active practice for 36 of the last 60 months. If you have had several jobs, please submit multiple verification forms equaling to a minimum of 36 months.

The VBSW regulations define "active practice" as:

"Active practice" means post-licensure practice at the level of licensure for which an applicant is seeking licensure in Virginia and shall include at least 360 hours of practice in a 12-month period.

5. Verification of Clinical Supervision:

The instructions note:

****ONLY SUBMIT THIS FORM IF YOU *DO NOT* HAVE POST-LICENSURE ACTIVE PRACTICE FOR THE PAST 36 OF 60 MONTHS AS A CLINICAL SOCIAL WORKER****

This section of the form asks for specific dates of supervised experience and did the applicant receive a minimum of 3000 hours post-MSW clinical social work experience.

The form also asks the supervisor to answer 8 questions. The supervisor must say "YES" or "NO" for each question in terms of did the applicant demonstrate minimum competency in each area. The 8 questions are:

1. Application of an Identified Theory Base-Applicant was able to demonstrate skill in the application of an identified theory base, and was able to comprehend the concepts of major feature of the approach.
2. Application of a Differential Diagnosis-Applicant was able to demonstrate skill in the application of a differential diagnosis and was able to apply client symptoms and behaviors in formulating a diagnosis.
3. Establishing and Monitoring a Treatment Plan-Applicant was able to demonstrate skill in establishing and monitoring a treatment plan, and was able to apply the components of the treatment plan to the diagnostic assessment.
4. Development and Appropriate Use of the Professional Relationship-Applicant was able to demonstrate skill in the development and appropriate use of the professional relationship, and was able to apply the necessary skills to develop a professional relationship in the phases of the treatment process.
5. Assessing the Client for Risk of Imminent Danger and Taking Appropriate and Necessary Action to Protect the Safety of the Client, Others, the Public, and the Social Worker When Necessary-Applicant was able to demonstrate skill in assessing the client for risk of imminent danger and taking appropriate and necessary action to protect the safety of the client, others, the public, and the social worker when necessary. Applicant was able to apply the criteria for actual or potential risk of a client or professional practice situation and provide the appropriate steps to be taken.
6. Implementing a Professional and Ethical Relationship with Clients-Applicant was able to demonstrate skill in implementing a professional and ethical relationship with clients, and was able to apply the appropriate professional and ethical responsibilities in relation to a client situation.
7. Case Management and Record Keeping-Applicant maintains appropriate clinical records and client data, and understands the circumstances under which various records can be released.
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 - Applicant makes appropriate referrals to other health providers and resources in the community.
 - Applicant knows and understands the laws related to life-threatening situations, child abuse, elder abuse, physical abuse, etc.

-Applicant understands and has discussed the ethics of confidentiality and other legal and ethical issues.

The form further asks for the supervisor to provide **examples** of how the applicant:

- Formulated a diagnoses
- The type of psychotherapy and counseling techniques that were used
- The populations the applicant worked with
- The services rendered by the applicant
- The type of assessment techniques that were used by the applicant

The form ask the supervisor to identify by percentage the services provided by the applicant. The list of services is:

- Case management
- Counseling
- Advocacy
- Policy/Program Development/Administration
- Psychotherapy
- Assessment
- Information and Referral
- Treatment planning and evaluation
- Community Organization
- Diagnosis of mental and emotional disorders
- Consultation
- Supervision of others
- Teaching
- Research
- Other (specify)

As your supervisor considers each of the above areas it would be useful to have the definition of "clinical social work services" at hand to compare which of the areas above are included in that definition.

As you can tell the registration of supervision and the LCSW application are connected. Both are connected to the regulations and the definitions in the regulations. Knowing what the VBSW is looking for you to document is helpful at the start of your application process to be sure that you document that all of the components of "clinical social work services" are included in your work experience.

APPENDIA "A"

ACTION TAKEN BY CREDENTIALS COMMITTEE	DATE OF CREDENTIALS COMMITTEE MEETING	01/	04/	06/	10/	2	01/	04/	07/	11/	2	01/	04/	07/	10/	2
		11/	06/	23/	28/	0	20/	20/	20/	30/	0	25/	19/	19/	25/	0
		11	11	11	11	1	12	12	12	12	1	13	13	13	13	1
						1				2						3

1	Committee denied request to register supervision		12	5	0	0	17	0	0	0	0	0	0	0	0	0	
2	Committee approved request to register supervision		3	18	1	0	22	0	0	0	0	0	0	0	0	0	
3	Committee request applicant to submit revised registration for supervision		0	0	0	1	1	0	0	0	0	0	0	0	0	0	
4	Committee denied application for examination due to:															00	
		insufficient coursework, practicum and/or supervised experience-	1	5	3	5	22	8	16	7	10	41	1	0	0	0	1
		Supervision concerns	0	0	0	0	0	0	0	0	0	0	4	7	3	0	14
		Education concerns	0	0	0	0	0	0	0	0	0	0	4	0	3	1	8
		Education and Supervision concerns	0	0	0	0	0	0	0	0	0	0	0	1	0	0	1
		Education, supervision and documentation concerns	0	0	0	0	0	0	0	0	0	0	0	0	1	0	1
		Education, supervision and possible dual relationship concerns	0	0	0	0	0	0	0	0	0	0	0	0	1	0	1
		Documentation and supervision concerns	0	0	0	0	0	0	0	0	0	0	0	0	1	0	1
		Out-of-State licensure not in good standing	0	0	0	0	0	0	0	0	0	0	0	0	1	0	1
		Disciplinary, professional conduct and conviction concerns	0	0	0	0	0	0	0	0	2	2	0	0	0	3	3
		Deficient clinical experience requirements	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1
TOTAL DENIED FOR ANY REASON							22					43				0	32
	Committee deferred due to:																
		education concerns	0	0	0	0	0	0	0	0	0	0	0	7	0	0	
		education and supervision concerns	0	0	0	0	0	0	0	0	0	0	0	3	0	0	
5	Clarification of supervision hours was requested		2	36	0	0	38	0	0	0	0	0	0	0	0	0	
6	Committee approved application for examination		2	3	1	1	8	1	0	1	2	4	0	3	5	6	
7	Committee advises applicant that additional supervision hours are required to complete application		3	0	0	0	3	0	0	0	0	0	0	0	0	0	
8	Committee request additional information		0	0	3	0	4	1	1	1	2	5	1	0	0	0	
9	Committee referred back to credential reviewer for consideration of educational documentation		0	0	1	0	1	0	0	0	0	0	0	0	0	0	
10	Committee approves request for extension to sit for exam		0	0	0	0	8	8	1	0	0	9	0	0	0	0	
11	Committee denies request to wave examination requirements		0	0	1	0	1	0	0	0	0	0	0	0	0	0	
12	Committee denies request to wave coursework/education requirement		0	0	1	0	1	0	0	0	0	0	0	0	0	1	
13	Committee denies request to backdate supervision start date		0	0	2	0	2	0	0	0	0	0	0	0	0	0	
14	Committee takes no action due to request being incomplete		0	0	1	0	1	0	0	0	0	0	0	0	0	0	
15	Approved request to be supervisor		0	0	0	0	0	0	1	0	0	1	1	1	0	0	
16	Waiver of supervision requirements requested by	A	Committee request additional	1	0	0	0	1	0	0	0	0	0	0	0	0	

16	Waiver of supervision requirements requested by applicant	A	Committee request additional information	1	0	0	0	1	0	0	0	0	0	0	0	0	0			
		B	Committee deferred action on application	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0		
		C	Committee denied request to wave requirements	1	2	0	0	3	0	0	0	1	1	0	0	0	0	0		
17	Waiver of continuing education requirements for licensure renewal requested by applicant		Committee denies request to wave CE requirements	1	0	0	0	1	0	0	0	0	0	0	0	0	0			
			Committee approves request to wave CE requirements	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
18	Waiver of documentation		Committee denies request to wave	0	0	0	0	0	0	0	0	0	0	0	1	0	0			