# CHAPTER Mhp 300 LICENSE, AND REGISTRATION REQUIREMENTS, APPLICATIONS, AND FEES REVISION NOTE:

Document #13786, effective 12-19-23, adopted, readopted with amendment, readopted with amendment and renumbered, or repealed various rules in Chapter Mhp 300. The adoptions and repeal by Document #13786 necessitated the renumbering of various existing rules in Mhp 300 as noted in the source notes.

Document #13786 adopted the following rules:

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Mhp 302.03 titled "Supervisor Requirement".

Mhp 302.04 titled "Issuance of a Full License to a Post-Graduate Supervisee"

Mhp 302.07 titled "Application Process for Those Actively Licensed in Another

State for a Period of 5 Years or More In Good Standing".

Mhp 303.03 titled "Practical Experience for Pastoral Psychotherapists Who Have a

Mental Health License in Another State".

Mhp 303.04 titled "Other Requirements for Pastoral Psychotherapists".
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Document #13786 repealed the existing Mhp 303.04 titled "Oral Examination Requirements for Pastoral Psychotherapists." The prior filings affecting the former Mhp 303.04 included the following documents:

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#7625 eff 1-10-02, EXPIRED: 1-10-10
#9854, eff 1-25-11 (as Mhp 302.11)
#10857, eff 6-24-15 (as Mhp 303.04)
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# PART Mhp 301 DEFINITIONS

Mhp 301.01 <u>Definitions</u>. The following terms shall have the meaning indicated when used in this chapter:

- (a) "Applicant" means a person who seeks licensure as a mental health practitioner in New Hampshire;
- (b) "Candidate for licensure" means a person, not licensed as a mental health practitioner, who is receiving post-graduate supervision in mental health practice in New Hampshire in order to meet the licensing requirements;
- (c) "Face-to-face" means being in the physical presence or synchronous "Health Insurance Portability and Accountability Act (HIPAA)" compliant virtual presence of individuals involved in the supervisory relationship during either individual or group supervision;
- (d) "Group supervision" means one supervisor in the physical presence of 2 or more supervisees at the same time;
- (e) "Independent solo" means practice which is not performed as an employee of an employer who assumes full financial responsibility for the actions of that employee and furnishes the employee with a W-2 form pursuant to US Internal Revenue Service's regulations. This term also includes "solo private mental health practice";
- (f) "Individual supervision" means one supervisor in the physical or synchronous virtual presence of one supervisee; and

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(g) "Mental health practitioner" means mental health practitioner as defined in RSA 330-A:2, VII.

Source. (See Revision Note at chapter heading for Psy 100)

#5675, eff 7-22-93; EXPIRED: 7-22-99

New. #7625, eff 1-10-02, EXPIRED: 1-10-10

New. #9854, eff 1-25-11; ss by #10857, eff 6-24-15; ss by #13786, eff 12-19-24 (see Revision Note at chapter heading for Mhp 300)

# PART Mhp 302 APPLICATION REQUIREMENTS

Mhp 302.01 Pre-Licensure Supervised Practice.

- (a) Student interns or residents practicing per RSA 330-A:34, I(b) in a mental health discipline regulated by the board shall submit a completed "Candidate for Licensure: Supervision Agreement" described in Mhp 302.01(c), to the board at least 30 days prior to the end of the internship or residency if they wish to complete their supervised practice in the same location as their internship.
- (b) Upon the board's receipt of the student intern or resident's completed "Candidate for Licensure: Supervision Agreement" the following shall apply until the board issues a license for supervised practice:
  - (1) The applicant waiting for a supervision agreement shall be permitted to practice under the supervision of an individual licensed by the board and in good standing;
  - (2) The applicant waiting for a supervision agreement shall not work more than the 60 days allotted to obtain licensure; and
  - (3) The licensee supervising the applicant shall adhere to all requirements described in Mhp 302.03.
- (c) Prior to beginning supervised practice as required by RSA 330-A:22, all candidates for licensed supervised practice and each supervisor shall complete and submit the "Candidate for Licensure: Supervision Agreement" form by providing the following information:
  - (1) The candidate for supervision shall complete part I of the application by providing the following information:
    - a. Indicate which of the following types of supervision the candidate is applying for:
      - 1. Pastoral psychotherapist;
      - 2. Licensed independent clinical social worker;
      - 3. Clinical mental health counselor:
      - 4. Marriage and family therapist;
      - 5. School social worker;
      - 6. Licensed social worker; or
      - 7. Social work associate;
    - b. The candidate's full legal name;
    - c. The candidate's home physical address;
    - d. The candidate's home mailing address if different from the physical address;

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e. The candidate's home or cell phone number;

- f. The candidate's e-mail address:
- g. The candidate's employer's name;
- h. The candidate's employer's address;
- i. The candidate's employer's phone number;
- j. The candidate's title at their place of employment;
- k. The Supervisor's name at the place of employment;
- 1. A list of the college(s) or university(s) attended by the candidate, the degree awarded, and date(s) of graduation;
- m. A yes or no answer to the following questions and if applicable, attach the requested document:
  - 1. "Have you ever been denied a certification or license you applied for?" If yes, attach a detailed description including the denying board(s), date of denial(s), and reason for denial(s);
  - 2. "Have you ever been convicted of a felony or misdemeanor that has not been annulled?" If yes, attach a detailed description of the offense(s) including the name of the court(s), date of conviction(s), and sentence(s) imposed; and
  - 3. "Do you suffer from any emotional disturbance, mental illness, organic illness, or addictive disorder which presently impairs your ability to serve as a mental health practitioner?" If yes, attach a detailed description of how your ability to practice is impaired;
- n. A yes or no answer to the question "Do you have a "Candidate for Licensure: Supervision Agreement" on file with the Board?;
- o. A yes or no answer to the question "Are you changing supervisors?" If yes, attach a detailed explanation for the change in supervisors; and
- p. A yes or no answer to the question "Are you applying for conditional licensure?";
- (2) The candidate's supervisor shall complete part II of the application and provide the following information:
  - a. The supervisor's full legal name;
  - b. The supervisor's employer's name;
  - c. The employer's address;
  - d. The employer's phone number;
  - e. The employer's e-mail address;
  - f. The supervisor's title at place of employment;
  - g. The physical address of where the supervision will take place;

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- h. A yes or no answer to the question "Is the location where the supervision is to take place confidential?";
- i. A yes or no answer to the question "Does the candidate have a W-2 work relationship with the employer?";
- j. Check all that apply to "I hold a current, valid license in NH as:
  - (i) Pastoral psychotherapist;
  - (ii) Licensed independent clinical social worker;
  - (iii) Clinical mental health counselor;
  - (iv) Marriage and family therapist;
  - (v) School social worker; or
  - (vi) Licensed social worker";
- k. A list of license numbers;
- 1. A yes or no answer to the question "Have you been licensed in New Hampshire for more than 2 years?"
- m. A yes or no answer to the following questions to ensure compliance with Mhp 302.03(a):
  - 1. Did the supervisor complete a "graduate level course in clinical supervision?";
  - 2. Was the "clinical supervision approved by one of the following?
    - (i) Association for Clinical Pastoral Education;
    - (ii) National Association of Social Workers;
    - (iii) American Mental Health Counselors Association; or
    - (iv) American Association for Marriage and Family Therapy"; and
  - 3. A yes or no answer to the question "Does the supervisor have 12 continuing education units (CEU's) in clinical supervision through participation in a seminar or workshop was approved by a Category A sponsor listed in Mhp 402.02(a)(1).";
- n. Attach documentation proving the yes answer checked in response to m. above;
- o. A yes or no answer to the question "Are you an employee of your supervisee's clinical site?";
- p. If answered no to o. above, attach a detailed statement which addresses the following:
  - 1. "Your relationship to the candidate's employer or clinical site";

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2. "Acknowledging that you will provide supervision at the candidate's place of employment or the clinical site where the applicant delivers services, at a mutually convenient and ethically appropriate site, or using a virtual HIPAA compliant platform";

- 3. "That you have knowledge of candidate's employer's policies"; and
- 4. "How any disagreements between the contracted supervisor and the agency supervisor will be resolved";
- q. Attach a dated and signed copy of the written agreement with the candidate's employer that allows the review of records, files, and any other documentation at the supervisee's place of employment or clinical site; and
- r. Certify the following statement by signing and dating the application:

"I affirm that I have reviewed the candidate's education record and it conforms with those outlined in Mhp 303, Mhp 304, Mhp 305, Mhp 306, Mhp 307, or Mhp 308 whichever refers to the appropriate candidate license type.

Additionally, I have read and shall conform to the laws of New Hampshire and the Board of Mental Health Practice Administrative Rules Mhp 100-500."

- (3) The candidate and the supervisor shall complete part III of the application by providing:
  - a. An answer to the question "What is the frequency of individual supervision with one hour of supervision being 60 minutes?";
  - b. An answer to the question "What is the length of individual supervision?"; and
  - c. A signed and dated description of the goals of supervision, that includes at least the following:
    - 1. Ethics:
    - 2. Diagnosis and assessment;
    - 3. Theoretical applications;
    - 4. Community resources;
    - 5. Specific competence; and
    - 6. Cross cultural issues; and
- (4) The candidate and the supervisor shall complete part IV of the application as follows:
  - a. The candidate for licensure shall certify by signing and dating the application under the preprinted statement:
    - "As a Candidate, I agree to provide my supervisor with all pertinent information concerning all clients and their care in order to make informed, ethical, and efficacious decisions for client care. I will inform my supervisor if I engage in any clinical activities outside of this agreement. I understand that all my clinical activity must be authorized by my supervisor. I will resolve all ethical dilemmas and practice issues as directed by my supervisor to the best of my ability. This supervision agreement does not remove any legal or civil responsibilities that I have for my actions related to this role.";
  - b. The supervisor shall certify by signing and dating the application under the following statement:

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"As the Supervisor, I agree to provide my Candidate with appropriate and efficacious training, guidance, and direction to assure a valuable training experience to meet standards for the Candidate's licensure. I acknowledge that, at a minimum, under RSA 330-A:22, I will hold consistent, one-hour face-to-face meetings at the site where the Candidate works, I will assume professional and legal responsibility for the Candidate, and I will review and have access to the Candidate's clinical records. If I cease to supervise the Candidate, if my license becomes invalid, restricted, or sanctioned in NH or any other jurisdiction, or if I wish to terminate my legal and professional responsibility for the Candidate's acts or omissions, I am responsible to notify the Board and the Candidate in writing, and that until I do, I remain responsible.";

- c. In addition to b. above the supervisor of a marriage and family therapist shall certify by signing and dating the application a second time under the following statement:
  - "I acknowledge that, at a minimum, under RSA 330-A:22, I will hold, consistent one-hour face-to-face meetings and that I will assume professional and legal responsibility for the Candidate. I will review and have access to the Candidate's clinical records. When providing outside Marriage and Family group supervision under Mhp 306.02(f), I will hold group face-to-face meetings with no more than six Candidates."; and
- d. All candidates and supervisors shall sign and date the application, in addition to any other signatures already affected to the application, certifying the following statement:
  - "All statements and information contained in this form are true and correct to the best of my knowledge and belief. I acknowledge that the provision of false information on this form is a basis for denial of this application."
- (d) In addition to any attachments required by (c) above the candidate for licensure shall submit with the first "Candidate for Licensure: Supervision Agreement" their graduate transcripts in an envelope sealed and signed by the issuing school.
  - (e) The "Candidate for Licensure: Supervision Agreement" form shall:
    - (1) Be legible;
    - (2) Have all sections complete or designated as not applicable to the applicant; and
    - (3) Be signed by the applicant and the applicant's supervisor.
  - (f) Each "Candidate for Licensure: Supervision Agreement" shall be accompanied by:
    - (1) The applicable fee as set forth in Plc 1002.29; and
    - (2) A copy of the candidates transcripts described in Mhp 303 through Mhp 306.
- (g) Any "Candidate for Licensure: Supervision Agreement" form shall be returned to the applicant as incomplete if:

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- (1) Any portion of the form is illegible;
- (2) Any section of the form is incomplete;

- (3) The form is not signed where required by the applicant or supervisor who has completed that section; or
- (4) It is not accompanied by the documents described in Mhp 302.01(f).
- (h) A "Candidate for Licensure: Supervision Agreement" shall be considered filed with the board as of the date the board has received:
  - (1) A fully completed application form;
  - (2) An official graduate school transcript in a signed, sealed envelope; and
  - (3) The candidate agreement review fee described in Plc 1002.29.
- (i) Within 30 days of the date the "Candidate for Licensure: Supervision Agreement" is on file with the board, the board shall request the applicant to provide additional information or documentation determined to be needed to clarify the application or any materials related to the application.
- (j) The board shall approve or deny the proposed "Candidate for Licensure: Supervision Agreement" within 60 days of receipt of the application and all supporting documents.
  - (k) The "Candidate for Licensure: Supervision Agreement" shall be denied if:
    - (1) The supervisor does not meet the requirements set forth in Mhp 302.01(c);
    - (2) The candidate does not meet the educational requirements of:
      - a. Mhp 303.01 for pastoral psychotherapists;
      - b. Mhp 304.01 for independent clinical social workers;
      - c. Mhp 305.01 and Mhp 305.02 for clinical mental health counselors; or
      - d. Mhp 306.01 for marriage and family therapists; or
    - (3) The candidate is a 1099 employee of an independent private practice.
- (l) If the application is denied, the applicant shall be provided an opportunity to request a hearing for reconsideration pursuant to Mhp 208.16 on the deficiency issues identified by the board.
- (m) Any such request for a hearing shall be submitted to the board within 30 days from the date of the board's notification of denial or return from active military duty, failing which the denial shall be deemed final.
- (n) Pursuant to RSA 330-A:22, IV, no hours of supervised practice shall be credited to the candidate until the "Candidate for Licensure: Supervision Agreement" has been approved by the board.
- (o) The supervisor and the candidate for licensure shall notify the board, in writing, if any requirements contained in an approved "Candidate for Licensure: Supervision Agreement" cannot be met, and may request the board:

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- (1) To approve a new supervisor for the candidate, which shall be granted so long as the new proposed supervisor qualifies under the provision of this rule;
- (2) To terminate the agreement, which shall require the candidate to reinstitute the process of prelicensure supervised practice from the beginning; or

- (3) Otherwise change a provision of the "Candidate for Licensure: Supervision Agreement", which shall be granted so long as no proposed change results in a violation of RSA 330-A:22.
- (p) A request to terminate or modify an approved "Candidate for Licensure: Supervision Agreement" shall be approved or denied within a reasonable time, not to exceed 60 days from the date the request has been filed with the board. If denied, the candidate may seek reconsideration or appeal as in (l) and (m) above.
  - (q) Approval of a "Candidate for Licensure: Supervision Agreement" shall not guarantee licensure.

<u>Source.</u> (See Revision Note at chapter heading for Psy 100) #5675, eff 7-22-93; EXPIRED: 7-22-99

New. #7625, eff 1-10-02, EXPIRED: 1-10-10

New. #9854, eff 1-25-11; ss by #10857, eff 6-24-15; amd by #11076, eff 4-19-16; ss by #13786, eff 12-19-2 23 (see Revision Note at chapter heading for Mhp 300); amd by #14052, EXRF, eff 8-17-24

# Mhp 302.02 Character Qualifications of Applicant for Supervised Practice.

- (a) No application for licensure as a mental health practitioner shall be approved if the applicant is not of good professional character and reliability as set forth in RSA 330-A:10, VI.
- (b) For the purpose of this subdivision a lack of good character shall be shown by one or more of the following:
  - (1) A finding by the board that the applicant, or someone acting on the applicant's behalf, has submitted materially false information to the board in connection with the applicant;
  - (2) The presence of any complaints pending against a license or certificate issued by another licensing body or professional association, indicating that the applicant cannot be relied upon to practice competently, safely and honestly, or adhere to the ethical standards required by Mhp 501.02;
  - (3) Receipt of evidence of denial of a requested license or certificate by another licensing body or professional association or that the applicant is under active investigation by the board;
  - (4) Receipt of evidence that the applicant cannot be relied upon to practice competently, safely and honestly, or adhere to the ethical standards required by Mhp 501.02 due to:
    - a. Conviction of a felony or misdemeanor crime;
    - b. Any charge of felony or misdemeanor criminal conduct which has been filed with a court, but has not yet been finally resolved by a dismissal or judgment of "not guilty";
    - c. Information from supervisors contained in the "Supervision Confirmation of Clinical Experience Form Clinical Mental Health Counselors, Independent Clinical Social Workers, Pastoral Psychotherapist, or School Social Workers" as described in Mhp 302.05(b)(2)a. or the "Supervision Confirmation of Clinical Experience Form Marriage and Family Therapists described in Mhp 302.05(b)(2)b.; or
    - d. Information provided by references as contained in the "Professional Reference Form" described in Mhp 302.05(c)(3) and required by Mhp 302.05(c)(3);

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- (5) Receipt of evidence of past or pending civil suits alleging malpractice, professional incompetence, or negligence, indicating that the applicant cannot be relied upon to practice competently, safely, and honestly; or
- (6) Receipt of evidence of a condition or disorder which presently impairs the ability of the candidate to serve as a mental health practitioner.

Source. (See Revision Note at chapter heading for Psy 100) #5675, eff 7-22-93; EXPIRED: 7-22-99

New. #7625, eff 1-10-02, EXPIRED: 1-10-10

<u>New.</u> #9854, eff 1-25-11; ss by #10857, eff 6-24-15 (from Mhp 302.01); ss by #13786, eff 12-19-23 (see Revision Note at chapter heading for Mhp 300)

# Mhp 302.03 Supervisor Requirements.

- (a) The supervisor shall have successfully completed one of the following:
  - (1) A graduate level course in clinical supervision;
  - (2) A clinical supervision certificate approved by one of the following:
    - a. Association for Clinical Pastoral Education;
    - b. National Association of Social Workers;
    - c. American Mental Health Counselors Association; or
    - d. American Association of Marriage and Family Therapy; and
  - (3) Twelve continuing education hours in clinical supervision prior to entering the supervision relationship meeting the requirements set forth in Mhp 402.02(a)(1).
- (b) The applicant for licensure receiving post-graduate supervision shall be supervised by at least one mental health practitioner currently licensed in New Hampshire who:
  - (1) Has been practicing clinically for a period of at least 2 years;
  - (2) Is a non-probationary employee not under disciplinary investigation or pending disciplinary charges and has not had disciplinary action taken against their license in any state within the past 5 years;
  - (3) Is not related in any of the following ways to the post-graduate applicant to be supervised:
    - a. Spouse;
    - b. Parent, stepparent, parent-in-law, or step-parent-in-law;
    - c. Natural, foster, or adopted child or stepchild; or
    - d. Sibling, brother-in-law, or sister-in-law; and
  - (4) Does not have a dual relationship with the applicant which may impair their objectivity as described in Mhp 501.02(c).

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Source. #13786, eff 12-19-23 (See Revision Note at chapter heading for Mhp 300)

Mhp 302.04 <u>Issuance of a Full License to a Post-Graduate Supervisee</u>. The board shall issue full licensure to an applicant for licensing receiving post-graduate supervisee when they have:

- (a) Met all the requirements required by Mhp 302.02;
- (b) Completed the post-graduate supervision described in Mhp 302.01;
- (c) Submitted appropriate "Supervision Confirmation of Clinical Experience Form" as described in Mhp 302.05 (b)(2)a. and Mhp 302.05(b)(2)b.;
- (d) Submitted any documents described in Mhp 302.05 not submitted at the time the board approved the post-graduate supervision; and
  - (e) An updated criminal history records check required by Mhp 302.05(a)(3).

Source. #13786, eff 12-19-23 (See Revision Note at chapter heading for Mhp 300)

# Mhp 302.05 <u>Licensure Application Process</u>.

- (a) Persons wishing to obtain licensure as a mental health practitioner in New Hampshire shall apply to the board by completing and submitting the following:
  - (1) The information described in Plc 304.03 on the "Universal Application for Initial Licensure" form and sign and date in accordance with Plc 304.05;
  - (2) For clinical mental health counselors, the following information shall be added to the information required in (1) above:
    - a. All names the applicant has ever been known by;
    - b. Yes or no to the question "Have you previously taken the National Clinical Mental Health Counselor Examination from the National Board for Certified Counselors (NBCC)?"; and
    - c. Yes or no to the question "Was your graduate program in clinical mental health counseling approved by the Council for Accreditation of Counseling or Related Educational programs (CACREP)?";
  - (3) For pastoral psychotherapists the following information shall be added to the information required in (1) above:
    - a. All names the applicant has ever been known by; and
    - b. Yes or no to the question "Have you previously taken the New Hampshire Pastoral Psychotherapist Association (NHPPA) Pastoral Psychotherapist Licensure Examination: Clinical Theory and Practice?";
  - (4) For independent clinical social workers, the following information shall be added to the information required in (1) above:
    - a. All names the applicant has ever been known by;

- b. Yes or no to the question "Have you previously taken the American Association of State Social Worker Boards Clinical Examination?"; and
- c. Yes or no to the question "Was your graduate program in clinical social work approved by the Council on Social Work Education (CSWE)?";
- (5) For school social workers, the following information shall be added to the information required in (1) above:
  - a. All names the applicant has ever been known by;
  - b. Yes or no to the question "Have you previously taken the American Association of State Social Worker Boards Clinical Examination?"; and
  - c. Yes or no to the question "Was your graduate program in clinical social work approved by the Council on Social Work Education (CSWE)?";
- (6) For marriage and family therapist, the following information shall be added to the information required in (1) above:
  - a. All names the applicant has ever been known by;
  - b. Yes or no to the question "Have you previously taken the Marriage and Family Therapist National Examination given by the Association for Marriage and Family Regulatory Boards?"; and
  - c. Yes or no to the question "Was your graduate program in marriage and family therapy approved by the Commission on Accreditation for Marriage and Family Therapy Education (COAMFTE)?";
- (7) Supporting documents required of all applicant's, as specified in Mhp 302.05(b);
- (8) The documents required for the criminal history records check required under RSA 330-A:15-a, II-IV, which include:
  - a. A criminal history record release form, also known as form DSSP from the department of safety, available at https://www.nhsp.dos.nh.gov/sites/g/files/ehbemt461/files/inline-documents/sonh/dssp2561\_vgmedits.pd;
  - b. A completed fingerprint card or submission of Live Scan documentation. A fingerprint card may be obtained by contacting the board offices at (603) 271-2152. Livescan site locations are listed on the department of safety's website at <a href="https://www.certifixlivescan.com/category/fingerprinting-service-locations/new-hampshire/">https://www.certifixlivescan.com/category/fingerprinting-service-locations/new-hampshire/</a>; and
  - c. A separate check made payable to "State of NH, Criminal Records" with the fee, as required by the department of safety;
- (9) If the federal criminal history records check described in (8) above shows the existence of a criminal record in another state, the applicant shall obtain a detailed criminal record check directly from that state and provide it to the board;
- (10) The results of one of the following examinations appropriate for the license the applicant is applying for:

- a. The New Hampshire Pastoral Psychotherapist Examination;
- b. The American Association of State Social Work Boards, Clinical Level Exam;
- c. The National Clinical Mental Health Counselor Exam; or
- d. The National Exam of the Association of Marriage and Family Regulatory Boards; and
- (11) The initial license fee as required by Plc 1002.29.
- (b) Each applicant for licensure shall submit with the application the following forms and supporting documentation:
  - (1) One of the following supervised clinical experience forms:
    - a. The "Summary of Supervised Clinical Experience Form Clinical Mental Health Counselors, Licensed Independent Clinical Social Workers, Licensed Social Workers, Social Work Associates, Pastoral Psychotherapists, or School Social Workers" requiring the following information:
      - 1. Applicant's name;
      - 2. Start and end date of each supervised clinical experience;
      - 3. Name of facility for each supervised clinical experience;
      - 4. Name of supervisor for each supervised clinical experience;
      - 5. Total hours of each individual supervision received for each supervised clinical experience;
      - 6. Total hours of clinical experiences for each supervised experience;
      - 7. Total hours of supervised clinical experience for all experiences; and
      - 8. The applicant's signature and date of signing below the following attestation:
        - "By signing below, I certify that the foregoing is correct to the best of my knowledge."; or
    - b. The "Summary of Supervised Clinical Experience Form Marriage and Family Therapist" requiring the following information:
      - 1. Applicant's name;
      - 2. Start and end date of each supervised clinical experience;
      - 3. Name of facility for each supervised clinical experience;

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- 4. Name of supervisor for each supervised clinical experience;
- 5. Total hours of each individual supervision received for each supervised clinical experience;
- 6. Total hours of client contact for each supervised clinical experience;
- 7. Total hours of clinical experiences for each supervised experience;

- 8. Total hours of supervised clinical experience for all experiences; and
- 9. The applicant's signature and date of signing below the following attestation:
  - "By signing below, I certify that the foregoing is correct to the best of my knowledge.";
- (2) One of the following supervisor's confirmation of clinical experience forms:
  - a. The "Supervisor's Confirmation of Clinical Experience Form Clinical Mental Health Counselors, Licensed Independent Clinical Social Workers, Licensed Social Workers, Social Work Associates, Pastoral Psychotherapists, or School Social Workers" requiring the following information:
    - 1. The applicant's name, address including city, state, and zip code, signature, and date of signing under the following statement:
    - "I am applying for licensure as a clinical mental health counselor, licensed independent clinical social worker, pastoral psychotherapist, school social worker, licensed social worker or social work associate in the State of New Hampshire. The Board of Mental Health Practice requires confirmation of supervised clinical experience. This is your authority to release all information you have in your files."
    - 2. Name of facility where the supervised clinical experience took place;
    - 3. Address of facility where the supervised clinical experience took place;
    - 4. Applicant's title at the time of supervision;
    - 5. Beginning and ending month and year of supervised clinical experience;
    - 6. Hours per week of face-to-face individual supervision;
    - 7. Total hours of face-to-face supervision;
    - 8. Total hours of paid supervised clinical work experience, which is the number of hours worked per week times the number of weeks worked;
    - 9. A yes or no answer to the question "If the supervision took place in New Hampshire was an approved "Candidate Licensure supervisor Agreement" on file with the board prior to the commencement of supervision?"
    - 10. Descriptions attached to the form that describe the supervisory methods and the types of issues dealt with during supervision, a description of the type of work performed by the applicant, and a description of the quality of work performed by the applicant completed by the supervisor;
    - 11. The printed name of supervisor(s);
    - 12. The title of supervisor at the time of supervision;
    - 13. The supervisor's business address;
    - 14. Highest degree earned by the supervisor;

- 15. The supervisor's license type, state of licensure, license number, and date the license was issued;
- 16. The supervisor's phone number; and
- 17. The supervisor's signature and date of signing; or
- (3) Three separate and distinct "Professional Reference Forms", each signed by the person providing the reference, at least one of which shall be from a supervisor;
- (4) A completed "Professional Reference Form" as specified below:
  - a. The applicant for initial licensure shall complete the following information on the form before providing the form to the professional reference:
    - 1. A check mark next to the type of application being applied for, licensed independent clinical social worker, clinical mental health counselor, marriage and family therapist, pastoral psychotherapist, school social worker, licensed social worker, or social work associate;
    - 2. Their full legal name;
    - 3. Their physical address including city, state, and zip code; and
    - 4. Their signature and date of signing; and
  - b. Each professional reference shall provide the following information on the form:
    - 1. Their full legal name;
    - 2. Their relationship with the applicant;
    - 3. The length of time they have known the applicant;
    - 4. A brief description of their knowledge of the applicant's professional and ethical behavior:
    - 5. The name of the organization and the applicant's title and position at the organization when the professional reference worked with the applicant;
    - 6. A brief description of the applicant's duties and responsibilities;
    - 7. The area of the applicant's specialties;
    - 8. A brief description of any knowledge that the applicant:

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- (i) Has been or is the subject of any malpractice or civil suit involving the practice of their profession;
- (ii) Has been charged or convicted of a crime in any state or country, the disposition of which was other than acquittal or dismissal;
- (iii) Has been or are any complaints or charges of violation of the ethical codes, professional misconduct, unprofessional conduct, incompetence, or negligence made or pending against them;

- (iv) Has ever been required to surrender their license or certification; or
- (v) Has been found guilty of, or have entered into a consent decree regarding a violation of ethics codes, professional misconduct, unprofessional conduct, incompetence or negligence in any state or county by any licensing board or professional ethics body;
- 9. An attestation and certification that the reference believes that the applicant is an individual of good professional and moral character, and if the answer is no, provide an explanation;
- 10. A check mark next to the type of endorsement: without reservation, with reservation, or not recommended;
- 11. If the reference indicates with reservation or not recommended, provide a written explanation of that answer;
- 12. Their mailing address, phone number, title, degree, license or certification specialty, state(s) in which they are licensed, and license number(s); and
- 13. Signature and date of signing; and
- c. The professional reference shall provide the "Professional Reference Form" to the applicant in a sealed envelope signed so it is evident it has not been tampered with.
- (c) The application form and supporting documentation shall:
  - (1) Be legible;
  - (2) Have all sections complete or designated as not applicable to the applicant; and
  - (3) Be signed by the applicant.
- (d) Any application form shall be returned to the applicant as incomplete if:
  - (1) Any portion of the form is illegible;
  - (2) Any section of the form is incomplete; or
  - (3) The form is not signed where required by the applicant or other person who has completed that section.
- (e) An application shall be considered completed and filed with the board as of the date the board has received:
  - (1) A fully completed application form;
  - (2) All required supporting documentation specified in Mhp 302.03; and
  - (3) Proof that the applicant's check has been deposited and cleared, if applicable.

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- (f) Upon receipt of a completed application, the board shall either:
  - (1) Within 30 days, request additional information or documentation; or
  - (2) Within 60 days of receipt of the completed application and any additional information requested pursuant to (1) above, approve or deny the application for licensure.

- (g) The board shall deny an application if:
  - (1) The applicant has not passed the examinations as required by Mhp 302.5(a)(10);
  - (2) The educational attainment of the applicant does not meet the standards for the licensure being applied for as set forth in one of the following:
    - a. Mhp 303.01 for pastoral psychotherapists;
    - b. Mhp 304.01 for social workers;
    - c. Mhp 305.01 for mental health counselors; or
    - d. Mhp 306.01 for marriage and family therapists;
  - (3) The prelicensure supervised practice of the applicant does not meet the requirements for licensure being applied for as set forth in one of the following:
    - a. Mhp 303.02 for pastoral psychotherapists;
    - b. Mhp 304.02 for social workers;
    - c. Mhp 305.03 for mental health counselors; or
    - d. Mhp 306.02 for marriage and family therapists;
  - (4) The applicant does not meet the character qualifications of Mhp 302.02; or
  - (5) The applicant has not paid the fee required by Plc 1002.29.
- (h) If the application is denied, the applicant shall be provided an opportunity to request a hearing for reconsideration pursuant to Mhp 208.16 on the deficiency issues identified by the board.
- (i) Any such request for a hearing shall be submitted to the board within 30 days from the date of the board's notification of denial or return from active military duty, failing which the denial shall be deemed final.

Source. (See Revision Note at chapter heading for Mhp 100) #5675, eff 7-22-93; EXPIRED: 7-22-99

New. #7625, eff 1-10-02, EXPIRED: 1-10-10

New. #9854, eff 1-25-11; ss by #10857, eff 6-24-15 (formerly Mhp 301.03); ss by #13786, eff 12-19-23 (formerly Mhp 302.03); amd by #14052, EXRF, eff 8-17-24

Mhp 302.06 Application Process for Those Licensed in Another State for a Period of 5 Years or Less.

(a) Persons who wish to apply for a license as a pastoral psychotherapist and are already licensed in another state for 5 years or less shall:

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- (1) Submit an application as required in Mhp 302.05 (a)(1) c.;
- (2) Pass the examination required in Mhp 303.05(a);
- (3) Meet the educational requirements in Mhp 303.01;
- (4) Meet the coursework requirements in Mhp 303.01;

- (5) Meet the supervision requirements in Mhp 303.02 if applying with a doctoral degree in clinical psychology;
- (6) Meet the supervision requirements in Mhp 303.03 ff applying with a license in mental health from another state;
- (7) Provide the board with the documents to receive a criminal history records check as described in Mhp 302.05(a)(8); and
- (8) Pay the initial license fee required in Plc 1002.29.
- (b) Persons who wish to apply for a license as an independent clinical social worker and are already licensed in another state for a period of 5 years or less shall:
  - (1) Submit an application as required in Mhp 302.05;
  - (2) Pass the Association of Social Work Boards clinical level examination;
  - (3) Meet the educational requirements in Mhp 304.01(a):
  - (4) Meet the coursework requirements in Mhp 304.01(b);
  - (5) Meet the supervision requirements in Mhp 304.02;
  - (6) Provide the board with the documents to receive a criminal history records check as described in Mhp 302.05(a)(8); and
  - (7) Pay the initial license fee required in Plc 1002.29.
- (c) Persons who wish to apply for a license as a clinical mental health counselor and are already licensed in another state for a period of 5 years or less shall:
  - (1) Submit an application as required in Mhp 302.05;
  - (2) Pass the National Clinical Mental Health Counselor Examination;
  - (3) Meet the educational requirements in Mhp 305.01;
  - (4) Meet the course requirements in Mhp 305.02;
  - (5) Meet the supervision requirements in Mhp 305.03;
  - (6) Provide the board with the documents to receive a criminal history records check as described in Mhp 302.05(a)(8); and
  - (7) Pay the initial license fee required in Plc 1002.29.
- (d) Persons who wish to apply for a license as a marriage and family therapist and are already licensed in another state for a period of 5 years or less shall:
  - (1) Submit an application as required in Mhp 302.05;
  - (2) Pass the exam required in Mhp 306.03;
  - (3) Meet the educational or course work requirements required in Mhp 306.01(a)(3) and Mhp 306.01(b);

- (4) Meet the coursework required in Mhp 306.01 (b);
- (5) Meet the supervision required in Mhp 306.02;
- (6) Provide the board with the documents to receive a criminal history records check as described in Mhp 302.05(a)(8); and
- (7) Pay the initial license fee required in Plc 1002.29.
- (e) Complete applications that are submitted pursuant to (a)-(d) above and received by the board at least 10 business days prior to a regularly scheduled meeting shall be reviewed by the board at that meeting.
- (f) The board shall review applications submitted under (a)-(d) above in accordance with Mhp 302.05(f)-(i).
- (g) Notwithstanding (f) above, pursuant to RSA 330-A:26, II any applicant seeking licensure under this section shall be allowed to practice in New Hampshire not more than 30 days after the completed application is received by the board pending final approval or conditional denial of the license for other reason by the board.

Source. (See Revision Note at chapter heading for Mhp 100) #5675, eff 7-22-93; EXPIRED: 7-22-99

New. #7625, eff 1-10-02, EXPIRED: 1-10-10

New. #9854, eff 1-25-11; ss by #10857, eff 6-24-15 (formerly Mhp 301.05); amd by #12571, eff 7-4-18; ss by #13786, eff 12-19-23 (formerly Mhp 302.04)

Mhp 302.07 <u>Application Process for Those Actively Licensed in Another State for a Period of 5 Years or More In Good Standing.</u>

- (a) Persons who have been actively licensed as a mental health professional in another state for 5 or more years in good standing who wish to apply for a license in the same discipline as a clinical social worker, clinical mental health counselor, marriage and family therapist, or pastoral psychotherapist shall:
  - (1) Submit a "Universal Application for Initial Licensure" as required in Mhp 302.05, checking the box marked "Fast Track Application";
  - (2) Submit the documents required for a criminal records check, pursuant to RSA 330-A:15-a, II-IV, as required in Mhp 302.05(a)(8);
  - (3) Submit either:
    - a. Proof that the state the applicant is applying from accepts the same exam listed in Mhp 302.03(a)(10) for the relevant profession at the time the applicant was licensed by the state; or
    - b. The results of the examination to achieve licensure listed in Mhp 302.05(a)(10);
  - (4) Submit the initial license fee as required by Plc 1002.29;
  - (5) The name of the graduate school attended, and official transcript certified by a school official showing all coursework, type of degree granted, and date of degree; and
  - (6) Provide verification from all other states in which the applicant is licensed to practice directly from the issuing state.

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- (b) Complete applications that are submitted pursuant to (a) above and received by the board at least 10 business days prior to a regularly scheduled meeting shall be reviewed by the board at that meeting.
  - (c) The board shall review applications submitted under (a) above in accordance with Mhp 302.05(f)-(i).
- (d) Notwithstanding (c) above, pursuant to RSA 330-A:26, II any applicant seeking licensure under this section shall be allowed to practice in New Hampshire not more than 30 days after the completed application is received by the board, pending final approval or conditional denial of the license for other reason by the board.

Source. #13786, eff 12-19-23 (See Revision Note at chapter heading for Mhp 300)

#### PART Mhp 303 PASTORAL PSYCHOTHERAPISTS

Mhp 303.01 <u>Educational Requirements for Pastoral Psychotherapists</u>. All applicants for licensure for pastoral psychotherapist shall have completed one of the following sets of requirements:

- (a) Concentration in theological studies, by demonstrating the following:
  - (1) Have met the standards as defined by RSA 330-A:17, I X;
  - (2) Hold the following degrees:
    - a. A baccalaureate degree from a regionally accredited college or university;
    - b. A Master of Divinity degree from a school of theology accredited by the American Association of Theological Schools or have met the theological body of knowledge as defined by the Association for Clinical Pastoral Educators and approved by the New Hampshire Pastoral Psychotherapist Association, available as noted in Appendix II; and
    - c. A doctoral degree in pastoral psychotherapy or psychology and clinical studies based on a program the content of which was primarily psychology, pastoral counseling or psychotherapy and clinical studies, or its equivalent in both subject matter and extent of training;
  - (3) The following areas of study shall be included as components of the academic degrees required in (2) above:
    - a. Theories of personality and personality development;
    - b. Interpersonal relations;
    - c. Marriage and family dynamics;
    - d. Group dynamics;
    - e. Personality and culture;
    - f. Psychopathology;
    - g. Psychology of religious experience;
    - h. Theories of counseling and psychotherapy;

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i. Personality assessment and statistics;

- j. Theories of the pastoral office, including the history and theory of pastoral care;
- k. Research methods,
- 1. Models of integration of psychology and spirituality; and
- m. Orientation to the helping professions and ethics;
- (3) Are a member of and have maintained active membership in a denomination or faith group; and
- (4) Are a member of and have maintained active membership in the New Hampshire Pastoral Psychotherapist Association; or
- (b) Concentration in multidisciplinary studies by demonstrating the following:
  - (1) Hold a current active license recognized by the NH board of mental health practice or NH board of psychologists; and
  - (2) The course of study has components that study a multidisciplinary core body of knowledge that includes the following:
    - a. "Area I: Core Clinical Theory" shall include but not be limited to:
      - 1. A minimum of 18 semester hours with courses in 2-6 making up the 18;
      - 2. Counseling and psychotherapy: theory and techniques of at least 6 hours;
      - 3. Group dynamics: theory and technique of at least 3 hours;
      - 4. Couples and family systems: theories and techniques of at least 3 hours;
      - 5. Social and cultural diversity of at least 3 hours;
      - 6. Elective courses of at least 3 hours shall include but not be limited to:
        - (i) Theories of human behavior: learning and personality development;
        - (ii) Appraisal, evaluation and diagnostic procedures;
        - (iii) Abnormal behavior;
        - (iv) Addictions; and
        - (v) Foundations of spiritually integrated psychotherapy; and
      - 7. Specialized technical studies with a minimum of 6 semester hours that includes the following topics:
        - (i) Psychodynamic psychotherapies;
        - (ii) Marriage and family systems;
        - (iii) Humanistic psychotherapy;
        - (iv) Transpersonal psychotherapy;

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- (v) Cognitive therapy;
- (vii) Behavior therapy;
- (viii) Grief therapy;
- (ix) Group therapy; and
- (x) Post-modern and constructivist therapies; and
- b. "Area II: Pastoral Counseling Foundations" which include but shall not be limited to:
  - 1. Required graduate courses of a minimum of 21 semester hours with hours in 2 and 4 making up the 21:
  - 2. Graduate courses:
    - (i) Sacred texts of at least 3 hours required;
    - (ii) Theology and theological ethics of at least 6 hours;
    - (iii) History of pastoral care and counseling;
    - (iv) Pastoral diagnosis; and
    - (v) Basic pastoral care; and
  - 3. Elective courses of at least 6 semester hours in the following:
    - (i) History of one's faith group; and
    - (ii) World religions or comparative religions studies shall include the following:
      - i. Spirituality and spiritual formation;
      - ii. Pastoral theology;
      - iii. Faith development;
      - iv. Theology of psychotherapy;
      - v. Psychology of religion; and
      - vi. Clinical pastoral education or pastoral care specialist training.

Source. (See Revision Note at chapter heading for Mhp 100) #5675, eff 7-22-93; EXPIRED: 7-22-99

New. #7625, eff 1-10-02, EXPIRED: 1-10-10

New. #9854, eff 1-25-11; ss by #10857, eff 6-24-15 (formerly Mhp 302.07); amd by #12153, eff 3-25-17; ss by #13786, eff 12-19-23 (See Revision Note at chapter heading for Mhp 300)

Mhp 303.02 <u>Practical Experience for Pastoral Psychotherapists Who Graduated With a Doctoral Degree in Clinical Psychology</u>.

(a) Applicants shall have completed 2 years of supervised experience in pastoral psychotherapy.

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- (b) A year of experience shall be not less than 1500 hours.
- (c) Of the 3000 hours, at least 1375 shall be clinical counseling hours, with at least 250 hours of individual face-to-face supervision.
- (d) The applicant shall give evidence of satisfactory completion of one unit of CPE accredited by the Association for Clinical Pastoral Education or a unit of training approved by the New Hampshire Pastoral Psychotherapist Association.
- (e) Supervision shall be done by at least 2 different New Hampshire state approved supervisors, at least one of whom shall be a licensed pastoral psychotherapist, pursuant to the requirements set forth in Mhp 302.01(c).
- (f) The supervised experience shall begin following the completion of the academic or coursework portion of the postgraduate studies in pastoral counseling.
- (g) The supervised experience shall be adequately divided to assure competence in intake and referral consultation, as well as individual, group, marriage, divorce, and family therapy.
- (h) Supervised experience shall not include class work, practicum experience, or other course-related experiences.
  - (i) Supervisors shall not be related to the supervisee in any of the following ways:
    - (1) Spouse;
    - (2) Parent, stepparent, parent-in-law, or step-parent-in-law;
    - (3) Natural, foster, or adopted child or stepchild; or
    - (4) Sibling, brother-in-law, or sister-in-law; and
    - (5) Does not have a dual relationship with supervisee which may impair their objectivity as described in Mhp 501.02(c).
  - (j) Independent private mental health practice shall not be considered supervised professional experience.
- (k) If the supervised professional experience was in a private practice, then and the supervisee shall have a W-2 relationship with the site. A 1099 independent contractor relationship with the site shall not meet this requirement.
- (l) Additional supervision may be obtained by a supervisee in order to meet the requirements of Mhp 303.02 (e).

Source. #10857, eff 6-24-15 (formerly Mhp 302.09); amd by #12153, eff 3-25-17; ss bhy #13786, eff 12-19-23 (See Revision Note at chapter heading for Mhp 300)

Mhp 303.03 <u>Practical Experience for Pastoral Psychotherapists Who Have a Mental Health License in</u> Another State.

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- (a) Applicants applying for pastoral psychotherapist with a concentration in theological studies shall:
  - (1) Provide evidence of satisfactory completion of one unit of CPE approved by the New Hampshire Pastoral Psychotherapist Association; and

- (2) Have supervision completed by at least 2 different New Hampshire state approved supervisors, at least one of whom shall be a licensed pastoral psychotherapist.
- (b) Applicants applying with multidisciplinary concentration shall:
  - (1) Have completed 750 hours of supervised experience in pastoral psychotherapy;
  - (2) Ensure that all 750 hours are clinical counseling hours completed through supervision by a board approved licensed pastoral psychotherapist supervisor;
  - (3) Have completed 50 hours of face-to-face supervision by a board approved licensed pastoral psychotherapist supervisor;
  - (4) Begin following attainment of a license granted by the NHBMHP or board of psychology and have completed the core body of knowledge; and
  - (5) Not have a personal relationship with the supervisor as described in Mhp 302.03(b)(3).

Source. #13786, eff 12-19-23 (See Revision Note at chapter heading for Mhp 300)

Mhp 303.04 Other Requirements for Pastoral Psychotherapists. All applicants for pastoral psychotherapist license shall:

- (a) Take and achieve a passing grade on the NHPPA Pastoral Psychotherapist Licensure Examination: Clinical Theory and Practice; and
  - (b) Hold an active membership in the New Hampshire Pastoral Psychotherapist Association.

<u>Source.</u> #10857, eff 6-24-15 (formerly Mhp 302.11); renumbered by #13786 (formerly Mhp 303.03)

# PART Mhp 304 CLINICAL SOCIAL WORKERS

Mhp 304.01 Educational Requirements for Clinical Social Workers.

- (a) All applicants for licensure shall have a 2-year clinical graduate degree in social work from a school approved by the Council on Social Work Education.
- (b) Course work for a graduate degree in social work shall be primarily related to clinical social work in content as evidenced by at least 5 of the following areas of study:
  - (1) Theories of personality development, ego psychology, object relations, human behavior and social environment;
  - (2) Methods of casework or clinical interventions, social work practice and direct practice;
  - (3) Theories of cross-cultural development, and race relations;
  - (4) Marriage and family dynamics, family systems, and therapy with children;

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- (5) Group behavior and dynamics;
- (6) Theories of psychopathology, adaptive, and maladaptive functioning;
- (7) Chemical dependency and substance abuse;

- (8) Research methods, including policy practice evaluation; and
- (9) Internship in a clinical setting, and field placement.

Source. #10857, eff 6-24-15 (formerly Mhp 302.12)

Mhp 304.02 Practical Experience Requirements for Social Workers.

- (a) Applicants shall have completed, at a minimum, 2 years of post-masters supervised clinical work experience as follows:
  - (1) A year of supervised clinical work experience shall be at least 1500 hours to have been completed within not less than 12 months and not more than 24 months, for a total of 3000 hours of work experience;
  - (2) The supervision shall have included a minimum of one hour per week of individual face-to-face supervision between the supervisor and the applicant for a total of 100 hours; and
  - (3) The supervision shall be completed between 2 and 4 years from the date the approved supervision began.
- (b) Notwithstanding (a) above, an applicant holding a current master licensed alcohol and drug counselor (MLADC) license issued by the board of licensing for alcohol and other drug use professionals may, under RSA 330-A:18, III substitute their experience as an MLADC for up to 1500 hours of the work experience requirement under (a)(1) above and shall be permitted to substitute up to 50 face-to-face supervision hours under (a)(2) above.
- (c) Acceptable clinical supervised experience shall require face-to-face contact with a supervisor who is responsible for the clinical development and guidance of the supervisee and is familiar with the supervisee's work and organized setting.
  - (d) Acceptable clinical supervised experience shall comply with the following:
    - (1) The supervision shall be from an individual meeting the specification set forth in Mhp 302.01(c);
    - (2) The supervisor shall be licensed in the state where the supervision takes place;
    - (3) The supervision shall occur on site where the applicant delivers services, at a mutually convenient and ethically appropriate site, or using a virtual HIPAA compliant platform;
    - (4) Supervised experience shall not include any hours cumulated prior to the conferral of the clinical graduate degree;
    - (5) The supervisee shall not utilize their own independent private mental health practice as an acceptable setting for supervised clinical work experience;
    - (6) If the supervised professional experience was in a private practice, then the supervisee shall have a W-2 relationship with the site. A 1099 independent contractor relationship with the site shall not meet this requirement;
    - (7) The supervisor shall not be related to the supervisee in any of the following ways:

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a. As a spouse;

- b. As a parent, stepparent, parent-in-law, or step-parent-in-law;
- c. As a natural, foster or adopted child, or stepchild; or
- d. As a sibling, brother-in-law, or sister-in-law; and
- (8) The supervisor shall not have a dual relationship with supervisee which might impair their objectivity as described in Mhp 501.02(c).

Source. #10857, eff 6-24-15 (from Mhp 302.14); ss by #13786, eff 12-19-23 (See Revision Note at chapter heading for Mhp 300)

# Mhp 304.03 Examination for Social Workers.

- (a) All applicants for licensure shall pass the clinical level exam distributed by the Association of Social Work Boards (ASWB).
- (b) The following shall be submitted as evidence of a passing score on the ASWB clinical level examination:
  - (1) Written verification from ASWB sent to the board office; or
  - (2) A "Social Worker Request for Results of Exam Score Form" described in (c) below and completed by another jurisdiction and sent to the board office.
- (c) Applicants wishing to take the clinical level exam shall complete and submit to the board a "Request To Sit For The Association of Social Work Boards Clinical Exam" form requiring the following information:
  - (1) The applicant's name as it appears on the photo ID to be used at the test site;
  - (2) The applicant's mailing address;
  - (3) The applicant's home or cell phone number;
  - (4) The applicant's e-mail address;
  - (5) The applicant's date of birth;
  - (6) The applicant's social security number for the purpose of child support enforcement pursuant to RSA 161-B:11;
  - (7) Yes or no to the question "I have an approved "Candidate for Licensure: Supervision Agreement" on file with the NH Board of Mental Health Practice;
  - (8) Yes or no to the question "Pursuant to Mhp 304.03(d), I have completed at least 18 months of clinical supervision"; and
  - (9) The applicant's signature and date of signing.
- (d) Applicants for social work licensure shall have worked under board approved supervision for at least 18 months prior to taking the examination.

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Source. #10857, eff 6-24-15 (from Mhp 302.15); ss by #13786, eff 12-19-23 (See Revision Note at chapter heading for Mhp 300)

# PART Mhp 305 MENTAL HEALTH COUNSELORS

## Mhp 305.01 Educational Requirements for Mental Health Counselors.

- (a) Applicants shall have a 60 semester hour master's or doctoral degree in clinical mental health counseling from a Council for Accreditation of Counseling and Related Educational Programs (CACREP) accredited institution pursuant to RSA 330-A:19, I unless approved otherwise in (b) below.
  - (b) An applicant who did not attend a CACREP accredited institution may apply for licensure if:
    - (1) They have been granted a master's degree, with a minimum of 60 credit hours, in clinical mental health counseling, or a doctoral degree in clinical mental health counseling from a school which is a regionally accredited institution of education;
    - (2) The degree granted in (1) above consists of a course of study, which encompasses a minimum of 2 academic years, 4 semesters, of full time graduate study; and
    - (3) The master's or doctoral program shall:
      - a. Be described as a complete 60 or more credit hour program in clinical mental health counseling in catalogues and brochures;
      - b. Specify the intent to educate and train counselors in mental health counseling;
      - c. Have clear authority and primary responsibility for the core and specialty areas;
      - d. Have an integrated, organized, sequence of study;
      - e. Have an identifiable body of students who are matriculated in that program for a degree; and
      - f. Include at least 700 hours of supervised practicum or internship appropriate to mental health counseling.

Source. #10857, eff 6-24-15 (from Mhp 302.16); ss by #13786, eff 12-19-23 (See Revision Note at chapter heading for Mhp 300)

# Mhp 305.02 Courses Required for Mental Health Counselors.

- (a) The 60 semester hour degree in mental health counseling shall include coursework consisting of at least 33 semester hours consisting of 3 hours in each of the following 11 areas:
  - (1) Human growth and development;
  - (2) Abnormal psychology/psychopathology;
  - (3) Clinical counseling theories;
  - (4) Clinical counseling techniques;
  - (5) Social and cultural foundations;
  - (6) Group work;
  - (7) Professional orientation and ethics of mental health counseling;

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- (8) Career and lifestyle development;
- (9) Testing and assessment;
- (10) Research and program evaluation; and
- (11) Addictive behaviors.

Source. #10857, eff 6-24-15 (from Mhp 302.17); ss by #13903, eff 5-14-24

# Mhp 305.03 Practical Experience for Mental Health Counselors.

- (a) Applicants shall have completed at least 2 years of post-master's or doctoral supervised clinical work experience in a mental health setting.
- (b) A year of supervised clinical work experience shall not be less than 1500 hours, which have been completed within not less than 12 months and not more than 24 consecutive months.
- (c) Notwithstanding (a) and (b) above, an applicant holding a current MLADC license issued by the board of licensing for alcohol and other drug use professionals may under RSA 330-A, III, substitute their experience as an MLADC for up to 1500 hours of the work experience requirement under (a)(1) above and shall be permitted to substitute up to 50 face-to-face supervision hours under (a)(2) above.
- (d) The supervision shall have provided for a minimum of one hour per week of individual face-to-face supervision between the supervisor and the applicant for a total of 100 hours.
- (e) Acceptable clinical supervised experience shall require face-to-face contact with a supervisor who is responsible for the clinical development and guidance of the supervisee and is familiar with the supervisee's work and organizational setting.
  - (f) Supervision shall be provided pursuant to Mhp 302.01(c).
  - (g) The supervisor shall be licensed in the state where the supervision takes place.
- (h) Supervision shall occur on site where the applicant delivers services, at a mutually convenient and ethically appropriate site, or using a virtual HIPAA compliant platform.
- (i) Supervised experience shall not include class work, practicum, or internship experience or other course related experiences.
- (j) Supervisors shall not have a dual relationship with the supervisee such as a spouse, close relative, or therapist.
- (k) Independent private mental health practice shall not be considered acceptable supervised professional experience.
- (l) If the supervised professional experience was in a private practice, then the supervisee shall have a W-2 relationship with the site. A 1099 independent contractor relationship with the site shall not meet this requirement.

Source. #10857, eff 6-24-15 (from Mhp 302.18); ss by #13786, eff 12-19-23 (See Revision Note at chapter heading for Mhp 300)

Mhp 305.04 Examination for Mental Health Counselors.

- (a) All applicants for licensure shall pass the National Clinical Mental Health Counselor Exam distributed by the National Board of Certified Counselors.
- (b) The following shall be submitted as evidence of a passing score on the national clinical mental health counselor examination:
  - (1) Written verification from the national board of certified counselors sent to the board office; or
  - (2) A "Request for Results of Examinations score Form" dated 6/10/2014 completed by another jurisdiction and sent directly to the board office.
- (c) Applicants wishing to take the national clinical mental health counselor exam shall obtain a test registration form by contacting the National Board for Certified Counselors.

Source. #10857, eff 6-24-15 (from Mhp 302.19)

# PART Mhp 306 MARRIAGE AND FAMILY THERAPISTS

Mhp 306.01 Educational Requirements for Marriage and Family Therapists.

- (a) Applicants for licensure as a marriage and family therapist shall:
  - (1) Have a master's degree or a doctoral degree in marriage and family therapy from a program accredited by the Commission on Accreditation for Marriage and Family Therapy Education (COAMFTE);
  - (2) Have a master's degree or a doctoral degree in a mental health field from a regionally accredited institution and have completed a post-graduate training program accredited by COAMFTE; or
  - (3) Have a master's degree or a doctoral degree with a concentration in marriage and family therapy from a regionally accredited institution.
- (b) Applicants that have a degree with a concentration in marriage and family therapy as noted in Mhp 306.01 (a)(3) shall complete the following coursework:

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- (1) At least 3 courses in marital and family studies, family development, and family interaction patterns across the life cycle of the individual as well as the courses or studies chosen from the following subject areas:
  - a. Family life cycle;
  - b. Theories of family development;
  - c. Marriage or family sociology of the family;
  - d. Families under stress;
  - e. The contemporary family;
  - f. Family in a social context;
  - g. The cross-cultural family;
  - h. Youth, adult, aging, and the family;
  - i. Family subsystems; and

- j. Individual, interpersonal relationships, such as marital, parental, and sibling;
- (2) The completion of at least 3 courses in marital and family therapy chosen from the following subject areas:
  - a. Family therapy methodology;
  - b. Family assessment;
  - c. Treatment and intervention methods; and
  - d. Overview of major clinical theories of marital and family therapy such as communications theory, contextual theory, experiential theory, object relations theory, strategic theory, structural theory, systemic theory, and transgenerational theory;
- (3) The completion of one course in diagnosis;
- (4) The completion of at least 3 courses in human development chosen from the following subject areas:
  - a. Human development;
  - b. Personality theory;
  - c. Human sexuality;
  - d. Psychopathology; and
  - e. Behavior-pathology;
- (5) The completion of at least one course in professional studies chosen from the following subject areas:
  - a. Professional socialization and the role of the professional organization;
  - b. Legal responsibilities and liabilities;
  - c. Independent practice and interprofessional cooperation;
  - d. Ethics; and
  - e. Family law; and
- (6) The completion of at least one course in research chosen from the following subject areas:
  - a. Research design;
  - b. Methods:
  - c. Statistics; and
  - d. Research in marital and family studies and therapy.
- (c) The applicant shall have completed at least a one-year practicum or internship supervised by an American Association of Marriage and Family Therapy (AAMFT) approved supervisor prior to the completion of the master's degree. This experience shall total a minimum of 300 hours of face-to-face client contact hours

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with individuals, couples, and families for the purpose of assessment, diagnosis, and treatment. At least half of these client contact hours shall have been completed with couples and families.

- (d) A minimum of one academic year of full-time academic graduate study in marriage and family therapy shall be completed in residence at the institution granting the degree, unless the program is accredited through COAMFTE.
- (e) Whether graduate study was completed in residence shall be determined based on criteria which include the following:
  - (1) Predominant modality shall be face-to-face instruction;
  - (2) Advising and evaluation shall be done face-to-face;
  - (3) Students shall have face-to-face access to a core of marriage and family counseling faculty whose primary time and employment responsibilities are to the institution; and
  - (4) Students shall have face-to-face access to other students matriculated in the program.

Source. #10857, eff 6-24-15 (formerly Mhp 302.20); ss by #13786, eff 12-19-23 (See Revision Note at chapter heading for Mhp 300)

Mhp 306.02 Post-Graduate Practical Experience for Marriage and Family Therapists.

- (a) All applicants for licensure as a marriage and family therapist shall have completed at least 2 years of supervised experience in the practice of marriage and family therapy with a minimum of one hour per week of individual face-to-face supervision by a psychologist, clinical mental health counselor, independent clinical social worker, pastoral psychotherapist, or marriage and family therapist licensed in the state where the supervision takes place.
- (b) A year of experience shall not be less than 1500 hours, to have been completed within not less than 12 and not more than 24 consecutive calendar months. The post-graduate experience shall total 3000 hours of experience.
- (b) Notwithstanding (a) and (b) above, an applicant holding a current MLADC license issued by the board of licensing for alcohol and other drug use professionals may under RSA 330-A:21, III, substitute their experience as an MLADC for up to 1500 hours of the work experience requirement under (a)(1) above and shall be permitted to substitute up to 50 face-to-face supervision hours under (a)(2) above.
- (d) As part of the 3000 hours, all applicants shall have completed 1000 hours of supervised face-to-face clinical client contact hours with individuals, couples, and families.
- (e) For the 1000 hours of face-to-face contact hours required by Mhp 306.02(d), all applicants shall have 200 hours of face-to-face supervision from an AAMFT approved supervisor or AAMFT approved alternate supervisor.
- (f) Applicants who do not work under the supervision of an AAMFT approved supervisor or approved alternate supervisor may contract for outside supervision in order to meet the requirements in Mhp 306.02(e) as follows:

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- (1) The outside supervisor and the supervisee's place of employment shall complete a contract stating:
  - a. The nature of their relationship:

- b. The outside supervisor's regular access to case documentation;
- c. Communication procedures and frequency between the outside supervisor and the on-site supervisor;
- d. Steps to be taken by the supervisee and each supervisor during client emergency situations;
- e. Decision-making authority of supervisors; and
- f. That the approved AAMFT supervisor or approved alternate supervisor shall visit the candidate's worksite at least twice annually;
- (2) The contract, in (1) above shall be filed with the "Candidate for Licensure: Supervisory Agreement"; and
- (3) Both individual and group supervision hours shall be acceptable as follows:
  - a. Individual supervision shall be face-to-face contact between one supervisor and up to 2 supervisees; and
  - b. Group supervision shall be face-to-face contact between one supervisor and up to 6 supervisees.
- (g) Graduates of master's and doctoral programs accredited by the COAMFTE may use up to 100 hours of their pre-degree supervision towards the requirement in Mhp 306.02(e). Graduates of COAMFTE programs may also use up to a total of 500 face-to-face client contact hours earned during their graduate program towards the requirement in Mhp 306.02(e). Students in marriage and family therapy doctoral programs who have a qualifying master's degree may use practicum and internship experience and supervision in the doctoral program toward these requirements.
- (h) Independent private mental health practice shall not be considered supervised professional experience.
- (i) If the supervised professional experience was in a private practice, then the supervisee shall have a W-2 relationship with the site. A 1099 independent contractor relationship with the site shall not meet this requirement.
  - (i) Supervisors shall not be related to the supervisee in any of the following ways:
    - (1) Spouse;
    - (2) Parent, stepparent, parent-in-law, or step-parent-in-law;
    - (3) Natural, foster or adopted child, or stepchild; or
    - (4) Sibling, brother-in-law, or sister-in-law; and
- (k) The supervisor shall not have a dual relationship with supervisee which may impair their objectivity as described in Mhp 501.02(c).
- (l) Alternative supervisors for both pre-graduation and post-graduate experience shall meet the following requirements:

- (1) Have a graduate degree in couple or marriage and family therapy or related mental health discipline;
- (2) Hold a NH license in a mental health profession;
- (3) Have taken 5 graduate courses or taught couple or marital and family therapy within or after the mental health professional degree used to qualify for licensure in NH as follows:
  - a. Four of the 5 graduate courses shall be clinical couples or marriage and family therapy theory courses or courses applying family therapy to a population or problem type;
  - b. One course in ethics; and
  - c. A course is a 3-credit semester system or a 4-credit quarter system course or 100 continuing education units post graduate degree taken or taught in marital and family therapy workshops or seminars;
- (4) Two years of full-time clinical experience post-licensure; and
- (5) The 30-hour full AAMFT Approved Supervisor Training Course.

Source. #10857, eff 6-24-15 (formerly Mhp 302.22); ss by #13786, eff 12-19-23 (See Revision Note at chapter heading for Mhp 300)

#### Mhp 306.03 Examination Procedures for Marriage and Family Therapists.

- (a) Applicants for licensure as a marriage and family therapist shall pass the national examination in marital and family therapy distributed by the Association of Marital and Family Regulatory Boards.
- (b) Applicants for licensure as a marriage and family therapist who wish to take the exam shall submit to the board the "Request to Sit for the Marriage and Family Therapy Exam Form" provided by the board requiring the following:
  - (1) The applicant's name as it appears on the photo ID to be used at the test site;
  - (2) The applicant's mailing address;
  - (3) The applicant's home or cell phone number;
  - (4) The applicant's e-mail address;
  - (5) The applicant's date of birth;
  - (6) The applicant's social security number for the purpose of child support enforcement pursuant to RSA 161-B:11;
  - (7) Yes or no to the question "I have an approved "Candidate for Licensure: Supervision Agreement" on file with the NH Board of Mental Health Practice;
  - (8) Yes or no to the question "Pursuant to Mhp 304.03(d), I have completed at least 18 months of clinical supervision; and

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(9) The applicant's signature and date of signing.

Source. #10857, eff 6-24-15 (formerly Mhp 302.23); ss by #13786, eff 12-19-23 (See Revision Note at chapter heading for Mhp 300)

# PART Mhp 307 SOCIAL WORKER

Mhp 307.01 <u>Educational Requirements for Licensed Social Worker</u>. Applicants for licensure as a social worker shall meet the following requirements to be eligible for licensure as a licensed social worker:

- (a) Be a graduate with a bachelor's degree in social work from a college or university approved by the Council on Social Work Education;
- (b) Have completed 300 hours of social work or mental health education within the degree program or separately;
- (c) Have completed 300 hours of supervised practical training within the degree granting program as part of the supervised work experience or separately;
  - (d) Have completed 4,000 hours of supervised work experience within 2 but no more than 4 years; and
- (e) Pass the National Examination Association of Social Work Board's (ASWB) bachelors level examination.

Source. #13903, eff 5-14-24

Mhp 307.02 Supervised Work Experience for Social Worker.

- (a) Applicants shall have completed at least 2 years of post-bachelors supervised work experience in a mental health or social service setting as required by Mhp 307.01(d).
- (b) The supervision shall have provided for a minimum of one hour per week of individual face-to-face supervision between the supervisor and the applicant for a total of 100 hours.
- (c) Acceptable supervised experience shall require direct contact with a supervisor who is responsible for the professional development and guidance of the supervisee and is familiar with the supervisee's work and organizational setting.
- (d) Supervision shall be provided by a licensed clinical social worker, licensed marriage and family therapist, licensed mental health counselor, or licensed pastoral physiotherapist.
  - (e) The supervisor shall be licensed in the state where the supervision takes place.
- (f) The supervision shall be conducted in the physical presence or via a Health Insurance Portability and Accountability Act (HIPAA) compliant synchronous virtual presence.
- (g) Supervised experience shall not include class work, practicum experience, or other course related experiences.
- (h) The supervisor shall not have a dual relationship with the applicant which may impair their objectivity as described in Mhp 501.02(c).
- (i) A 1099 employee of an independent private practice shall not be considered an acceptable supervised professional experience.

Source. #13903, eff 5-14-24

Mhp 307.03 Examination for Social Worker.

- (a) All applicants for licensure shall pass the ASWB bachelor's level examination.
- (b) Acceptable evidence of a passing score on the ASWB bachelor's level examination shall be written verification sent directly to the board's office from the ASWB.
- (c) Applicants wishing to take the bachelor's level exam shall complete and submit to the board a "Request To Sit For ASWB Bachelor's Level Examination" form by providing the following:
  - (1) The applicant's name as it appears on the photo ID to be used at the test site;
  - (2) The applicant's mailing address;
  - (3) The applicant's home or cell phone number;
  - (4) The applicant's e-mail address;
  - (5) The applicant's date of birth;
  - (6) The applicant's social security number for the purpose of child support enforcement pursuant to RSA 161-B:11;
  - (7) Yes or no to the question "I have an approved "Candidate for Licensure: Supervision Agreement" on file with the NH Board of Mental Health Practice";
  - (8) If the answer to (7) above is "no", answer yes or no to the question "I have completed all supervision during my years of practice."
  - (9) The applicant's signature and date of signing.

Source. #13903, eff 5-14-24

# PART Mhp 308 SOCIAL WORK ASSOCIATE

Mhp 308.01 Educational Requirements for Social Work Associate.

- (a) Applicants shall meet one of the following requirements to be eligible for licensure as a social work associate:
  - (1) If graduated with a bachelor's degree in clinical mental health, social work, psychology, behavioral health counseling, human services discipline, or equivalent program from an accredited college or university:
    - a. Have completed 300 hours of social work or mental health education within the degree-granting program or separately;
    - b. Have completed 300 hours of supervised practical training within the degree granting program or separately;
    - c. Have completed 4,000 hours of supervised work experience within 2 years but no more than 4 years;
    - d. Have pass the national ASWB bachelors level examination; and

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e. During the period of supervised practice, have completed 30 hours of continuing education, in addition to what is described in (1)a. in all of the following:

- i. Ethical and professional behavior;
- ii. Advancing human rights and social, racial economic, and environmental justice;
- iii. Anti-racism, diversity, equity, and inclusion in practice;
- iv. Practice-informed research and research-informed practice;
- v. Policy practice;
- vi. Engagement with individuals, families, groups, organizations, and communities
- vii. Assessing individuals, families, groups, organizations, and communities;
- viii. Intervention with individuals, families, groups, organizations, and communities; and
- ix. Evaluation of practice with individuals, families, groups, organizations, and communities; or
- (2) If graduated with an associate's degree in clinical mental health, social work, psychology, behavioral health counseling, human services discipline, or equivalent program from an accredited college or university:
  - a. Have completed 300 hours of social work or mental health education within the degree-granting program or separately;
  - b. Have completed 300 hours of supervised practical training within the degree granting program as part of the supervised work experience or separately;
  - c. Have completed 6,000 hours of supervised work experience in no fewer than 3 years;
  - d. Have pass the national ASWB bachelors level examination; and
  - e. During the period of supervised practice, have completed 30 hours of continuing education in addition to what is described in (2)a. in all of the following:
    - i. Ethical and professional behavior;
    - ii. Advancing human rights and social, racial economic, and environmental justice;
    - iii. Anti-racism, diversity, equity, and inclusion in practice;

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- iv. Practice-informed research and research-informed practice;
- v. Policy practice;
- vi. Engagement with individuals, families, groups, organizations, and communities
- vii. Assessing individuals, families, groups, organizations, and communities;
- viii. Intervention with individuals, families, groups, organizations, and communities; and
- ix. Evaluation of practice with individuals, families, groups, organizations, and communities.

Source. #13903, eff 5-14-24

## Mhp 308.02 Courses Required for Social Work Associate.

- (a) The associate or bachelors degree in accordance with Mhp 301.08(a) shall include areas of study that includes components of the following:
  - (1) Human growth and development;
  - (2) Abnormal psychology or psychopathology;
  - (3) Clinical counseling theories;
  - (4) Clinical counseling techniques;
  - (5) Social and cultural foundations;
  - (6) Group work;
  - (7) Professional orientation and ethics of mental health counseling;
  - (8) Career and lifestyle development;
  - (9) Screening and assessment;
  - (10) Research and program evaluation; and
  - (11) Addictive behaviors.

Source. #13903, eff 5-14-24

# Mhp 308.03 Supervised Work Experience for Social Work Associate.

- (a) Applicants shall have completed at least 2 years of post-bachelors or post-associate supervised clinical work experience in a mental health or social service setting as described in Mhp 308.01 and Mhp 308.02.
- (b) The supervisor of the associate level applicant shall have provided a minimum of one hour per week of individual face-to-face supervision between the supervisor and the applicant for a total of 150 hours.
- (c) The supervision of the bachelors level applicant shall have provided for a minimum of one hour per week of individual face-to-face supervision between the supervisor and the applicant for a total of 100 hours.
- (d) Supervision shall be provided by a licensed clinical social worker, licensed marriage and family therapist, licensed mental health counselor, or licensed pastoral physiotherapist.
  - (e) The supervisor shall be licensed in the state where the supervision takes place.
- (f) The supervisor shall be conducted in the physical presence or via a Health Insurance Portability and Accountability Act (HIPAA) compliant synchronous virtual presence.
- (g) Supervised experience shall not include class work, practicum experience, or other course related experiences.
- (h) The supervisor shall not have a dual relationship with the applicant which may impair their objectivity as described in Mhp 501.02(c).

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(i) A 1099 employee of an independent private practice shall not be considered an acceptable supervised professional experience.

Source. #13903, eff 5-14-24

Mhp 308.04 Examination for Social Work Associate.

- (a) All applicants for licensure shall pass the ASWB bachelor's level examination.
- (b) Acceptable evidence of a passing score on the ASWB bachelor's level examination shall be written verification sent directly to the board's office from the ASWB.
- (c) Applicants wishing to take the bachelor's level exam shall complete and submit to the board a "Request To Sit For ASWB Bachelor's Level Examination" form by providing the following:
  - (1) The applicant's name as it appears on the photo ID to be used at the test site;
  - (2) The applicant's mailing address;
  - (3) The applicant's home or cell phone number;
  - (4) The applicant's e-mail address;
  - (5) The applicant's date of birth;
  - (6) The applicant's social security number for the purpose of child support enforcement pursuant to RSA 161-B:11;
  - (7) Yes or no to the question "I have an approved "Candidate for Licensure: Supervision Agreement" on file with the NH Board of Mental Health Practice";
  - (8) If the answer to (7) above is "no", answer yes or no to the question "I have completed all supervision during my years of practice."
  - (9) The applicant's signature and date of signing.

Source. #13903, eff 5-14-24

#### PART Mhp 309 CONDITIONAL LICENSURE

Mhp 309.01 Conditional Licensure Criteria.

- (a) The following shall be eligible for conditional licensure:
  - (1) Clinical social worker;
  - (2) School social worker;
  - (3) Social worker;
  - (4) Social work associate;
  - (5) Clinical mental health counselor; and
  - (6) Marriage and family therapist.
- (b) The clinical social worker applicant for conditional licensure shall hold a master's or doctoral degree in social work or social welfare from a Council on Social Work Education (CSWE) approved program.

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- (c) The school social worker applicant for conditional licensure shall hold a master's or doctoral degree in social work or social welfare from a CSWE approved program.
- (d) The social worker applicant for conditional licensure shall hold a bachelor's degree in social work or social welfare from a CSWE approved program.
- (e) The social work associate applicant for conditional licensure shall hold an associate or bachelor's degree in clinical mental health, social work, psychology, behavioral health counseling, human services discipline, or equivalent program from an accredited college or university.
- (f) The clinical mental health counselor applicant for conditional licensure shall hold a master's or doctoral degree in clinical mental health counseling from a CACREP accredited institution or its equivalent which has received regional accreditation from the Association of Secondary Schools and Colleges.
- (g) The marriage and family therapist applicant for conditional licensure shall hold a master's or doctoral degree in family therapy from a program accredited by the Commission on Accreditation for Marriage and Family Therapy Education, a master's degree or doctorate degree with a concentration in the field of marriage and family therapy from a regionally accredited institution, or has a clinical membership in the American Association for Marriage and Family Therapy.

Source. #13903, eff 5-14-24

Mhp 309.02 Applying for a Conditional Licensure.

- (a) Each applicant for conditional license shall apply by submitting the following:
  - (1) The information described in Plc 304.03;
  - (2) A "Candidate for Licensure: Supervision Agreement" described in Mhp 302.01(c);
  - (3) Documentation shall be transcripts sent directly from the issuing educational institution showing completion of the appropriate educational program described in Mhp 309.01(b) through (g); and
  - (4) The fee described in Plc 1002.29:
- (b) The approval or denial of a conditional license shall be as described in Plc 304.06 through Plc 304.11.

Source. #13903, eff 5-14-24

Mhp 309.03 <u>Duration of a Conditional License</u>. The conditional licensure shall be valid for a period not to exceed 2 years from the date of issuance and the conditional license holder shall be authorized to renew the conditional license one time.

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Source. #13903, eff 5-14-24

# PART Mhp 310 FEES

Mhp 310.01 Fee Schedule. The fees required by the board under RSA 330-A shall be as follows:

(a) License application review	\$150.00
(b) Approved license application fee	\$135.00
(c) Renewal fee for 2 years	\$270.00
(d) Renewal fee for dual license	\$350.00
(e) Inactive fee for one year	\$ 67.50
(f) Candidate Agreement review	\$ 25.00
(g) License replacement	\$ 10.00
(h) Reinstatement fee	\$300.00
(i) Letter of good standing	\$ 25.00
(j) Bill of Rights – additional copy	\$ 10.00
(k) License verification	\$ 10.00
(l) Wall license replacement	\$ 10.00
(m) Electronic mailing list of licensees	\$ 25.00

<u>Source.</u> #10857, eff 6-24-15 (from Mhp 303.01); ss by #13903, eff 5-14-24 (formerly Mhp 309.01)

# **APPENDIX I Statutes**

Rule	Specific State Statute the Rule Implements
Mhp 301.01	RSA 330-A:I
Mhp 302.01	RSA 330-A:22
Mhp 302.01(c)	RSA 330-A:22; RSA 330-A:18-b, III; RSA 330-A:18-c,
	III; RSA 330-A:18-d
Mhp 302.01 (a), (b),, (k), & (q)	RSA 330-A:22
Mhp 302.02-302.03	RSA 330-A:17 - 21
Mhp 302.04(e)-(g)	RSA 330-A:26
Mhp 303.01-303.04	RSA 330-A:17 I-XI
Mhp 302.05(b)(1), (b)(2)a.,(b)(3), and (b)(4)	RSA 330-A:10
Mhp 303.01(a)	RSA 330-A:17, III, XI
Mhp 303.02 (d)-(e)	RSA 330-A:17, V
Mhp 304.01 – Mhp 304.13	RSA 330-A:18 I-IV
Mhp 305.01 – Mhp 305.03	RSA 330-A:19 I-III
Mhp 306.01 – Mhp 306.03	RSA-A:21 I-III
Mhp 307.01	RSA 330-A:12
Mhp 308	RSA 330-A:10, III and IX; RSA 330-A:18-c
Mhp 309	RSA 330-A:10, III and IX; RSA 330-A:18-d
Mhp 310	RSA 330-a:12

# **APPENDIX II: Incorporation by Reference Information**

RULE	TITLE	OBTAIN AT
Mhp 303.01 (a)(2) b.	_	Available free of charge at: www.aapcnortheast.org
	for Pastoral Psychotherapists (December 31, 2015)	
	(December 31, 2013)	