

Board of Mental Health Practice

Advisory Committee Member Job Description

The Board of Mental Health Practice licenses quality healthcare professionals through a system of licensure standards of practice, competency and regulatory oversight. The Board's mission is to assure that the services provided by mental health professionals are effective, and to safeguard the consumer against harm that may be caused by unqualified, impaired or unlicensed practitioners.

Pursuant to **330-A:4 Committees Established; Duties.** –

I. The board may create an advisory committee for each mental health discipline it licenses for the purpose of assisting the board in its responsibilities under RSA 330-A:10, II, and RSA 330-A:10, VII-XV. The board member of each mental health discipline shall serve as the chair of that advisory committee. The balance of the membership of each of the advisory committees shall be composed of at least 2 persons and no more than 4 persons licensed in the mental health discipline of that committee.

I-a. The board may create a professional conduct investigation committee for the purpose of assisting the board in its responsibilities under RSA 330-A:28 and RSA 330-A:29. A board investigator, appointed by the chairperson of the board with the advice of the board, shall serve as the chair of the professional conduct investigation committee. The balance of the membership of the professional conduct investigation committee shall be composed of one licensed clinical social worker, one licensed clinical mental health counselor, and additional members from the professions licensed by the board to a maximum of 12 members. Repealed?

II. Committee members other than the chair shall be appointed by the board and shall serve at the pleasure of the board for no more than 2 consecutive, 3-year terms.

III. The board shall not form any standing committees other than those specified in this chapter.

Application process:

Submit a letter of intent and resume noting the position for which they are applying [Interested in becoming an OPLC Board Member? | NH Office of Professional Licensure and Certification](#)

The Advisory Committee will meet on a quarterly basis for a period of approximately 1-3 hour(s) or as otherwise called by the Committee Chair. Committee Members will not have access to or discuss any personal health information, HIPAA protected information, or identifying features of licensees or applicants. They serve as advisors to the Committee Chair/current sitting board member of the discipline and can discuss general themes or needed conceptualizations however they will not have access to any non-public information not otherwise shared with the public at large.

Advisory Committee Members will adhere to their discipline's code of ethics and not share any information from meetings outside of the committee meeting with any member of the public. Members will not communicate verbally, electronically or otherwise with other Committee Members regarding Advisory Committee responsibilities or topics outside of designated meetings. A Committee Member is a non-voting volunteer as a licensed member of the public with no decision making authority. Additionally, Committee Members can be terminated.

In order to apply to be appointed to an Advisory Committee for any mental health discipline the following qualifications must be met.

Applicants must be

- currently licensed under this Board in good standing and have no disciplinary action taken against their license in the preceding 6 years
- have been licensed for 2 or more years
- must be an association member for the discipline in which they are applying

It is preferred that Applicants

- have been licensed for 4 or more years
- be currently practicing in the State of NH
- have experience serving on boards or working in volunteer positions
- have served in a leadership role that is relevant to the discipline
- is a current board approved supervisor