

**TITLE 839 SOCIAL WORKER, MARRIAGE AND  
FAMILY THERAPIST, AND MENTAL HEALTH  
COUNSELOR BOARD**

LSA Document #02-270(F)

**DIGEST**

Amends 839 IAC 1-3-2 concerning licensure by examination for social workers and clinical social workers. Amends 839 IAC 1-4-5 concerning supervision for marriage and family therapist applicants. Amends 839 IAC 1-5-1 concerning educational requirements for mental health counselors. Adds 839 IAC 1-5-1.5 concerning experience requirements for mental health counselors. Effective 30 days after filing with the secretary of state.

**839 IAC 1-3-2**  
**839 IAC 1-4-5**

**839 IAC 1-5-1**  
**839 IAC 1-5-1.5**

SECTION 1. 839 IAC 1-3-2 IS AMENDED TO READ AS FOLLOWS:

**839 IAC 1-3-2 Licensure by examination for social workers and clinical social workers**

**Authority:** IC 25-23.6-2-8

**Affected:** IC 25-22.5; IC 25-23.6-5-1; IC 25-23.6-5-3.5; IC 25-33

Sec. 2. (a) An applicant for licensure as a social worker or clinical social worker shall pass an examination required by the board.

(b) As used in IC 25-23.6-5-1 and IC 25-23.6-5-3.5, "experience" means full-time paid experience of at least one thousand five hundred (1,500) hours per year. Part-time experience will be considered if the applicant can verify a total of four thousand five hundred (4,500) hours, three thousand (3,000) hours of which must take place after receiving the graduate degree.

(c) As used in IC 25-23.6-5-1 and IC 25-23.6-5-3.5, supervision must be face-to-face contact between the supervisor and supervisee for the purpose of assisting the supervisee in the process of learning the skills of social work or clinical social work practice for a minimum of four (4) hours per month.

(d) As used in IC 25-23.6-5-1, "equivalent supervisor" means a psychologist licensed under IC 25-33 or a physician licensed under IC 25-22.5 who has training in psychiatric medicine.

(e) As used in IC 25-23.6-5-3.5, "equivalent supervisor" means a psychologist licensed under IC 25-33; a physician licensed under IC 25-22.5 who has training in psychiatric medicine; a marriage and family therapist licensed under IC 25-23-6; or a mental health counselor licensed under IC 25-23-6.

(f) (d) Experience, as that term is used in IC 25-23.6-5-1 and IC 25-23.6-5-3.5, shall be earned as an employee in one (1) of the following settings:

- (1) Social service agencies.
- (2) Schools.
- (3) Institutions of higher education.
- (4) Hospitals.
- (5) Private practice.
- (6) Mental health centers.
- (7) Correctional institutions.

- (8) Home health agencies.
- (9) Long term health care facilities.
- (10) Employee assistance programs.
- (11) Occupational social services.
- (12) Military facilities.

*(Social Worker, Marriage and Family Therapist, and Mental Health Counselor Board; 839 IAC 1-3-2; filed Jul 1, 1992, 12:00 p.m.: 15 IR 2457; filed Nov 4, 1992, 5:00 p.m.: 16 IR 871; filed Dec 29, 1998, 10:57 a.m.: 22 IR 1505, eff Jul 1, 1999; filed Oct 1, 2003, 9:28 a.m.: 27 IR 517)*

SECTION 2. 839 IAC 1-4-5 IS AMENDED TO READ AS FOLLOWS:

**839 IAC 1-4-5 Supervision for marriage and family therapist licensure applicants**

**Authority:** IC 25-23.6-2-8

**Affected:** IC 25-23.6-8-2.5; IC 25-23.6-8-2.7

Sec. 5. (a) As used in IC 25-23.6-8-2.5, “qualified supervisor” ~~and, as used in IC 25-23.6-8-2.7, “equivalent supervisor”~~ means **any of the following:**

- (1) An American Association for Marriage and Family Therapy approved supervisor.
- (2) An American Association for Marriage and Family Therapy ~~approved supervisor in training, or candidate.~~
- (3) A supervisor who has demonstrated to the marriage and family therapy section of the board possession of a master’s degree or higher in the mental health field, training and supervision in marriage and family therapy ~~which~~ **that** focused on family systems, and completion of at least thirty (30) clock hours in marriage and family therapy supervision training.

(b) As used in IC 25-23.6-8-2.7, “equivalent supervisor” means an individual who is licensed in a mental health field or, if the supervision was provided in a state where no regulation exists, by a mental health professional of equivalent status, and is any of the following:

- (1) An American Association for Marriage and Family Therapy approved supervisor.
- (2) An American Association for Marriage and Family Therapy supervisor candidate.
- (3) A supervisor who:
  - (A) has possession of a master’s degree or higher in a mental health field;
  - (B) has five (5) years of post-master’s professional practice experience; and
  - (C) is supervising within their scope of experience and training.

*(Social Worker, Marriage and Family Therapist, and Mental Health Counselor Board; 839 IAC 1-4-5; filed Dec 29, 1998, 10:57 a.m.: 22 IR 1507, eff Jul 1, 1999; filed Oct 1, 2003, 9:28 a.m.: 27 IR 518)*

SECTION 3. 839 IAC 1-5-1 IS AMENDED TO READ AS FOLLOWS:

**839 IAC 1-5-1 Educational requirements for mental health counselors**

**Authority:** IC 25-23.6-2-8

**Affected:** IC 25-23.6-8.5

Sec. 1. (a) As used in IC 25-23.6-8.5-1, “master’s degree in an area related to mental health counseling” means a degree earned in one (1) of the following programs:

- (1) Clinical social work.
- (2) Psychology.
- (3) Human services.
- (4) Human development.
- (5) Family relations.
- (6) Counseling.
- (7) Programs accredited by the Council for Accreditation of Counseling and Related Education Programs (CACREP) or the Council on Rehabilitation Education (CORE).

(b) An applicant for licensure as a mental health counselor with a graduate degree not listed in subsection (a), or an

applicant asserting that his or her program is equivalent to a program in counseling whose content areas are listed in IC 25-23.6-8.5-3, must provide the board with the following information:

- (1) Evidence that their degree program and any additional course work are equivalent to the criteria for a graduate degree in counseling as set forth in this section.
- (2) An official college transcript.
- (3) Appropriate certifications or affidavits from university officials.
- (4) Any additional supporting documentation as requested by the board.

(c) As used in IC 25-23.6-8.5-2, “regional accrediting body” means a college or university that was accredited prior to or within two (2) years of the time of the applicant’s graduation by one (1) of the following:

- (1) New England Association of Schools and Colleges.
- (2) Middle States Association of Colleges and Schools.
- (3) North Central Association of Colleges and Schools.
- (4) Northwest Association of Schools and Colleges.
- (5) Southern Association of Schools and Colleges.
- (6) Western Association of Schools and Colleges.

(d) An applicant for licensure as a mental health counselor under IC 25-23.6-8.5 must show successful completion of a degree curriculum that shall encompass a minimum of forty-eight (48) semester hours or seventy-two (72) quarter hours of graduate study for the master’s degree or a minimum of ninety-six (96) semester hours or one hundred forty-four (144) quarter hours of graduate study for the doctoral degree. If the course titles as stated on the transcript do not clearly reflect the course work content areas as listed in IC 25-23.6-8.5-3, the applicant must document the course or combination of courses in which the material was covered. Further, the applicant for licensure shall document a minimum of sixty (60) **semester hours or ninety (90) quarter hours** of graduate credit in mental health counseling or a related field. Only graduate level courses are acceptable for establishing equivalency. The board will not accept course work counted or credited toward an undergraduate degree.

(e) The following criteria shall be used to identify a master’s or doctoral program in counseling or an area related to mental health counseling:

- (1) The program, wherever it may be housed, shall be clearly identified as a counseling program in pertinent catalogs and brochures and shall specify the program’s intent to educate and train counselors.
- (2) There shall be a clear authority and primary responsibility for the core and specialty areas, whether or not the program cuts across administrative lines.
- (3) The program shall have an identifiable mental health professional responsible for the program.
- (4) The program shall have an integrated, organized sequence of study that follows the CACREP standards.
- (5) The program shall have an identifiable body of students who are matriculated in that program for a degree.
- (6) The program shall include a supervised practicum and internship.
- (7) The degree program may or may not include an advanced internship. However, the advanced internship must be conducted in a setting focused on mental health counseling and/or mental health services under the auspices of an approved graduate counseling program.

(f) As used in IC 25-23.6-8.5-3, “practicum” means a distinctly defined supervised curricular experience intended to enable the student to develop basic counseling skills and to integrate professional knowledge and skills appropriate to the student’s program emphasis. The practicum shall be a minimum of one hundred (100) clock hours and include the following:

- (1) A minimum of forty (40) hours of direct service with clients so that experience can be gained in individual and group interactions; at least one-fourth ( $\frac{1}{4}$ ) of these hours should be in group work.
- (2) A minimum of one (1) hour per week of individual supervision, over a minimum of one (1) academic term by a program faculty member or a supervisor working under the supervision of a program faculty member, using audiotape, videotape, and/or direct observation.
- (3) A minimum of one and one-half ( $1\frac{1}{2}$ ) hours per week of group supervision with other students in similar practica over a minimum of one (1) academic term by a program faculty member or a supervisor working under the supervision of a program faculty member.
- (4) An evaluation of the student’s performance throughout the practicum, including a formal evaluation at the

completion of the practicum.

(g) As used in IC 25-23.6-8.5-3, “internship” means a distinctly defined, supervised curricular experience intended to enable the student to refine and to enhance basic counseling skills, to develop more advanced counseling skills, and to integrate professional knowledge and skills appropriate to the student’s initial postgraduation professional placement. A supervised internship of six hundred (600) clock hours, that is begun after successful completion of the student’s practicum, includes the following:

- (1) A minimum of two hundred forty (240) hours of direct service with clients appropriate to the program of study.
- (2) A minimum of one (1) hour per week of individual supervision, throughout the internship, usually performed by the on-site supervisor.
- (3) A minimum of one and one-half (1½) hours per week of group supervision, throughout the internship, usually performed by a program faculty member supervisor.
- (4) The opportunity for the student to become familiar with a variety of professional activities other than direct service.
- (5) The opportunity for the student to develop audiotapes and/or videotapes of the student’s interactions with clients appropriate for use in supervision.
- (6) The opportunity for the student to gain supervised experience in the use of a variety of professional resources, such as:
  - (A) assessment instruments;
  - (B) computers;
  - (C) print and nonprint media;
  - (D) professional literature;
  - (E) research; and
  - (F) information and referral to appropriate providers.
- (7) A formal evaluation of the student’s performance during the internship, by a program faculty supervisor, in consultation with the site supervisor.

(h) The practicum and internship experiences listed in this section are tutorial forms of instruction. Individual supervision is supervision rendered to one (1) person at a time, and group supervision is supervision rendered to at least two (2) and not more than twelve (12) individuals at one (1) time.

(i) As used in IC 25-23.6-8.5-3, “advanced internship” means a minimum of three hundred (300) clock hours of supervised experience that must be completed in a setting in which the individual is providing mental health services under the direct supervision of a professional as defined in subsection ~~(j)~~: **(m)**.

(j) The required practicum, internship, and advanced internship experiences listed in this section must have been primarily in the provision of direct counseling services. This includes knowledge, skill, or experience derived from direct observations of, and participation in, the practice of counseling. ~~Academic credit for these must appear on the applicant’s official graduate transcript.~~ No course intended primarily for practice in the administration and grading of appraisal or assessment instruments shall count toward these clinical semester hour requirements.

**(k) The required experiences gained through the practicum, internship, and advanced internship may not be taken concurrently, and the academic credit must appear on the applicant’s official graduate transcript.**

~~(l)~~ **(l)** As used in IC 25-23.6-8.5-3, “one hundred (100) hours of face-to-face supervision” refers to the entire clinical experience requirement of one thousand (1,000) hours. This includes individual and group supervision. The applicant must document that at least one hundred (100) hours were spent face-to-face with a supervisor during the practicum, internship, and advanced internship. The graduate counseling student may work away from the premises of the educational institution but must be enrolled in a counseling practicum, internship, or advanced internship and must conduct counseling under the auspices of that graduate program.

~~(m)~~ **(m)** As used in IC 25-23.6-8.5-3, “supervised practice experience” means experience gained under supervision provided by:

- (1) a counselor educator;

- (2) a licensed ~~and/or certified~~ master's level or doctoral level:
- (A) mental health counselor;
  - (B) clinical social worker;
  - (C) marriage and family therapist;
  - (D) ~~a~~ physician who has training in psychiatric medicine;
  - (E) psychologist; or
  - (F) clinical nurse specialist in psychiatric or mental health nursing; or
- (3) another state-regulated mental health professional or, if the experience was gained in a state where no regulation exists, by a mental health professional of equivalent status.

~~(m) As used in IC 25-23.6-8.5-4, "three thousand (3,000) hours of post-graduate clinical experience" means experience under approved supervision acquired subsequent to the date certified by the degree-granting institution as that on which all requirements for the master's degree have been completed. The doctoral student may continue to accrue hours for this clinical experience requirement once the doctoral internship has been completed.~~

~~(n) As used in IC 25-23.6-8.5-4, "equivalent supervisor" shall be supervision provided by:~~

~~(1) a licensed and/or certified master's level or doctoral level:~~

- ~~(A) clinical social worker;~~
- ~~(B) marriage and family therapist;~~
- ~~(C) a physician who has training in psychiatric medicine;~~
- ~~(D) psychologist; or~~
- ~~(E) clinical nurse specialist in psychiatric or mental health nursing; or~~

~~(2) another state-regulated mental health professional; or, if the experience was gained in a state where no regulation exists, by a mental health professional of equivalent status.~~

~~(Social Worker, Marriage and Family Therapist, and Mental Health Counselor Board; 839 IAC 1-5-1; filed Dec 29, 1998, 10:57 a.m.: 22 IR 1507; readopted filed Dec 2, 2001, 12:30 p.m.: 25 IR 1311; filed Oct 1, 2003, 9:28 a.m.: 27 IR 518)~~

SECTION 4. 839 IAC 1-5-1.5 IS ADDED TO READ AS FOLLOWS:

**839 IAC 1-5-1.5 Experience requirements for mental health counselors**

**Authority:** IC 25-23.6-2-8

**Affected:** IC 25-23.6-8.5-4

**Sec. 1.5. (a)** As used in IC 25-23.6-8.5-4, "three thousand (3,000) hours of postgraduate clinical experience over a two (2) year period" means experience under approved supervision, acquired over no less than twenty-one (21) months and over no more than forty-eight (48) months, any time subsequent to the date certified by the degree-granting institution as that on which all requirements for the master's degree have been completed. The doctoral student may continue to accrue hours for this clinical experience requirement once the doctoral internship has been completed.

**(b)** As used in IC 25-23.6-8.5-4, "equivalent supervisor" means an individual who is supervising within their scope of experience and training and is any of the following:

- (1)** Licensed as a clinical social worker.
- (2)** Licensed as a marriage and family therapist.
- (3)** Licensed as a physician who has training in psychiatric medicine.
- (4)** Licensed as a psychologist.
- (5)** Licensed as a clinical nurse specialist in psychiatric or mental health nursing.
- (6)** A mental health professional of equivalent status if the supervision was provided in a state where no regulation exists.

~~(Social Worker, Marriage and Family Therapist, and Mental Health Counselor Board; 839 IAC 1-5-1.5; filed Oct 1, 2003, 9:28 a.m.: 27 IR 520)~~

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