

CHAPTER 97-02-01 LICENSING REQUIREMENTS

Section

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97-02-01-01. Requirements to become a licensed professional counselor.

In order for an applicant to become a licensed professional counselor, an individual must make application to the board, supplying, at a minimum, the following information:

1. A copy of a master's degree transcript from an accredited school or college that meets the academic standards set forth in section 97-02-01-02.
2. Three recommendations as follows:
 - a. One from the counselor educator who provided direct supervision in the applicant's counseling practicum or internship;
 - b. One from an employer who provided general supervision of the applicant's work since receipt of the master's degree; and
 - c. One from the professional who provided direct supervision of the applicant's counseling experience.
3. Certification that the individual has a minimum of two years of supervised experience under a licensed professional counselor or licensed professional clinical counselor certified as a supervisor under section 97-02-01-08, or under a supervision authorized under North Dakota Century Code section 43-47-06(2)(c). The supervision must include individual, face-to-face meetings that occur at regular intervals over a two-year period. Supervision in a group setting may also be provided, such as in the case of a conference among members of a professional staff or other arrangement. A total of one hundred hours over the two-year period of supervision through individual and group methods must be documented. At least sixty hours must be individual face-to-face supervision. The supervised experience may not be in a practice in which the applicant holds an ownership interest. Face to face includes web supervisionelectronic video communications that are secure and Health Insurance Portability and Accountability Act compliant on a secure server.

4. Provides a statement of intent to practice, describing proposed use of the license, the intended client population, and the counseling procedures that the applicant intends to use in serving the client population.
5. Showing successful completion of the national counselor examination as distributed and administered under the auspices of the national board of certified counselors.

History: Effective June 1, 1991; amended effective February 1, 1995; February 1, 1998; July 1, 2014, _____.

General Authority: NDCC 28-32-02, 43-47-03

Law Implemented: NDCC 43-47-03, 43-47-06

97-02-01-01.1. Fees.

The following fees have been established by the board for the licensed professional counselor:

1. Application fee, one hundred fifty dollars.
2. If the applicant's transcript requires review to determine whether the academic program and coursework meet the requirements of 97-02-01-02, the Board may submit the transcript for review to the National Board for Certified Counselors (NBCC) and the fee assessed by the NBCC will be paid by the applicant.
3. Renewal fee, one hundred fifty dollars.

History: Effective February 1, 1998; amended effective July 1, 2014, _____.

General Authority: NDCC 28-32-02, 43-47-03

Law Implemented: NDCC 43-47-03, 43-47-06

97-02-01-02. Academic programs.

Academic programs are programs identified specifically as counseling programs in the graduate bulletin of the accredited school or college. These programs include counseling, counselor education, counseling and guidance, counseling and development, and counseling psychology. In addition to the master's degree in counseling, the applicant's graduate transcript or transcripts must indicate a minimum of ~~forty-eight~~sixty semester credits or ~~seventy-two~~ninety quarter credits relating to counseling, including coursework in:

1. counseling theories,
2. counseling methods,
3. group counseling,
4. individual appraisal, assessment, or testing,
5. counseling related research methods,
6. human growth and development,

7. ~~social and cultural foundations~~multicultural counseling,
8. career and lifestyle development,
9. professional orientation and ethics, and
10. counseling practicum ~~or~~and internship.

The practica ~~or internships~~ must consist of ~~seven~~ one hundred hours of training in supervised practica ~~and internships~~ in settings relevant to the practice of counseling. The internship must consist of six hundred hours of training in supervised internship settings relevant to the practice of counseling. ~~These~~The practica and internship hours may be within the required graduate semester hours. The research methods coursework must include content on statistical analysis of data sets pertaining to topics in counseling. The professional orientation and ethics coursework must be at least three semester credits or five quarter credits, and include content on the profession of counseling and the American counseling association code of ethics. ~~Effective July 1, 2017, the applicant's graduate transcript must indicate a minimum of sixty semester credits or ninety quarter credits, including the same coursework.~~

History: Effective June 1, 1991; amended effective February 1, 1995; February 1, 1998; July 1, 2014, _____.

General Authority: NDCC 28-32-02

Law Implemented: NDCC 43-47-06

97-02-01-03. Requirements to become a licensed associate professional counselor.

In order for an applicant to become a licensed associate professional counselor, an individual must make application to the board, supplying, at a minimum, the following information:

1. A copy of a master's degree from an accredited school or college that meets the academic standards set forth in section 97-02-01-02.
2. Three recommendations as follows:
 - a. One from the practicum agency contact person;
 - b. One from the applicant's master's degree program advisor; and
 - c. One from an additional counselor educator.
3. A written plan which at a minimum must include an estimated number of client contact hours per week and must specify the supervision received. The supervision must include individual, face-to-face meetings that occur at regular intervals over the two-year period. Supervision in a group setting may also be provided such as in case conference among members of a professional staff or other arrangement. A total of one hundred hours over the two-year period of supervision through individual and group methods must be documented. At least sixty hours must be individual face-to-face supervision. The supervised experience may not be in a practice in which the applicant holds an ownership interest. The supervisor shall be a licensed professional counselor or licensed

professional clinical counselor certified as a supervisor under section 97-02-01-08, or under a supervision authorized under North Dakota Century Code section 43-47-06(2)(c). Face to face includes electronic ~~means~~video communications that are secure and Health Insurance Portability and Accountability Act compliant on a secure server.

4. Showing successful completion of the national counselor examination as distributed and administered under the auspices of the national board of certified counselors.

History: Effective June 1, 1991; amended effective February 1, 1995; February 1, 1998; July 1, 2014, _____.

General Authority: NDCC 28-32-02

Law Implemented: NDCC 43-47-03, 43-47-06

97-02-01-03.1. Fees.

The following fees have been established by the board for the licensed associate professional counselor:

1. Application fee, one hundred fifty dollars.
2. If the applicant's transcript requires review to determine whether the academic program and coursework meet the requirements of 97-02-01-02, the Board may submit the transcript for review to the National Board for Certified Counselors (NBCC) and the fee assessed by the NBCC will be paid by the applicant.
3. Application fee for advancement to licensed professional counselor, one hundred fifty dollars.
4. Renewal~~Extension~~ fee, one hundred dollars.

History: Effective February 1, 1998, _____.

General Authority: NDCC 28-32-02, 43-47-03

Law Implemented: NDCC 43-47-03, 43-47-06

97-02-01-04. ~~Waiving formal examination~~Reciprocity.

~~The board may grant a license without examination to a person who holds, at the time of the application, a license issued by another state if the person was licensed on the basis of the national counselor examination testing. Applicants not meeting this requirement are required to successfully complete this examination.~~ An applicant for license by reciprocity shall also submit the following items to the board:

1. An application form completed in a manner prescribed by the board accompanied by the required fee.
2. A photostatic copy of the license from the other state.
3. A copy of the licensing statute and rules of the state issuing the license in the other state.
4. The name and address of the licensing committee, agency, or board of the other state.

**CHAPTER 97-02-01.1
LICENSED PROFESSIONAL CLINICAL COUNSELOR**

Section

- 97-02-01.1-01 Requirements to Become a Licensed Professional Clinical Counselor
- 97-02-01.1-02 Renewal of a Licensed Professional Clinical Counselor License
- 97-02-01.1-03 Reciprocity
- 97-02-01.1-04 Fees
- 97-02-01.1-05 Grandparenting Provisions [Repealed]
- 97-02-01.1-06 Definitions
- 97-02-01.1-07 Representation to the Public
- 97-02-01.1-08 Continued Professional Education for Licensed Professional Clinical Counselors

97-02-01.1-01. Requirements to become a licensed professional clinical counselor.

For an applicant to become a licensed professional clinical counselor, the individual must be a licensed professional counselor under North Dakota Century Code chapter 43-47 and:

1. Have at least a master's degree from an accredited school or college in counseling ~~or other program~~ that meets the academic and training standards adopted by the board;
2. Have sixty semester graduate hours, ~~twelve of which may be obtained in documented training or clinical experience or courses consistent with national board for certified counselors guidelines for the clinical mental health counselor certification.~~ A minimum of ~~fifteen contact~~ one semester credit hour in each of the following ~~three~~ two coursework categories must be included within the sixty semester credits required for the licensed professional clinical counselor. The ~~three~~ two categories are:
 - a. ~~Review of current~~ Current classification methods ~~that includes abnormal psychology and in the diagnostic evaluation of~~ psychopathology; and
 - b. ~~Review of current classification methods that includes appraisal and diagnostic evaluation;~~ and
 - e. Clinical counseling skills;
3. Have two years of post-master's clinical experience, including:
 - a. Seven hundred hours of ~~clinical training in~~ supervised practica and internships in settings relevant to the practice of ~~clinical~~ counseling. These hours may be within the required sixty graduate semester hours.
 - b. Two years (three thousand hours) of post-master's clinical experience in a clinical setting. This must include one hundred hours of face-to-face supervision (a minimum of sixty hours of individual supervision) by a supervisor certified under section 97-02-01-08, or a supervisor authorized under North Dakota Century Code section 43-47-06(2)(c). The certified supervisor must be a licensed professional clinical counselor or a supervisor authorized under North Dakota Century Code section 43-47-06(2)(c). Face to face includes electronic

~~means~~video communications that are secure and Health Insurance Portability and Accountability Act compliant on a secure server.

4. Provide three professional letters of reference. One must be from the post-master's clinical supervisor. The other two must be from professionals familiar with the applicant's clinical experience;
5. Have passed the clinical mental health counseling examination as offered by the national board for certified counseling; and
6. Provide a ~~demonstration of clinical skills in a videotaped counseling session of no less than thirty minutes duration. This tape may involve either individual or group settings~~copy of a form completed by the applicant's clinical experience supervisor attesting to the applicant's successful demonstration of clinical counseling skills consistent with the scope of practice of a licensed professional clinical counselor. The form and areas for evaluation shall be approved by the board and made available to the applicant.

History: Effective August 1, 1996; amended effective July 1, 2014, _____.

General Authority: NDCC 28-32-02

Law Implemented: NDCC 43-47-03, 43-47-06.

CHAPTER 97-02-03
CODE OF ETHICS

Section
97-02-03-01 Code of Ethics

97-02-03-01. Code of ethics.

The board adopts the most current version of the American counseling association Code of Ethics as approved by the American counseling association governing council ~~in-2005~~ as its code of ethics for the practice of counseling. A copy may be obtained from the board.

History: Effective February 1, 1995; amended effective February 1, 1998; December 1, 2001; July 1, 2007, _____.

General Authority: NDCC 28-32-02, 43-47-03

Law Implemented: NDCC 43-47-03