

**DRAFT MINUTES
BOARD OF COUNSELING
QUARTERLY BOARD MEETING
February 6, 2009**

- TIME & PLACE:** The meeting was called to order at 9:20 a.m. on February 6, 2009, in Board Room 2 at the Department of Health Professions, 9960 Mayland Drive, Richmond, VA.
- PRESIDING:** Linda K. Seeman, Ph.D., Chair
- MEMBERS PRESENT:** Mary Lou Argow
Donnie Conner, Ph.D.
Kevin Doyle, Ed.D.
Philip Haber
Sandra Malawer
Charles McAdams, Ed.D.
Vivian Sanchez-Jones
William Scott, Ph.D.
Linda Seeman, Ph.D.
Catherine Shwaery
John Penn Turner
Natale Ward
- MEMBERS ABSENT:** Eric McCollum, Ph.D.
Yvonne Ortega
- STAFF PRESENT:** Elaine Yeatts, DHP Policy Analyst
Howard Casway, Senior Assistant Attorney General
Evelyn B. Brown, Executive Director
Patricia Larimer, Deputy Executive Director
- OTHERS PRESENT:** Theresa Johnson-Sion, VACC member
Felicia Smith, VACC member
- ORDERING OF AGENDA:** Dr. Seeman opened the floor to any changes in the agenda. The agenda was accepted as presented.
- APPROVAL OF MINUTES:** A motion was made by Dr. Conner to approve the minutes of the November 14, 2008 Board meeting with noted corrections.
- PUBLIC COMMENT:** None
- DIRECTOR'S REPORT** On behalf of the Director Sandra Ryals, Elaine Yeatts, Policy Analyst, provided an update on bills which are of interest to the Department of Health Professions and are currently before the 2009 General Assembly.

**EXECUTIVE
DIRECTOR:**

Ms. Brown reported that Regulations Governing the Certification of Rehabilitation Providers require the applicant to hold a bachelor's degree, receive supervised experience, and pass an exam, if the applicant is not a certified rehabilitation provider in another state, or does not hold a nationally recognized credential equivalent to those required in the regulations. Most Certified Rehabilitation Providers (CRP's) meet the endorsement requirements and are exempt from the examination requirement. However, there are approximately nine applicants who are qualified to take the examination and become CRP's. *The Certification of Disability Management Specialists Commission* ("CDMSC") has been the sole vendor for the CRP examination since the examination became a requirement for certification in 1997. CDMSC notified Ms Brown that it will not renew the contract because it "is moving in other directions". Unfortunately, the Agency's procurement manager has not been successful in locating a vendor to provide an examination for the CRP candidates. Discussion was held about the scope of work CRP's are limited to which is providing vocational services to Worker's Compensation claimants. Following discussion, Mr. Haber moved that staff continue the search for a qualified vendor, but, meanwhile, in order to provide relief for the current applicants Ms. Brown and Dr. Seeman would draft an examination on the Standards of Practice to satisfy the examination requirement. The motion was properly seconded and passed. Ms. Argow moved that the Board would make no changes to these regulations and that discussion of the Certified Rehabilitation Regulations at this meeting would satisfy the Executive Order of Periodic Review of the Regulations Governing the Certification of Rehabilitation Providers. The motion was seconded and passed.

**COMMITTEE
REPORTS:**

**BOARD OF
HEALTH
PROFESSIONS:**

Board of Health Professions: Mary Lou Argow: Ms. Argow stated that she had not attended the meeting of the Board of Health Professions, but requested that members provide her with items of interest from the Board of Counseling for her report to the Board of Health Professions at future meetings.

REGULATORY:

Ms. Yeatts reported that the amendments to clarify language in the LPC, MFT, and SATP regulations for endorsement stating that "evidence of post licensure clinical experience for 5 of the past 6 years immediately preceding licensure application in Virginia" were in the Secretary's office.

Ms. Yeatts reported that no comments had been received on the proposed amendments to the MFT regulations which require that one half of the face-to-face supervision be rendered by an MFT. Dr. Doyle noted that the language in 18 VAC115-50-60.C.3 "face-to-face" supervision needed to be replaced by "individual" supervision. Ms. Argow moved to adopt the regulations as final with the substitution noted by Dr Doyle to replace "face-to-face" with "individual". The motion passed unanimously.

CREDENTIALS: **Charles McAdams, Ed.D.** Dr. Mc Adams reported that the Committee reviewed:
4 Counseling Related Degrees: 1 was approved; 3 were not approved
6 Coursework Appeals: 1 was approved; 5 were not approved
2 Licensure by Endorsement Appeals: 2 were not approved.
1 CSAC Registration of Supervision: Additional information is requested

Dr. McAdams stated that the Committee reviewed Counseling licensure data and determined that the number of applicants not successful in meeting the education or experience requirements represents approximately 10% of all applicants for all professions under the Board. He added that staff reports the number of applications from non-counseling graduate programs seems to have peaked. Dr. McAdams said that the Committee discussed the intent to streamline the application processes and reduce the length of time it takes to be licensed. The Committee reviewed a draft cover letter to be included in the application package to explain that although the application process is lengthy there are ways for applicants to minimize wait time. Dr. McAdams reported that the Committee discussed the need for the Regulatory Committee to review CSAC requirements. The Committee delegated to staff review and approval of *Registrations of Supervision*, but directed the approval letters to Residents/trainees include information that “*supervision approval does not equate to approval of graduate programs or coursework, but is an effort to expedite supervised experience requirement. Transcripts will be reviewed at time of application.*”

DISCIPLINE: **Dr. Conner, Ph.D. & Patricia Larimer, Deputy Executive Director:**
Dr. Conner reported that since the last Board meeting, one informal conference was held; there are eleven complaints in enforcement; four cases at Board level to be reviewed for probable cause and four cases to be scheduled for informal conferences.

CONTINUED COMPETENCY AUDIT STATUS: **Patricia Larimer, Deputy Executive Director:**
Ms. Larimer reported that the Board was finishing up the 2007 audit and had four licensees who did not respond to the audit and were to be scheduled for informal conferences. She also reported that the audit letters for the 2008 audit were mailed on November 20, 2008, with the responses due by January 15, 2009. All but one licensee had responded. Board staff is in the process of doing a preliminary review of the results.

OLD BUSINESS: None

NEW BUSINESS: The following meeting dates for 2009 are June 4&5, 2009, August 6&7, 2009 and November 12&13, 2009.

ADJORN: The meeting adjourned at 11:05 a.m.

Linda K. Seeman, Ph.D., Chair

Evelyn B. Brown, Executive Director