

**DISTRICT OF
COLUMBIA
MUNICIPAL
REGULATIONS
for
PROFESSIONAL
COUNSELING**

CHAPTER 66 PROFESSIONAL COUNSELING

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6600 GENERAL PROVISIONS

- 6600.1 This chapter shall apply to applicants for and holders of a license to practice professional counseling.
- 6600.2 Chapters 40 (Health Occupations: General Rules) and 41 (Health Occupations: Administrative Procedures) of this title shall supplement this chapter.

6601 TERM OF LICENSE

- 6601.1 Subject to § 6601.2, a license issued pursuant to this chapter shall expire at 12:00 midnight of December 31st of each even-numbered year.
- 6601.2 If the Director changes the renewal system pursuant to § 4006.3 of chapter 40 of this title, a license issued pursuant to this chapter shall expire at 12:00 midnight of the last day of the month of the birth date of the holder of the license, or other date established by the Director.

6602 EDUCATIONAL REQUIREMENTS

- 6602.1 Except as otherwise provided in this chapter, an applicant for a license shall furnish proof satisfactory to the Board, in accordance with § 710 of the Act, D.C. Official Code § 3-1207.10, of the following:
- (a) That the applicant has received a master's degree or higher from an institution of higher education which was accredited, at the time the degree was conferred, by an accrediting body recognized by the Secretary of the United States Department of Education, the Council on Postsecondary Accreditation, or its successor; and
 - (b) That the applicant has completed a minimum of sixty (60) semester hours or the equivalent number of quarter or trimester hours converted into semester hours in counseling or related subjects after earning a bachelor's degree; and
 - (c) That the applicant shall have obtained satisfactory documentation of the required number of semester hours as converted from quarter hours or

trimester hours into semester hours from the educational institution based on the institutions formula for conversion of quarter hours and trimester hours into semester hours.

6602.2 For purpose of meeting the requirements of subsection 6602.1, the following shall apply:

- (a) All courses earned in a graduate degree program in counseling shall be counted toward the required sixty (60) semester hours. Courses earned outside of a counseling degree program shall be evaluated individually.
- (b) Subjects related to counseling acceptable to the Board include:
 - (1) Social science;
 - (2) Psychology;
 - (3) Social work;
 - (4) Human services;
 - (5) Behavioral science;
 - (6) Psychiatric nursing;
 - (7) Rehabilitation counseling;
 - (8) Family counseling;
 - (9) Individual and family development;
 - (10) Student counseling and personnel services;
 - (11) Mental health and human services;
 - (12) Family and community services; and
 - (13) Creative arts therapy.
- (d) The content of an applicant's degree program and courses shall include, at a minimum, the following:
 - (1) Counseling theory and practice;
 - (2) Human growth and development;

- (3) Lifestyle and career development;
- (4) Group counseling;
- (5) Appraisal, assessment, and testing of individuals;
- (6) Principles of etiology, diagnosis, treatment planning, and prevention of mental and emotional disorders and dysfunctional behavior;
- (7) Social and cultural foundations including multicultural counseling;
- (8) Marriage and family counseling;
- (9) Research and program evaluation;
- (10) Professional orientation and ethics; and
- (11) Counseling practicum or internship.

(d) It is not necessary for a separate course to have been completed in the content areas listed in paragraph (c); however evidence is required that the content of each area has been covered in courses completed.

6602.3 An applicant shall submit to the Board certified transcripts of the applicant's educational records from each educational institution from which credits were earned that are relevant to this licensure application with the completed application. Transcripts shall be accepted if they are mailed directly by the educational institution from which credits were earned or if submitted directly by an applicant in a sealed university envelope with a registrar's signature across the seal.

6602.4 The applicant shall provide the Board with course descriptions detailing the subject matter of courses named on the applicant's certified transcript that differ from those courses outlined in § 6602.2.

6603 SUPERVISED EXPERIENCE REQUIREMENTS

6603.1 An applicant for a license shall furnish proof satisfactory to the Board pursuant to § 6603.3 that the applicant obtained counseling experience that meets the following requirements:

- (a) The applicant shall have acquired the experience after having completed the requirements of the first graduate degree in counseling or a related area but before the date the application was submitted. Experience acquired after having completed the requirements of a master's degree in counseling or

related area, but during a post-master's, specialist, or doctoral degree program in counseling or a related area is acceptable.

- (b) The experience shall have consisted of a minimum of three thousand five hundred (3,500) hours of professional counseling performed over a period of not less than two (2) years and not more than five (5) years under the general supervision of a qualified supervisor who shall be a professional counselor, psychologist, psychiatrist, or independent clinical social worker who was licensed in a jurisdiction of the United States during the supervised period, or who would have been qualified for a license as a professional counselor in the District of Columbia. The Board may extend the five (5) year limit for good cause. All hours worked in a position in which general counseling services are offered shall be counted toward the minimum required hours.
- (c) Two hundred (200) of the required hours must have been under immediate supervision by a qualified supervisor as defined in § 6603.1(b) and in conformance with the following requirements:
 - (1) One hundred (100) hours of the required two hundred (200) hours of immediate supervision shall have been completed under a professional counselor who was licensed in a jurisdiction of the United States during the supervised period or who would have been qualified for a license as a professional counselor in the District of Columbia;
 - (2) One hundred (100) hours of the required two hundred (200) hours of immediate supervision shall have been under individual supervision with a qualified supervisor; and
 - (3) For every thirty-five (35) hours worked, the applicant shall have been under immediate supervision for a minimum of one hour.
- (d) The applicant's performance shall have been rated as at least satisfactory by each supervisor.

6603.2 A student or graduate under supervision shall identify himself or herself as such at all times when practicing professional counseling.

6603.3 An applicant for a license shall demonstrate qualifications required by § 6603.1 by submitting with the application a signed statement from each supervisor who supervised the applicant during the required period of experience which sets forth the following:

- (a) The location at which and period of time during which the supervision took place;
- (b) The number of hours of the applicant's practice of professional counseling;

- (c) The number of hours of immediate supervision of the applicant;
- (e) The specific nature of and responsibilities included in the applicant's practice;
- (f) A rating of the applicant's performance; and
- (g) The license number and jurisdiction in which the supervisor was licensed during the supervised period; if not licensed, the supervisor's vitae demonstrating the supervisor's qualifications to be a licensed professional counselor in the District of Columbia.

6604**APPLICANTS EDUCATED IN FOREIGN COUNTRIES**

- 6604.1 The Board may grant a license to practice professional counseling to an applicant who completed an educational program in a college or university in a foreign country which is not accredited in accordance with § 6602 if the applicant meets the following requirements:
- (a) Meets all requirements of this chapter except for § 6602.1; and
 - (b) Demonstrates to the satisfaction of the Board that the applicant's education and training are substantially equivalent to the requirements of this chapter and the Act in ensuring that the applicant is qualified to practice professional counseling by submitting the documentation required by § 6604.2 of this section.
- 6604.2 An applicant under this section shall, in lieu of meeting the requirements of § 6602.1 submit one of the following:
- (a) Proof satisfactory to the Board that the applicant has received a master's degree or higher from a foreign institution which was accredited, at the time the degree was conferred, by an accrediting body recognized by the national government of the country in which the institution is located; or
 - (b) A certification from a private education evaluation service approved by the Board that the applicant's foreign education is substantially equivalent to the education provided in an accredited program.
- 6604.3 The Board may interview an applicant under this section to determine whether the applicant's education or training meets the requirements of the Act and this chapter.
- 6604.4 If a document required by this chapter is in a language other than English, an applicant shall arrange for its translation into English by a translation service

acceptable to the Board and shall submit a translation signed by the translator attesting to its accuracy.

6605 NATIONAL EXAMINATION

6605.1 To qualify for a license by examination, an applicant shall receive a score on the National Counselor Examination designated by the National Board for Certified Counselors as a passing score for that administration of the National Counselor Examination.

6605.2 An applicant who, prior to applying for a license, has taken and passed an examination administered by a professional counselor licensure board in another jurisdiction in the United States, by the Commission for Certified Rehabilitation Counselors, or by the National Academy of Certified Mental Health Counselors (now a specialty within the National Board for Certified Counselors), will not be required to take the National Counselor Examination. An applicant relying on an alternative examination shall submit to the Board the applicant's examination results which have been certified or validated by the entity that administered the examination.

6606 PRACTICE OF PROFESSIONAL COUNSELING BY STUDENTS AND GRADUATES

6606.1 A student or graduate may practice professional counseling in accordance with this section only under the general or immediate supervision of a professional counselor licensed or qualified to be licensed in the District of Columbia, or a psychologist, psychiatrist, or independent clinical social worker licensed in the District of Columbia under the Act.

6606.2 The following persons shall be authorized to practice under this section:

- (a) Students whose practice fulfills education requirements under § 710 of the Act, D. C. Official Code § 3-1207.10, and § 6603 of this chapter; and
- (b) Graduates fulfilling postmaster's experience requirements under § 710 of the Act, D.C. Official Code § 3-1207.10, and § 6602 of this chapter or during the pendency of the graduate's initial application.

6606.3 A person who has been denied a license or disciplined in the District of Columbia or other jurisdiction in the United States shall not practice pursuant to this section unless authorized by the Board in writing to do so.

6606.4 A supervisor shall be responsible for all supervised practice by a student or graduate during the period of supervision, and is subject to disciplinary action for any violation of the Act or this chapter by the student or graduate.

6606.5 A student or graduate shall be subject to disciplinary action for any violation of the Act or this chapter. The Board may deny an application for a license by a student or graduate who is found to have violated the Act or this chapter, in accordance with chapter 41 of this title.

6606.6 A student or graduate shall identify himself or herself as such at all times when practicing professional counseling.

6607 REPEALED

6608 WAIVER OF EXAMINATION REQUIREMENTS

6608.1 The Board shall waive the examination requirements of this chapter for an applicant who:

- (a) Meets the educational requirements of § 6602 of this chapter;
- (b) Proves to the satisfaction of the Board that the applicant has practiced as a professional counselor or as a professional counselor administrator within a three (3) year period immediately preceding July 22, 1992; and
- (c) Applies for licensure within one (1) year from the effective date of this chapter.

6608.2 An applicant for a license under this section shall submit the following:

- (a) A statement detailing the nature of the practice, time period, names of supervisors, and places where the applicant has performed the functions of a professional counselor or a professional counselor administrator during the time period July 22, 1989 through July 22, 1992; and
- (b) At least two (2) of the following:
 - (1) Letter of recommendation from an immediate supervisor who is currently supervising, or has supervised, the applicant's work in professional counseling. For an applicant who has been in an independent private practice during the pertinent two (2) year period, a letter of recommendation from a mental health colleague shall be accepted in lieu of a letter of recommendation from a supervisor;
 - (2) Evidence of participation in continuing education activities;
 - (3) Evidence of the completion of a minimum of one (1) three-credit graduate course in counseling or a closely related field from an institution of higher education accredited by an accrediting body recognized by the Secretary

of the United States Department of Education, or the Council on Postsecondary Accreditation, or its successor;

- (4) Documentation of a currently valid certificate as a Certified Mental Health Counselor, Certified Rehabilitation Counselor, or National Certified Counselor; or
- (5) Proof of publication of a counseling-related article in a refereed journal, publication of a counseling-related book, or publication of a chapter in a counseling-related book.

6609 STANDARDS OF CONDUCT

- 6609.1 Licensed professional counselors shall not discriminate against clients because of age, color, culture, disability, ethnic group, gender, race, religion, sexual orientation, marital status, or socioeconomic status.
- 6609.2 Licensed professional counselors shall inform clients, preferably in writing, regarding the counseling process and counseling relationship at or before the time it begins and throughout the relationship.
- 6609.3 Licensed professional counselors shall make every effort to avoid dual relationship with clients that could impair their professional judgment or increase the risk of harm to clients. When a dual relationship cannot be avoided, licensed professional counselors shall take appropriate steps to ensure that their judgment is not impaired and that no exploitation occurs.
- 6609.4 Licensed professional counselors shall not engage in any type of sexual intimacies with current clients and shall not engage in sexual intimacies with former clients within a minimum of two years after terminating the counseling relationship. Licensed professional counselors who engage in such relationship after two years following termination shall have the responsibility to thoroughly examine and document that such relations did not have an exploitative nature.
- 6609.5 Licensed professional counselors shall take steps to protect clients from physical or psychological trauma resulting from interactions during group work.
- 6609.6 Licensed professional counselors shall explain to clients, prior to their entering the counseling relationship, financial arrangements related to professional services.
- 6609.7 Licensed professional counselors shall assist in making appropriate arrangements for the continuation of treatment of clients, when necessary, following termination of counseling relationship.

- 6609.8 Licensed professional counselors shall avoid entering or immediately terminating a counseling relationship if it is determined that they are unable to be of professional assistance to a client. The counselors shall assist in making an appropriate referral to the client.
- 6609.9 Licensed professional counselors shall keep information related to counseling services confidential unless disclosure is in the best interest of clients, is required for the welfare of others, or is required by law.
- 6609.10 Licensed professional counselors shall take measures to ensure that subordinates maintain privacy and confidentiality.
- 6609.11 Licensed professional counselors shall clearly communicate to group members that confidentiality cannot be guaranteed in groupwork.
- 6609.12 Licensed professional counselors shall not disclose information about one family member in counseling to another family member without prior consent.
- 6609.13 Licensed professional counselors shall maintain appropriate confidentiality in creating, storing, accessing, transferring and disposing of counseling records.
- 6609.14 Licensed professional counselors shall obtain prior consent from clients in order to electronically record or observe sessions.
- 6609.15 Except as provided in § 6609.9, licensed professional counselors shall obtain client consent to disclose or transfer records to third parties.
- 6609.16 Licensed professional counselors shall disguise the identity of the client when using data for training, research or publication.
- 6609.17 Licensed professional counselors shall practice only within the boundaries of their competence.
- 6609.18 Licensed professional counselors shall in engage in continuing education to maintain their professional competence.
- 6609.19 Licensed professional counselors shall refrain from offering professional services when their personal problems or conflicts may cause harm to a client or others.
- 6609.20 Licensed professional counselors shall accurately represent their credentials and services when advertising.
- 6609.21 Licensed professional counselors shall not use their place of employment or institutional affiliation to recruit clients for their private practice.

- 6609.22 Licensed professional counselors shall claim or imply only professional credentials possessed and shall correct any known misrepresentation of their credentials by others.
- 6609.23 Licensed professional counselors shall not engage in sexual harassment.
- 6609.24 With the consent of the client, licensed professional counselors shall inform other mental health professionals serving the same client that a counseling relationship between the counselor and client exists.
- 6609.25 Licensed professional counselors shall alert their employers to institutional policy or conditions that may be potentially disruptive or damaging to the counselors' professional responsibilities or that may limit their effectiveness or deny clients' rights.
- 6609.26 Licensed professional counselors shall select competent staff and shall assign responsibilities compatible with staff skills and experiences.
- 6608.27 Licensed professional counselors shall not engage in exploitative relationships with individuals over whom they have supervisory, evaluative, or instructional control or authority.
- 6609.28 Licensed professional counselors shall not accept fees or other remuneration for consultation with persons entitled to such services through the counselors' employing agency or institution.
- 6609.29 Licensed professional counselors shall not accept referral fees.
- 6608.30 Licensed professional counselors shall perform only testing and assessment services for which they are competent.
- 6608.31 Licensed professional counselors shall not allow the use of psychological assessment techniques by unqualified persons under their supervision.
- 6609.32 Licensed professional counselors shall use assessment instruments in the manner for which they were intended.
- 6609.33 Licensed professional counselors shall provide explanations to clients prior to assessment about the nature and purposes of assessment and the specific uses of results.
- 6609.34 Licensed professional counselors shall ensure that accurate and appropriate interpretations accompany any release of testing and assessment information.

- 6609.35 Licensed professional counselors shall not base their assessment or intervention decisions or recommendations on data or test results that are obsolete or outdated for the current purpose.
- 6609.36 Licensed professional counselors shall not engage in sexual relationships with their students and supervisees.
- 6609.37 Licensed professional counselors shall give credit to students or supervisees for their contributions to research and scholarly projects.
- 6609.38 Licensed professional counselors who offer clinical supervision services shall be trained and prepared in supervision methods and techniques.
- 6609.39 Licensed professional counselors shall clearly state to students and supervisees in advance of training, the levels of competency expected, appraisal methods, and timing of evaluations. Counselors shall provide students and supervisees periodic performance appraisals and evaluation feedback throughout the training program.
- 6609.40 Licensed professional counselors shall make every effort to ensure that the rights of peers are not violated when students and supervisees are assigned to lead counseling groups or provide clinical supervision.
- 6609.41 Licensed professional counselors shall assist students and supervisees in securing remedial assistance, when needed, and shall dismiss from the training program students and supervisees who are unable to provide competent services due to academic or personal limitations.
- 6609.42 Licensed professional counselors who conduct experiences for students or supervisees that include self-growth or self-disclosure shall inform participants of counselors' ethical obligations to the profession and shall not grade participants based on their nonacademic performance.
- 6609.43 Students and supervisees preparing to become licensed professional counselors shall adhere to the Code of Ethics and the Standards of Practice of counselors.
- 6609.44 Licensed professional counselors shall avoid causing physical, social or psychological harm or injury to subjects of research.
- 6609.45 Licensed professional counselors shall keep confidential information obtained about research participants.
- 6609.46 Licensed professional counselors shall report all variables and conditions known to the investigators that may affect research data or outcomes.
- 6609.47 Licensed professional counselors shall not distort or misrepresent research data or fabricate or intentionally bias research results.

- 6609.48 Licensed professional counselors shall give appropriate credit to those who have contributed to research.
- 6609.49 Licensed professional counselors shall take appropriate action when they reasonably believe that a counselor or other mental health professionals are acting in an unethical manner.
- 6609.50 Licensed professional counselors shall not initiate, participate in, or encourage the filing of ethical complaints that are unwarranted, or intended to harm a mental health professional rather than to protect clients or the public.

6610 CONTINUING EDUCATION REQUIREMENTS

- 6610.1 This section shall apply to applicants for the renewal, reactivation, or reinstatement of a license expiring December 31, 2008, and for subsequent terms.
- 6610.2 This section shall not apply to applicants for an initial license by examination, reciprocity, or endorsement, nor shall it apply to applicants for the first renewal of a license granted by examination.
- 6610.3 A continuing education credit shall be valid only if it is part of a program or activity approved by the Board in accordance with § 6611.
- 6610.4 An applicant for renewal of a license shall submit proof of having completed forty (40) hours of approved continuing education credit during the two-year (2) period preceding the date the license expires. Six of the forty (40) hours shall be in Ethics and four (4) of the forty (40) hours shall be in Trauma Counseling.
- 6610.5 To qualify for a license, a person in inactive status within the meaning of § 511 of the Act, D.C. Official Code § 3-1205.11, who submits an application to reactivate a license shall submit proof of having completed twenty (20) hours of approved continuing education credit within one (1) year prior to application for each license year after December 31, 2000, that the applicant was in inactive status. A minimum of six (6) hours shall be in Ethics and four (4) hours shall be in Trauma Counseling.
- 6610.6 To qualify for a license, an applicant for reinstatement of a license shall submit proof of having completed twenty (20) hours of approved continuing education credit for each year after December 31, 2000, that the applicant was not licensed. A minimum of six (6) hours shall be in Ethics and four (4) hours shall be in Trauma Counseling.
- 6610.7 An applicant under this section shall prove completion of required continuing education credits by submitting with the application the following information

with respect to each program:

- (a) The name and address of the sponsor of the program;
- (b) The name of the program, its location, a description of the subject matter covered, and the names of the instructors;
- (c) The dates on which the applicant attended the program;
- (d) The hours of credit claimed;
- (e) Verification by the sponsor of completion, by signature or stamp; and
- (f) An applicant under this section shall prove completion of continuing education course work by submitting with the application a signed statement from the instructor on university stationery for each class attended.

6610.8 An applicant under this section shall prove completion of individualized learning under § 6611.7(c) by submitting a signed statement from the supervisor which sets forth the information required by § 6602.4.

6610.9 An applicant for renewal of a license who fails to submit proof of having completed continuing education requirements by the date the license expires may renew the license up to sixty (60) days after expiration by submitting proof and paying the required additional late fee.

6610.10 Upon submitting proof and paying the late fee, the applicant shall be deemed to have possessed a valid license during the period between the expiration of the license and the submission of the required documentation and payment of the late fee.

6610.11 If an applicant for renewal of a license fails to submit proof of completion of continuing education requirements or pay the late fee within sixty (60) days after the expiration of the applicant's license, the license shall be considered to have lapsed on the date of expiration.

6610.12 The Board may, in its discretion, grant an extension of the sixty (60) day period to renew after expiration if the applicant's failure to submit proof of completion was for good cause.

6611 APPROVED CONTINUING EDUCATION PROGRAMS AND ACTIVITIES

- 6611.1 The Board may, in its discretion, approve continuing education programs and activities that contribute to the growth of an applicant in professional competence in the professional counseling field and which meet the other requirements of this section.
- 6611.2 The Board may approve the following types of continuing education programs, if the program meets the requirements of § 6611.4:
- (a) A graduate course given at an accredited college or university;
 - (b) A seminar or workshop;
 - (c) An educational program given at a conference;
 - (d) In-service training; and
 - (e) Formally organized learning activities including distance learning and home study.
- 6611.3 Formally organized learning activities including distance learning and home study shall be counted at their full hour value. Hours shall be obtained from one or a combination of the following board-approved mental health related activities:
- (a) Regionally accredited university graduate level academic courses in a behavioral health discipline;
 - (b) Continuing education programs offered by universities or colleges;
 - (c) Workshops, seminars, conferences, or courses in the behavioral health field offered by federal, state, or licensed health facilities and licensed hospitals;
 - (d) Workshops, seminars conferences, or courses in the behavioral health field offered by an individual or organization that has been certified or approved by one of the following:
 - (1) The American Mental Health Counselors Association (AMHCA) including state and local affiliates;
 - (2) The International Association of Marriage and Family Counselors and its state affiliates;
 - (3) The American Association of Marriage and Family Therapists and its state affiliates;

- (4) The American Association of State Counseling Boards;
- (5) The American Counseling Association and its state and local affiliates;
- (6) The American Psychological Association and its state affiliate;
- (7) The Commission on Rehabilitation Counselor Certification;
- (8) The Association for Addiction Professionals and its state and local affiliates;
- (9) The National Association of Social Workers;
- (10) The National Board for Certified Counselors;
- (11) A national behavioral health organization or certification body;
- (12) Individuals or organizations that have been approved as continuing competency sponsors by the American Association of State Counseling Boards or a counseling board in another state;
- (13) The Association for Play and Art Therapy; and
- (14) The American School Counselor Association and its state affiliates.

6611.4 To qualify for approval by the Board, a continuing education program shall:

- (a) Be current in its subject matter;
- (b) Be developed and taught by qualified individuals; and
- (c) Meet one of the following requirements:
 - (1) Be administered or approved by a recognized professional counseling organization, accredited health care facility, or accredited college or university; or
 - (2) Be submitted by the program sponsors to the Board for review no less than sixty (60) days prior to the date of the presentation and be approved by the Board.

- 6611.5 The Board may issue and update a list of approved continuing education programs.
- 6611.6 An applicant shall have the burden of verifying whether a program is approved by the Board pursuant to this section prior to attending the program.
- 6611.7 The Board may approve the following continuing education activities:
- (a) Serving as a speaker at a conference, seminar, workshop, or in-service training;
 - (b) Publication of an article in a professional journal or publication of a book or a chapter in a book or publication of a book review in a professional journal or bulletin; and
 - (c) Individualized learning under the immediate supervision of a professional counselor, psychologist, psychiatrist, or independent clinical social worker licensed in a jurisdiction of the United States.

6612 CONTINUING COMPETENCY COURSES

- 6612.1 The Board may, in its discretion, approve courses that contribute to the competency of a professional counselor in one or more of the following areas:
- (a) Ethics (standards of practice or laws governing behavioral science professions);
 - (b) Counseling theory;
 - (c) Human growth and development;
 - (d) Social and cultural foundations;
 - (e) The helping relationship;
 - (f) Group dynamics, processing and counseling;
 - (g) Lifestyle and career development;
 - (h) Appraisal of individuals;
 - (i) Research and evaluation;
 - (j) Professional orientation;
 - (k) Clinical supervision;

(l) Marriage and family therapy;

(m) Addictions; or

(n) Trauma.

6613 CONTINUING EDUCATION CREDITS

- 6613.1 The Board may grant continuing education credit for whole hours only, with a minimum of fifty (50) minutes constituting one (1) credit hour.
- 6613.2 The Board may, in its discretion, audit up to five percent (5%) of the renewal applications to ensure that the continuing education requirement has been met.
- 6613.3 For graduate courses that are taken for educational credit, each semester hour of credit shall constitute ten (10) hours of continuing education credit, and each quarter hour of credit shall constitute fifteen (15) hours of continuing education credit.
- 6613.4 The Board may grant a maximum of five (5) continuing education credits per year to an applicant who attends in-service education programs.
- 6613.5 The Board may grant a maximum of fifty percent (50%) of an applicant's continuing education requirement for completing continuing education activities under § 6611.7.
- 6613.6 The Board may grant credit for preparation and presentation time to an applicant who serves as a speaker at an approved program.
- 6613.7 The maximum amount of credit that may be granted for preparation time is twice the amount of the associated presentation time.
- 6613.8 If an applicant has previously received credit in connection with a particular presentation, the Board shall not grant credit for a subsequent presentation unless it involves either a different subject or substantial additional research concerning the same subject.
- 6613.9 The presentation shall have been completed during the period for which credit is claimed.
- 6613.10 The Board may grant continuing education credit under § 6611.7(b) only if the applicant proves to the satisfaction of the Board that the work has been published or accepted for publication during the period for which credit is

claimed.

6613.11 The Board may grant continuing education credits for the following:

- (a) New program development that shall count for a maximum of eight (8) hours. New program development includes a new course, seminar, or workshop. New courses shall be graduate or undergraduate level college or university courses.
- (b) Dissertation that shall count for a maximum of 18 hours. Dissertation credit may only be counted once.
- (c) Clinical supervision or consultation given or received outside of the place of employment shall count for a maximum of ten hours.
- (d) Leadership positions that shall count for a maximum of ten (10) hours.

6613.12 The following leadership positions are acceptable for continuing competency credit:

- (a) Officer of state or national counseling organization;
- (b) Editor and or reviewer of professional counseling journal;
- (c) Member of a national ethics disciplinary review committee rendering licenses;
- (d) Active member of a counseling committee producing a substantial written product; and
- (e) Chair of a major counseling conference or convention;
- (f) Other leadership positions with justifiable professional learning experiences.

6613.13 Pursuant to § 6613.12, to receive credit for the leadership position, the position shall last for a minimum of one (1) year after the date of first licensure.

6613.14 Practice-related programs shall count up to a maximum of eight (8) hours. The board may allow up to eight (8) contact hours of continuing competency as long as the licensee submits proof of attendance plus a written justification of how the activity assists him or her in his or her direct service to clients. Examples include: language courses, software training, medical topics, etc.

6613.15 Membership in a state counseling licensure or certification board shall count for a maximum of ten (10) hours of continuing education credit for each year of membership.

6699 DEFINITIONS

6699.1 When used in these regulations, the following terms shall have the following meanings ascribed:

Act – the District of Columbia Health Occupations Revision Act of 1985, D.C. Law 6-99, as amended.

General supervision – supervision in which the supervisor is available to the person supervised, either in person or by a communications device.

Immediate supervision – supervision in which the supervisor is physically present with the person supervised and either discussing or observing the person's practice.

Practice of professional counseling – engaging in counseling activities, for compensation, by a person who represents, by title or description of services, that he or she is a "professional counselor" or "licensed professional counselor," and includes the processes of: (a) conducting assessments for the purpose of determining treatment goals and objectives; (b) assisting clients through a professional relationship to achieve effective mental, emotional, physical, social, educational, or career development and adjustment throughout the life span; and (c) using counseling treatment interventions to facilitate human development and to identify and remediate mental, emotional, or behavioral conditions and associated difficulties which interfere with functional wellness.

Professional counselor – a person licensed under the Act to practice professional counseling.

Student – an individual who is enrolled in an academic program which meets the requirements of § 6602.

APPENDIX 66-1**ETHICAL STANDARDS**

published by: American Counseling Association formerly the American Association for Counseling and Development (As Revised by AACD Governing Council, March 1988)

(incorporated by reference only)