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JANICE K. BREWER
Governor

TOBI ZAVALA
Interim Executive Director

MEMORANDUM

TO: Rules Subcommittee
FROM: Donna Dalton
DATE: 7/1/2014
RE: Meeting documents for 7/03/2014

Following you will find the documents we'll be reviewing at the rules subcommittee meeting on 7/03/2014. We will be discussing clinical supervision and the impaired professional program.

ATTACHMENT A Proposed R4-6-214
ATTACHMENT B Proposed R4-6-213
ATTACHMENT C Current R4-6-212
ATTACHMENT D Proposed R4-6-212
ATTACHMENT E Current R4-6-404, 504, 604, 701, 706
ATTACHMENT F Proposed R4-6-404, 504, 604, 706
ATTACHMENT G AZCHSP Proposed language
ATTACHMENT H Current supervisor exemption forms
ATTACHMENT I New statute 32-3253(C-D)
ATTACHMENT J Nursing Board statute
ATTACHMENT K Eligibility criteria/Admission procedures
ATTACHMENT L CANDO frequently asked questions
ATTACHMENT M AZAMFT written feedback

ATTACHMENT

A

R4-6-214 Clinical Supervision educational requirements

- A. A Supervisor wishing to clinically supervise an applicant for licensure shall meet the following educational requirements prior to providing supervision:
1. Have completed at least 12 hours of supervision training post-independent licensure in the following categories:
 - a) The role and responsibility of a clinical supervisor;
 - b) The skill sets necessary to provide oversight and guidance to a supervisee who diagnoses, creates treatment plans, and treats clients;
 - c) The concepts of supervision methods and techniques; and
 - d) Evaluation of a supervisee's ability to plan and implement clinical assessment and treatment processes; or
 2. Provide documentation of a current designation or certification prescribed below:
 - a) National Board for Certified Counselors/Center for Credentialing and Education ("NBCC/CCE") Approved Clinical Supervisor certification,
 - b) International Certification and Reciprocity Consortium ("ICRC") Clinical Supervisor certification, or
 - c) American Association of Marriage and Family Therapists Clinical Member with Approved Supervisor designation; and
 3. Successfully pass the law and rules exam established by the Board.
- B. A supervisor who seeks to continue providing clinical supervision after completing the requirements under subsection (A)(1) shall:
1. Submit documentation of 9 clock hours of continuing education in the categories of subsection (A)(1)(a) through (d) within 3 years following completion of their initial continuing education requirements, and each 3 year period thereafter; or
 2. Provide documentation of the renewal of the certification or designation listed in (A)(2) of this section.
 3. Provide a certificate of completion of the Board's rules and laws refresher exam.
- C. To provide clinical supervision for an applicant for marriage and family therapy license, an individual must have an independent level marriage and family therapy license in Arizona, or hold a current designation listed in (A)(2)(c) of this section.
- D. To provide clinical supervision for an applicant associate substance abuse counselor or independent substance abuse counselor licensure, an individual must have an independent substance abuse counselor license in Arizona, or hold a current certification listed in (A)(2)(b) of this section.

ATTACHMENT

B

R4-6-213 Supervision registry

- A. The Board shall maintain a registry of licensees who have met the educational requirements to provide supervision as prescribed in R4-6-214.
- B. Non-licensed mental health professionals as described in R4-6-212(A)(2) who wish to provide clinical supervision may request inclusion on the registry.
- C. To be included on the registry, a supervisor shall:
 - 1. Submit a registration form prescribed by the Board;
 - 2. Submit documentation that they have met the education requirements in R4-6-214;
 - 3. Submit a certificate of completion that they have passed the Board's rules and laws exam.
- D. To be eligible to remain on the supervision registry, a supervisor shall:
 - 1. Ensure their license remains active and in good standing;
 - 2. Submit documentation of completion of the continuing education requirements in R4-6-214;
 - 3. Submit a certificate of completion that they have passed the Board's rules and laws refresher exam.

DRAFT

ATTACHMENT

C

R4-6-212. Clinical Supervision Requirements

- A.** An individual shall provide clinical supervision to a maximum of 15 supervisees at the same time.
- B.** An applicant may submit a written request to the credentialing committee for an exemption from the requirement of subsection (A). The credentialing committee shall review the exemption request and the clinical supervisor's other job responsibilities to determine whether the clinical supervisor can provide an appropriate level of clinical supervision to more than 15 supervisees at the same time. The credentialing committee shall not grant an exemption request for more than 30 supervisees.
- C.** A clinical supervisor shall have experience, training, and competence adequate to perform and direct all services provided by the supervisee.
- D.** No more than 25 percent of the clinical supervision hours required for licensure as a professional counselor, marriage and family therapist, social worker, or substance abuse counselor may be acquired telephonically.
- E.** Clinical supervision acquired telephonically shall not be accepted for a communication lasting less than 30 minutes.
- F.** To be approved by the Board, clinical supervision of an applicant shall include all of the following:
 - 1.** A review of ethical and legal requirements applicable to the supervisee's practice, including unprofessional conduct as defined in A.R.S. § 32-3251(12);
 - 2.** Monitoring of the supervisee's activities to verify the supervisee is providing services safely and competently;
 - 3.** Verification that the supervisee provides clients with appropriate written notice of clinical supervision, including the name and telephone number of the supervisee's clinical supervisor;
 - 4.** Documentation written and maintained by the clinical supervisor for a minimum of seven years of all clinical supervision sessions that, for each clinical supervision session, at a minimum, includes the following:
 - a.** The date and duration of each clinical supervision session;
 - b.** A comprehensive clinical description of topics discussed during each clinical supervision session. Identifying information regarding clients is not required;
 - c.** Beginning on July 1, 2006, the name and signature of the individual receiving clinical supervision;
 - d.** The name, signature, and telephone number of the clinical supervisor and the date signed; and
 - e.** Whether clinical supervision occurred on a group or individual basis;

- c. Beginning on July 1, 2006, the name and signature of the individual receiving clinical supervision;
 - d. The name, signature, and telephone number of the clinical supervisor and the date signed; and
 - e. Whether clinical supervision occurred on a group or individual basis;
- 5. Verification that no conflict of interest exists between the clinical supervisor and the supervisee;
 - 6. Verification that no conflict of interest exists between the supervisee and the supervisee's clients; and
 - 7. Monitoring of the supervisee's clinical documentation through on-going compliance review to ensure that the supervisee maintains adequate written documentation.
- G. Effective July 1, 2006, an applicant must receive a minimum of 10 hours of clinical supervision obtained during direct observation or a review of audiotapes or videotapes by the clinical supervisor of the applicant while the applicant is providing treatment and evaluation services to a client.
 - H. An applicant may submit clinical supervision hours from a maximum of four clinical supervisors.
 - I. Clinical supervision may include both individual and group supervision. Group clinical supervision hours shall not exceed individual supervision hours.
 - J. Clinical supervision of a supervisee for licensure as a marriage and family therapist, professional counselor, clinical social worker, or independent substance abuse counselor. Beginning on July 1, 2006, a licensee acting as a clinical supervisor shall complete continuing education as follows:
 - 1. Between July 1, 2004, and the individual's first license expiration date following July 1, 2006, at least 12 clock hours shall be taken in the following categories:
 - a. The role and responsibility of a clinical supervisor;
 - b. The skill sets necessary to provide oversight and guidance to a supervisee who diagnoses, creates treatment plans, and treats clients;
 - c. The concepts of supervision methods and techniques; and
 - d. Evaluation of a supervisee's ability to plan and implement clinical assessment and treatment processes; and

2. A licensee who seeks to continue providing clinical supervision after completion of the requirements under subsection (J)(1) shall complete at least six clock hours of continuing education as provided in subsections (J)(1)(a) through (d) between the date the Board receives the licensee's last renewal application and the next license expiration date.

K. Clinical supervision by a licensee of the Arizona Board of Psychologist Examiners, the Arizona Medical Board, the Arizona Board of Osteopathic Examiners in Medicine and Surgery, or the Arizona Board of Nursing. Beginning on July 1, 2006, a clinical supervisor of a supervisee listed in subsection (J) shall comply with the continuing education requirements under subsections (J)(1) and (2).

L. Clinical supervision training required pursuant to subsections (J) and (K) shall be waived if the clinical supervisor holds any of the following certifications or designations if the certification or designation is current as of the clinical supervisor's license renewal date:

1. National Board for Certified Counselors/Center for Credentialing and Education ("NBCC/CCE?") Approved Clinical Supervisor certification,
2. International Certification and Reciprocity Consortium ("ICRC") Clinical Supervisor certification, or
3. American Association of Marriage and Family Therapists Clinical Member with Approved Supervisor designation.

Historical Note

New Section made by exempt rulemaking at 10 A.A.R. 2700, effective July 1, 2004 (Supp. 04-2). Amended by exempt rulemaking at 11 A.A.R. 2713, effective June 27, 2005 (Supp. 05-2).

ATTACHMENT

D

R4-6-212 Clinical Supervision Requirements

- A. Clinical supervision shall be provided by an individual meeting the clinical supervision requirements in articles 4, 5, 6, and 7 in addition to the following:
1. A Clinical Social Worker, Professional Counselor, Marriage and Family Therapist, or Independent Substance Abuse Counselor licensed by the Board who has met the educational requirements in R4-6-214; or
 2. A mental health professional holding a current license in Arizona under Title 32 as follows:
 - a) A physician licensed pursuant to Chapter 13 or 17 with a certification in psychiatry and more than three years of practice;
 - b) A psychologist licensed pursuant to Chapter 19.1;
 - c) A nurse practitioner licensed and certified pursuant to Chapter 15 with a certification in mental health; and
 - d) Who has met the educational requirements in R4-6-214 and registered with the Board; or
 3. An individual granted an exemption by the Academic Review Committee who meets the following:
 - a. Holds an active, independent license to practice behavioral health;
 - b. Is providing services pursuant to a contract or grant with the federal government under the authority of 25 U.S.C. 450 – 450(n) or 25 U.S.C. 1601 – 1683; and
 - c. Has met the educational requirements in R4-6-214; or
 4. An individual granted an exemption by the Academic Review Committee based on the applicant's ability to demonstrate that supervision by an individual pursuant to (A)(1-3) was not available. The ARC will consider the size of the professional setting in which the applicant worked, its geographic location, and the education, training, and experience of the supervisor. To be granted an exemption, the supervisor shall have completed the Board's rules and laws exam.
- B. An individual shall provide clinical supervision to a maximum of 15 supervisees at the same time.
- C. An individual may submit a written request to the Academic Review Committee for an exemption from the requirement of subsection (B). The ARC shall review the clinical supervisor's other job responsibilities to determine whether the clinical supervisor can provide an appropriate level of clinical supervision to more than 15 supervisees at the same time. The ARC shall not grant an exemption request for more than 30 supervisees.
- D. To be approved by the Board, clinical supervision of an applicant shall include all of the following:
1. A review of ethical and legal requirements applicable to the supervisee's practice, including unprofessional conduct as defined in A.R.S. 32-3251(15);
 2. Monitoring of the supervisee's activities to verify the supervisee is providing services safely and competently throughout the period of supervision;
 3. Verification that the supervisee provides clients with appropriate written notice of clinical supervision, including the name and telephone number of the supervisee's clinical supervisor;
 4. Documentation written and maintained by the clinical supervisor for a minimum of seven years of all clinical supervision sessions that, for each clinical supervision session, at a minimum, includes the following:
 - a. The date and duration of each clinical supervision session;
 - b. A description of topics discussed. Identifying information regarding clients is not required;

- c. Beginning on July 1, 2006, the name and signature of the individual receiving clinical supervision;
- d. The name and signature of the clinical supervisor and the date signed; and
- e. Whether clinical supervision occurred on a group or individual basis;
- 5. Verification that no conflict of interest exists between the clinical supervisor and the supervisee;
- 6. Verification that no conflict of interest exists between the supervisee and the supervisee's clients; and
- 7. Monitoring of the supervisee's clinical documentation through on-going compliance review to ensure that the supervisee maintains adequate written documentation.
- 8. Verification that the supervision included instruction in assessment, diagnosis, and treatment.
- 9. An overall satisfactory rating in the supervisee's performance as assessed by the supervisor.
- E. No more than 25% of the clinical supervision hours required for licensure at the independent level may be acquired telephonically.
- F. Clinical supervision acquired telephonically shall not be accepted for a communication lasting less than 30 minutes.
- G. Effective 7/1/2006, an applicant must receive a minimum of 10 hours of clinical supervision obtained during direct face to face observation, interactive, real time video conferencing, or a review of audiotapes or videotapes by the clinical supervisor of the applicant while the applicant is providing treatment and evaluation services to a client.
- H. An applicant may submit clinical supervision hours from a maximum of four clinical supervisors.
- I. Clinical supervision may include both individual and group supervision. Group clinical supervision hours shall not exceed individual supervision hours.

CONSIDERATIONS:

For purposes of supervision, individual shall be considered one supervisor to one or two supervisees. Three or more supervisees shall be considered group supervision.

Situations beyond the applicant's control (supervisor is deceased, out of contact of employer)

"The Board may evaluate an application if the applicant was unable to secure required documents through no fault of their own" "Supervisor or designee is no longer available"

How can an applicant ask for exemption earlier in the process

"A non-independent level licensee of the Board may request an exemption for an individual pursuant to R4-6-212 (A)(4) prior to beginning supervision by submitting a form prescribed by the Board establishing their intent to apply for independent licensure."

Supervision from other states that doesn't meet our requirements

"Supervision obtained in another state must conform with the state's requirements provided they are substantially equivalent to Arizona's requirements"

Limit on distance supervision?

VA exemption?

Electronic signatures?

ATTACHMENT

E

R4-6-404. Clinical Supervision for Clinical Social Worker Licensure

- A.** During the supervised work experience required in R4-6-403, an applicant for clinical social worker licensure shall receive a minimum of 100 hours of clinical supervision in no less than 24 months.
- B.** During the supervised work experience required in R4-6-403, an applicant for clinical social worker licensure shall demonstrate satisfactory performance in the following areas: assessment, diagnosis, individual and group psychotherapy, referrals, personal integrity, appropriate use of supervision, insight into client's problems, objectivity, ethics, concern for welfare of clients, responsibility, boundaries, recognition of own limits, and confidentiality by having the applicant's clinical supervisor submit a performance evaluation on forms available from the Board.
- C.** The time span covered by the performance evaluations shall be the same as that for the supervised work experience required in R4-6-403.
- D.** Clinical supervision of an applicant for clinical social worker licensure shall be provided by a clinical social worker licensed in Arizona.
- E.** A potential applicant may submit a written request to the social work credentialing committee for an exemption from the requirement of subsection (D). The request shall include the name of the behavioral health professional proposed by the applicant to act as the clinical supervisor, a copy of the proposed clinical supervisor's transcript and curriculum vitae, and any additional documentation requested by the committee. The social work credentialing committee shall review the supervision exemption request to determine whether the proposed supervisor has the necessary education, training, and experience to provide supervision acceptable for clinical social worker licensure. If the proposed supervisor has the necessary education, training, and experience, the social work credentialing committee shall grant the supervision exemption request.
 1. The social work credentialing committee shall accept a maximum of 75 hours of clinical supervision provided by an alternative behavioral health professional as provided in subsection (E)(2). An applicant must obtain a minimum of 25 hours of clinical supervision by a social worker at the masters or higher level certified or licensed at the independent level by a state behavioral health regulatory entity.
 2. When reviewing supervision exemption requests, the social work credentialing committee will only consider supervision provided by a masters or higher level professional certified or licensed IN ARIZONA at the independent level by a state behavioral health regulatory entity, a licensed psychologist, or a medical doctor with a specialty in psychiatry. The social work credentialing committee will take into consideration an applicant's ability to demonstrate that supervision by a certified or licensed social worker was not available or available supervision was not specific to the applicant's area of practice. When considering the availability of a certified or licensed social worker, the social work credentialing committee will consider the size of the professional setting in which the applicant worked and its geographic location.
 3. The social work credentialing committee will not grant an exemption request for an unlicensed clinical supervisor providing clinical supervision in Arizona after July 1, 2006, except that an exemption may be granted by the committee if the clinical supervisor holds a current active license to practice behavioral health at the independent level and is providing services

pursuant to a contract or grant with the federal government under the authority of 25 U.S.C. 450 - 450(f) or 25 U.S.C. 1601 - 1683.

4. Beginning on July 1, 2006, the social work credentialing committee will not grant an exemption request for a substance abuse counselor.

Historical Note

New Section made by exempt rulemaking at 10 A.A.R. 2700, effective July 1, 2004 (Supp. 04-2). Amended by exempt rulemaking at 11 A.A.R. 2713, effective June 27, 2005 (Supp. 05-2).

R4-6-504. Clinical Supervision for Professional Counselor Licensure

- A.** During the supervised work experience required in R4-6-503, an applicant for professional counselor licensure shall receive a minimum of 100 hours of clinical supervision in no less than 24 months.
- B.** During the supervised work experience required in R4-6-503, an applicant for licensure as a professional counselor shall demonstrate satisfactory performance in the following areas: assessment, diagnosis, individual and group psychotherapy, referrals, personal integrity, appropriate use of supervision, insight into client's problems, objectivity, ethics, concern for welfare of clients, responsibility, boundaries, recognition of own limits, and confidentiality by having the applicant's clinical supervisor submit a performance evaluation on forms available from the Board.
- C.** The time span covered by the performance evaluation shall be the same as that for the supervised work experience requirement required in R4-6-503.
- D.** An applicant for professional counselor licensure shall receive the clinical supervision required by subsection (A) from any of the following behavioral health professionals licensed at the independent level in Arizona:
 1. A licensed professional counselor,
 2. A licensed clinical social worker,
 3. A licensed marriage and family therapist,
 4. A licensed psychologist, or
 5. An allopathic or osteopathic medical doctor with a specialty in psychiatry.
- E.** An applicant may submit a written request to the counseling credentialing committee for an exemption from the requirement in subsection (D). The request shall include the name of the behavioral health professional proposed by the applicant to act as the clinical supervisor, a copy of the proposed clinical supervisor's transcript and curriculum vitae, and any additional documentation requested by the committee. The counseling credentialing committee shall review the supervision exemption request to determine if the proposed supervisor has the necessary education, training, and experience to provide supervision acceptable for professional counselor licensure. If the proposed supervisor has the necessary education, training, and experience, the counseling credentialing committee shall grant the supervision exemption request.
 1. The counseling credentialing committee will not grant an exemption request for an unlicensed clinical supervisor providing clinical supervision in Arizona after July 1, 2006, except that an exemption may be granted by the committee if the clinical supervisor holds a current active license to practice behavioral health at the independent level and is providing services pursuant to a contract or grant with the federal government under the authority of 25 U.S.C. 450 - 450(n) or 25 U.S.C. 1601 - 1683.
 2. Beginning on July 1, 2006, the counseling credentialing committee will not grant an exemption request for a substance abuse counselor.

R4-6-604. Clinical Supervision for Marriage and Family Therapy Licensure

- A.** During the supervised work experience required in R4-6-603, an applicant for licensure as a marriage and family therapist shall receive a minimum of 200 hours of clinical supervision in no less than 24 months and at least 120 of the hours shall address issues focusing on couples and families.
- B.** An applicant for licensure as a marriage and family therapist shall ensure that the applicant's clinical supervisor submits a performance evaluation on forms available from the Board . The Board shall not license an applicant unless the performance evaluation demonstrates satisfactory performance in the following areas: assessment, diagnostics, individual and group psychotherapy, referrals, personal integrity, appropriate use of supervision, insight into client's problems, objectivity, ethics, concern for welfare of clients, responsibility, boundaries, recognition of own limits, and confidentiality.
- C.** The time span covered by the performance evaluation shall be the same period as the supervised work experience under R4-6-603.
- D.** Clinical supervision of an applicant for marriage and family therapist licensure shall be provided by a marriage and family therapist licensed in Arizona.
- E.** An applicant may submit a written request to the marriage and family therapy credentialing committee for an exemption from the requirement of subsection (D).

 - 1. The request shall include the name of the behavioral health professional proposed by the applicant as the clinical supervisor and a copy of the proposed clinical supervisor's graduate degree transcript and curriculum vitae. The applicant shall provide any additional documentation requested by the committee.
 - 2. The marriage and family therapy credentialing committee shall review the supervision exemption request to determine whether the proposed supervisor has education, training, and experience comparable to that of a licensed marriage and family therapist. If the proposed supervisor has comparable education, training, and experience, the marriage and family therapy credentialing committee shall grant the supervision exemption request.

 - a. Beginning on July 1, 2006, the marriage and family therapy credentialing committee shall not grant an exemption request for clinical supervision provided in Arizona by a person not licensed to practice psychotherapy in Arizona, except that the committee may grant an exemption if the clinical supervisor holds a current active license in any state or jurisdiction to practice psychotherapy at the independent level and is providing services pursuant to a contract or grant with the federal government under 25 U.S.C. 450 – 450n or 25 U.S.C. 1601 - 1683.
 - b. Beginning on July 1, 2006, the marriage and family credentialing committee shall not grant an exemption for clinical supervision by a substance abuse counselor.

- D.** The supervised work experience in the practice of substance abuse counseling required in subsection (C) is limited to the use of psychotherapy for the purpose of assessment, diagnosis, and treatment of individuals, couples, families, and groups as they relate to substance abuse and chemical dependency issues.
- E.** During the period of required supervised work experience in the practice of substance abuse counseling required in subsection (C), an applicant for substance abuse technician licensure shall not engage in independent practice.
- F.** During the supervised work experience required in subsection (C), an applicant for substance abuse technician licensure shall demonstrate satisfactory performance in the following areas as they relate to substance abuse counseling by having the applicant's clinical supervisor submit a performance evaluation on forms available from the Board:
1. Intake;
 2. Diagnostics;
 3. Assessment;
 4. Triage;
 5. Crisis intervention;
 6. Treatment planning;
 7. Family, group, and individual therapy;
 8. Outreach; and
 9. Consultation with other professionals.
- G.** The time span covered by the performance evaluations required under subsection (F) shall be the same as that for the supervised work experience required in subsection (C).
- H.** Clinical supervision of an applicant for substance abuse technician licensure required in subsection (C) shall be provided by an independent substance abuse counselor licensed in Arizona.
- I.** An applicant may submit a written request to the substance abuse credentialing committee for an exemption from subsection (H). The request shall include the name of the behavioral health professional proposed by the applicant to act as the clinical supervisor, a copy of the proposed supervisor's transcript and curriculum vitae, and any additional documentation requested by the committee.
1. The substance abuse credentialing committee shall review the supervision exemption request to determine whether the proposed supervisor has the necessary education, training, and experience to provide supervision acceptable for substance abuse technician licensure. If the proposed supervisor has the necessary education, training, and experience, the substance abuse credentialing committee shall grant the supervision exemption request.
 2. The substance abuse credentialing committee will not grant an exemption request for an unlicensed clinical supervisor providing clinical supervision in Arizona after July 1, 2006, except than an exemption may be granted by the committee if the clinical supervisor holds a current active license to practice behavioral health at the independent level and is providing services pursuant to a contract or grant with the federal government under the authority of 25 U.S.C. 450 – 450(n) or 25 U.S.C. 1601 – 1683.

R4-6-706. Clinical Supervision for Associate Substance Abuse Counselor and Independent Substance Abuse Counselor Licensure

- A.** During the supervised work experience required in R4-6-705, an applicant for associate substance abuse counselor and independent substance abuse counselor licensure shall receive a minimum of 100 hours of clinical supervision in no less than 24 months.
- B.** During the supervised work experience required in R4-6-705, an applicant for associate substance abuse counselor and independent substance abuse counselor licensure shall demonstrate satisfactory performance in the following areas as they relate to substance abuse counseling: intake, diagnostics, assessment, triage, crisis intervention, treatment planning, family, group and individual psychotherapy, outreach, and consultation with other professionals by having the applicant's clinical supervisor submit a performance evaluation on forms available from the Board.
- C.** The time span covered by the performance evaluations shall be the same as that for the supervised work experience required in R4-6-705.
- D.** Clinical supervision of an applicant for associate substance abuse counselor and independent substance abuse counselor licensure shall be provided by an independent substance abuse counselor licensed in Arizona.
- E.** An applicant may submit a written request to the substance abuse credentialing committee for an exemption from the requirement of subsection (D). The request shall include the name of the behavioral health professional proposed by the applicant to act as the clinical supervisor, a copy of the proposed clinical supervisor's transcript and curriculum vitae, and any additional documentation requested by the committee. The substance abuse credentialing committee shall review the supervision exemption request to determine whether the proposed supervisor has the necessary education, training, and experience to provide supervision acceptable for associate substance abuse counselor and independent substance abuse counselor licensure. If the proposed supervisor has the necessary education, training, and experience, the substance abuse credentialing committee shall grant the supervision exemption request. The substance abuse credentialing committee will not grant an exemption request for an unlicensed clinical supervisor providing clinical supervision in Arizona after July 1, 2006, except that an exemption may be granted by the committee if the clinical supervisor holds a current active license to practice behavioral health at the independent level and is providing services pursuant to a contract or grant with the federal government under the authority of 25 U.S.C. 450 - 450(n) or 25 U.S.C. 1601 - 1683.

ATTACHMENT

F

Clinical Supervision for LCSW

R4-6-404 Clinical Supervision for Clinical Social Worker Licensure

- A. During the supervised work experience required in R-6-403, an applicant for clinical supervision licensure shall receive a minimum of 100 hours of clinical supervision in no less than 24 months.
- B. During the supervised work experience required in R4-6-403, an applicant for LCSW licensure shall demonstrate overall satisfactory performance on a form provided by the Board.
- C. The time span covered by the performance evaluations shall be the same as that for the supervised work experience required in R4-6-403.
- D. Not less than 50% of the clinical supervision hours acquired in Arizona shall be provided by a Clinical Social Worker licensed by the Board.
- E. Beginning on July 1, 2006, supervision will not be accepted by a Substance Abuse Counselor.

Clinical Supervision for LPC

R4-6-504 Clinical Supervision for Professional Counselor Licensure

- A. During the supervised work experience required in R4-6-503, an applicant for licensure as a professional counselor shall receive a minimum of 100 hours of clinical supervision in no less than 24 months.
- B. During the supervised work experience required in R4-6-503, an applicant for licensure as a professional counselor shall demonstrate satisfactory overall performance on a form provided by the Board.
- C. The time span covered by the performance evaluations shall be the same as that for the supervised work experience required in R4-6-503.
- D. Clinical supervision for an applicant for Professional Counselor licensure acquired in Arizona shall be provided by xxxxxxxx?
- E. Beginning on July 1, 2006, supervision will not be accepted by a Substance Abuse Counselor.

Clinical Supervision for MFT

R4-6-604 Clinical Supervision for Marriage and Family Therapy Licensure

- A. During the supervised work experience required in R4-6-603, an applicant for licensure as a professional counselor shall receive a minimum of 200 hours of clinical supervision in no less than 24 months, and at least 120 of the hours shall address issues focusing on couples and families.
- B. During the supervised work experience required in R4-6-603, an applicant for licensure as a marriage and family therapist shall demonstrate satisfactory overall performance on a form provided by the Board.
- C. The time span covered by the performance evaluations shall be the same as that for the supervised work experience required in R4-6-603.

- D. Not less than 50% of the required clinical supervision hours for an applicant for marriage and family therapist licensure acquired in Arizona shall be provided by a marriage and family therapist licensed in Arizona.
- E. Beginning on July 1, 2006, supervision will not be accepted by a Substance Abuse Counselor.
Clinical Supervision for ASAC and ISAC

R4-6-604 Clinical Supervision for Associate Substance Abuse Counselor and Independent Substance Abuse Counselor Licensure

- A. During the supervised work experience required in R4-6-705, an applicant for associate substance abuse counselor and independent substance abuse counselor licensure shall receive a minimum of 100 hours of clinical supervision in no less than 24 months.
- B. During the supervised work experience required in R4-6-705, an applicant for associate substance abuse counselor and independent substance abuse counselor licensure shall demonstrate satisfactory overall performance on a form provided by the Board.
- C. The time span covered by the performance evaluations shall be the same as that for the supervised work experience required in R4-6-705.
- D. Not less than 50% of the required clinical supervision hours for an applicant for associate substance abuse counselor and independent substance abuse counselor licensure acquired in Arizona shall be provided by an independent substance abuse counselor licensed in Arizona.

ATTACHMENT

G

ARIZONA COUNCIL OF HUMAN SERVICE PROVIDERS COMMENTS

BBHE RULES ON SUPERVISED WORK EXPERIENCE

Proposal for language:

R4-6-2__ Registry of Approved Supervisors

A. The Board shall maintain a registry of individuals seeking to provide supervision consistent with the specific provisions of statute and Articles 4, 5, 6 and 7. ~~To provide supervision for licensure purposes a person must be on the registry.~~

B. Application and Qualifications

1. An applicant for the registry shall complete and submit an application on a board approved form to the Board. On approval by the Board the applicant's supervisory status shall be effective for four years from the date of issuance.

~~**2. An applicant shall have been licensed in Arizona in the professional discipline for a period of two years.**~~

3. Have completed at least 12 hours of supervision training in the following categories:

- a. The role and responsibility of the clinical supervisor.**
- b. The skills sets necessary to provide oversight and guidance to a supervisee who diagnoses, creates treatment plans and treats clients.**
- c. The concepts of supervision methods and techniques; and**
- d. Evaluation of a supervisee's ability to plan and implement clinical assessment and treatment processes.**

The hours of supervision training cannot have been taken before the applicant has received an independent license.

4. Applicant shall have successfully pass the law and rules examination established by the Board.

~~**5. Applicant shall not have had any disciplinary action taken by the Board in the five previous years. The time shall run from the completion of any probation or conditions of discipline.**~~

C. Renewal of registry status shall require:

1. Completion of 6 hours of continuing supervision training in the categories provided in subsection 3 of this rule or the holding at the time of renewal of a current certification or designation in any of the

following:

a. National Board for Certified Counselors/Center for Credentialing and Education (NBCC/CCE) Approved Clinical Supervisor Certificate.

b. International Certification and Reciprocity Consortium ("IRC") Clinical Supervisor certification, or

c. American Association of Marriage and Family Therapists Clinical Member with Approved Supervisor designation.

2. Maintenance of discipline free status.

D. Providing supervision for the purposes of licensing without having met the requirements of this rule or meeting the other requirements of supervision shall constitute unprofessional conduct.

E. Individuals on the registry may provide supervision to the following:

1. Individuals seeking independent licensure in the professional discipline and category of license as the supervisor.

2. Pursuant to rule, individuals seeking independent licensure in a professional discipline and category of license other than that of the supervisor.

F. Supervision provided prior to _____ shall be valid for consideration of licensing provided it meets the requirements in effective at the time the supervision was provided.

R4-6-2__ Approval of Supervisors Not Licensed by the Board

A. An individual may seek approval of the Board for supervision to be provided by other mental health professionals by filing an application prescribed by the Board.

B. A mental health professional, not licensed by the Board may qualify as a supervisor provided they meet the following qualifications:

1. Hold a current license in Arizona under Title 32, Arizona Revised Statutes and have practiced for more than three years as a physician licensed pursuant to Chapter 13 or 17 with a certification in psychiatry, a psychologist licensed pursuant to Chapter 19.1 or a nurse practitioner licensed and certified pursuant to Chapter 15 with a certification in mental health.

2. Have completed training required pursuant Rule 4-6-2__, subsection B.3.

R4-6-2 Supervisory Training Plan and Documentation

A. Within thirty days of initiating supervision, each supervisor and supervisee shall enter into a supervisory training plan and submit the completed plan to the board.

B. The plan shall include the following:

- 1. The name and license number of the supervisor and supervisee.**
- 2. The name and address of the agency at which supervision shall be provided.**
- 3. A summary of the services to be provided by the supervisor and supervisee.**
- 4. The supervisee's informed consent for the supervisor to discuss supervision or performance issues with the supervisee's clients, the supervisee's other professional supervisors or employment supervisors, the board or any other individuals or entity to which either the supervisor or supervisee is professionally accountable.**
- 5. Provisions for notifying clients that the supervisee is practicing under supervision and the limits of client confidentiality within the supervision process.**
- 6. Certification that no conflict of interest exists between the supervisor and supervisee.**

C. The supervisee shall notify the board if there is a disruption in the supervisory relationship and submit a new training plan within thirty days of the break.

D. Every six months following the initiation of supervision, the supervisor shall submit to the Board the following documentation regarding the supervisee:

- 1. The date and length of each supervisory meeting and the date and duration of each clinical supervision session;**
- 2. A comprehensive clinical description of topics discussed during each clinical supervision session. Identifying information regarding clients is not required;**
- 3. Beginning on July 1, 2006, the name and signature of the individual receiving clinical supervision;**
- 4. The name, signature, and telephone number of the clinical**

supervisor and the date signed;

5. Whether clinical supervision occurred on a group or individual basis;

6. Certification that no conflict of interest exists between the supervisee and the supervisee's clients

7. A evaluation of the progress of the supervisee.

E. The supervisor is obligated to maintain legible, accurate, complete and signed supervision notes and must be able to produce such documentation for the board if requested.

R4-6-2__ . Supervision Requirements - General

In addition to the specific supervision requirements contained in Articles 4, 5, 6, and 7:

- 1. A supervisor shall not provide supervision to an immediate family member or other individual whose objective assessment of the supervisee's performance may be limited by a relationship with the supervisee unless permission has been obtained by the Board prior to supervision.**
- 2. A supervisee may not acquire supervised work experience in a professional setting which the supervisee operates or manages or in which the supervisee has an ownership interest.**
- 3. Supervised work experience acquired as an independent contractor must include the following:**
 - a. The supervisee has entered into a written contract to provide services for a behavioral health entity;**
 - b. The supervisee is paid by the contracting behavioral health entity and receives no payment directly from clients;**
 - c. The supervisee provides services to clients who are advised in writing that they are clients of the contracting behavioral health entity.**
 - d. The written contract between the contracting behavioral health entity and the supervisee provides that the supervisee is required to comply with the contracting behavioral health entity's clinical policies and procedures, including its code of ethics and record-keeping procedures; and**
 - e. The written contract between the contracting behavioral health entity and the supervisee provides that all client records belong to the contracting behavioral health entity**

and remain the contracting behavioral health entity's property at the termination of the contract between the contracting behavioral health entity and the supervisee.

- 4. Beginning on January 1, 2006, the Board shall not accept work experience acquired after December 31, 2005, by an unlicensed professional practicing under an exemption provided in A.R.S. § 32-3271.**

R4-6-2__ . Direct Supervision Requirements

- A. In addition to the specific supervision requirements contained in Articles 4, 5, 6, and 7:**
- 1. A direct supervisor must be self employed or an independent contractor for or employed by the same entity as the supervisee.**
 - 2. An individual shall provide direct supervision to a maximum of 15 supervisees at the same time.**
- B. An applicant may submit a written request to the appropriate academic review committee for an exemption from the requirement of subsection (A)(2). The academic review committee shall review the exemption request and the direct supervisor's other job responsibilities to determine whether the direct supervisor can provide an appropriate level of direct supervision to more than 15 supervisees at the same time. The academic review committee shall not grant an exemption request for more than 30 supervisees.**

R4-6-2--. Clinical Supervision Requirements

- A. An individual shall provide clinical supervision to a maximum of 15 supervisees at the same time.**
- B. An applicant may submit a written request to the appropriate academic review committee for an exemption from the requirement of subsection (A). The academic review committee shall review the exemption request and the clinical supervisor's other job responsibilities to determine whether the clinical supervisor can provide an appropriate level of clinical supervision to more than 15 supervisees at the same time. The academic review committee shall not grant an exemption request for more than 30 supervisees.**
- C. No more than 25 percent of the clinical supervision hours required for licensure as a professional counselor, marriage and family therapist, social worker, or substance abuse counselor may be**

acquired telephonically. Ninety five percent of clinical supervision hours may be provided during a real time telemedicine encounter with audio and video capabilities.

- D. Clinical supervision acquired telephonically shall not be accepted for a communication lasting less than 30 minutes.**
- E. To be approved by the Board, clinical supervision of an applicant shall include all of the following:**
 - 1. A review of ethical and legal requirements applicable to the supervisee's practice, including unprofessional conduct as defined in A.R.S. § 32-3251(12);**
 - 2. Monitoring of the supervisee's activities to verify the supervisee is providing services safely and competently;**
 - 3. Verification that the supervisee provides clients with appropriate written notice of clinical supervision, including the name and telephone number of the supervisee's clinical supervisor;**
 - 4. Documentation written, maintained and submitted to the Board by the clinical supervisor for a minimum of seven years as required in rules.**
 - 5. Monitoring of the supervisee's clinical documentation through on-going compliance review to ensure that the supervisee maintains adequate written documentation.**
- G. Effective July 1, 2006, an applicant must receive a minimum of 10 hours of clinical supervision obtained during direct observation or a review of audiotapes or videotapes by the clinical supervisor of the supervisee while the supervisee is providing treatment and evaluation services to a client.**
- H. An applicant may submit clinical supervision hours from a maximum of four clinical supervisors.**
- I. Clinical supervision may include both individual and group supervision. Group clinical supervision hours shall not exceed individual supervision hours.**

ATTACHMENT

H

Request for Supervisor Exemption Social Work

Name: _____ Phone: _____
Address: _____ SSN: _____

Dear Applicant:

A.A.C. R4-6-404(D) states that supervision must be by a clinical social worker licensed in Arizona. If your supervision was not provided by an LCSW licensed in Arizona, you must request an exemption. To request an exemption, please complete this form and return it to the Board. You may copy this form as needed.

I am requesting an exemption to the supervision rule according to A.A.C. R4-6-404(E). My supervision has been as follows:

Supervisor's name: _____

Supervisor's credentials and state where credentials are held (degrees, licenses, etc.): _____

Supervision dates (time frame): _____

Supervision hours: _____

Individual: _____ Group: _____

Agency/Location where supervision took place: _____

If your supervisor was not a social worker, you must provide a statement explaining why you feel you received the appropriate supervision:

Signature: _____ Date: _____

A copy of your supervisor's curriculum vitae or resume, a copy of their graduate transcript and proof of compliance with AAC R4-6-212(J) must be attached to this form. If the curriculum vitae or resume, transcript, certificates of completion and course descriptions for CE (compliance with AAC R4-6-212(J)) are not attached, or if this form is incomplete, your request will not be processed and the form will be returned to you for completion.

Request for Supervisor Exemption Counseling

Name: _____ Phone: _____

Address: _____ SSN: _____

Dear Applicant:

A.A.C. R4-6-504(D) states that supervision must be by a professional counselor, clinical social worker, marriage and family therapist, psychologist or medical doctor with a specialty in psychiatry licensed in Arizona. If your supervision was not provided by a professional listed in A.A.C. R4-6-504(D), you must request an exemption. To request an exemption, please complete this form and return it to the Board. You may copy this form as needed.

I am requesting an exemption to the supervision rule according to A.A.C. R4-6-504(E). My supervision has been as follows:

Supervisor's name: _____

Supervisor's credentials and state where credentials are held (degrees, licenses, etc.): _____

Supervision dates (time frame): _____

Supervision hours: _____

Individual: _____ Group: _____

Agency/Location where supervision took place: _____

If your supervisor was not a professional listed in A.A.C. R4-6-504(D), you must provide a statement explaining why you feel you received the appropriate supervision:

Signature: _____ Date: _____

A copy of your supervisor's curriculum vitae or resume, a copy of their graduate transcript and proof of compliance with AAC R4-6-212(J) must be attached to this form. If the curriculum vitae or resume, transcript, certificates of completion and course descriptions for CE (compliance with AAC R4-6-212(J)) are not attached, or if this form is incomplete, your request will not be processed and the form will be returned to you for completion.

REQUESTS FOR EXEMPTIONS FOR SUPERVISION MUST BE SUBMITTED WITH AN LAMFT OR LMFT APPLICATION.

I am requesting an exemption to the supervision rule according to Administrative Rule R-4-6-604 (E).

Supervisor's Name: _____

Credentials and state where credentials are held (degrees, licenses, etc.): _____

AAMFT Approved Supervisor: _____ Yes _____ No.

Signature of Applicant

Date

Please attach copies of your supervisor's graduate transcripts with course descriptions, curriculum vitae/resume, and proof of post-graduate MFT focus, such as CEUs/training in MFT, proof of compliance with A.A.C. R4-6-212(j) and supervision. If your supervisor is an approved supervisor by AAMFT, please attach verification of the AAMFT approval.

Please have your supervisor complete the following. Only graduate and post-graduate courses are accepted. Each course fulfills only one requirement. A course is defined as 3 semester credits or 4-quarter credits. All courses taken must be from regionally accredited universities or acceptable institutes.

Category	Course #	Course name	Term/Year	# Credits (qtr/sem/tri)
MARRIAGE & FAMILY STUDIES (3 courses minimum): Introductory systems theory, family development, family systems (marital, sibling, individual subsystems), special family issues, gender and cultural issues, all major focus from a systems theory orientation.				
MARRIAGE & FAMILY THERAPY (3 courses minimum): Advance systems theory/interventions, major systematic marriage/family treatment approaches (structural, strategic, neoanalytic [object relations], behavioral marriage/family therapy, communications, sex therapy, etc.)				
HUMAN DEVELOPMENT (3 courses minimum): Human development, (normal and abnormal), personality theory, human sexuality, psychopathology-abnormal behavior, which may be integrated with systems theory.				
PROFESSIONAL STUDIES (1 course minimum): Professional ethics as a therapist including legal/ethical responsibilities, family law, etc.				
RESEARCH (1 course minimum): Research course in marriage/family studies/therapy including research design, methodology, and statistics				
SUPERVISED CLINICAL PRACTICE: One year may be during graduate work: 15 hours per week, approximately 8-10 hours in direct clinical contact with individuals, couples, and families. Minimum of 300 client contact hours required.				

Request for Supervisor Exemption Substance Abuse

Dear Applicant:

A.A.C. R4-6-706(D) states that supervision must be by an independent substance abuse counselor licensed in Arizona. If your supervision was not provided by a LISAC licensed in Arizona, you must request an exemption. To request an exemption, please complete this form and return it to the Board. You may copy this form as needed.

I am requesting an exemption to the supervision rule according to Administrative Rule R-4-6-706 (E).

Supervisor's Name: _____

Credentials and state where credentials are held (degrees, licenses, etc.): _____

Supervision dates (time frame): _____

Supervision hours: _____

Individual: _____ Group: _____

Agency/Location where supervision took place: _____

Please have your supervisor list counseling related coursework. Only graduate and post-graduate courses are accepted. A course is defined as 3 semester credits or 4-quarter credits. All courses taken must be from regionally accredited college or universities.

Course Code	Course Title	Number of Credits (qtr/sem/tri)

Signature: _____ Date: _____

A copy of your supervisor's curriculum vitae or resume, a copy of their graduate transcript, course descriptions and proof of their compliance with A.A.C. R4-6-212(j) must be attached to this form. If your supervisor is an approved supervisor by ICRC, please attach verification of the ICRC approval. If the curriculum vitae or resume, transcript, course descriptions and proof of continuing education are not attached or if this form is incomplete, your request will not be processed and the form will be returned to you for completion.



STATE OF ARIZONA
BOARD OF BEHAVIORAL HEALTH EXAMINERS
3443 North Central Avenue, SUITE 1700
PHOENIX, AZ 85012
PHONE: 602.542.1882 FAX: 602.364.0890
Arizona State Website: www.az.gov
Board Website: www.azbbhe.us
Board E-mail Address: information@azbbhe.us

JANICE K. BREWER
Governor

TOBI ZAVALA
Interim Executive Director

<DATE>

<NAME>
<ADDRESS>
<CITY, ST>

Dear <NAME>:

The administrative review of your application for Licensed <INSERT TYPE> is complete.

The <INSERT DISCIPLINE> Credentialing Committee will consider your supervision exemption request at its meeting on <INSERT DATE> . You have requested _____ hours provided by <INSERT NAME>.

You will be notified in writing of the committee's decision regarding your supervision exemption request.

If you have any questions, I can be reached at (602) 542-XXXX or by e-mail at <INSERT E-MAIL> .

Sincerely,

NAME
Credentialing Specialist



STATE OF ARIZONA
BOARD OF BEHAVIORAL HEALTH EXAMINERS
3443 North Central Avenue, SUITE 1700
PHOENIX, AZ 85012
PHONE: 602.542.1882 FAX: 602.364.0890
Arizona State Website: www.az.gov
Board Website: www.azbbhe.us
Board E-mail Address: information@azbbhe.us

JANICE K. BREWER
Governor

TOBI ZAVALA
Interim Executive Director

Date: _____

Professional: _____

Upon review of your supervision exemption request, it has been determined that you have not applied for licensure with this Board. The Board does not accept exemption requests without an application for licensure. We are returning your exemption request to you. Once you apply for licensure, you can submit your exemption request with your application.

If you have any questions, you can contact the Board office at 602-542-1882.

NAME
Credentialing Specialist



STATE OF ARIZONA
BOARD OF BEHAVIORAL HEALTH EXAMINERS
3443 North Central Avenue, SUITE 1700
PHOENIX, AZ 85012
PHONE: 602.542.1882 FAX: 602.364.0890
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Board E-mail Address: information@azbbhe.us

JANICE K. BREWER
Governor

TOBI ZAVALA
Interim Executive Director

DATE

Name

RE: Supervision exemption request

Dear Mrs.NAME

The DISCIPLINE Credentialing Committee reviewed your supervisor exemption request for NAME, at its meeting on DATE.

The committee found NAME does not

If you have any questions, I can be reached at 602 542-xxxx or by e-mail at EMAIL

Sincerely

NAME
Credentialing Specialist



STATE OF ARIZONA
BOARD OF BEHAVIORAL HEALTH EXAMINERS
3443 North Central Avenue, SUITE 1700
PHOENIX, AZ 85012
PHONE: 602.542.1882 FAX: 602.364.0890
Arizona State Website: www.az.gov
Board Website: www.azbbhe.us
Board E-mail Address: information@azbbhe.us

JANICE K. BREWER
Governor

TOBI ZAVALA
Interim Executive Director

DATE

NAME

RE: Supervision exemption request

Dear Mrs. NAME

The DISC Credentialing Committee reviewed your supervisor exemption request at its meeting on DATE. The committee approved the request for clinical supervision hours provided by SUPERVISOR

Keep in mind that your clinical supervisor needs to be in compliance under R4-6-212(J).

Please keep a copy of this letter for your records.

If you have any questions, I can be reached at 602 542-#### or by e-mail at INSET EMAIL

Sincerely

NAME
Credentialing Specialist

ATTACHMENT

I

AZ Board of Behavioral Health Examiners

32-3253. Powers and duties

(L13, Ch. 242, sec. 3. Eff. 11/1/15)

C. The board may enter into stipulated agreements with a licensee for the confidential treatment, rehabilitation and monitoring of chemical dependency or medical, psychiatric, psychological or behavioral health disorders in a program provided pursuant to subsection D of this section. A licensee who materially fails to comply with a program shall be terminated from the confidential program. Any records of the licensee who is terminated from a confidential program are no longer confidential or exempt from the public records law, notwithstanding any law to the contrary. Stipulated agreements are not public records if the following conditions are met:

1. The licensee voluntarily agrees to participate in the confidential program.
2. The licensee complies with all treatment requirements or recommendations including participation in approved programs.
3. The licensee refrains from professional practice until the return to practice has been approved by the treatment program and the board.
4. The licensee complies with all monitoring requirements of the stipulated agreement, including random bodily fluid testing.
5. The licensee's professional employer is notified of the licensee's chemical dependency or medical, psychiatric, psychological or behavioral health disorders and participation in the confidential program and is provided a copy of the stipulated agreement.

D. The board shall establish a confidential program for the monitoring of licensees who are chemically dependent or who have medical, psychiatric, psychological or behavioral health disorders that may impact their ability to safely practice and who enroll in a rehabilitation program that meets the criteria prescribed by the board. The licensee shall be responsible for the costs associated with rehabilitative services and monitoring. The board may take further action if a licensee refuses to enter into a stipulated agreement or fails to comply with the terms of a stipulated agreement. In order to protect the public health and safety, the confidentiality requirements of this subsection do not apply if a licensee does not comply with the stipulated agreement.

ATTACHMENT

J

AZ Board of Nursing

32-1606. Powers and duties of board

A. The board may:

5. Establish a confidential program for the monitoring of licensees who are chemically dependent and who enroll in rehabilitation programs that meet the criteria established by the board. The board may take further action if the licensee refuses to enter into a stipulated agreement or fails to comply with its terms. In order to protect the public health and safety, the confidentiality requirements of this paragraph do not apply if the licensee does not comply with the stipulated agreement.

32-1605.01. Executive director; compensation; powers; duties

A. Subject to title 41, chapter 4, article 4, the board shall appoint an executive director who is not a member of the board. The executive director is eligible to receive compensation set by the board within the range determined under section 38-611.

B. The executive director or the executive director's designee shall:

6. On behalf of the board, enter into stipulated agreements with a licensee for the confidential treatment, rehabilitation and monitoring of chemical dependency. A licensee who materially fails to comply with a program requirement shall be reported to the board and terminated from the confidential program. Any records of a licensee who is terminated from a confidential program are no longer confidential or exempt from the public records law. Notwithstanding any law to the contrary, stipulated agreements are not public records if the following conditions are met:

(a) The licensee voluntarily agrees to participate in the confidential program.

(b) The licensee complies with all treatment requirements or recommendations, including participation in alcoholics anonymous or an equivalent twelve step program and nurse support group.

(c) The licensee refrains from the practice of nursing until the return to nursing has been approved by the treatment program and the executive director or the executive director's designee.

(d) The licensee complies with all monitoring requirements of the stipulated agreement, including random bodily fluid testing.

(e) The licensee's nursing employer is notified of the licensee's chemical dependency and participation in the confidential program and is provided a copy of the stipulated agreement.

ATTACHMENT

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ELIGIBILITY CRITERIA

1. The CANDO Program Consultant and/or their designee, schedules the initial screening of the potential CANDO participant, gathers intake information to determine eligibility for entering the CANDO Program, and may provide referrals for evaluations and treatment assessment.
2. Eligibility to enter into CANDO is limited to registered or licensed practical nurses either eligible for or holding an Arizona nursing license.
3. An applicant for licensure by exam or endorsement who is currently enrolled in an alternative to discipline in another state must be in good standing with his/her current program, have written permission from his/her current program/state of licensure to seek permission to practice in Arizona and be approved for licensure and entry into CANDO by the Board. (If an individual is currently licensed in Arizona and participating in another state's alternative to discipline and otherwise meets eligibility requirements, the licensee may be approved for entry into CANDO by the CANDO Program Consultant or designee.)
4. Eligibility requirements to participate in CANDO includes the following:
 - a) Individual voluntarily requests admission to the CANDO Program.
 - b) Individual agrees, in writing, to comply with all elements of the CANDO Stipulated Agreement.
 - c) Individual acknowledges abusing drugs and/or alcohol in a manner that may effect his/her ability to practice safely and according to the Nurse Practice Act.
 - d) The individual does not have a previous history of disciplinary action involving probation, suspension, revocation, surrender or denial of a license by any state board.
 - e) Individual has not been terminated, due to noncompliance, from any alternative to discipline by any state board or state board approved program.
 - f) Individual has no nursing practice problems involving significant harm or death to a patient.
 - g) Individual has not engaged in the diversion of drugs or other substances for the purpose of sale or distribution to others
 - h) Individual has not engaged in behavior that has high potential to cause patient harm such as diverting drugs by replacing the drug with another drug and/or unsterile solution
 - i) If the individual is under investigation by another state board, unrelated to his/her entry into CANDO, and which results in probation, suspension, surrender or revocation of licensure in another state, he/she will not be eligible to continue in CANDO and will be referred to the Board.
 - j) Individual is otherwise eligible for continued licensure.
 - k) Individual agrees to abstain from the use of alcohol and/or other potentially addicting drugs unless lawfully prescribed by a provider who is knowledgeable about his/her participation in CANDO and history of substance abuse.
 - l) Individual may not be maintained on long-term/chronic use of controlled drugs and potentially impairing medications.
 - m) Individual agrees to limit his/her nursing practice to this state only
 - n) Individual may have previously participated one time in an alternative to discipline program without relapse.

CANDO ADMISSION PROCEDURE

1. Upon receipt of a complaint/self-report related to potential substance abuse concerns, a CANDO contact letter is sent to the potentially eligible licensee informing him/her of the complaint and potential eligibility for CANDO participation. If the licensee does not contact the CANDO Consultant within 10 days of the date of the letter, the complaint is forwarded for investigative assignment.
2. If, upon initial contact, the licensee acknowledges substance abuse and requests entry in to the CANDO Program:
 - A. The potential participant completes an interview and assessment with the CANDO Program Director and/or their designee and signs appropriate consents for the release of relevant information to the CANDO Program. This information may include, but is not limited to, employment records, medical records, pharmacy profiles, psychological/psychiatric treatment records and substance abuse treatment records.
 - B. The CANDO Program Consultant, following the interview, assessment and review of collateral information determines the required stipulations for participation in CANDO.
 - C. The potential CANDO participant reviews and signs the CANDO Stipulated Agreement. The effective date of the CANDO Stipulated Agreement is the date that the Stipulated Agreement is signed by the licensee and accepted by the CANDO Program Consultant/Executive Director.
 - D. Contingent upon remaining compliant and in good standings with the terms of the CANDO Stipulated Agreement, all information received regarding a CANDO participant and that relates to the CANDO Stipulated Agreement, will remain non-public. Information may be shared with other nursing regulatory boards in which the person holds licensure or seeks licensure while participating in CANDO.
3. When an individual acknowledges substance abuse and requests entry in to the CANDO Program by licensure exam, endorsement or as a transfer from an alternative to discipline program in another state, or after initiation of an investigation:
 - A. The potential participant/licensee completes an interview and assessment with the CANDO Program Director and/or their designee. The individual is expected to demonstrate substantial commitment to recovery as evidenced by participation and compliance in substance abuse treatment and a commitment to the 12 step philosophy.
 - B. The potential participant/licensee signs a Waiver of Confidentiality and the appropriate consents for the release of relevant information to the CANDO Program. This information may include, but is not limited to, employment medical records, pharmacy profiles, psychological/psychiatric treatment records and substance abuse treatment records.
 - C. The CANDO Program Consultant following the interview, assessment and review of collateral information determines the required stipulations for participation in CANDO and the potential CANDO participant signs the Stipulated Agreement.
 - D. The CANDO Program Consultant submits an Eligibility Report to the Arizona Board of

Nursing for determination of acceptance/denial of the CANDO Stipulated Agreement.

- E. The effective date of the CANDO Stipulated Agreement is the date that the signed Stipulated Agreement is accepted by the Board.
 - F. With the exception of the information contained within the Eligibility Report, upon remaining compliant and in good standings with the terms of the CANDO Stipulated Agreement, all information received regarding a CANDO participant and that relates to the CANDO Stipulated Agreement, will remain non-public. Information may be shared with other nursing regulatory boards in which the person holds licensure or seeks licensure while participating in CANDO.
4. If a CANDO participant is discharged or referred to the Board for non-compliance with the terms of the CANDO Stipulated Agreement, all information received by the CANDO Program regarding the former participant, both prior to and during their participation in CANDO, will no longer be confidential and may be used by the Board of Nursing in determining the appropriate licensure sanctions.

ATTACHMENT

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ARIZONA STATE BOARD OF NURSING

CANDO PROGRAM

FREQUENTLY ASKED QUESTIONS

1. What is CANDO?

CANDO is the Board of Nursing's non-disciplinary, confidential monitoring program for substance dependent nurses who meet the eligibility/admission criteria into CANDO. It is an alternative to discipline program with defined criteria.

2. What does CANDO stand for?

Chemically Addicted Nurses Diversion Option

3. How do nurses get referred to the CANDO Program?

- *Self Referral*
- *Complaint, pre-investigation*
 - *Employer*
 - *Colleague*
 - *Patient*
 - *Healthcare Provider*
 - *Pharmacy*
 - *Law enforcement or other regulatory agency*
- *Licensure application process*
- *Other*

4. What is the purpose/intent of CANDO?

To protect the health, safety and welfare of the public through the early detection, treatment and monitoring of substance dependent nurses.

5. What are the eligibility requirements for entry into CANDO?

- *Nursing licensure in the State of Arizona*
- *Self acknowledges substance abuse/dependence*
- *Voluntarily agrees to participate and enter into CANDO stipulated agreement prior to the initiation of an investigation*
- *Has not caused harm to a patient/other*
- *Has not trafficked in illegal drugs or diverted drugs for the distribution or sale to others*
- *Has not had licensure discipline by any state board*

7. What are the components of the CANDO Agreement?

- *Minimum three years monitoring*
- *Chemical dependency treatment and aftercare*
- *AA/NA (12 Step) attendance*
- *Peer support group attendance*
- *Random drug screening*
- *Abstain from all potentially addicting drugs, including alcohol*
- *Notification of nursing employer and school of nursing*
- *Nursing practice restrictions*
- *Supervised practice*
- *Medical Care Provider Notification and Involvement*

8. Why is the CANDO Agreement a three year Agreement?

Chemical Dependency is a disease where relapse is common. Research supports that the risk of relapse reduces with increased time in sobriety and recovery. In an effort to develop a strong recovery foundation and ensure patient public safety, licensees in CANDO must demonstrate a minimum of three years of recovery.

9. Do other states have a similar program from chemically dependent nurses?

Yes, approximately 80% of Boards of Nursing have similar programs and other states in the process of obtaining statutory approval for implementing a diversion/alternative to discipline program for chemically dependent nurses.

10. How do I find out more about CANDO?

By calling the Arizona State Board of Nursing's CANDO Program at (602) 771-7865.

ATTACHMENT

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www.google.com/mail/u/0/?ui=2&ik=ff36984dc4&view=pt&as_from=aalmt&as_sizeoperator=s_sl&as_sizeunit=s_smb&as_subset=all&as_within=1d&sear...

Promised email Re June 12, 14 Rules Committee Meeting

7/1/2014

Alan Asher [REDACTED]
To: Donna Dalton <donna.dalton@azbbhe.us>

Thu, Jun 19, 2014 at 12:32 AM

Donna Dalton, Assistant Director AZBBHE

Dear Donna Dalton;

It was a pleasure to be at the 6-12-14 meeting. The openness, concern for getting it right, and positive engagement of stake holders by yourself, Tobi Zavala and Beth Campbell and committee members was super.

As promised this email covers items AZAMFT presented in the agenda, and items that came up in discussion during the meeting.

As noted in discussion our suggested items of change: 1) Changing MFT clinical supervision requirements from 200 to 100 hours and 2) our hopes to add as an option, personal psychotherapy to the work experience are issues for statutory change, and beyond the scope of the Rules Committee.

Our Proposed Items for Change that are in the committee's prevue:

- 1. Change R4-6-604 D to read; 50 % of clinical supervision for an applicant for marriage and family therapist licensure shall be provided by a marriage and family therapist licensed in Arizona. 50% may be provided by any of the following behavioral health professionals licensed at the independent level in Arizona: 1. A licensed professional counselor, 2. a licensed clinical social worker, 3. a licensed psychologist or 4. an allopathic or osteopathic medical doctor with a specialty in psychiatry.**
- 2. We affirm as previously stated in MFT curriculum, the research methods course need not have an MFT component. And we do affirm that the ethics component contain syllabus items unique to MFT.**
- 3. Further data on our request to extend the dead line for taking the national MFT exam until the final application for full licensure.** I have reviewed my research and do find that the BBHE protocol for taking the national exam before or in the beginning of the associate work experience is an anomaly compared to other professional health care fields. Nursing; Nurses are not allowed to take their national exam until after they have competed all elements of nursing education including their final preceptor ships in clinical settings. M.D.s; The United States Licensing Examination must be passed before an M.D. can practice with an unrestricted license. PhD Psychologists; A majority of states require a PhD degreed professional to complete a post doctoral year of supervised training before they are eligible to take the national licensing exam.

Person's with test taking challenges are unfairly served by the current rule. There are many stories of clinical hours lost for counting for licensure under the current rule. Passing the exam does not protect the public in the work experience period, the clinical and site supervision does.

4. Definition of "Individual clinical supervision" R4-6-101 specifies that this be a 1 to 1 process. **We propose a change to "Individual clinical supervision may include one to two supervisees"**. This definition is the same as that of The National Association for Marriage and Family Therapy. For the LAMFT who by Arizona statute must complete 200 hours of clinical supervision, it is a heavy financial burden v.s. the 100 hours for counselors and social workers. This definition change for LAMFTs matches their need for interactional relational learning in this definition of individual supervision. Learning to stay balanced and fair when engaging and influencing relational transactions is a key and critical skill set for conducting professional quality marriage and family therapy.

Some members of the committee commented that definition rules should remain the same for all disciplines, but in this example the clinical supervision hour requirement is clearly not the same by statute for MFTs.

5. The Licensure Application, Clinical Supervision Verification and Assessment.
Part 6, Section B. Skills Assessment Grid.

The grid provides no measures unique to to MFTs. We propose at a minimum an item #? **Marriage and Family Skills** and add item #? **Applies Marriage and Family theory in clinical practice**. And add item #? **The MFT can balance and engage fairly with all participants in the clinical session**.

6. Towards the end of the meeting there was discussion of the clinical supervision curriculum, and perhaps the need to expand syllabus items. The AzAMFT Clinical Supervision Education Committee has been offering training in the BBHE requirements for clinical supervision education since 2006. Some standard items that we always include are the BBHE Rules and Laws as they pertain to clinical supervision; Interviewing the Supervisee (establishing the viability of a clinical supervision relationship; Contracting with the supervisee and Supervisor, and with any agencies or other relevant parties to this clinical supervision relationship; The supervisory process in terms of concepts of supervision, methods and techniques; and Evaluation of supervisees.

Thank you for considering the above.

Alan Asher LMFT,
AZAMFT Legislative Committee member, and AZAMFT Ombudsman.