

LPC-MHSP

A ROADMAP TO LICENSURE

Segment 1



Purpose of Presentation

- The purpose of this presentation is to provide direction to individuals who are navigating the LPC-MHSP licensure process.
- This presentation was the brainchild of individuals in the Clinical Counseling: Teaching and Supervision doctoral program at Trevecca Nazarene University. Initial contributors were Melissa McGee, Jennifer Castner, Lynece Benton-Stewart, Frankie Fachilla, and Stephanie Evans with oversight from Dr. Peter Wilson. This presentation was initially presented in 2018 as a breakout session for the TLPCA and TNAMFT Counseling and Therapy Summit.
- This presentation was updated by Stephanie Evans in 2024 to reflect current information and processes for pursuing LPC-MHSP licensure in Tennessee.
- This presentation is being presented in partnership with Tennessee Licensed Professional Counselors Association (TLPCA). For more information about TLPCA or to become a member of TLPCA please visit **www.tlpca.net**.

The Roadmap

TOPICS TO BE COVERED

- Academic Requirements
 - Licensure Exams
 - Post-Master's Experience
 - Supervision Requirements
 - Application Process
 - Counseling Compact
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- Segment 1
- Segment 2

DISCLOSURE

- This presentation does not replace the Statutes, the Rules and Regulations, or any Policy Statements of the Tennessee Licensure Board
- This presentation is designed to bring clarity and highlight various aspects of the licensure process
- Individuals should always consult the Tennessee Department of Health, Board for Licensed Professional Counselors, Licensed Marital and Family Therapists, and Licensed Clinical Pastoral Therapists for specific requirements and information



Academic Requirements

- The appropriate graduate level coursework in counseling must be completed prior to the date of licensure application
- Graduate counseling degrees with less than 60-hours earned will not qualify an applicant for any level of LPC licensure
- Not all master degree programs meet licensure requirements, it is the applicant's responsibility to ensure that the degree earned meets requirements
- Other degrees may be acceptable if the required coursework has been completed and must be reviewed by a board consultant



Academic Requirements

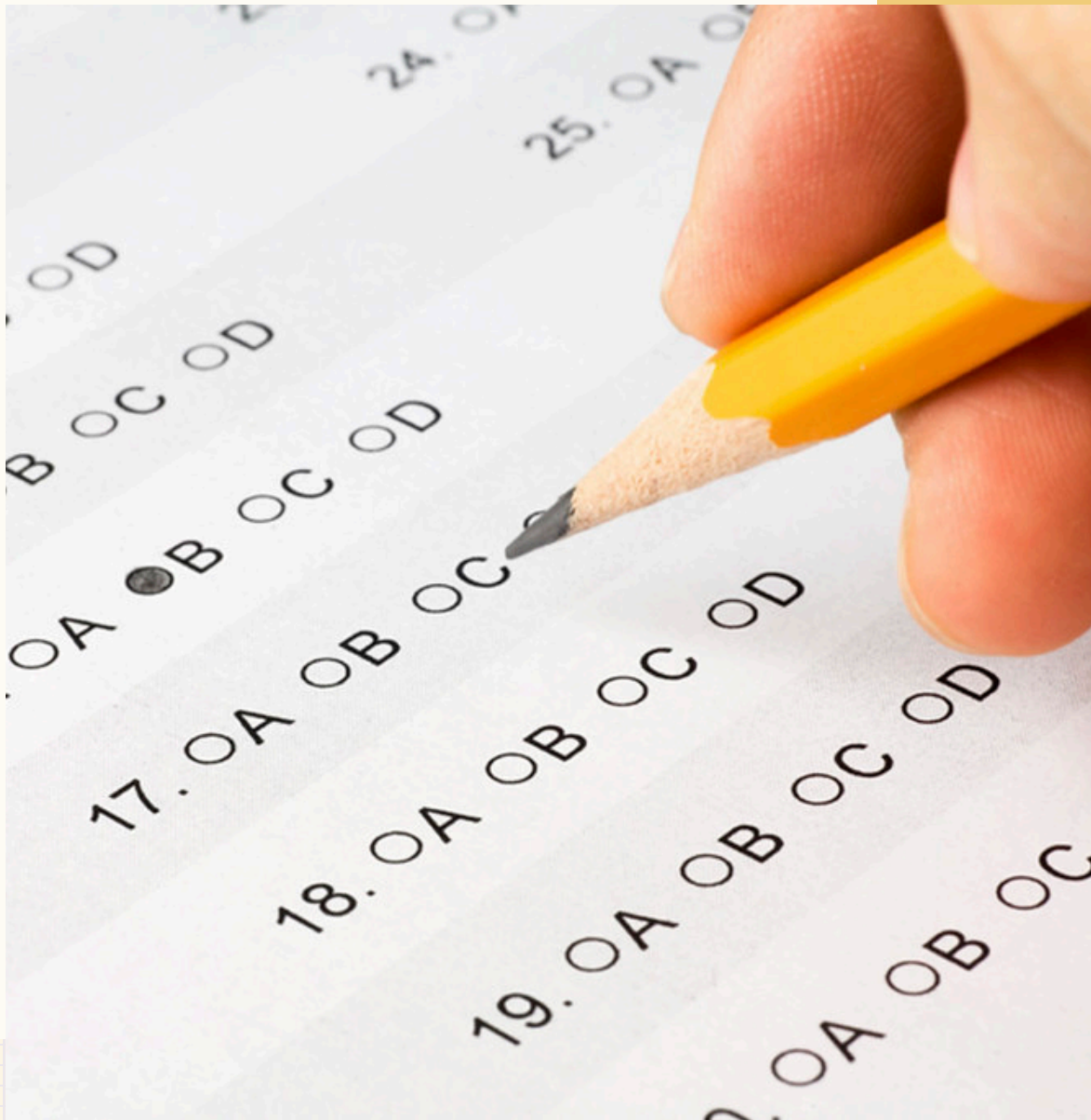
- Degrees must be obtained from an institution accredited by the Southern Association of Colleges and Schools, the Counsel for Accreditation of Counseling and Related Educational Programs (CACREP), or a comparable accrediting body
- A 60-hour degree in Clinical Mental Health Counseling from a CACREP accredited institution does meet licensure requirements

For LPC-MHSP designation the degree requirements have a minimum of (9) graduate semester hours of coursework specifically related to diagnoses, treatment, appraisal and assessment of mental disorders

Graduate Coursework

GRADUATE COURSEWORK SHOULD INCLUDE COURSES IN THE FOLLOWING AREAS:

- Theories of human behavior, learning, and personality
- *Abnormal behavior**
- Theories of counseling and psychotherapy
- *Evaluation and appraisal procedures**
- Group dynamics, theories, and techniques
- Counseling techniques
- Multicultural counseling
- Ethics
- Research
- Career Counseling
- Clinical practicum or internship (pursuant to T.C.A. § 63-22-104)
- *Use of the Diagnostic and Statistical Manual of Mental Disorders**
- *Treatment and Treatment Planning**



Licensure Exams

- Licensure as an LPC-MHSP in Tennessee requires passing three exams:
 1. National Counselors Examination (NCE)
 2. National Clinical Mental Health Counselor Examination (NCMHCE)
 3. Tennessee Jurisprudence Exam for Professional Counselors (TJEPC)

National Counselors Exam (NCE)

- Register for the NCE through the National Board of Certified Counselors (NBCC)
 - www.nbcc.org/exams/nce
 - The NCE is a 200-item multiple-choice examination designed to assess an individual's knowledge, skills, and abilities determined to be important in providing effective counseling services
 - 160 items are scored and 40 are unscored
 - Individuals have 3 hours and 45 minutes to complete the test
- Exam is aligned with the eight CACREP content areas:
 1. Professional Counseling Orientation and Ethical Practice
 2. Social and Cultural Identities and Experiences
 3. Lifespan Development
 4. Career Development
 5. Counseling Practice and Relationships
 6. Group Counseling and Group Work
 7. Assessment and Diagnostic Processes
 8. Research and Program Evaluation

National Counselors Exam (NCE)

- Domains Assessed and Weights Assigned:

	Domain	Percent of Items	Number of Scored Items
1	Professional Practice and Ethics	12	19
2	Intake, Assessment, and Diagnosis	12	19
3	Areas of Clinical Focus	29	47
4	Treatment Planning	9	14
5	Counseling Skills and Interventions	30	48
6	Core Counseling Attributes	8	13
	Total	100	160

- For additional information on the knowledge, skills, and tasks related to these domains visit:

https://www.nbcc.org/assets/exam/nce_content_outline.pdf

- For additional information on study guides available for the NCE visit:

<https://www.nbcc.org/exams/examprep>

National Counselors Exam (NCE)

- Passing the NCE can lead to certification as a National Certified Counselor (NCC) with the National Board for Certified Counselors (NBCC)
- Many institutions of higher learning have been approved by NBCC to provide their master's students with the opportunity to take the NCE prior to graduation
 - Referred to as the GSA-NCC
 - Offered during the student's final year of study
 - Qualified students who pass the GSA-NCC are eligible for the NCC credential following graduation

****In Tennessee, if a student is graduating with a 60-hour counseling degree and has passed the GSA-NCC (NCE) as a student, then that student can apply for a Temporary License upon graduation***

National Clinical Mental Health Counselor Examination (NCMHCE)

THE NCMHCE IS THE EXAM REQUIRED TO RECEIVE MHSP DESIGNATION

- Register for the NCMHCE through the National Board of Certified Counselors (NBCC)
 - <https://www.nbcc.org/exams/ncmhce>
- Passing the NCMHCE can lead to certification as a Certified Clinical Mental Health Counselor (CCMHC) with the NBCC
- The NCMHCE consists of 11 case studies designed to assess broad areas of competencies
- The NCMHCE is comprised of 130 – 150 items
 - 100 items are scored
 - Each multiple-choice question will comprise one score point
- Individuals have 4 hours and 25 minutes to complete the test
- Pass/Fail Score Determination

National Clinical Mental Health Counselor Examination (NCMHCE)

- Domains Assessed and Weights Assigned:

	Domain	Percent of Items
1	Professional Practice and Ethics	15
2	Intake, Assessment, and Diagnosis	25
3	Areas of Clinical Focus	0*
4	Treatment Planning	15
5	Counseling Skills and Interventions	30
6	Core Counseling Attributes	15

*This domain represents the diagnoses and main presenting problems that were identified in the job analysis as being the most prevalent clinical work. This domain is evaluated through a variety of diagnoses and case scenarios appearing on each examination form and not at the item level.

- For additional information on the knowledge, skills, and tasks related to these domains visit: https://www.nbcc.org/assets/exam/ncmhce_content_outline.pdf
- Case studies on the NCMHCE were designed to replicate the actual work of a clinical mental health counselor
- Each case study will comprise a narrative followed by a set of multiple-choice questions
- Each case study is distributed in three sections: initial intake summary and two counseling sessions
- For a sample NCMHCE case study visit: https://www.nbcc.org/assets/exam/NCMHCE_Sample_Case_Studies.pdf

Tennessee Jurisprudence Exam for Professional Counselors (TJEPC)

- Generally taken after passing the NCE and the NCMHCE
- The TJEPC is an exam used to measure a counselor's or therapist's familiarity with Tennessee state laws and regulations necessary for safe and effective practices
- Administered by the CCE Academy, to register for the TJEPC visit:
<https://academy.cce-global.org/jurisprudence/tennessee>
- Can be taken online
- Format consists of readings and 30 multiple-choice questions
- Questions are developed from the Tennessee Rules and Regulations and the Tennessee/ACA Code of Ethics
- No-fail, no-score assessment
- Presented with readings and questions until 30 items have been answered correctly
- Upon completion, individuals receive a certificate of completion which the individual is responsible for submitting to the licensure board



Post-Master's Experience

- Licensure as an LPC-MHSP in Tennessee requires 3,000 hours of direct clinical experience which is completed under supervision, and which is completed no sooner than two (2) years and no more than four (4) years following the beginning of supervised clinical practice

Post-Master's Experience

STIPULATIONS FOR THE 3,000 HOURS OF SUPERVISED POST-MASTER'S PROFESSIONAL EXPERIENCE

- Includes 150 contact hours of supervision obtained pursuant to Rule 0450-01-.10(6)
- 1,500 of the 3,000 hours shall be face-to-face client contact hours
- 1,500 of the 3,000 hours shall be clinically-related activities
- Special note if accumulating hours under the Temporary License
 - A temporary license is only valid for four years, Tenn. Code Ann. § 63-22-121 (a)
 - A temporary license shall be eligible for extension only at the discretion of the board
- All post-master's hours must be accrued under the supervision of an "approved supervisor"
- It is the **applicant's responsibility** to ensure that their supervisor is board approved


Post-Master's Experience

STIPULATIONS FOR THE 150 CONTACT HOURS OF SUPERVISION

- No more than 50 hours may be obtained in a group setting
- Supervision is considered individual supervision if it meets the criteria below:
 - One supervisee to one supervisor
 - Two supervisees to one supervisor
- Minimum requirements are one hour per week of direct, individual, formal contact with a qualified individual who is responsible for the clinical education, development, and guidance of the supervisee
- Classwork, practicum experience, or other course-related experiences taken in pursuit of the required 60 semester hour master's degree are **EXCLUDED**
- The supervision must be for mental health services provided by the applicant to individuals or groups of clients
 - Personal growth/Person of the therapist experiences are **NOT** acceptable
 - Encounter-type groups are **NOT** acceptable
 - Supervision of others is **NOT** acceptable

Post-Master's Experience

STIPULATIONS FOR THE 1,500 HOURS OF FACE-TO-FACE DIRECT CLIENT CONTACT

- A client contact hour is defined as being a 50-minute period a counselor or therapist spends working with an individual, family, or group
 - Face-to-face hours may include:
 - Preventing, diagnosing, and treating mental, emotional, and/or behavioral disorders which interfere with mental health
 - Conducting assessments and diagnoses for the purpose of establishing treatment goals and objectives
 - Creating, implementing, and evaluating treatment plans which incorporate counseling interventions
 - Crisis intervention
 - Use of counseling principals to facilitate human growth and development across the lifespan
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Post-Master's Experience

STIPULATIONS FOR THE 1,500 HOURS OF CLINICALLY-RELATED ACTIVITIES

- Clinically-related activities consist of:
 - Workshops
 - Trainings and seminars
 - Treatment team meetings
 - Clinical supervision
 - Research and preparation for leading individual and/or group counseling
 - Documentation



Post-Master's Experience

- It is the applicant's responsibility to maintain accurate documentation of the 3,000 hours of supervised post-master's professional experience
- It is advised that individuals track and document their clinical hours weekly on a "post-master's" documentation log and that this log contain their signature and the signature of the approved supervisor

VERIFICATION OF SUPERVISED POST-MASTERS EXPERIENCE
(If you had more than one supervisor, please have each supervisor complete a separate form)

SUPERVISOR: PLEASE COMPLETE THIS FORM AND RETURN IT TO THE ADDRESS AT THE END OF THE FORM **TYPE OR PRINT LEGIBLY.**

THE SUPERVISOR MUST COMPLY WITH THE FO

- Been licensed as an LPC, LPC-MHSP, LMFT for MHSP status one may not be supervised by
- Comply with Section F of the current code of extent that it conflicts with the laws of the Stat
- Complete twelve hours (12) training in superv the hours with this form.
- Provide supervision based on the definition of

Name Of Applicant: _____
Supervisor's Name: _____
Supervisor's Address _____

Supervisor's Email address: _____

Approved Supervisor ___ Yes ___ No ___

Supervisor's License Number _____ State _____

If License is M.D. Or D.O., are you certified by The Americ

Date of initial license: _____

Is your license in good standing? ___ Have you ever had

If Yes, Please Explain: _____

What was the job title of applicant during the time of your s

Dates Of Supervision: From _____

What activities did/does your clinical supervision include:

- sign off on charts
- discuss individual cases briefly
- discuss individual cases in depth
- other (describe) _____

Location Where Clinical Experience Took Place: _____

Description of Clinical Experience: _____

_____ Total Individual Supervision Hours

_____ Total Group Supervision Hours

_____ Total ALL Supervision Hours

I CERTIFY THAT THE INFORMATION GIVEN IS CORRECT.

Supervisor's Signature _____ License No. _____ Date _____

SWORN TO BEFORE ME THIS _____ DAY OF _____, _____

NOTARY PUBLIC _____

MY COMMISSION EXPIRES _____ AFFIX SEAL HERE

Send to: Board for LPC/MFT/CPT
665 Mainstream Drive
Nashville, TN 37243

This Form May Be Duplicated

Post-Master's Experience

Two Year Plan

- If someone is receiving one hour of individual supervision per week and one hour of group supervision every other week it will take an individual **2 years** to obtain the 150 individual supervision hours needed for licensure (assuming 50 weeks in a year)
- If someone is receiving 15 hours of face-to-face contact with clients per week, it will take an individual **2 years** to obtain the 1,500 hours of face-to-face contact needed for licensure (assuming 50 weeks in a year)

Three Year Plan

- If someone is receiving one hour of individual supervision per week, it will take an individual **3 years** to obtain the 150 individual supervision hours needed for licensure (assuming 50 weeks in a year)
- If someone is receiving 10 hours of face-to-face contact with clients per week, it will take an individual **3 years** to obtain the 1,500 hours of face-to-face contact needed for licensure (assuming 50 weeks in a year)

Clinical Setting Criteria



Place or practice must be a public, private, or community agency/mental health setting



Must have integrated programs for the delivery of clinical mental health counseling



Offers adequate physical resources such as private spaces for supervision and delivery of services



Must have at least one licensed mental health professional on site for a cumulative minimum of 20 hours per week whose assigned job duties include being available to the applicant for supervision and/or consultation while the applicant

Clinical Setting Criteria



Must have a written emergency plan in place to include method(s) of contacting supervisor or other consultants, alternative contacts when supervisor is unavailable, information regarding crisis services, and crisis decision-making



If the licensed mental health service provider on staff is unable or unwilling to serve as the applicant's supervisor, the applicant must secure a supervisor who meets the supervisor requirements



Place or practice must not be owned, or independently operated by the applicant



Applicant must be an employee of the place or practice or affiliated by agreement

Clinical Setting Criteria



Compensation for services provided by the applicant shall be paid directly to the place or practice unless the applicant has a temporary license, at which time the applicant may be paid on an agreed upon basis or may provide services on a pro bono basis



If the applicant is paid directly from client fees or third-party reimbursements, or if the applicant will work pro bono, the applicant must have a temporary license



Individuals should refrain from choosing a clinical setting that would create a conflict of interest

If the board determines at any time that the clinical setting is not appropriate, the hours earned in that setting will not count for licensure.

Questions?

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