



Counselor, Social Worker & Marriage and Family Therapist Board

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Counselor Professional Standards Committee Minutes NOVEMBER 17, 2005

Meeting was called to order by: Dr. Susan Norris Huss at 9:05 a.m.

Members present were: Dr. Randi Cohen, Dr. Susan Norris Huss, Mr. Jan White and Mr. Joseph Williams.

Staff present: Ms. Rena Elliott, Mr. Peter R. Casey, Esq. and Mr. James Rough.

Guest present: None

- 1. DISCUSSION OF AGENDA:** Mr. White moved to accept the agenda, Dr. Cohen seconded. Carried.

Discussion ensued regarding the changes for rules 4757-13-01 and 4757-13-03.

- Section 4757-13-01(A)(1)(c) appears to be causing confusion for some universities/colleges. After having this section reviewed by the board's AAG the committee determined that all faculty members are required to be PC/PCCs, but that it needed clarification. Attached is a proposed change the committee approved that requires that all faculty members be PC/PCCs with the exception of existing faculty members from prior to June 30, 1997. (Existing psychology faculty members from prior to 1997 make up members of some of the programs and were grandparented by the board. The board also has letters from those programs with the faculty members meeting these criteria from 1999-2000 time frames.). Counseling courses required for counseling degrees that specifically relate to the counseling process require PC/PCC licensed faculty members. All faculty members teaching practicum or internship shall hold a supervision designation.
- Section 4757-13-01(A)(1)(d)(iv)(b) changes include specifying that the Internship requires that a PCC provide supervision. This was added as a PC cannot provide diagnosis and treatment without supervision according to the Scope of Practice for PCs and thus are inappropriate to supervise the internship focused on that practice.
- Section 4757-13-01(A)(2)&(3) The committee discussed changing the review cycle for all of the counselor approved university/college education programs. The idea being: to spread the work load over several years rather than all coming due

at one time with the next program reviews starting in 2006 through 2008. Changes to 4757-13-01(A)(2)&(3) to meet these requirements were discussed and will be forwarded to universities/colleges for comment. Paragraph (A)(2) also included more detail of required information for the program review. Grandparented non-PC/PCC faculty will be required to provide 6 hours of supervision CEUs each two years as part of the renewal process.

- See attached proposed rule change.
- The draft changes to paragraphs 4757-15-03(A) and (C) were proposed to be refiled with JCARR under the “TBR” category (To Be Refiled). The committee wanted to give more opportunities for all concerned to express their concerns with these changes. The committee approved making that recommendation to the full board following the Public Hearing scheduled for 2:00 p.m. November 18.
- After consideration of input from many sources including associations and individuals the committee also approved modifying the requirement for existing PCs to take a second tier examination. The committee approved that all PCs licensed prior to the start date of the new second tier examination, should there be one, would not be required to take that examination to attain their PCC license. The committee will make that motion at the full board meeting following the Public Hearing.
- Mr. Rough will draft the motions for those two changes for the full board meeting.
- The committee also approved holding a session at the January 19 committee meeting at 10:00 a.m. for all interested parties to discuss the issues of the examinations to be used. The committee charged Mr. Rough and Dr. Huss with drafting a response for the issues raised at the public hearing in order to frame the discussion at the January 19th meeting.
- The committee discussed the validity and reliability data provided by NBCC and are confident that the NCE and NCMHCE are both reliable and valid examinations. The committee will ask NBCC for annual publication of the validity and reliability data for the examinations as a means of assuring the committee, its licensees and universities/colleges that the examinations used are meeting their intended purposes.

Dr. Cohen made a motion to table the vote until a later meeting regarding a two tier counselor examination. Seconded by Mr. White, motion passed unanimously.

The committee reviewed and signed off on 14 Professional Clinical Counselor Applications and 39 Professional Counselor Applications.

The Committee reviewed all of the continuing education applications that were provided to them for review.

**CPSC MINUTES
NOVEMBER 18, 2005**

Meeting was called to order by: Dr. Susan Norris Huss at 8:35 a.m.

Members present were: Dr. Randi Cohen, Dr. Susan Norris Huss, Mr. Jan White and Mr. Joseph Williams.

Staff present: Ms. Rena Elliott, Mr. William Hegarty, Ms. Patricia Miller and Mr. James Rough.

Guest present: None

- 1. DISCUSSION OF AGENDA:** Mr. White moved to accept the agenda with modifications, Dr. Cohen seconded. Carried.
- 2. APPROVAL OF September 30, 2005, MINUTES:** Dr. Huss amended that for Ms. Rebecca Bro, no action was required. Dr. Cohen moved to accept the minutes, Mr. White seconded. Carried. The minutes from the October meeting will be reviewed and approved at the January 2006 meeting.
- 3. APPROVAL LIST FOR PC AND PCC APPLICATIONS:** Dr. Cohen moved to accept the PC licensure candidate list, Mr. White seconded. Carried. Dr. Cohen moved to accept the PCC licensure candidate list, Mr. White seconded. Carried.
- 4. APPROVAL OF LIST FOR INTENT TO DENY, PC, PCC:** None
- 5. TESTING UPDATE:** Letters were received supporting and opposing the testing changes. A public hearing will take place today at 2:00.
- 6. INVESTIGATIVE REPORT BY MR. HEGARTY:**

Mr. Hegarty distributed cases recommended for closure by Dr. Huss. (See Attached)

MOTION: Dr. Cohen moved and Mr. White seconded a motion that the Committee go into executive session to discuss investigative matters. Voting Aye: Dr. Cohen, Dr. Norris Huss, Mr. White and Mr. Williams. Voting Nay: None. Motion passes unanimously. (8:50 am) Dr. Huss declared the meeting out of executive session. (8:55 am)

Mr. White moved to accept the consent agreement for **Ms. Julie C. Sadler**, seconded by Dr. Cohen. Carried.

Mr. Hegarty reported: No backlog of counselor cases.

7. EXECUTIVE DIRECTOR'S REPORT BY MR. JAMES ROUGH:

Mr. Rough reported:

- 1.) HB 117 - Met with Representative Reidelbach and Dr. Ron Ross of the Psychology Board to discuss Health Care Board problems and the need for a stronger patient bill of rights. Also a letter will be drafted with Dr. Cluse-Tolar to Representative Reidelbach to look at the Minnesota law and for a discussion to take place. The original bill was not changed enough.
- 2.) Discussed with the Committee about Ms. Elliott, Dr. Cohen, Dr. Huss and Mr. Rough attending the AASCB Annual Meeting in Phoenix, Arizona in January 2006.
- 3.) Rooms were reserved at Mohican Lodge for April 20 and April 21, 2006 to discuss strategic planning. The meeting will start around 1:00 pm on Thursday and end early afternoon on Friday. This will include the entire Board.

8. ADMINISTRATIVE ASSISTANT REPORT BY MS. ELLIOTT:

Ms. Elliott reported:

- 1.) For the month of October 2005, forty-two individuals took the exam, twenty-seven passed and fifteen failed. Problems at the Columbus site involved the server going down and individuals unable to take the exam till December. NBCC was contacted and the exam is now available.
- 2.) Continue to process Counselor Trainees, exam packets are being sent out and no supervision hardships were requested.
- 3.) Dr. Huss requested Ms. Elliott to respond to standard letters and then send the letters to her; this will reduce the number of letters the Committee will need to review at their meeting.
- 4.) Ms. Jean Underfer-Babalis is no longer the OCA representative.

9. HEARING OFFICER REPORT: None

10. OLD BUSINESS:

- 1.) **Ms. Mary Briguglio** – The Committee is requesting that she work within her scope of practice and ethics under supervision. Dr. Cohen moved to add Ms. Briguglio to the PC list, Mr. White seconded. Carried.
- 2.) **Mr. Michael Perciful** – Mr. White moved to add Mr. Perciful to the PC list but continue to be supervised until licensed as a PCC, Dr. Cohen seconded. Mr. Williams opposed. Carried.

11. NEW BUSINESS:

1.) Remediation Plans

- a.) **Ms. Jennifer Fisher** - Mr. White moved to accept Ms. Fisher's remediation plan to take three courses, Dr. Cohen seconded. Carried.
- b.) **Ms. Monica Strzempkowski-Hammer** – Mr. White moved to accept Ms. Hammer's remediation plan of coursework, Dr. Cohen seconded. Carried.
- c.) **Ms. Amy Ward** - CPSC is requesting a specific outline of what her tutor will be working on, she needs to take nine hours of coursework and her test scores show a weakness in ethics, career and human growth and development. Dr. Cohen moved to deny her remediation plan and to send a letter with recommendations, Mr. White seconded. Carried.

2.) Correspondence

- a.) **Ms. Michelle A. Basista** - Server was down at the testing site, and the noise level was loud, requesting to re-take the exam at no cost. Mr. White moved to deny her request to invalidate and remove the previous test score from her record, but allow her to re-test at no cost, Dr. Cohen seconded. Carried.
- b.) **Ms. Pamela Faber** – Requested to be grandfathered. The CPSC appreciates her correspondence and understands her concerns. Dr. Cohen moved that the CPSC acknowledge Ms. Faber's letter and will take her concerns under advisement, Mr. White seconded. Carried.
- c.) **Ms. Olena Ferguson** - Failed the exam three times and is requesting to retake the exam without a remediation plan. The CPSC questions what her current job is. Dr. Cohen moved to deny her request to retake the exam without a remediation plan and suggested she take nine semester or twelve quarter hours of coursework, Mr. White seconded. Carried.

12. ENDORSEMENT REQUEST

- a.) **Mr. Paul Castelino** – Mr. Castelino has a PhD in Pastoral Counseling. Mr. White moved that the CPSC will accept the NCE and NCMHCE exams and are requesting verification of the fifteen hundred hours of post PhD experience, a clinical field evaluation and the application for licensure, Dr. Cohen seconded. Carried.

Dr. Huss read Ms. Franklin's renewal report. (See Attached)

MOTION: Dr. Cohen moved and Mr. White seconded a motion that the Committee go into executive session to discuss Personnel Committee issues. Voting Aye: Dr. Cohen, Dr. Norris Huss, Mr. White and Mr. Williams. Voting Nay: None. Motion passes unanimously. (10:10 am)

Dr. Huss declared the meeting out of executive session. (10:50 am)

Discussion took place regarding supervision and testing issues.

13. ADJOURNED

Dr. Cohen moved, Mr. White seconded. Carried.
(12:15 pm)

Dr. Susan Norris Huss
Chairperson