



## *Counselor, Social Worker & Marriage and Family Therapist Board*

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### **State of Ohio Counselor Professional Committee Meeting November 16, 2006**

**Members Present were:** Dr. Randi Cohen, Dr. Victoria Kress, Mr. Jan White and Dr. Susan Huss.

**Staff present:** Ms. Rena Elliott, Mr. Simeon Frazier and Mr. James Rough.

Mr. White opened the Counselor Professional Standards Committee (CPSC) meeting at 9:00 a.m. The committee engaged in a discussion regarding program approval, where concerns were expressed regarding there being no paper trail reflecting the thought process of previous boards when making a decision. It was agreed that the thought process behind decisions should be placed in writing in an effort for future board members to understand the intentions of previous board members.

**1. Approval of Agenda:**

Dr. Cohen moved to accept the agenda with the addition of "CEU Discussions." Dr. Huss seconded. The motion unanimously passed.

**2. Rule Review**

Having reread the recommended rule changes (drafted 11/7/06), the committee had some concerns:

- Regarding 4757-3-01-(CC), the recommendation was made to remove the last sentence ("Umbrella supervision arrangements shall be registered with the board as part of the registration of Practicum supervision.") as it is a rule, and not part of the definition. *Dr. Huss emphasized that a decision must be made regarding whether or not a PC may be a training supervisor; additionally, she suggested surveying Ohio's programs regarding how their Practicum is carried out.*
- Regarding 4757-5-02
  - Regarding A.2.c. now **(A)(5)** should be kept.
  - Regarding **(B)(7)**; *Dr. Cohen suggests that it is imperative that the counselor should act, only, in the best interest of this client. This is independent of the client's wishes.*
  - Regarding **A.2.c now (B)(10)** *Dr. Kress asked if this would help with any of the boards current cases. Dr. Huss advised that it would not. Dr. Cohen offered a*

*scenario where a deaf counselor requested a workshop have a signer. Mr. White stated that he believes that it should be put in.*

-Regarding **B.1.a.** from ACA code the committee was ambivalent regarding keeping this in. This will not be kept in.

- Regarding 4757-5-03
  - (A) will be left in to discuss with PR (CSWMFT legal counsel). Later in minutes revised in its entirety.
- Regarding 4757-5-04
  - (A) (3) the belief is “Once a client, always a client” but a 5 years limit should be discussed.
- PR entered to discuss the Multiple Relationship Rule. He stated that he doesn’t like the rule. And that it’s easy to get lost in all of the verbiage. If it is necessary, then it’s helpful, otherwise, it’s confusing, sometimes wordy, and difficult to interpret. Dr. Huss suggested breaking the rule down. PR agreed with this, stating that it would be important to highlight the major problems and offer examples (with the tag “...but not limited to...”)

The Committee paused for a break at 11:20, and returned at 11:25

### 3. Program Reviews

- Regarding the review of approved Counselor programs in Ohio, Dr. Cohen recommended reviewing the alphabetized list (twenty programs) in the following order: 20, 1, 19, 2, 18, 3, 17, 4, 16, 5, 15, 6, 14, 7, 13, 8, 12, 9, 11, and 10.
- It was discussed that, per 4757-13-01, items yet to be approved, should be submitted for review as well; additionally, a new reviewer sheet/checklist should be synthesized with items from the old checklist, and the checklist information should be included with the application.
- Dr. Huss and Dr. Kress suggested that a uniform letter be sent to all programs on the review list, giving notice that they will be reviewed. The first 3 programs to be reviewed would, therefore, receive 3 months advanced notice, allowing an opportunity to gather the information necessary to review. The next 3 programs would have 6 months notice, the next 3 programs will be given 9 months notice. The letters would be submitted to the programs, preferably 3/1/07, however it will be discussed at the March '07 meeting.

The Committee paused for lunch at 11:35 a.m. and returned to review correspondence at 12:30 p.m.

### 4. Ursuline College

Representatives Dr. Catherine Hackney, Ms. Gail Rule-Hoffman, and Dr. Cecile (Cici) Brennan, from Ursuline College presented to the board at 13:40.

- Ms. Rule-Hoffman acted as the initial spokesperson for the group. As she passed out the first handout, a timeline of Ursuline's interaction with the board, she discussed the history of Ursuline's process with the board, including when the initial relationship was forged with the board in 1986. She explained that the program was designed with the Ohio law in mind. *Dr. Huss advised that 2 CPSC members read the submitted report and the entire committee read the rebuttal.* Ms. Rule-Hoffman continued, advising that the board did not oppose art therapist licensure, though the psychologists did. In early 2000, the program was reviewed via interaction with Beth Farnsworth and Pat Sposito. Provisional approval was granted to Ursuline during the July 2004 board meeting. Ms. Farnsworth and Ms. Rena Elliott visited Ursuline and there were no other recommendations made. They were disappointed and baffled when they received a program denial letter. She then distributed handout II, a response letter to the CPSC regarding their program denial. Ms. Rule Hoffman continued, stating that the counseling students take their courses and use techniques in their practice; students deal with appropriate art methodology, and then write treatment plans, testing applications, etc. The question was asked "Are they practicing counseling or Art therapy?" Rule-Hoffman advised that the students take their art classes prior to taking the classes to satisfy Ohio's content areas. She further states that they were never cited on anything in 4 years, and that they are consistent with what they were told. **She requests that Ursuline's program approval be reinstated while they work with the board as the process is being interpreted differently than it has been in the past, and clarification is needed.**

-She adds that former board member, Frank O'Dell, suggested that their appraisal course may need to be separated out into a separate course, and getting students more active in joining professional organizations. Rule-Hoffman also noted that the students are starting back in January, and then again in the summer. They'll be back to re-apply. It was stated that all of Ursuline's previous graduates will be eligible for licensure as if from a n approved program if they meet the courses approved in 2004.

-*Mr. White asked Rule-Hoffman to discuss the faculty credentials in the program.* Ms. Rule-Hoffman and Dr. Brennan listed their personal credentials, and those of Amy Jacobs, PhD, who is not a licensee, but teaches counseling theory. Diane Meros, intern coordinator, who is not licensed, but has 15 years of experience and training. Two adjuncts that are not licensed, teaching art therapy, one teaches Movement Therapy. They bring in speakers from a broad range of experience in many courses. All PCC licensees are supervising counselors, but they are continuing to search for good supervisors.

-*Dr Huss, stated that she was reluctant to speak because it appeared that previously, action was taken on verbal suggestions/recommendations, without*

*written documentation. They have found nothing in writing to support the decision to make Ursuline a Counseling program other than the approval letter. She emphasized that she "In no way, negates all of the hard work and effort, however, it doesn't appear to have a Counseling identity, only an Art Therapy identity." When reviewing the program (syllabi) a counseling identity was not reflected in the paperwork, and there was no clear indication that the program extends beyond the one modality of art therapy.*

*-Dr. Kress and Dr. Cohen state that everything must be documented in writing.*

*- Dr. Huss offered that the intent of the CPSC is to protect the public and though she stated that she cannot speak for the Board, She identifies that this is her vantage point.*

*-Ms. Rule-Hoffman requested that the CPSC place, in writing, the difference between their program, and an acceptable model. She'd like them to refer to the law, without the prejudice given to the term "Art Therapy."*

*-Dr. Hackney reiterated that Ursuline College is in full support of the program.*

*-Mr. White stated that it was helpful to hear the presentation.*

*-Dr. Kress offered that, independent of the course description and syllabi, the assignments were consistent with Art therapy.*

*- Mr. White advised that the CPSC would discuss it on Friday.*

Mr. White left the meeting at 14:45; Dr. Cohen assumes the position of interim Chair in his stead.

Mr. Rough recommended the CPSC review the final proposed changes to the rules (changed 11/16/06).

##### **5. Board Member Responsibility**

Mr. Rough shared with the board that different board members have been solicited for their opinions as board members, regarding different subjects. He advised that if anyone receives a solicitation, officially or unofficially, they should direct the solicitor to him in order to avoid putting themselves in a position that could be interpreted as speaking for the board.

##### **6. Renewal Issues**

- Rule change for 4787-9-04 was discussed, as rewritten, and seems to solve any issues that previously existed.
- Regarding 4757-9-05(c), the question was posed if on-line courses need to be pre-approved. Mr. Rough answered "yes" if they are from an Ohio company. Otherwise, they have to be requested for approval through the post-approval process.

- Dr. Huss recommended that it should be reflected, somewhere, that “Provider Status” should be an indication that all programs offered are fit for all 3 licenses regulated by the board.
  - One proposed solution suggested that only institutions and agencies be eligible for Provider status. But Mr. Rough advised that this would double the workload of Patty Miller (office staff)
  - Another suggested that a grid with outlining codes advising what is covered, be created. This grid should have at least 10 qualified, different, annual programs that are the provider must offer.

Mr. Frazier left the meeting at 16:40, and the meeting adjourned at 16:45

### **November 17, 2006**

**Meeting was called to order by:** Mr. Jan White at 8:27 a.m.

**Members present were:** Dr. Randi Cohen, Dr. Victoria Kress, Dr. Susan Huss, and Mr. Jan White

**Staff present was:** Mr. James Rough, Mr. William Hegarty, Ms. Rena Elliott, Mr. Simeon Frazier, and Ms. Tracey Hosom

**Guest present:** Mr. John Coventry (Ohio Counselor Association)

- Mr. Rough passed out a model “Customer Bill of Rights” and advised that the Governor’s office hasn’t yet responded to his request regarding new board member appointees. Also, he reported that the OCE meeting went well. He observed, during the meeting, that a lot of participation from counselor educators, and was encouraged by the response that he received when encouraging mental health professionals to work together. Also, he got the feeling that S.B. 213 was supported.
  - *Mr. White inquired about the Criminal Background check piece that was discussed during previous board meetings, and if it would be discussed in his report.*
  - Mr. Rough discussed where he is on criminal background checks, and advised that it will be addressed at the full board meeting. He also stated that consideration must be given to how the volume will be managed, and how it would fit into the rules.
- Mr. Hegarty passed out a list of cases that Dr. Huss has reviewed and recommended for closure.
  - Dr. Huss moved to close cases 2005-91 thru 2006-180, Dr. Cohen seconded. There was no discussion as the motion passed unanimously.
  - Mr. Hegarty requested that the board go into executive session.

- Mr. White called for an executive session roll call. All responded with their names and "Yes." The Committee went into executive session at 8:45 a.m. and returned from executive session at 9:10 a.m.
- Mr. White advised that the case for Brenda Ward-Brown was discussed in executive session.
- Dr. Cohen moved that Brenda Ward-Brown be suspended from 12/1/06-12/1/07; during which, she must receive a grade of B or higher in a graduate level ethics course (not a workshop or a CEU) after one academic term. Transcripts must be received at the board's office by November 2007. Upon her return, she must receive supervision for 2 years, with reports given quarterly by her supervisors. During this time, she may not supervise anyone for work or training supervision. Dr. Kress seconded. There was no discussion as the motion passed. Dr. Huss recused herself.

### 1. Approval of Agenda

Mr. White suggested that Glenna Darnell Baughman's letter should be added to the agenda. Dr. Kress moved to approve the agenda as modified. Dr. Cohen Seconded. During the discussion period, Dr. Huss suggested that Ursulne College's response letter should be addressed before Mr. White leaves for the day. The motion passed.

### 2. Approval of Minutes

- The following amendments were made to the minutes,
  - Dr. Huss was included as being in attendance on both days of the September 2006 board meeting.
  - The agenda heading, "Faculty Issues" was changed from "Faulty Issues."
  - Regarding Darcy Stephens, the word "Known" was added to read "It is not known."
  - Under the Counselor Application Coordinator's report, the word "of" was added to read "Mrs. Elliott offered 54 of the..."
  - Dr. Huss "Moved" was changed from "motioned."
  - Dr. Kress' name was changed from "Dr. White."
  - In the Investigative report, the statement suggesting that PC/PCC licensees should not respond to subpoenas was removed.
    - Dr. Cohen moved to approve the minutes as modified. Dr. Kress seconded. During the discussion, it was agreed that any minor recommendations to the minutes will be submitted via email. The motion passed.

### 3. Approval of List of PC and PCC Applicants

- Dr. Kress moved to approve the 68 PC applicants. Dr. Huss seconded. There was no discussion as the motion passed unanimously.
- Dr. Huss moved to approve the 31 PCC applicants. Dr. Kress seconded. There was no discussion as the motion passed unanimously.

4. **Ursuline College**

The committee agreed that a letter is to be sent to Ursuline acknowledging that their response letter was received and discussed.

- Dr. Huss stated that one of the things that needs to be wrestled with, when discussing program reviews, is providing direction to programs. So that they may fully understand that their presented information must clearly reflect that their program meets Ohio's requirements.
- Dr. Kress suggested that the programs include a strong introductory letter, in an effort to be more inclusive in the sentiment they wish to portray.

5. **Counselor Application Coordinator's Report**

Mrs. Elliott advised that 27 people took the NCE, of which, 26 passed. The NCMHCE had 1 candidate, and that candidate did not pass. Also, 156 Examination packets were sent, and 503 Counselor Trainee/Clinical Resident letters were sent. There were no questions.

6. **Old Business**

Mr. White believes that a lot has been discussed regarding supervision, but it will be blended into the "Rule Review" discussion because all rules regarding supervision will, then, be discussed.

The committee paused for a break at 10:10 a.m. and resumed the meeting at 10:16 a.m.

Mr. White expressed that it was important that the committee understands that once the committee addresses the "Rule Review" portion of the agenda, it will dominate the agenda, and the rest would consequently not be addressed.

- Dr. Huss stated that she believes that there is more that needs to be addressed.
- Mr. White suggested that he'll end the rule review at some point to address "New Business."
- Dr. Cohen and Dr. Huss suggested addressing "New Business" first, so that the rule review can be given the proper attention.

7. **New Business:**

- Remediation Plans-Rebecca Jewell:

-Dr. Huss moved that the committee accept the remediation plan of Rebecca Jewel, adding that she must complete the appropriate paperwork. Dr. Cohen seconded. There was no discussion as the motion passed unanimously.

- Correspondence-

-Doug Casper: Dr. Cohen believes that everything is consistent with the law, if his file is valid (per page 48 of the latest edition of the laws and rules) provided he was registered before 1998. Dr. Huss moved that Doug Casper's supervision experience be granted if his experience and supervisors are considered appropriate. Dr. Kress seconded. There was no discussion as the motion passed unanimously.

- Anne Ellison: Dr. Kress stated that she struggles with this request because there aren't really supervisors in that community. (The supervision must be on-site for seniors in a Veterans Administration). Dr. Huss moved to honor the hardship request to have an off site PCC-S supervisor, provided her site duties include the diagnosis and treatment of mental and emotional disorders. Dr. Cohen seconded. There was no discussion as the motion passed unanimously.

- Rachel Meyer: Dr. Kress stated that the committee should comply with the NBCC's decision to substantiate her circumstances by allowing her to retest at no cost. Dr. Kress moved to grant the opportunity to sit for the exam, again, without submitting a remediation plan or waiting 90 days. Dr. Huss seconded. There was no discussion as the motion passed unanimously.

- Monica R. Reider: Dr. Huss moved to deny the request to approve an LISW supervisor, and provide an explanation with regards to how off-site supervision may work. Dr. Cohen will submit the letter. Dr. Cohen seconded. There was no discussion as the motion passed unanimously.

- Jeffrey D. Sanders: Dr. Cohen offered that if he has the appropriate number of hours, then he should simply wait the full 24 months to qualify for licensure. Dr. Huss moved to deny his request. Dr. Kress seconded. There was no discussion as the motion passed unanimously.

-Glenna Darnell Baughman: Dr. Huss moved to gain confirmation by having Mr. Rough follow up on the testing site issue. Dr. Cohen seconded. There was no discussion as the motion passed unanimously.

## 8. Rule Review

- The following rules were discussed/amended:
  - 4757-5-03 (A)(1) will be left in
  - 4757-5-09(7) c.2.h. added as paragraph (I) will be left in

- 4757-5-11(K) A.9.: Dr. Huss identified that, if you are a PC, this is the same as the ACA rule, but not added.
- A.12.h.: It appears that this creates problems by making this a rule. This will be taken out.
- 4757-7-01(B)(2) this can be changed, as recommended.
- 4757-9-05 (A)(2)(a): it was confirmed that the board has the authority to put this in due to 4757.33
  - (d): add "Marriage & Family Therapist attendees."
  - (e)(ii): It is not known how this will be measured, and this is not needed.
- 4757-13-01(A): In order to confirm that a program has a counseling identity, this is important.
  - (3): This will now read as follows: "The counseling program shall stand as a recognizable organizational entity within the institution and have a counseling faculty **who identify with the counseling profession** and **who** are appropriately trained and licensed."
  - The above should also be reflected in 4757-13-07 (A) 3
- 4757-3-01(CC) should be inserted/merged with 4757-13-01(A)(4)(c)(iii)
- 4757-9-04(D) will be amended to read "Credit may be awarded for first time presentations at the rate of 1.5 hours for every hour of the actual, **board approved**, presentation, up to ten hours per renewal period."
- 4757-13-01(A)(4)(d): "or professional counselors" will be removed to read "...After June 30, 2000, all site supervisors shall be professional clinical counselors. "
- 4757-13-03
  - (B): "the first and second one thousand" will be replaced with "1500 and 3000" to read "The applicant shall further provide supervisory evaluations shortly following the completion of **1500 and 3000** total hours of supervisory experience on forms provided by the board." It will also be added to (3) to read "... for the applicant within thirty days of the accumulation of **1500 and 3000** total hours of supervised experience."
  - (C): it was discussed that this belongs under the endorsement section or (minimally) not here. It must also state that a minimal educational requirement is met (i.e. "met all requirements except clinical courses, which may be met in 2 years of being licensed as a PC.")
- 4757-13-07
  - (A)(3): "to teach the courses assigned" will be removed to agree with 4757-13-01 (A)
  - (B) changes follow:

- (1): "two years and given provisional approval status" will be replaced with "five years."
- (3) changes follow:
  - (e): "are eligible to" will be removed to read "...institutions attended and courses they teach."
  - (f) will be changed to (g)
    - a new (f) will be created to include:
      - i) a listing of faculty and courses they taught for the last 3 years.
      - ii) A Professional Disclosure Statement.
      - iii) A Curriculum Vitae.
- Second copy in draft of 4757-13-07 will be removed.
- 4757-15-02(D): Social Worker Temporary will be added.
- 4757-15-03(C) (3): "with appropriate training" will be added to read: "A professional counselor with appropriate training may list any of the following..."
  - (a): ", " will be removed between the words "Addictions" and "counseling." "Administration" will be removed between "supervision" and "and diagnosis..."
  - (b): "(A)" should be replaced with "(a)" and "exception" should be replaced with "addition" to read "...list any of the areas contained in paragraph (a) of this rule with the **addition** that they may independently..."
- 4757-15-03(D)(3): "(B)(1) of rule 4757-5-01" must be changed to meet the new rule number.
- 4757-15-03(E): the references of to the corresponding code must be checked to confirm for accuracy.
- 4757-17-01(A): All agree that interns are to be required to have 1 in 20 hours of supervision.
- 4757-17-01 (E):
  - (1)(a): "divided into six contact hours in each of four content" and "The four coded content areas shall include an experiential and didactic component" will be removed to read "Document a minimum of twenty-four contact hours of academic preparation in counselor training areas outlined below."
  - (2) is to be eliminated and replaced with (3)
  - 4757-17-01(F): (F)(1) and (F)(2) should be collapsed and placed under the internship requirements.

Mr. White excused himself from the meeting at 11:10 a.m. Dr. Cohen assumed the committee chair responsibilities.

Rules were reviewed thru 4757-17-01

The meeting adjourned at 12:43 p.m.

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**Mr. Jan White**  
**Chairperson**