

## Contra Costa Mental Health Plan SCOPE OF PRACTICE DEFINITIONS

The establishment of provider selection criteria is a required activity of County MHPs.<sup>1</sup> MHPs are authorized to establish additional requirements “as part of a credentialing or other evaluation process.”<sup>2</sup> This document specifies the required credentials, supervision, and approved activities for Psychiatrists, Nurse Practitioners, Registered Nurses, Psychiatric Technicians, Psychologists, Licensed Clinical Social Workers, Licensed Marriage and Family Therapists, Licensed Professional Clinical Counselors, Psychologist Interns, Associate Social Workers, Associate Marriage and Family Therapists, Associate Professional Clinical Counselors, Psychology Trainees, Social Work Trainees, Marriage and Family Therapist Trainees, Professional Clinical Counselor Trainees, Mental Health Rehabilitation Specialists (MHRs), Designated Mental Health Workers (DMHWs), and Therapeutic Foster Care (TFC) Parents.

### MEDICAL

#### ■ PSYCHIATRIST (MD, DO)

A Psychiatrist shall have a license to practice as a physician and surgeon granted by the California Medical Board or by the Board of Osteopathic Medical Board of California,<sup>3</sup> and be board-eligible or board-certified in psychiatry.

**Psychiatrists** must possess a valid, unrestricted DEA registration and a NPI number with a valid taxonomy.

**Supervision Requirements:** Ongoing supervision conducted by the Medical Director or designee is required. Individual clinical supervision *may* be required by the Medical Director or Lead Psychiatrist. Psychiatrists may request individual clinical supervision from the Medical Director or Lead Psychiatrist.

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<sup>1</sup> CCR, Title 9, §1810.435

<sup>2</sup> CCR, Title 9, §1810.435(b)(6)

<sup>3</sup> Title 9, §782.39

## Contra Costa Mental Health Plan SCOPE OF PRACTICE DEFINITIONS

### ■ FAMILY NURSE PRACTITIONER (FNP)/PSYCHIATRIC MENTAL HEALTH NURSE PRACTITIONER (PMHNP)

An FNP/PMHNP is a registered nurse who possesses additional preparation and skill in physical diagnosis, psycho-social assessment, and management of episodic and chronic mental illness. FNP/PMHNPs are certified by the State of California, Board of Registered Nursing to practice under standardized procedure<sup>4</sup> and to furnish drugs and devices.<sup>5</sup>

FNP/PMHNPs must also possess a master's degree in nursing from an accredited college or university with a Family Nurse Practitioner or Mental Health Family Nurse Practitioner specialty. Additionally, one (1) year of full-time or its equivalent experience as a Registered Nurse in a hospital, clinic, or other medical facility **OR** one (1) year of full-time or its equivalent experience as a Public Health Nurse **OR** one (1) year of experience as a Registered Nurse in a mental health clinic, psychiatric clinic, or private practice is required.

**Family Nurse Practitioners and Psychiatric Mental Health Nurse Practitioners** must possess a valid, unrestricted DEA registration and a NPI number with a valid taxonomy.

**Supervision Requirements:** Ongoing supervision conducted by an assigned Psychiatrist is required. Individual clinical supervision *may* be required by the Medical Director or Lead Psychiatrist. FNP's and PMHNPs may request individual clinical supervision from the Medical Director or Lead Psychiatrist.

### ■ REGISTERED NURSE (RN)

A registered nurse shall have a license as a registered nurse by the State of California, Board of Registered Nursing.<sup>6</sup>

**Registered Nurses** must possess a NPI number with a valid taxonomy.

**Scope of Practice:** RNs cannot conduct assessments and individual or group psychotherapy but are able to provide group rehab.

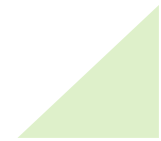
**Supervision Requirements:** Monthly group clinical supervision by the Nursing Program Manager is required. Individual clinical supervision *may* be required by the Nursing Program Manager. RNs may request individual clinical supervision.

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<sup>4</sup> CCR, Title 16, §1474

<sup>5</sup> BPC Section 4076

<sup>6</sup> Title 9, §782.44



## Contra Costa Mental Health Plan SCOPE OF PRACTICE DEFINITIONS

### ■ LICENSED PSYCHIATRIC TECHNICIAN (LPT)

A Licensed Psychiatric Technician shall have a license as a psychiatric technician by the State of California, Board of Vocational Nurses and Psychiatric Technician Examiners.<sup>7</sup>

**Licensed Psychiatric Technicians** must possess a NPI number with a valid taxonomy.

**Scope of Practice:** LPTs cannot conduct assessments or provide individual or group psychotherapy; LPTs can facilitate group rehab with a Licensed Mental Health Professional (LMHP).

**Supervision Requirements:** Monthly group clinical supervision by the Nursing Program Manager is required. Individual clinical supervision *may* be required by the Nursing Program Manager. LPTs may request individual clinical supervision.



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<sup>7</sup> Title 9 §782.28

## LICENSED MENTAL HEALTH PROFESSIONALS (LMHP)

### ■ LICENSED PSYCHOLOGIST (PhD, PsyD)

A Licensed Psychologist shall have obtained a license to practice as a psychologist granted by the State of California Board of Psychology.<sup>8</sup>

### ■ LICENSED CLINICAL SOCIAL WORKER (LCSW)

A Licensed Clinical Social Worker is licensed as a clinical social worker by the State of California, Board of Behavioral Sciences.<sup>9</sup>

### ■ LICENSED MARRIAGE & FAMILY THERAPIST (LMFT)

A Licensed Marriage & Family Therapist shall have obtained a license to practice as a marriage, family and child therapist by the State of California, Board of Behavioral Sciences.<sup>10</sup>

### ■ LICENSED PROFESSIONAL CLINICAL COUNSELOR (LPCC)

A Licensed Professional Clinical Counselor shall have obtained a license to practice as a professional clinical counselor by the State of California Board of Behavioral Sciences.<sup>11</sup>

**Psychologists, LCSWs, LMFTs, and LPCCs** must possess a NPI number with a valid taxonomy.

**Scope of Practice:** Psychologists, LCSWs, LMFTs, and LPCC can authorize services as directed by the MHP; can conduct comprehensive assessments and provide a diagnosis without co-signature; can co-sign the work of other staff members within their scope of practice.<sup>12</sup>

**Supervision Requirements:** Weekly individual or group clinical supervision by the Program Manager/Supervisor is recommended. Individual clinical supervision *may* be required by the Program Manager/Supervisor. Staff in this category may request individual clinical supervision.

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<sup>8</sup> Title 9, §782.42

<sup>9</sup> Title 9, §782.48

<sup>10</sup> Title 9, §782.32

<sup>11</sup> CA Bus & Prof Code §4999.20 and CCR, Title 16 §1820.5

<sup>12</sup> Refer to [Contra Costa Mental Health Plan Guidelines for Scope of Practice](#)

## PSYCHOLOGIST INTERNS and TRAINEES

### ■ PSYCHOLOGIST INTERNS

**Post-Doctoral Interns:** A Post-Doctoral intern must possess an earned doctorate degree in psychology, in education psychology, or in education with the field of specialization in counseling psychology or educational psychology in order to obtain supervised post-doctoral hours towards licensure as a psychologist.<sup>13</sup> The Post-Doctoral intern can be registered with the State of California, Board of Psychology as a Registered Psychologist/Registered Psychological Assistant or sign an official Supervision Agreement in a formal internship placement or as an employee of an exempt setting. Post-doctoral Interns must earn a minimum of 1500 supervised hours of experience within 30 consecutive months.<sup>14</sup>

**Pre-Doctoral Interns:** A Pre-Doctoral Intern is one who is in the process of earning a doctoral degree with a formal internship. A Pre-Doctoral Intern is not required to be registered with the State of California, Board of Psychology if working in a governmental agency. Pre-doctoral Interns may earn a maximum of 1500 supervised hours of experience within 30 consecutive months.<sup>15</sup>

**Post-Doctoral and Pre-Doctoral Interns** must possess a NPI number with a valid taxonomy.

**Scope of Practice:** Psychologist Interns can conduct comprehensive assessments and provide a diagnosis. They can claim for all Mental Health Services (15/30), Case Management/Brokerage (15/01), Crisis Intervention (15/70), and Therapeutic Behavioral Services (TBS) (15/58) within their scope of practice.<sup>16</sup>

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<sup>13</sup> CA Bus & Prof Code § 2914 (2016)

<sup>14</sup> CCR, Title 16, §1367(a)(1)(A)-(D)

<sup>15</sup> CCR, Title 16, §1387(a)(1)(A)-(E)

<sup>16</sup> Refer to [Contra Costa Mental Health Plan Guidelines for Scope of Practice](#)

## Contra Costa Mental Health Plan SCOPE OF PRACTICE DEFINITIONS

**Waiver Requirements:** All qualifying Pre- and Post-Doctoral Interns are required to obtain a waiver from the Department of Health Care Services (DHCS). The Waiver is granted up to five consecutive years from the initial date of approval with DHCS. The waiver allows the intern to provide services equivalent to those of a Licensed Mental Health Professional while acquiring experience towards clinical licensure. DMH Letter 10-03 provides the following guidelines:

- Each psychologist candidate must obtain a waiver – even if the candidate is registered with their licensing board.
- In order to be eligible for such a waiver, the psychologist candidate must have successfully completed 48 semester/trimester or 72 quarter units of graduate coursework, not including thesis, internship, or dissertation. An official copy of a transcript reflecting completion of this coursework requirement must be submitted with the waiver application.
- There is no statutory provision for extension of psychologist candidate waivers beyond the five-year limit.

**Supervision Requirements:** An Intern must accrue 3000 hours of supervised professional experience. At least 1500 hours of supervised professional experience must be accrued post-doctoral. A minimum of one hour of face-to-face supervision per week is required. The total weekly supervision required must account for 10% of total hours worked to a maximum of forty (44) hours per week including supervision time.<sup>17</sup>

### **Qualifications and Responsibilities of a Primary Supervisor:**

- All primary supervisors shall be Licensed Psychologists while the psychologist candidate is accruing *Supervised Professional Experience* hours toward licensure. Primary supervisors must possess and maintain a valid, active license free of any formal disciplinary action. Primary supervisors who are licensed by the board shall complete a minimum of six (6) hours of supervision coursework every two years.<sup>18</sup>
- Primary supervisors are responsible for ensuring compliance and monitoring the welfare of the Intern's clients, as well as for monitoring the performance and professional development of the interns.<sup>19</sup>
- The primary supervisor must be employed in the same work setting at least half the time as the Intern and be available to the Intern 100% of the time they are accruing supervised professional experience.<sup>20</sup> Primary supervisors shall ensure that each client or patient is informed prior to the rendering of services by the Intern (1) that the Intern is unlicensed and is functioning under the direction and supervision of the supervisor; (2) that the primary supervisor shall have full access to the treatment records in order to perform supervision responsibilities and (3) that any fees paid for the services of the Intern must be paid directly to the primary supervisor or employer.<sup>21</sup>

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<sup>17</sup> CCR, Title 16, §1387(b)(4)-(5)

<sup>18</sup> CCR, Title 16, §1387.1(b)

<sup>19</sup> CCR, Title 16, §1387.1

<sup>20</sup> CCR, Title 16, §1387(b)(6)

<sup>21</sup> CCR, Title 16, §1387.1(g) and 1392.6(b)

## Contra Costa Mental Health Plan SCOPE OF PRACTICE DEFINITIONS

### **Qualifications and Responsibilities of a Delegated Supervisor:**

- Primary supervisors may delegate supervision to other qualified psychologists or to other qualified mental health professionals including Licensed Marriage and Family Therapists, Licensed Educational Psychologists, Licensed Clinical Social Workers and board certified Psychiatrists.<sup>22</sup> However, the primary supervisor remains responsible for the minimum one hour per week of direct, individual face-to-face supervision.<sup>23</sup> Once the collection of Supervised Professional Experience hours has been completed, supervision by a licensed mental health professional is required until the psychologist candidate obtains a license to practice.
- Delegated supervisors are responsible for monitoring the welfare of the intern's clients while under their delegated supervision and abide by all provisions of the California Code of Regulations §1387.2.

### ■ **PSYCHOLOGIST TRAINEES**

A Psychologist Trainee is a pre-degree practicum student participating in a field placement while enrolled in an accredited Doctoral (PhD or PsyD) program that prepares the student for licensure as a psychologist.

In order to gain experience as a Psychologist Trainee, the student must have a field placement agreement with their graduate school. There must be an individual contract signed by the student, individual supervisor and/or training coordinator and school field placement liaison that specifies the duration of the contract. There is no minimum experience level required and the hours worked cannot be counted toward licensure.

**Scope of Practice:** Psychologist Trainees can conduct comprehensive assessments and provide a diagnosis with co-signature by a Licensed Mental Health Professional. They can claim for all Mental Health Services (15/30), Case Management/Brokerage (15/01), Crisis Intervention (15/70), and Therapeutic Behavioral Services (TBS) (15/58) within their scope of practice.<sup>24</sup>

**Psychologist Trainees** must possess a NPI number with a valid taxonomy.

**Supervision Requirements:** Students are provided with a minimum of one hour of individual supervision by a Licensed Psychologist and weekly group supervision.<sup>25</sup>



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<sup>22</sup> CCR, Title 16, §1387(c)(1)

<sup>23</sup> CCR, Title 16, §1387(c)(2)

<sup>24</sup> Refer to [Contra Costa Mental Health Plan Guidelines for Scope of Practice](#)

<sup>25</sup> Refer to Wright Institute and California School of Professional Psychology Office of Professional Training description of clinical practice.

## MASTER'S LEVEL INTERNS

### ■ ASSOCIATE MARRIAGE and FAMILY THERAPIST (AMFT)

An Associate Marriage and Family Therapist (AMFT) must possess a master's degree in Marriage and Family Therapy from an accredited graduate school program that prepares the student for licensure as a marriage and family therapist.

### ■ ASSOCIATE CLINICAL SOCIAL WORKER (ASW)

An Associate Clinical Social Worker (ASW) must possess a master's degree in Social Work from an accredited graduate school program that prepares the student for licensure as a social worker.

### ■ ASSOCIATE PROFESSIONAL CLINICAL COUNSELOR (APCC)

An Associate Professional Clinical Counselor (APCC) must possess a master's degree in Clinical Counseling or Psychotherapy from an accredited graduate school program that prepares the student for licensure as a professional clinical counselor.

**AMFTs, ASWs, and APCCs** must be registered with the State of California, Board of Behavioral Sciences and must possess a NPI number with a valid taxonomy.

**Scope of Practice:** AMFT, ASW, and APCC interns can conduct comprehensive assessments and provide a diagnosis. They can claim for all Mental Health Services (15/30), Case Management/Brokerage (15/01), Crisis Intervention (15/70), and Therapeutic Behavioral Services (TBS) (15/58) within their scope of practice.<sup>26</sup>

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<sup>26</sup> Refer to [Contra Costa Mental Health Plan Guidelines for Scope of Practice](#)



## Contra Costa Mental Health Plan SCOPE OF PRACTICE DEFINITIONS

### Supervision Requirements for AMFTs, ASWs, and APCC Interns:

The State of California, Board of Behavioral Sciences requires 3000 hours of supervised professional experience and 104 weeks of supervision to qualify for licensure as LMFT, LCSW, or LPCC.<sup>27</sup> For the purposes of Contra Costa County MHP, the supervision requirements for AMFTs, ASWs, and APCCs Interns are as follows:

- A minimum of one (1) unit of supervision<sup>28</sup> during any week in which experience is gained in each work setting.<sup>29</sup>
- If an Intern provides more than 10 hours of direct clinical counseling during a single week in a work setting, the Intern must receive a total of two (2) units of supervision in that same week in that setting.<sup>30</sup>
- Of the 104 weeks of supervision required for licensure, 52 must be weeks in which the AMFT, ASW, or APCC received at least one (1) hour of individual or triadic<sup>31</sup> supervision.
- Group supervision sessions shall include no more than eight (8) persons receiving supervision, even if there are two or more supervisors present. Group supervision can be broken into one-hour sessions as long as both increments (two full hours) are provided in the same week as the experience being claimed.<sup>32</sup>
- Interns may obtain supervision via live two-way videoconferencing; supervision may not be provided by telephone.<sup>33</sup>

*(See next page for AMFT, ASW, and APCC supervisor requirements)*

<sup>27</sup> For more detailed information about supervision and licensure requirements for AMFTs, ASWs, and APCCs, visit the Board of Behavioral Sciences website at [www.bbs.ca.gov](http://www.bbs.ca.gov) and select "Applicants."

<sup>28</sup> A "unit" of supervision is equivalent to one (1) hour of individual or triadic supervision OR two (2) hours of group supervision.

<sup>29</sup> Source: Board of Behavioral Sciences: [Important Answers to Frequently Asked Question for Associate Marriage and Family Therapists and MFT Trainees](#), [Important Answers to Frequently Asked Questions for Associate Clinical Social Workers](#), and [Important Answers to Frequently Asked Questions for Associate Professional Clinical Counselors](#)

<sup>30</sup> Ibid.

<sup>31</sup> Triadic supervision is defined as face-to-face supervision consisting of one supervisor and two supervisees; it is equivalent to individual supervision.

<sup>32</sup> Ibid.

<sup>33</sup> Ibid.

## Contra Costa Mental Health Plan SCOPE OF PRACTICE DEFINITIONS

### Supervisor Qualifications for AMFT, ASW, and APCC Interns:<sup>34</sup>

All supervisors of AMFTs, ASWs, and APCC Interns are required to:

- Possess a current and active California license that is not under suspension or probation as one of the following:

Licensed Marriage and Family Therapist (LMFT)

Licensed Clinical Social Worker (LCSW)

Licensed Professional Clinical Counselor (LPCC)

Licensed Clinical Psychologist *licensed through the [Board of Psychology](#)*

Licensed Physician and Surgeon *certified in Psychiatry by the [Board of Psychiatry and Neurology](#)*

- have been licensed in California or any other state for at least two (2) years out of the last five (5) years prior to the commencement of supervision; and
- have practiced psychotherapy during at least two (2) out of the last five (5) years prior to the commencement of supervision **OR** provided direct supervision to trainees or interns who perform psychotherapy during at least two (2) out of the last five (5) years prior to the commencement of supervision; and
- sign and comply with required supervision-related forms; and
- have submitted the one-time *Supervisor Self-Assessment Report* form to the Board of Behavioral Sciences (NOTE: Licensees serving as a supervisor for the FIRST TIME on or after January 1, 2022, must submit the form within 60 days of commencing supervision for the first time; licensees who served as a supervisor PRIOR TO January 1, 2022, must submit the form by January 1, 2023).<sup>35</sup>

### Supervisor Training Requirements for LMFTs, LCSWs, and LPCCs:

- LMFTs, LCSWs, and LPCCs who served as a supervisor PRIOR TO January 1, 2022 must have completed a 6-hour supervision training within the two-year period immediately preceding the commencement of supervising; six hours of continuing professional development in supervision is required for all supervisors each renewal period cycle thereafter.
- LMFTs, LCSWs, and LPCCs who commence supervision for the FIRST TIME on or after January 1, 2022 must complete a minimum of 15 hours of supervision training within 60 days of commencement of supervision. Six hours of continuing professional development in supervision is required for all supervisors each renewal period cycle thereafter.
- Licensed Clinical Psychologists and Psychiatrists are exempt from these requirements.



<sup>34</sup> Source: [MFT TRAINEE & ASSOCIATE MARRIAGE AND FAMILY THERAPIST SUPERVISOR INFORMATION & QUALIFICATIONS](#); [ASSOCIATE CLINICAL SOCIAL WORKER SUPERVISOR INFORMATION & QUALIFICATIONS](#); [ASSOCIATE PROFESSIONAL CLINICAL COUNSELOR SUPERVISOR INFORMATION & QUALIFICATIONS](#)

<sup>35</sup> Source: [Supervisor Self-Assessment Report \(ca.gov\)](#)

## MASTER'S LEVEL TRAINEES

### ■ MARRIAGE and FAMILY THERAPIST TRAINEE (MFT)

A Marriage and Family Therapist (MFT) Trainee is a pre-masters practicum student participating in a field placement while enrolled in an accredited masters level counseling program that prepares the student for licensure as a Marriage and Family Therapist.

There is no minimum experience required, nor is BBS registration required.

#### **MFT Trainee Educational Requirements:**

To begin gaining fieldwork experience, the MFT Trainee is required to:

- be enrolled in a practicum course,<sup>36</sup> and
- have completed a minimum of 12 semester or 18 quarter units of coursework in a qualifying MFT degree program; and
- the organization providing fieldwork experience must have an agreement with the school; and
- there must be a placement agreement or contract signed by the student, individual supervisor and/or training coordinator, and school field placement liaison that specifies the duration of the contract.

**Marriage and Family Therapist Trainees** must possess a NPI number with a valid taxonomy.

**Scope of Practice:** Marriage and Family Therapist Trainees can conduct comprehensive assessments and provide a diagnosis with co-signature by a Licensed Mental Health Professional. They can claim for all Mental Health Services (15/30), Case Management/Brokerage (15/01), Crisis Intervention (15/70), and Therapeutic Behavioral Services (TBS) (15/58) within their scope of practice.<sup>37</sup> MFT Trainees may count a maximum of 40 hours of experience in any seven consecutive day period.<sup>38</sup>

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<sup>36</sup> The only condition under which a MFT Trainee may provide counseling services while *not* enrolled in a practicum course is if the period of time is less than 90 calendar days AND the 90-day or shorter period is immediately preceded by enrollment in a practicum course and immediately followed by enrollment in a practicum course or completion of the degree program

<sup>37</sup> Refer to [Contra Costa Mental Health Plan Guidelines for Scope of Practice](#)

<sup>38</sup> 4980.43 BBS Statutes and Regulations

## Contra Costa Mental Health Plan SCOPE OF PRACTICE DEFINITIONS

### ■ CLINICAL SOCIAL WORKER TRAINEE

A Clinical Social Worker Trainee is a pre-master's student participating in a field placement while enrolled in an accredited master's level counseling program that prepares the student for licensure as a Clinical Social Worker.<sup>39</sup>

#### **Clinical Social Worker Trainee Educational Requirements:**

The fieldwork requirements for Clinical Social Worker trainees are as follows:

- the community organization providing fieldwork experience must have an agreement with the school; and
- there must be a placement agreement or contract signed by the student, individual supervisor and/or training coordinator, and school field placement liaison that specifies the duration of the contract.

### ■ PROFESSIONAL CLINICAL COUNSELOR TRAINEE

A Professional Clinical Counselor Trainee is a pre-master's student participating in a field placement while enrolled in an accredited master's level professional counseling program that prepares the student for licensure as a Professional Clinical Counselor.<sup>40</sup>

#### **Professional Clinical Counselor Trainee Educational Requirements:**

The fieldwork requirements for Clinical Social Worker trainees are as follows:

- the community organization providing fieldwork experience must have an agreement with the school; and
- there must be a placement agreement or contract signed by the student, individual supervisor and/or training coordinator, and school field placement liaison that specifies the duration of the contract.

**Clinical Social Worker and Professional Clinical Counselor Trainees** must possess a NPI number with a valid taxonomy.

**Scope of Practice:** Clinical Social Worker and Professional Clinical Counselor Trainees can conduct comprehensive assessments and provide a diagnosis with co-signature by a Licensed Mental Health Professional. They can claim for all Mental Health Services (15/30), Case Management/Brokerage (15/01), Crisis Intervention (15/70), and Therapeutic Behavioral Services (TBS) (15/58) within their scope of practice.<sup>41</sup>

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<sup>39</sup> Accredited master's level social work programs prepare the student for licensure; however, unlike MFTs, hours of experience earned pre-degree do not accrue toward licensure as a LCSW.

<sup>40</sup> Accredited master's level Professional Clinical Counseling programs prepare the student for licensure; however, hours of experience earned pre-degree do not accrue toward licensure as a LPCC.

<sup>41</sup> Refer to [Contra Costa Mental Health Plan Guidelines for Scope of Practice](#)

## Contra Costa Mental Health Plan SCOPE OF PRACTICE DEFINITIONS

### **Supervision Requirements for Marriage and Family Therapist, Clinical Social Worker, and Professional Clinical Counselor Trainees:**

Trainees must be under the immediate supervision of a Licensed Mental Health Professional (LMHP) who shall be responsible for ensuring that the extent, kind, and quality of services performed are consistent with the student's training and experience, and be responsible for the student's compliance with applicable state law.<sup>42</sup> The State of California, Board of Behavioral Sciences requires 3000 hours of supervised professional experience and 104 weeks of supervision to qualify for licensure.<sup>43</sup> General supervision requirements for Marriage and Family Therapist (MFT), Clinical Social Worker, and Professional Clinical Counselor Trainees are outlined below:

- A minimum of one (1) unit of supervision<sup>44</sup> during any week in which experience is gained in each work setting.<sup>45</sup>
- One unit of supervision is required for every five hours of direct clinical counseling provided in a single week in each setting.
- Supervision may be individual, triadic,<sup>46</sup> or group.
- Group supervision sessions shall include no more than eight (8) persons receiving supervision, even if there are two or more supervisors present. Group supervision can be broken into one-hour sessions as long as both increments (two full hours) are provided in the same week as the experience being claimed.<sup>47</sup>
- Trainees may obtain supervision via live two-way videoconferencing; supervision may not be provided by telephone.<sup>48</sup>

*(See next page for Trainee supervisor requirements)*

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<sup>42</sup> Department of Health Care Services, MHDUDS Information Notice 17-040, August 24, 2017

<sup>43</sup> The Board of Behavioral Sciences mandates licensing and supervision requirements for LCSWs, LMFT, LPCCs, as well as ASWs, AMFTs, and APCCs; however, hours of professional experience earned by pre-degree master's students enrolled in accredited Social Work or Professional Clinical Counseling programs do not accrue toward licensure, nor are supervision requirements specified by the Board. Generally, hours of experience and supervision requirements for pre-master's students are school-specific. It should be noted that Clinical Social Work and Professional Clinical Counseling master's degree programs provide students with educational field opportunities to demonstrate core competencies which include but are not necessarily limited to clinical work.

<sup>44</sup> A "unit" of supervision is equivalent to one (1) hour of individual or triadic supervision OR two (2) hours of group supervision.

<sup>45</sup> Source: Board of Behavioral Sciences [Important Answers to Frequently Asked Questions for Associate Marriage & Family Therapists and MFT Trainees](#)

<sup>46</sup> Triadic supervision is defined as face-to-face supervision consisting of one supervisor and two supervisees; it is equivalent to individual supervision.

<sup>47</sup> Source: Board of Behavioral Sciences [Important Answers to Frequently Asked Questions for Associate Marriage & Family Therapists and MFT Trainees](#)

<sup>48</sup> Ibid.

## Contra Costa Mental Health Plan SCOPE OF PRACTICE DEFINITIONS

### Supervisor Qualifications for Marriage and Family Therapist, Social Work, and Professional Clinical Counselor Trainees:<sup>49</sup>

All supervisors of Marriage and Family Therapist, Social Work, and Professional Clinical Counselor Trainees are required to:

- possess a current and active California license that is not under suspension or probation as one of the following:

Licensed Marriage and Family Therapist (LMFT)

Licensed Clinical Social Worker (LCSW)

Licensed Professional Clinical Counselor (LPCC)

Licensed Clinical Psychologist *licensed through the [Board of Psychology](#)*

Licensed Physician and Surgeon *certified in Psychiatry by the [Board of Psychiatry and Neurology](#)*

- have been licensed in California or any other state for at least two (2) years out of the last five (5) years prior to the commencement of supervision; and
- have practiced psychotherapy during at least two (2) out of the last five (5) years prior to the commencement of supervision **OR** provided direct supervision to trainees or interns who perform psychotherapy during at least two (2) out of the last five (5) years prior to the commencement of supervision; and
- sign and comply with required supervision-related forms; and
- have submitted the one-time *Supervisor Self-Assessment Report* form to the Board of Behavioral Sciences (NOTE: Licensees serving as a supervisor for the FIRST TIME on or after January 1, 2022, must submit form within 60 days of commencing supervision for the first time; licensees who served as a supervisor PRIOR TO January 1, 2022, must submit form by January 1, 2023).<sup>50</sup>

### Supervisor Training Requirements for LMFTs, LCSWs, and LPCCs

- LMFTs, LCSWs, and LPCCs who served as a supervisor PRIOR TO January 1, 2022 must have completed a 6-hour supervision training within the two-year period immediately preceding the commencement of supervising; six hours of continuing professional development in supervision is required for all supervisors each renewal period cycle thereafter.
- LMFTs, LCSWs, and LPCCs who commence supervision for the FIRST TIME on or after January 1, 2022 must complete a minimum of 15 hours of supervision training within 60 days of commencement of supervision. Six hours of continuing professional development in supervision is required for all supervisors each renewal period cycle thereafter.
- Licensed Clinical Psychologists and Psychiatrists are exempt from these requirements.



<sup>49</sup> Source: [MFT TRAINEE & ASSOCIATE MARRIAGE AND FAMILY THERAPIST SUPERVISOR INFORMATION & QUALIFICATIONS](#); [ASSOCIATE CLINICAL SOCIAL WORKER SUPERVISOR INFORMATION & QUALIFICATIONS](#); [ASSOCIATE PROFESSIONAL CLINICAL COUNSELOR SUPERVISOR INFORMATION & QUALIFICATIONS](#)

<sup>50</sup> Source: [Supervisor Self-Assessment Report \(ca.gov\)](#)

## UNLICENSED WORKERS

### ■ MENTAL HEALTH REHABILITATION SPECIALIST (MHRS)

A Mental Health Rehabilitation Specialist (MHRS) is an individual who meets *one* of the following requirements:

- An associate degree in the field of psychology or closely related field and six (6) years of experience in a mental health setting as a specialist.<sup>51</sup> Two years of the experience must have been accrued after obtaining the associate degree. Two years of post-associate arts clinical experience requires a sequence where first, an associate degree is obtained and second, clinical experience is obtained.<sup>52</sup>
- A baccalaureate degree in the field of psychology or closely related field and four (4) years of experience in a mental health setting as a specialist.<sup>53</sup>
- A master's degree in the field of psychology or closely related field and two years of experience<sup>54</sup> in a mental health setting as a specialist.<sup>55</sup>

**Mental Health Rehabilitation Specialists** must possess a NPI number with a valid taxonomy.

**Scope of Practice:** MHRSs can claim for Mental Health Services (15/30) except Assessment, Individual Psychotherapy and Group Psychotherapy.<sup>56</sup> They can also claim for Case Management/Brokerage (15/01) and Crisis Intervention (15/70). MHRSs who have completed the CCMHP Therapeutic Behavioral Services (TBS) training program may provide TBS.<sup>57</sup>

**Required Supervision:** MHRSs must receive ongoing oversight through a minimum of 1 hour of weekly individual or group supervision. The supervisor must be a Licensed Mental Health Professional who is in good standing in accordance with their licensing board.

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<sup>51</sup> "Specialist" is defined as a role primarily working with/providing services to clients

<sup>52</sup> CCR, Title 9, §630

<sup>53</sup> "Specialist" is defined as a role primarily working with/providing services to clients

<sup>54</sup> "Experience" is defined as verifiable experience, either paid/unpaid, full-time or full-time equivalence, including practicum experiences gained in professional training program.

<sup>55</sup> "Specialist" is defined as a role primarily working with/providing services to clients

<sup>56</sup> Refer to [Contra Costa Mental Health Plan Guidelines for Scope of Practice](#)

<sup>57</sup> DMH Information Notice 08-38; California State Plan Amendment (SPA) 12-025

## Contra Costa Mental Health Plan SCOPE OF PRACTICE DEFINITIONS

### ■ DESIGNATED MENTAL HEALTH WORKER (DMHW)

Designated Mental Health Worker (DMHW) is staff that does not meet the MHRS educational and experience requirements. The MHP has the prerogative and program flexibility to integrate and define other staff that can provide direct or supportive specialty mental health services as determined by the Mental Health Director. DMHWs must meet the following requirements:

- Be at least 18 years of age; and
- Possess a high school diploma or equivalent degree.

**Designated Mental Health Workers** must possess a NPI number with a valid taxonomy.

**Scope of Practice:** All approved activities are per the MHP and all documentation requires a co-signature by a Licensed Mental Health Professional. DMHWs can claim for Mental Health Services (15/30) except Assessment, Individual Psychotherapy, and Group Psychotherapy with evidence of on-going supervision, within the scope of the staff member's ability.<sup>58</sup> They can also claim for Case Management/Brokerage (15/01) and Crisis Intervention (15/70). DMHWs who have completed the CCMHP Therapeutic Behavioral Services (TBS) training program may provide TBS under the direction of a Licensed Mental Health Professional.<sup>59</sup>

**Required Supervision:** DMHWs must receive ongoing oversight through a minimum of 1 hour of weekly individual or group supervision. The supervisor must be a Licensed Mental Health Professional who is in good standing in accordance with their licensing board.

### ■ THERAPEUTIC FOSTER CARE (TFC) PARENT

A Therapeutic Foster Care (TFC) parent is an individual who meets all of the following requirements:

- Must be at least 21 years of age; and
- Have a high school diploma or equivalent degree; and
- Must be an approved resource parent; and
- Must complete forty (40) hours of initial TFC parent training and twenty-four (24) hours of annual/ongoing training.

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<sup>58</sup> Refer to [Contra Costa Mental Health Plan Guidelines for Scope of Practice](#)

<sup>59</sup> DMH Information Notice 08-38; California State Plan Amendment (SPA) 12-025



## Contra Costa Mental Health Plan SCOPE OF PRACTICE DEFINITIONS

**Therapeutic Foster Care Parents** must possess a NPI number with a valid taxonomy.

**Scope of Practice:** All approved activities are per the MHP and all documentation requires a co-signature by a Licensed Mental Health Professional. TFC parents can only claim for Therapeutic Foster Care services – billing code 380.

**Required Supervision:** TFC parents must receive ongoing oversight through a minimum of 1 hour of weekly face-to-face supervision in the TFC parent's home. The supervisor must be a Licensed Mental Health Professional who is in good standing in accordance with their licensing board.

