

CHAPTER 34

BOARD OF MARRIAGE COUNSELOR EXAMINERS

Authority

N.J.S.A. 45:8B-13.

Source and Effective Date

R.1993 d.599, effective October 22, 1993.
See: 25 N.J.R. 3060(a), 25 N.J.R. 5485(a).

Executive Order No. 66(1978) Expiration Date

Chapter 34, Board of Marriage Counselor Examiners, expires on October 22, 1998.

Chapter Historical Note

Subchapter 2, 3 and 4 were adopted effective November 4, 1985 as R.1985 d.549. See: 17 N.J.R. 1527(a), 17 N.J.R. 2669(b).

Pursuant to Executive Order No. 66(1978), Chapter 34, Board of Marriage Counselor Examiners, was readopted as R.1988 d.550, effective October 26, 1988. See: 20 N.J.R. 2361(a), 20 N.J.R. 2932(a).

Pursuant to Executive Order No. 66(1978), Chapter 34 was readopted as R.1993 d.599, effective October 22, 1993. See: Source and Effective Date.

See section annotations for specific rulemaking activity.

CHAPTER TABLE OF CONTENTS

SUBCHAPTER 1. GENERAL PROVISIONS

- 13:34-1.1 Annual license fees and charges
- 13:34-1.2 Examination review procedure
- 13:34-1.3 Office location
- 13:34-1.4 License lists
- 13:34-1.5 Applications
- 13:34-1.6 Licensee to display notice
- 13:34-1.7 Hearings to conform to law

SUBCHAPTER 2. PROFESSIONAL MISCONDUCT

- 13:34-2.1 Misconduct defined

**SUBCHAPTER 3. UNLICENSED PERSONS—
PERMISSIBLE ACTIVITIES**

- 13:34-3.1 Employees of certain organizations; permissible activities
- 13:34-3.2 Bona fide community agency defined
- 13:34-3.3 Supervision of employees and interns
- 13:34-3.4 Supervised experience
- 13:34-3.5 Permit without supervision
- 13:34-3.6 Temporary permit requiring supervision
- 13:34-3.7 Advertising by unlicensed persons

**SUBCHAPTER 4. APPLICANT QUALIFICATIONS;
BOARD-APPROVED EXAMINATION**

- 13:34-4.1 General requirements
- 13:34-4.2 Experiential requirements
- 13:34-4.3 Educational requirements

SUBCHAPTERS 5 THROUGH 9. (RESERVED)

**SUBCHAPTER 10. PROFESSIONAL COUNSELORS AND
ASSOCIATE COUNSELORS: PURPOSE AND
SCOPE; DEFINITIONS; SCOPE OF PRACTICE**

- 13:34-10.1 Purpose and scope
- 13:34-10.2 Definitions
- 13:34-10.3 Scope of practice; professional counselor and associate counselor

**SUBCHAPTER 11. PROFESSIONAL COUNSELORS AND
ASSOCIATE COUNSELORS: APPLICATION
PROCEDURE AND EDUCATIONAL
REQUIREMENTS**

- 13:34-11.1 Application procedure: professional counselor
- 13:34-11.2 Application procedure: associate counselor
- 13:34-11.3 Educational requirements

**SUBCHAPTER 12. PROFESSIONAL COUNSELORS:
LICENSURE UNTIL FEBRUARY 12, 1999**

- 13:34-12.1 Licensure without examination until February 12, 1999; minimum of 45 graduate hours; five years of experience
- 13:34-12.2 Licensure with examination until February 12, 1999; fewer than 45 graduate hours; five years of experience

**SUBCHAPTER 13. PROFESSIONAL COUNSELORS AND
ASSOCIATE COUNSELORS: SUPERVISION**

- 13:34-13.1 Definitions; supervised experience required for licensure
- 13:34-13.2 Responsibilities of supervisor
- 13:34-13.3 Responsibilities of supervisee
- 13:34-13.4 Permissible supervisor

**SUBCHAPTER 14. PROFESSIONAL COUNSELOR
SPECIALTY DESIGNATIONS**

- 13:34-14.1 Specialty designations

SUBCHAPTERS 15 THROUGH 16. (RESERVED)

SUBCHAPTER 17. FEES

- 13:34-17.1 Fees

**SUBCHAPTER 18. PROFESSIONAL COUNSELORS AND
ASSOCIATE COUNSELORS: CLIENT RECORDS;
CONFIDENTIALITY**

- 13:34-18.1 Preparation and maintenance of client records
- 13:34-18.2 Use of personal or other computer to prepare client records
- 13:34-18.3 Access to copy of client record
- 13:34-18.4 Access by a managed health care plan to information in client record
- 13:34-18.5 Confidentiality

**SUBCHAPTER 19. PROFESSIONAL COUNSELORS AND
ASSOCIATE COUNSELORS: GENERAL
OBLIGATIONS OF A LICENSEE**

- 13:34-19.1 Posting of practice authorization and notification of availability of fee information
- 13:34-19.2 Notification of change of address; service of process

**SUBCHAPTER 20. REHABILITATION COUNSELORS:
PURPOSE AND SCOPE; DEFINITIONS; SCOPE
OF PRACTICE**

- 13:34-20.1 Purpose and scope
- 13:34-20.2 Definitions
- 13:34-20.3 Scope of practice; rehabilitation counselor

**SUBCHAPTER 21. REHABILITATION COUNSELORS:
APPLICATION PROCEDURE; EDUCATIONAL
REQUIREMENTS**

- 13:34-21.1 Application procedure: rehabilitation counselor
- 13:34-21.2 Educational requirements

**SUBCHAPTER 22. REHABILITATION COUNSELORS:
LICENSURE UNTIL FEBRUARY 12, 1999**

- 13:34-22.1 Licensure without examination until February 12, 1999; minimum of 45 graduate hours; five years of experience
- 13:34-22.2 Licensure with examination until February 12, 1999; master's degree of fewer than 45 semester hours or related bachelor's degree; 10 years of experience

**SUBCHAPTER 23. REHABILITATION COUNSELORS:
SUPERVISION**

- 13:34-23.1 Definitions; supervised experience required for licensure
- 13:34-23.2 Responsibilities of supervisor
- 13:34-23.3 Responsibilities of supervisee
- 13:34-23.4 Permissible supervisor

SUBCHAPTERS 24 THROUGH 25. (RESERVED)

SUBCHAPTER 26. FEES

- 13:34-26.1 Fees

**SUBCHAPTER 27. REHABILITATION COUNSELORS:
CLIENT RECORDS; CONFIDENTIALITY**

- 13:34-27.1 Preparation and maintenance of client records
- 13:34-27.2 Use of personal or other computer to prepare client records
- 13:34-27.3 Access to copy of client record
- 13:34-27.4 Access by a managed health care plan to information in client record
- 13:34-27.5 Confidentiality

**SUBCHAPTER 28. REHABILITATION COUNSELORS:
GENERAL OBLIGATIONS OF A LICENSEE**

- 13:34-28.1 Posting of practice authorization and notification of availability of fee information
- 13:34-28.2 Notification of change of address; service of process

SUBCHAPTER 1. GENERAL PROVISIONS

13:34-1.1 Annual license fees and charges

(a) There shall be paid to the State Board of Marriage and Family Therapy Examiners the following fees:

- 1. Application fee \$ 75.00
- 2. Initial license fee
 - i. If paid during the first year of a biennial renewal period \$200.00
 - ii. If paid during the second year of a biennial renewal period \$100.00
- 3. Examination fee \$ 65.00
plus the fee charged by
Professional Examination Service
- 4. Verification of licensure \$ 25.00
- 5. Temporary permit \$ 75.00
- 6. License renewal fee, biennial \$200.00
- 7. Reinstatement fee \$125.00
- 8. Late renewal fee \$ 50.00
- 9. Replacement wall certificate \$ 40.00
- 10. Duplicate license fee \$ 25.00
- 11. Change of address \$ 25.00

New Rule, R.1975 d.100, effective April 15, 1975.
See: 7 N.J.R. 236(a).
Amended by R.1983 d.544, effective November 21, 1983.
See: 15 N.J.R. 1441(a), 15 N.J.R. 1947(a).
In (a)7, added i-ii.
Amended by R.1985 d.549, effective November 4, 1985.
See: 17 N.J.R. 1527(a), 17 N.J.R. 2669(b).
Substantially amended.
Amended by R.1990 d.152, effective March 5, 1990.
See: 21 N.J.R. 3854(a), 22 N.J.R. 830(a).
Examination fee increased from \$100.00 to \$225.00.
Amended by R.1992 d.386, effective October 5, 1992.
See: 24 N.J.R. 2522(b), 24 N.J.R. 3533(a).
Revised text.
Amended by R.1994 d.287, effective June 6, 1994.
See: 26 N.J.R. 1301(a), 26 N.J.R. 2293(a).
Amended by R.1997 d.103, effective March 3, 1997.
See: 28 N.J.R. 4165(a), 29 N.J.R. 783(a).
In (a), amended title of the Board.

13:34-1.2 Examination review procedure

An unsuccessful candidate may apply to the Board for a review of his or her examination papers. Such application must be submitted to the Board secretary in writing within three months following notification of examination results, and the secretary shall subsequently arrange a mutually convenient date for the candidate to review his or her examination papers and grades in the Board office with an examiner.

New Rule, R.1976 d.309, effective October 6, 1976.
See: 8 N.J.R. 136(c), 8 N.J.R. 532(b).

13:34-1.3 Office location

The offices of the Board shall be at 124 Halsey Street, Newark, New Jersey 07101.

R.1983 d.544, effective November 21, 1983.
See: 15 N.J.R. 1441(a), 15 N.J.R. 1947(a).
Administrative change.
See: 25 N.J.R. 1516(b).

13:34-1.4 License lists

A current list of licensed New Jersey Marriage and Family Therapists shall be maintained and made available at the Board's office.

R.1983 d.544, effective November 21, 1983.
See: 15 N.J.R. 1441(a), 15 N.J.R. 1947(a).
Amended by R.1997 d.103, effective March 3, 1997.
See: 28 N.J.R. 4165(a), 29 N.J.R. 783(a).

Substituted "Marriage and Family Therapists" for "Marriage Counselors".

13:34-1.5 Applications

Application forms and information regarding licensure of practicing marriage and family therapists may be obtained from the State Board of Marriage and Family Therapy Examiners, Post Office Box 45007, 124 Halsey Street, Newark, New Jersey 07101.

R.1983 d.544, effective November 21, 1983.

See: 15 N.J.R. 1441(a), 15 N.J.R. 1947(a).

Administrative change.

See: 25 N.J.R. 1516(b).

Amended by R.1997 d.103, effective March 3, 1997.

See: 28 N.J.R. 4165(a), 29 N.J.R. 783(a).

Substituted "marriage and family therapists" for "marriage counselor" and amended title of the Board.

13:34-1.6 Licensee to display notice

Every licensee shall prominently display in a conspicuous location in his or her office the following notice:

(Name of individual) is licensed by the State Board of Marriage and Family Therapy Examiners, an agency of the New Jersey Division of Consumer Affairs. Any member of the consuming public having a complaint concerning the manner in which this practice is conducted should notice the State Board of Marriage and Family Therapy Examiners, Post Office Box 45007, 124 Halsey Street, Newark, New Jersey 07101, or the New Jersey Division of Consumer Affairs, Post Office Box 45027, 124 Halsey Street, Newark, New Jersey 07101.

R.1983, d.544 effective November 21, 1983.

See: 15 N.J.R. 1441(a), 15 N.J.R. 1947(a).

Administrative change.

See: 25 N.J.R. 1516(b).

Amended by R.1997 d.103, effective March 3, 1997.

See: 28 N.J.R. 4165(a), 29 N.J.R. 783(a).

Amended title of the Board.

13:34-1.7 Hearings to conform to law

The conduct of all hearings shall conform to the requirements of the Administrative Procedure Act, N.J.S.A. 52:14B-1 et seq., as amended and supplemented.

R.1983 d.544, effective November 21, 1983.

See: 15 N.J.R. 1441(a), 15 N.J.R. 1947(a).

Amended by R.1993 d.599, effective December 6, 1993.

See: 25 N.J.R. 3060(a), 25 N.J.R. 5485(a).

SUBCHAPTER 2. PROFESSIONAL MISCONDUCT

13:34-2.1 Misconduct defined

(a) Professional or occupational misconduct in the practice of marriage and family therapy by persons licensed by the State Board of Marriage and Family Therapy Examiners shall include, but not be limited to, the following:

1. Willful or grossly negligent failure to comply with Federal, State or local laws, rules or regulations governing the practice of the profession.

2. Permitting any person to share in fees for professional services, other than a partner, employee, associate in a professional firm or corporation, professional subcontractor or consultant authorized to practice the same profession.

3. Failing to respond within 30 days to written communications from the Board of Marriage and Family Therapy Examiners and make available any relevant records with respect to an inquiry or complaint about the licensee's unprofessional conduct.

i. The period of 30 days shall commence on the date when such communication was sent from the Board by registered or certified mail, with return receipt requested, to the address appearing in the last registration.

4. Abandoning or neglecting a client under and in need of immediate professional care, without making reasonable arrangements for the continuation of such care, or abandoning a professional employment by a group practice, hospital clinic or other health care facility, without reasonable notice and under circumstances which seriously impair the delivery of professional care to clients.

5. Willfully harassing, abusing or intimidating a client or other professional colleague relative to delivery of client services, either physically or verbally.

6. Failing to maintain a record for each client which accurately reflects the client contact with the practitioner.

i. Unless otherwise provided by law, all client records must be retained for at least seven years.

ii. If a licensee ceases to engage in practice or it is anticipated that he or she will remain out of practice for more than three months, the licensee or designee shall:

(1) Establish a procedure by which clients can obtain their records or acquiesce in the transfer of those records to another licensee or health care professional who is assuming the responsibilities of that practice;