



# County of San Bernardino Department of Behavioral Health

## INFORMATION NOTICE 13-09

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**Date:** 10/21/13

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**To:** Department of Behavioral Health Staff  
Department of Behavioral Health Contract Agencies

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**From:** CaSonya Thomas, MPA, CHC, Director

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**Subject:** Board of Behavioral Sciences (BBS) Amendments

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**Introduction** Effective April 1, 2013, the BBS amended regulations in Division 18 of Title 16 of the California Code of Regulations (CCR). These amendments clarified the law relating to advertising by BBS licensees and registrants, requirements for supervisors of Associate Social Workers, and continuation education requirements for Licensed Professional Clinical Counselors.

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**Definitions**

**Advertising** consists of the following:

- References to:
  - Name of practitioner
  - Addresses and telephone numbers of offices
  - Office hours regularly maintained
  - Statements indicating any limitation of practice to specific fields
  - Names of schools and postgraduate clinical training programs, together with the certificates/degrees received
  - Publications authored by the practitioner
  - Teaching positions currently or formerly held
  - Lawful images of a practitioner, his or her physical facilities, or of a commodity to be advertised
- Printed materials, including but not limited to:
  - Professional Card
  - Professional announcement card
  - Office sign
  - Letterhead
  - Telephone directory listing
  - Medical directory listing or a similar professional notice or device
- Photographs
- Audiotapes
- Videotapes
- Public Communication, but not limited to:
  - Mail
  - Television

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# County of San Bernardino Department of Behavioral Health

## INFORMATION NOTICE 13-09, Continued

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### Definitions (continued)

- Motion Picture
- Radio
- Newspaper
- Book
- List or directory of healing arts practitioners
- Internet or other electronic communication

**Licensed Professional** is any one of the following:

- Marriage and Family Therapist
- Clinical Social Worker
- Professional Clinical Counselor
- Psychologist
- Physician and surgeon certified in psychiatry by the American Board of Psychiatry and Neurology

**Professional Clinical Counselor Registered Intern:** For the purposes of this information notice, a Professional Clinical Counselor Registered Intern is defined, as indicated by the BBS, as someone who is an unlicensed professional and is:

- Post-graduate employee who holds a Master's Degree in Professional Counseling
- Registered with the BBS
- Working to obtain required hours to achieve full licensure

**Registered Associate Clinical Social Worker:** For the purposes of this information notice, a Registered Associate Clinical Social Worker is defined, as indicated by the BBS, as someone who is an unlicensed professional and is:

- Post-graduate employee who holds a Master's Degree in Social Work
- Registered with the BBS
- Working to obtain required hours to achieve full licensure

**Registered Marriage and Family Therapist Intern:** For the purposes of this information notice, a Registered Marriage and Family Therapist (MFT) Intern is defined, as indicated by the BBS, as someone who is an unlicensed professional and is:

- Post-graduate employee who holds a Master's Degree in Marriage and Family Therapy or the equivalent Master's program for Professional Clinical Counselors
- Registered with the BBS
- Working to obtain required hours to achieve full licensure

**Trainee** is not a term the Department of Behavioral Health (DBH) uses when referring to employees who provide clients with Marriage and Family Therapy services. This is a term defined as a MFT trainee in the California Business and Professions Code (B&P) who is still in school and not yet be registered with the BBS. DBH refers to them as interns, or pre-licensed professional.

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# County of San Bernardino Department of Behavioral Health

## INFORMATION NOTICE 13-09, Continued

**Licensees or Registrants Advertisement Requirements**

Effective immediately, all advertisements for licensees or registrants of the BBS must contain all of the following information:

- Full name, as filed with the BBS
- License or registration number; and
- Complete title or an abbreviation deemed acceptable by the BBS. Acceptable titles and abbreviations are provided below.

If you are a...	You may use the following titles and/or abbreviations in advertisements
Licensed Marriage and Family Therapist	<ul style="list-style-type: none"> <li>• Licensed Marriage and Family Therapist; OR</li> <li>• MFT; OR</li> <li>• LMFT</li> </ul>
Marriage and Family Therapist Registered Intern	<ul style="list-style-type: none"> <li>• Marriage and Family Therapist Registered Intern; OR</li> <li>• MFT Registered Intern</li> </ul>
Licensed Clinical Social Worker	<ul style="list-style-type: none"> <li>• Licensed Clinical Social Worker; OR</li> <li>• LCSW</li> </ul>
Registered Associate Clinical Social Worker	<ul style="list-style-type: none"> <li>• Registered Associate Clinical Social Worker; OR</li> <li>• Registered Associate CSW</li> </ul>
Licensed Professional Clinical Counselor	<ul style="list-style-type: none"> <li>• Licensed Professional Clinical Counselor; OR</li> <li>• LPCC</li> </ul>
Professional Clinical Counselor Registered Intern	<ul style="list-style-type: none"> <li>• Professional Clinical Counselor Registered Intern; OR</li> <li>• PCC Registered Intern</li> </ul>

**Additional Licensees or Registrants Advertisement Requirements**

**Additional Requirements for Registrants:** If you are a registered intern or associate, your advertisement must also include the name of your employer or the name of the entity for which you volunteer. If you are a MFT Registered Intern, you must also state in the advertisement that you are supervised by a licensed person.

**Use of Terms “Psychotherapy” or “Psychotherapist”:** Use of these terms is permissible as long as your advertisement contains all of the information required by law.

**Use of Academic Credentials:** Reference to academic credentials is permitted in your advertisement as long as your degree is earned (not an honorary degree or conferred without actual study) and representations and statement made about your degree are not misleading.

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# County of San Bernardino Department of Behavioral Health

## INFORMATION NOTICE 13-09, Continued

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### Requirements for Supervisors of Associate Clinical Social Workers

Effective April 1, 2013, a person supervising an Associate Clinical Social Worker must have been licensed in California, or another state, for at least two (2) years prior to beginning any supervision. There are no exceptions to this provision. Supervisors of Associate Clinical Social Workers who have not met this requirement will no longer be able to continue supervision. This new requirement is in addition to the other existing requirements for supervisors of Associate Clinical Social Workers, as referenced in [Sections 1870-1874 of Title 16 of Division 18, Article 6](#) of the CCR.

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### Licensed Professional Clinical Counselor Continuing Education Requirements

Effective April 1, 2013, Licensed Professional Clinical Counselors must take a one-time seven (7) hour continuing education course covering the assessment and treatment of people living with human immunodeficiency virus (HIV) and acquired immune deficiency syndrome (AIDS), as part of the 36 hour continuing education coursework requirement. This course must be taken in the first renewal period after the effective date of this regulation ([Title 16, Division 18, Article 8, Section 1887.3](#)).

If the HIV or AIDS education course has been previously taken and it meets the requirements of this regulation, or have equivalent teaching or practice experience, proof may be submitted to the BBS, upon request, in lieu of taking the course. However, this equivalent coursework or experience will not count toward the required 36 hours of continuing education.

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### References

[California Business and Professions Code](#), Sections 651, 4980.44, 4980.48, 4982(p)  
[California Code of Regulations, Title 16, Division 18, Article 4, Sections 1833, 1870- 1874](#), and 1887.3

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### Questions

Questions regarding this Information Notice shall be directed to the Department of Behavioral Health, Office of Compliance at (909) 382-3083.

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County of San Bernardino  
DEPARTMENT OF BEHAVIORAL HEALTH

**NAME HERE**  
Marriage and Family Therapist Registered Intern  
Registration # IMF 11111

Supervised by Mary Doe, LMFT  
License # MFC 22222

Office (XXX) 000-0000  
Fax (XXX) 000-0000

Address xxxx  
San Bernardino, CA 00000-0000  
email@dbh.sbcounty.gov



COUNTY OF SAN BERNARDINO  
DEPARTMENT OF BEHAVIORAL HEALTH

**SAMPLE FOR PRE-LICENSED  
MARRIAGE AND FAMILY THERAPIST**

Office (XXX) 000-0000  
Fax (XXX) 000-0000

Address xxxx  
San Bernardino, CA 00000-0000  
email@dbh.sbcounty.gov

**SAMPLE BUSINESS CARD  
FORMATS**



County of San Bernardino  
DEPARTMENT OF BEHAVIORAL HEALTH

**NAME HERE**  
Registered Associate Clinical Social Worker  
Registration # ASW 11111

Supervised by Mary Doe, LCSW  
License # LCS 22222

Office (XXX) 000-0000  
Fax (XXX) 000-0000

Address xxxx  
San Bernardino, CA 00000-0000  
email@dbh.sbcounty.gov



COUNTY OF SAN BERNARDINO  
DEPARTMENT OF BEHAVIORAL HEALTH

**SAMPLE FOR PRE-LICENSED  
CLINICAL SOCIAL WORKER**

Office (XXX) 000-0000  
Fax (XXX) 000-0000

Address xxxx  
San Bernardino, CA 00000-0000  
email@dbh.sbcounty.gov

**SAMPLE BUSINESS CARD  
FORMATS**



County of San Bernardino  
DEPARTMENT OF BEHAVIORAL HEALTH

**NAME HERE**  
Professional Clinical Counselor Registered Intern  
Registration # PCI 11111

Supervised by Mary Doe, LPCC  
License # LPC 22222

Office (XXX) 000-0000  
Fax (XXX) 000-0000

Address xxxx  
San Bernardino, CA 00000-0000  
email@dbh.sbcounty.gov



COUNTY OF SAN BERNARDINO  
DEPARTMENT OF BEHAVIORAL HEALTH

**SAMPLE FOR PRE-LICENSED  
PROFESSIONAL CLINICAL  
COUNSELOR**

Office (XXX) 000-0000  
Fax (XXX) 000-0000

Address xxxx  
San Bernardino, CA 00000-0000  
email@dbh.sbcounty.gov