



## OREGON BOARD OF LICENSED PROFESSIONAL COUNSELORS AND THERAPISTS

### CONTINUING EDUCATION GUIDELINES

The Board does not pre-approve continuing education courses at this time. Here are guidelines to help you decide whether a particular course will meet the Board's administrative rules. Your course will likely be approved if you can answer 'yes' all of these questions.

**REMINDER: You must complete at least 6 clock hours of ethics training every reporting period (two years).**

Does the course increase your skills in one or more of the following areas?

- \* Theory and techniques of counseling or marriage and family therapy
- \* Human development and family studies
- \* Social and cultural foundations in counseling or marriage and family therapy
- \* The helping relationship
- \* Group dynamics in counseling
- \* Lifestyle and career development
- \* Diagnostic appraisal/assessment of individuals
- \* Research and evaluation
- \* Professional orientation and ethics
- \* Professional supervision training
- \* Disability and life transitions
- \* Ethics and professional orientation
- \* Supervision (a maximum of 10 hours during the reporting period)

Does the course fit with the needs of your clients?

Is the course at least one clock hour?

If it is not a distance learning course, is the class offered in a place that is accessible to persons with disabilities?

If it is a distance learning course, does the course include a mechanism for evaluation, measurement, or confirmation of exchange of information?

If you attend a conference, does the conference sponsor provide continuing education credits?

Is the course provided by a counseling or therapy organization? This is not an all inclusive list.

- \* Nationally or regionally accredited college or university,
- \* Addiction Counselor Certification Board,
- \* American Art Therapy Association
- \* American Association of Marriage and Family Therapists,
- \* American Association of Pastoral Counselors
- \* American Counseling Association,
- \* American Mental Health Counseling Association,
- \* American Psychological Association,
- \* Commission on Rehabilitation Counseling Certification
- \* National Association of Social Workers,
- \* National Board of Certified Counselors,
- \* National Rehabilitation Counseling Association
- \* Oregon Association for Marriage and Family Therapy,
- \* Oregon Counseling Association.

Other ways to earn continuing education credit:

- \* College or university courses
- \* Publication activities
- \* Professional presentations
- \* Leadership in the profession, e.g., serving as an officer of a state or national counseling or therapy organization
- \* Serving as a member of a state counseling/therapy licensing board or national certification board
- \* Chairing a national counseling/therapy conference or convention

Will you have documentation of your attendance, participation, certification, or completion as well as content, duration with:

- \* Academic transcripts;
- \* Dated certificates (originals or copies) of completion of training;
- \* Program/activity descriptions, including (but not limited to) written verification of professional services, copies of published works or other proof of publication, letter from president/director of organization in which professional activity was conducted.
- \* Signed statement of professional supervision by the individual providing the supervision.