



HEALTH LICENSING OFFICE

Kate Brown, Governor



1430 Tandem Ave. NE, Suite 180
Salem, OR 97301-2192
Phone: (503) 378-8667
Fax: (503) 585-9114
www.oregon.gov/OHA/PH/HLO

WHO: Health Licensing Office
Sexual Offense Treatment Board
TELECONFERENCE ONLY
1430 Tandem Ave. NE, Suite 180 Salem, Oregon

WHEN: 9 a.m. Nov. 12, 2021

To limit the exposure and spread of the COVID-19 virus and adhere to the Governor's social distancing measures the Health Licensing Office (Office) is prohibiting in-person attendance at the Board meeting. All audience members may attend the public meeting by telephone conference call. Conference call instructions are provided below.

What is the purpose of the meeting?

The purpose of the meeting is to conduct board business. A copy of the agenda is printed with this notice. Go to www.oregon.gov/OHA/HLO for current meeting information.

May the public attend a teleconference meeting?

Yes, however, non-board members are asked to **mute** the call.

Approximately five minutes prior to the start of the meeting:

- **Dial 1-877-336-1828 passcode 4111788** to be connected to the meeting. This phone line will stay connected for the duration of the meeting.
- The teleconference system will notify you that you are connected. For the record, Office staff will do a roll call of all audience members prior to and after the Executive Session.

Audience members are asked to send email to April Fleming at april.fleming@dhsaha.state.or.us stating they are logged into the telephone conference call and whether they want to make a comment during the public and interested parties feedback period.

What if the board/council enters into executive session?

Prior to entering executive session, the board/council chairperson will announce the nature of and the authority for holding executive session. Board members, designated participants such as staff, and representatives of the news media shall be allowed to attend the executive session. All other audience members are not allowed to attend the executive session. Executive session would be held according to ORS 192.660.

Representatives of the news media who are interested in attending an executive session are asked to contact April Fleming at april.fleming@dhsaha.state.or.us prior to the meeting to make arrangements to attend Executive Session by telephone conference call. No final actions or final decisions will be made in executive session. The board/council will return to open session before taking any final action or making any final decisions.

Who do I contact if I have questions or need special accommodations?

The meeting location is accessible to persons with disabilities. A request for accommodations for persons with disabilities should be made at least 48 hours before the meeting. For questions or requests contact April Fleming at April.fleming@dhsaha.state.or.us

Items for Board Action

Approval of Agenda



Health Licensing Office
Sexual Offense Treatment Board



9 a.m. Nov 12, 2021
1430 Tandem Ave. NE, Suite 180
Salem, Oregon

Conference call phone line number: 503-934-3605

Conference call passcode: 960172

1. Call to order

2. Items for Board action

- ◆ Approval of agenda
- ◆ Approval of 2022 meeting dates
- ◆ Approval of 2022 chair and vice chair

3. Reports

- ◆ Director report
- ◆ COVID-19
- ◆ Licensing and fiscal statistical reports
- ◆ Regulatory report
- ◆ Policy

Qualifications – Kelly Crane to discuss educational standards after attending conference.

Intern supervision – Kelley Chimenti to discuss the details of intern supervision, including direct supervision.

4. Public/interested parties' feedback

5. Other Board business

Agenda is subject to change.

For the latest information, go to www.oregon.gov/OHA/PH/HLO

2022 Meetings



HEALTH LICENSING OFFICE

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Oregon
Health
Authority

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2022 meeting dates

ISSUE

The Board must approve 2022 meeting times and dates. The Health Licensing Office proposes:

- 9 a.m. May 13
- 9 a.m. November 4

BOARD ACTION

The Board approves the 2022 meeting times and dates:

**2022 Chair and
Vice Chair**



Chair and vice chair – 2022

BACKGROUND AND DISCUSSION

Kelley Chimenti has served as chair and Michele Roland-Schwartz has served as vice chair for the Sexual Offense Treatment Board during 2021.

ISSUE

The Board must nominate and elect a chair and vice chair for 2022.

Role of the chair in meetings

- Officially call the meeting to order.
- Keep order and impose any necessary restrictions for the efficient and orderly conduct of the meeting.
- Direct the “flow” of the meeting and to ensure the meeting is conducted in a professional manner.
Some key points regarding meeting protocol include:
 - Board members wishing to speak must wait to be addressed by the chair.
 - Once addressed by the chair, the board member must state their last name for the record before speaking.
 - The chair guides members through the motion-making process.
 - If public comment is being accepted by the Board, audience members must wait to be addressed by the chair and state their full name and affiliation to the Board.
- Officially enter/exit executive session.
- Officially adjourn the meeting.

Role of the chair outside of meetings

- Collaborate with the director regarding the Board budget. The director may contact the chair to discuss the Board budget regarding revenue, expenditures and possible fee changes.
- Assist in generating meeting agendas. The board specialist or analyst may contact the chair to discuss the agenda for an upcoming meeting. The chair may be asked to comment on topics to be discussed and the format or order in which the topics should be presented at the meeting.

Role of the vice chair

The vice chair must assume the responsibilities of the chair if there is an absence or if the chair is no longer a member of the Board.

BOARD ACTION

The Board nominates and elects:

Chair:

Vice chair:

Director's Report

COVID-19

Licensing and Fiscal Statistical Reports



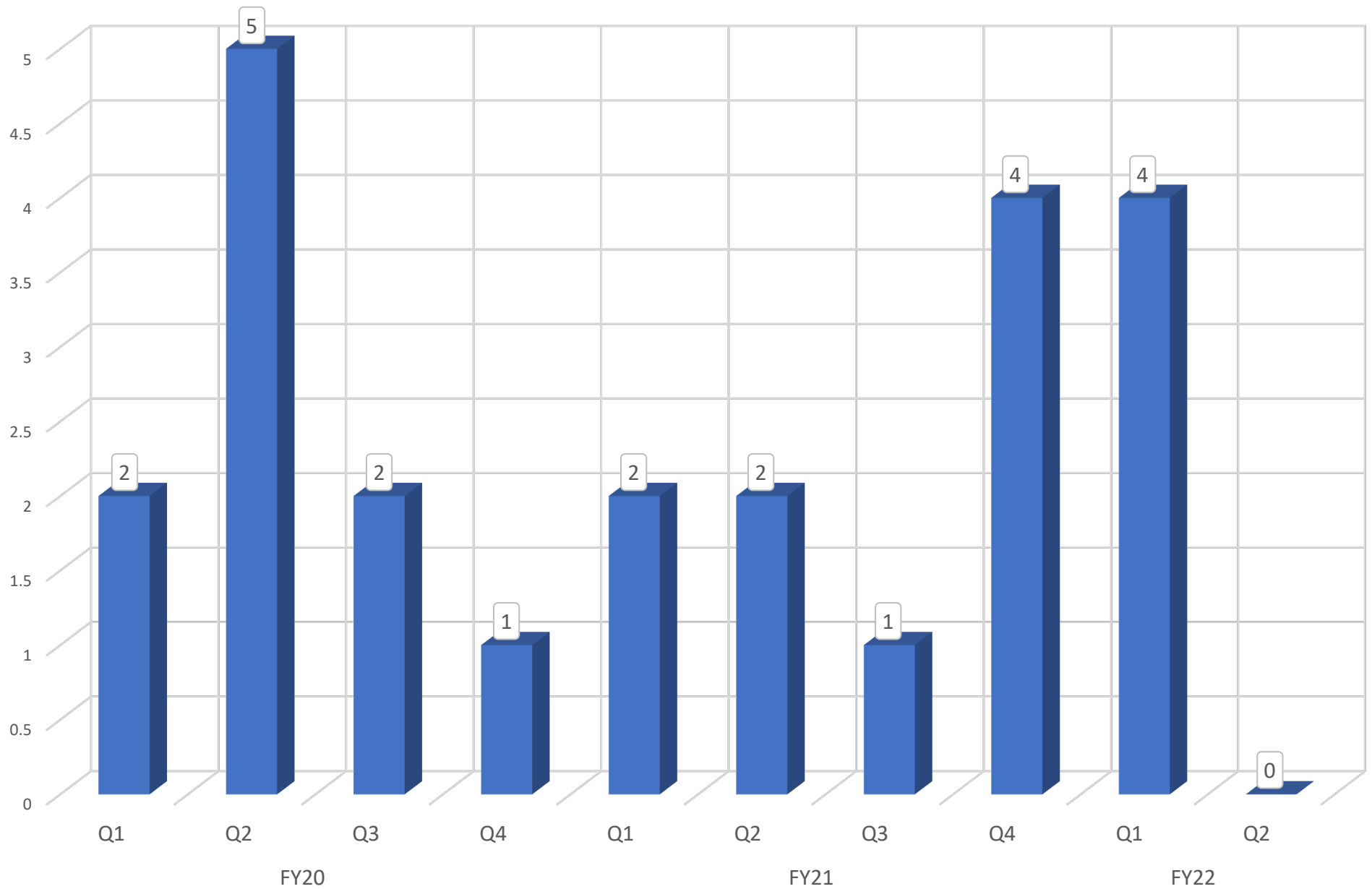
Health Licensing Office

Protecting the health, safety and rights of Oregon consumers

Sexual Offense Treatment Board

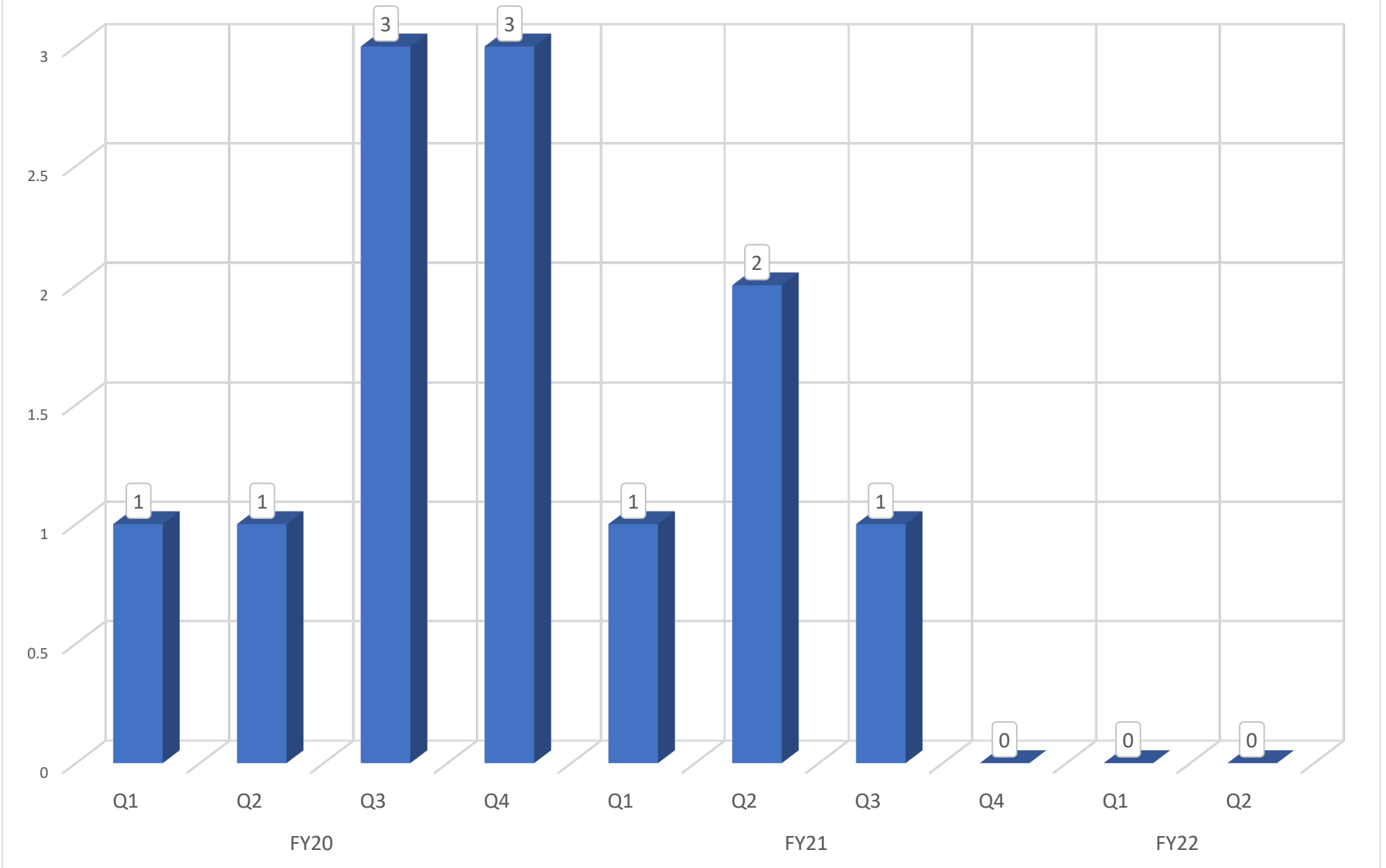
Board Report

Licenses Issued - Clinical Therapist



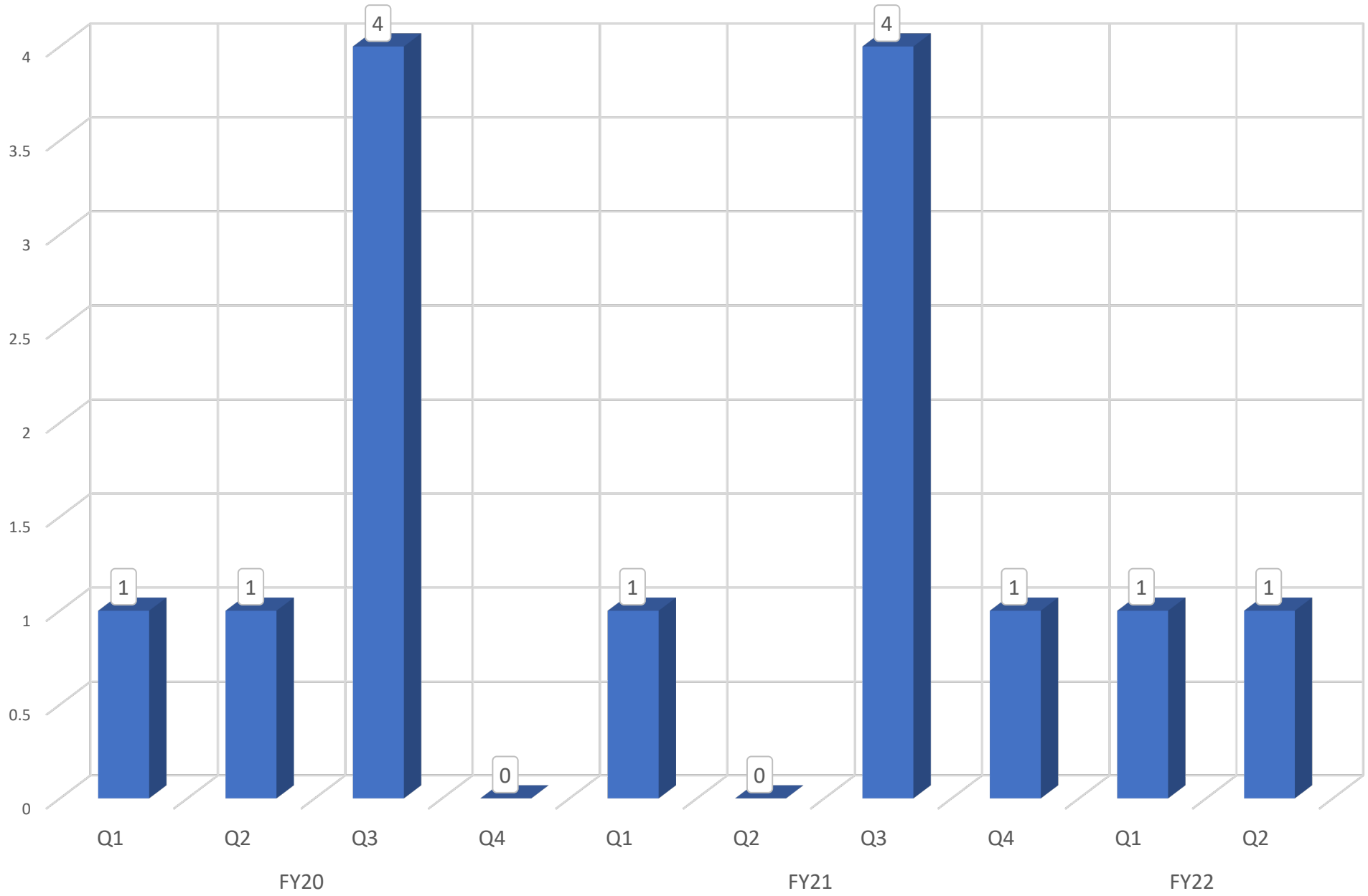
TOTAL ISSUED	FY20 10	FY21 9	FY22 4	TOTAL 23
	7/1/19 - 6/30/20	7/1/20 - 6/30/21	7/1/21 - 6/30/22	

Licenses Issued - Associate Therapist



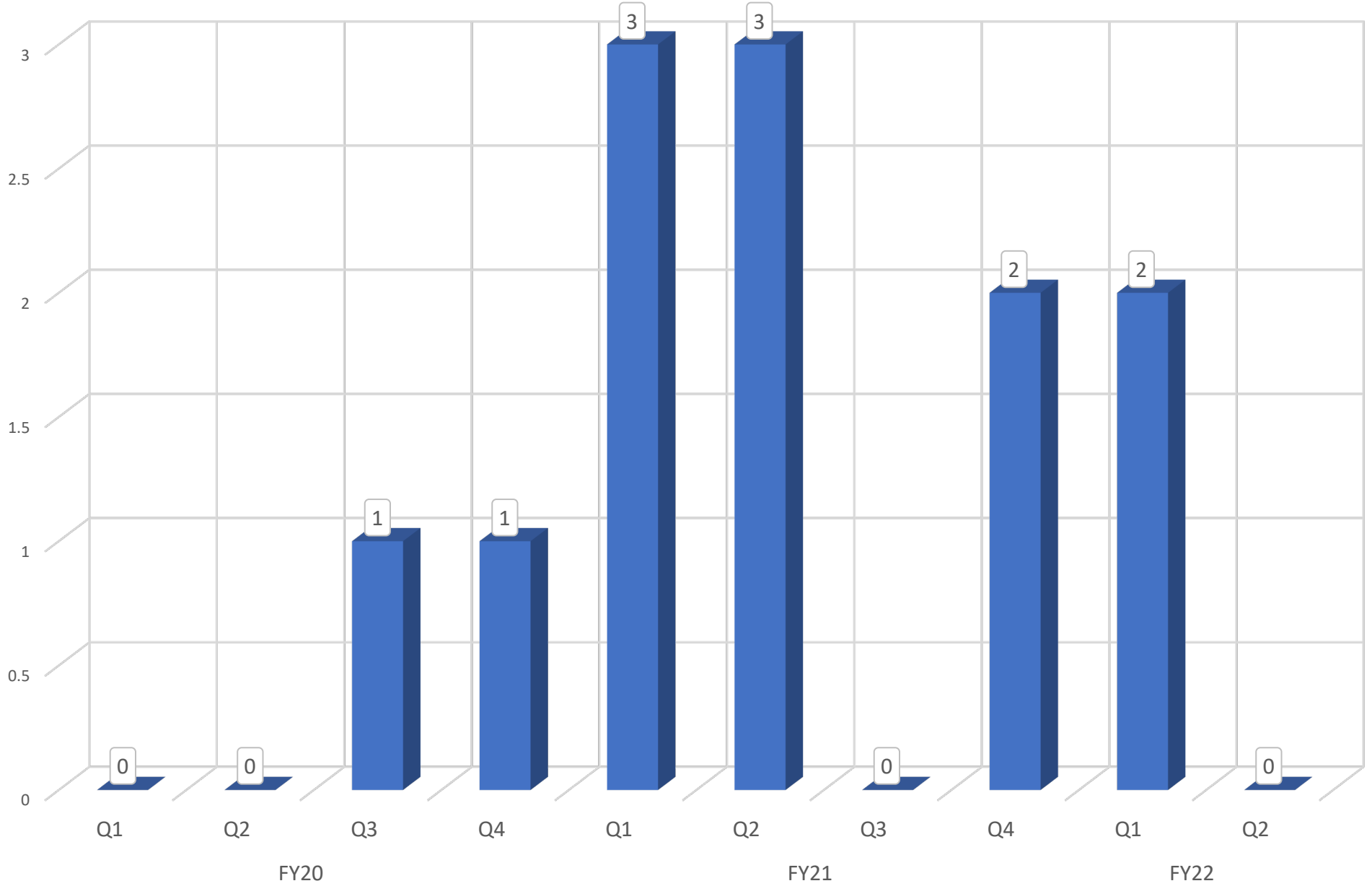
TOTAL ISSUED	FY20 8	FY21 4	FY22 0	TOTAL 12
	7/1/19 - 6/30/20	7/1/20 - 6/30/21	7/1/21 - 6/30/22	

Licenses Issued - Secondary Clinical Therapist



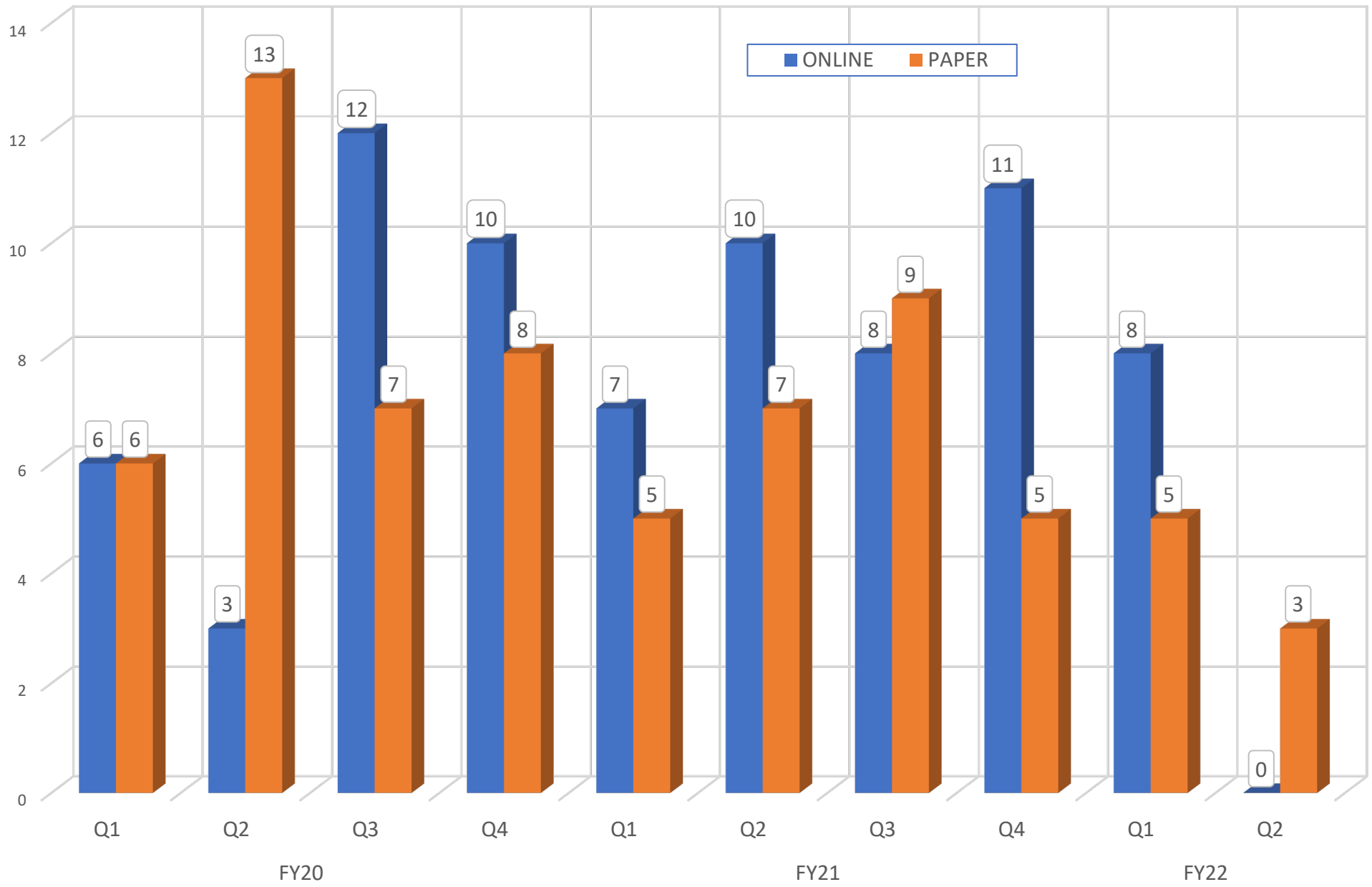
TOTAL ISSUED	FY20 6	FY21 6	FY22 2	TOTAL 14
	7/1/19 - 6/30/20	7/1/20 - 6/30/21	7/1/21 - 6/30/22	

Licenses Issued - Sexual Offense Therapist Intern



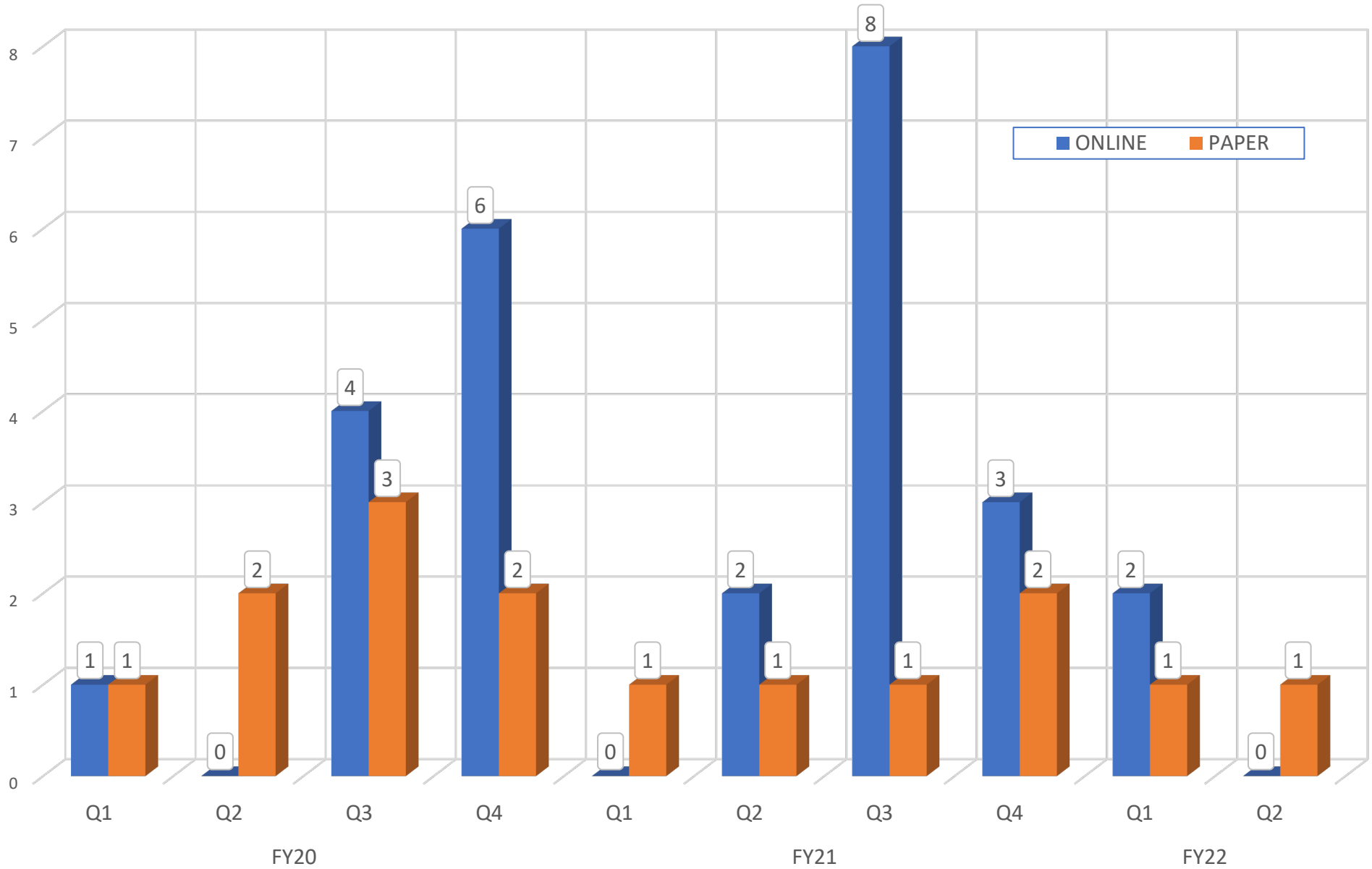
TOTAL ISSUED	FY20 2	FY21 8	FY22 2	TOTAL 12
	7/1/19 - 6/30/20	7/1/20 - 6/30/21	7/1/21 - 6/30/22	

Licenses Renewed - Certified Clinical Therapist



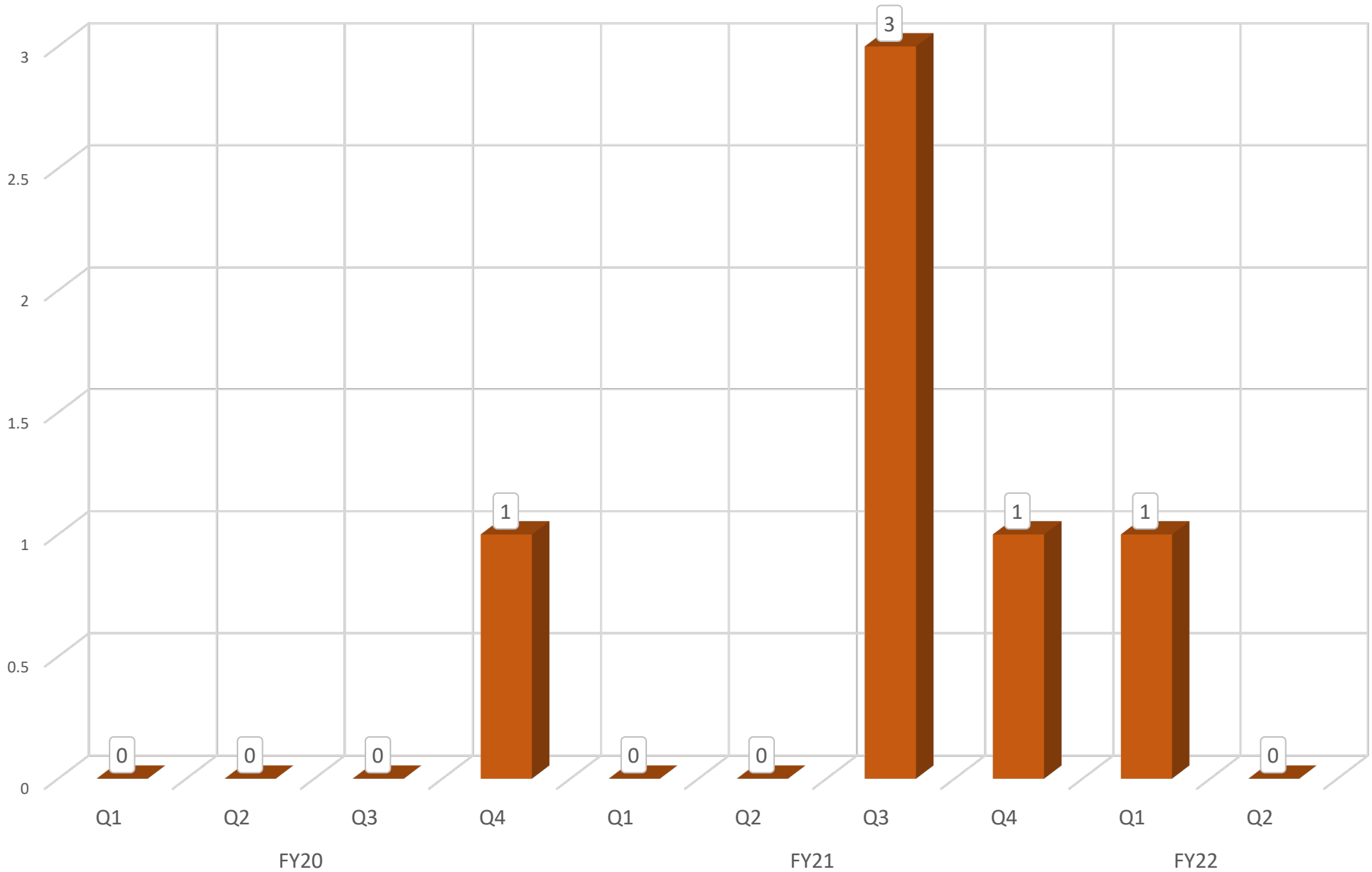
TOTAL ISSUED	FY20 31	FY21 36	FY22 8	TOTAL 75
	7/1/19 - 6/30/20	7/1/20 - 6/30/21	7/1/21 - 6/30/22	

Licenses Renewed - Certified Associate Therapist



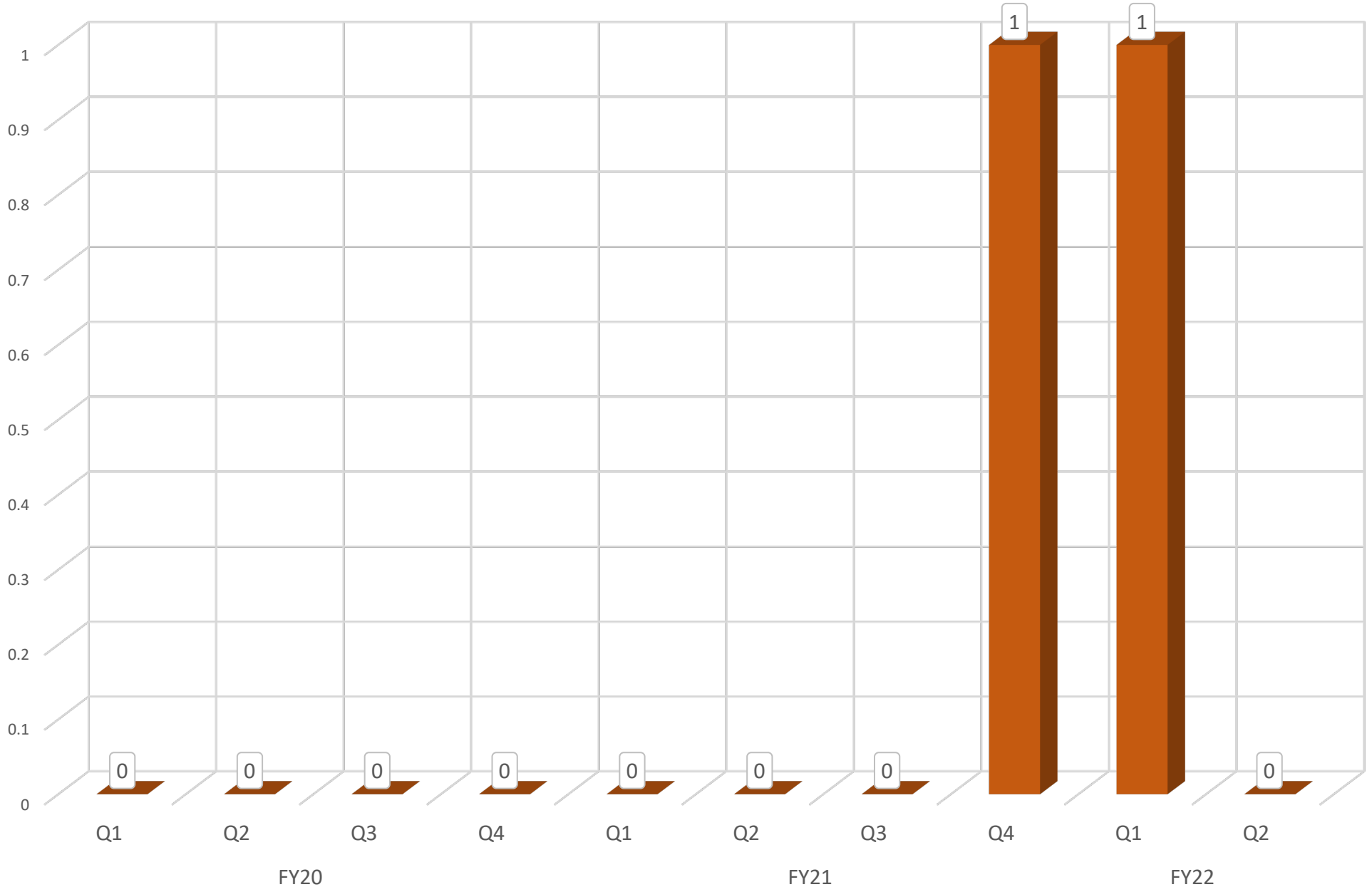
TOTAL ISSUED	FY20 19	FY21 18	FY22 4	TOTAL 41
	7/1/19 - 6/30/20	7/1/20 - 6/30/21	7/1/21 - 6/30/22	

Licenses Renewed - Secondary Clinical Therapist (Paper Renewals Only)



TOTAL ISSUED	FY20 1	FY21 4	FY22 1	TOTAL 6
	7/1/19 - 6/30/20	7/1/20 - 6/30/21	7/1/21 - 6/30/22	

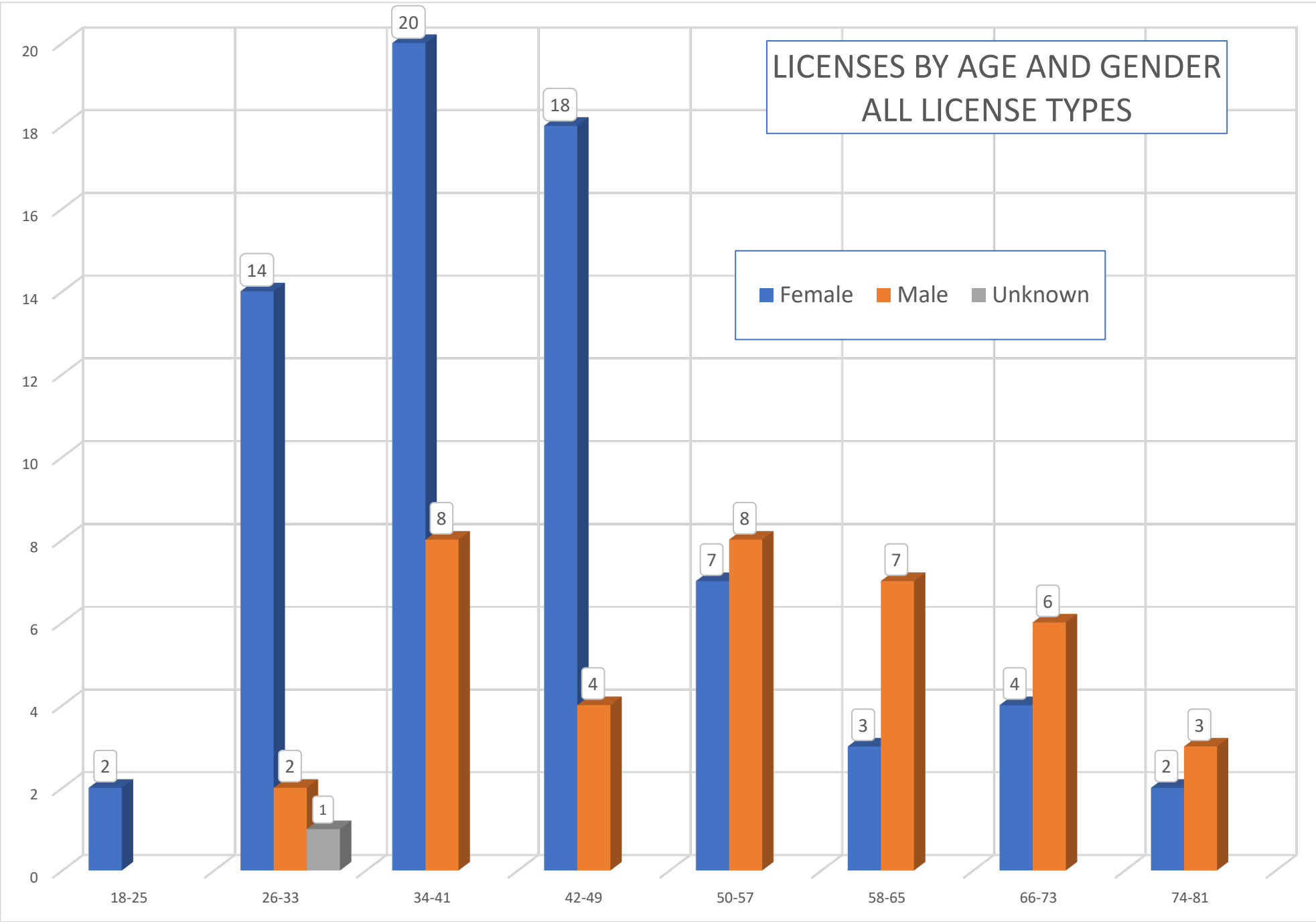
Licenses Renewed- Sexual Offense Therapist Intern (Paper Renewals Only)



TOTAL RENEWED	FY20 0	FY21 1	FY22 1	TOTAL 2
	7/1/19 - 6/30/20	7/1/20 - 6/30/21	7/1/21 - 6/30/22	

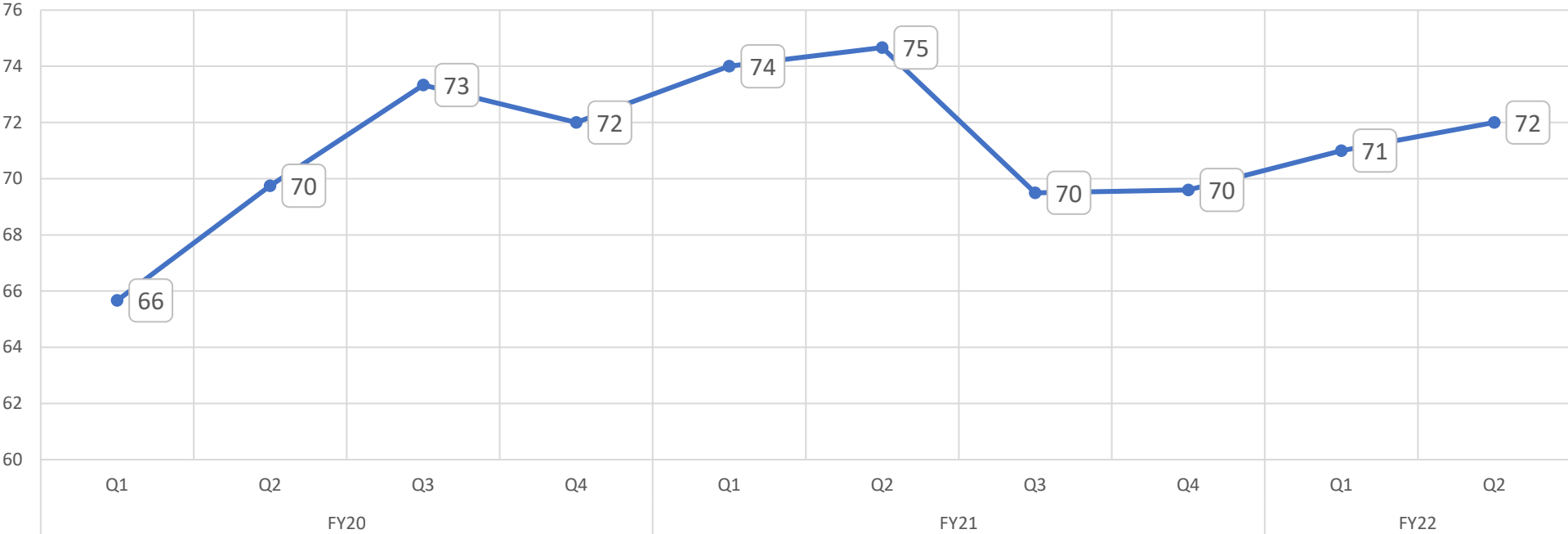
LICENSES BY AGE AND GENDER ALL LICENSE TYPES

Female Male Unknown

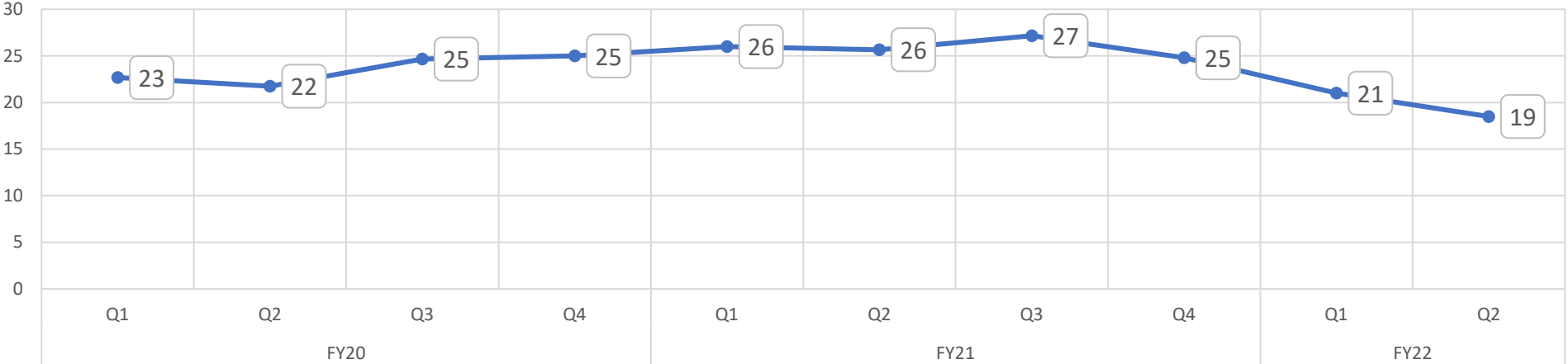


TOTAL 109

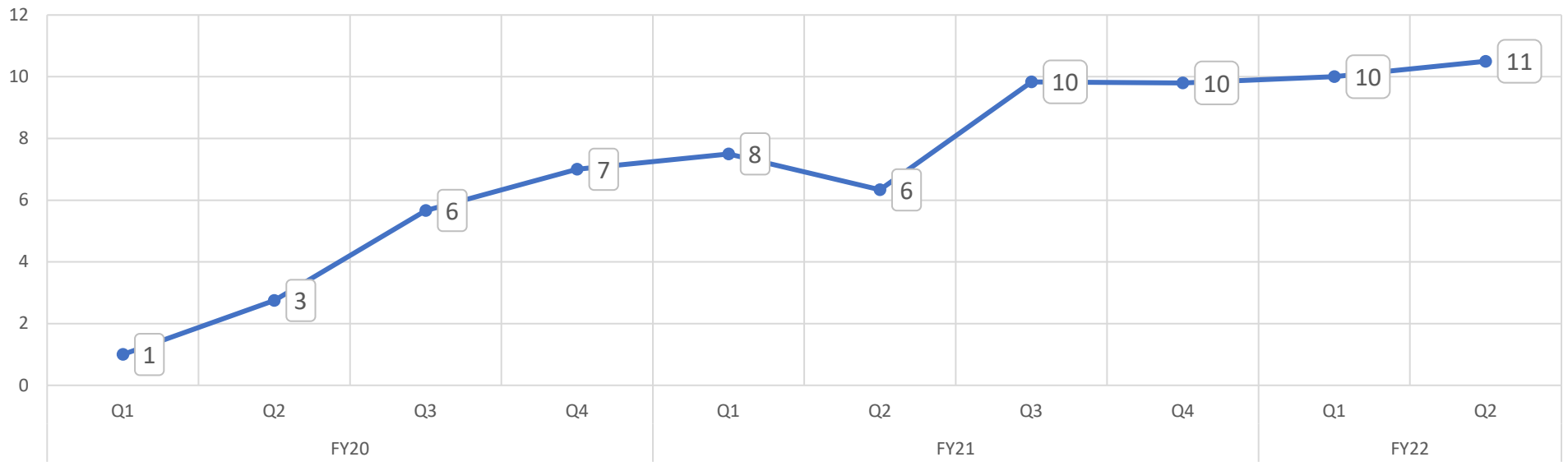
Licensing Trends - Clinical Therapist



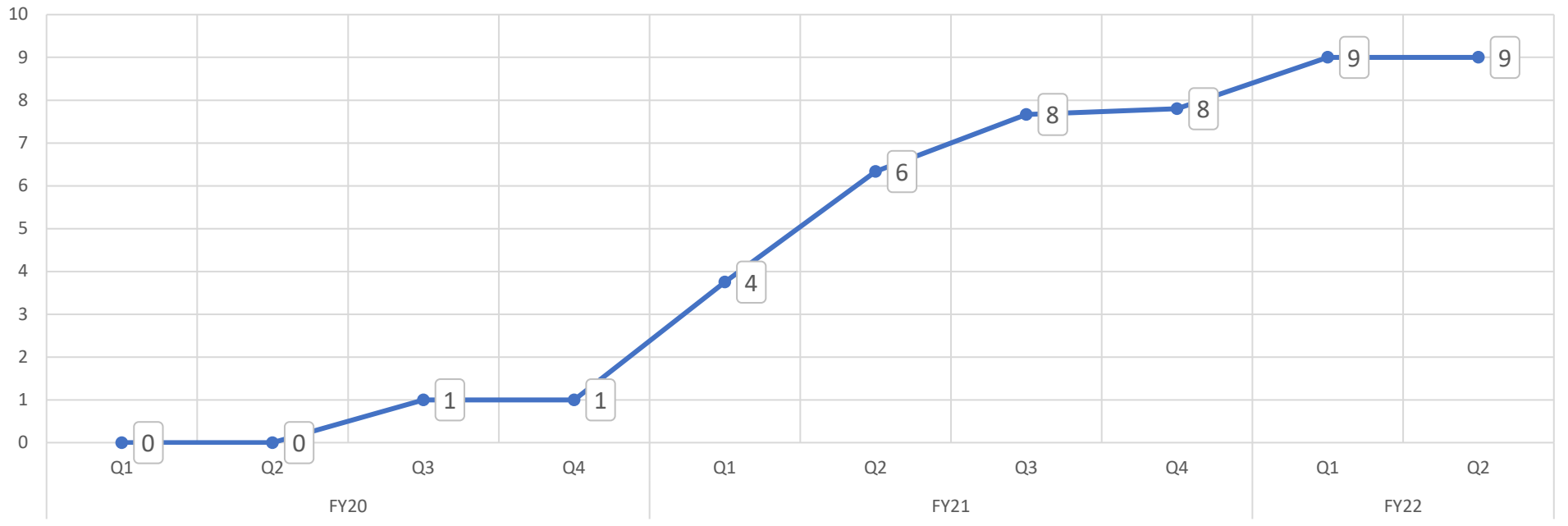
Licensing Trends - Associate Therapist



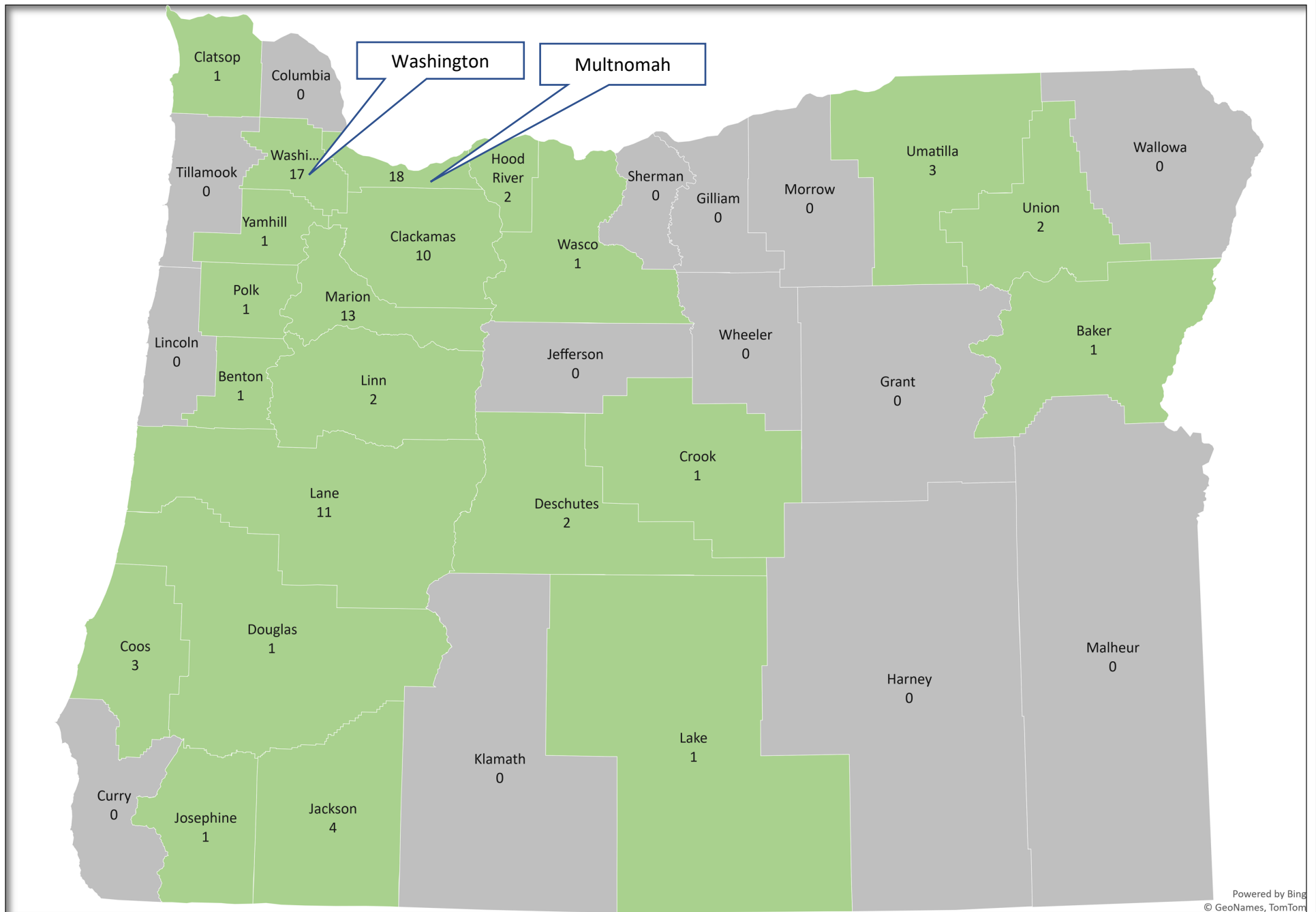
Licensing Trends - Secondary Clinical Therapist



Licensing Trends - Sexual Offense Therapist Intern



LICENSES BY COUNTY (SEXUAL OFFENSE THERAPIST INTERNS NOT COUNTED)



Sexual Offense Treatment Board

Biennium	< 2015-17	2017-19 >		2019-21 >	2019-21 >	2021-23 >
State Fiscal Year	2017 <i>(Jul16-Jun17)</i>	2018 <i>(Jul17-July18)</i>	2019 <i>(Jul18-Jun19)</i>	2020 <i>(Jul19-Jun20)</i>	2021 <i>(Jul20-Jun21)</i>	2022 <i>(Jul21-Present)</i>
Beginning Cash Balance	\$ (96,666)	\$ (77,588)	\$ (65,533)	\$ (46,850)	\$ (26,497)	\$ (11,056)
Revenues	\$ 26,025	\$ 32,295	\$ 30,775	\$ 43,723	\$ 40,961	\$ 6,950
Expenditures	\$ 6,947	\$ 20,240	\$ 12,092	\$ 23,369	\$ 25,520	\$ 2,188
Net Operations <i>(Rev - Exp Only)</i>	\$ 19,078	\$ 12,055	\$ 18,683	\$ 20,354	\$ 15,441	\$ 4,762
Ending Cash Balance <i>(Beg Cash + Rev - Exp)</i>	\$ (77,588)	\$ (65,533)	\$ (46,850)	\$ (26,497)	\$ (11,056)	\$ (6,295)

HLO Pooled Expenditures Allocation Share for Board <i>(allocated based on average license volume and inspections/examinations counts)</i>						
Shared Assessment	0.100%	0.100%	0.111%	0.118%	0.013%	100.013%
Small Board Examinations	1.346%	1.280%	1.014%	0.989%	0.093%	100.093%
Inspections						

* As noted in header, to ensure consistency 'Current' data in all reports are based on data from the most recently closed month to the report date.

*Updated with September Actuals 10/25/21 AJC

Regulatory Report



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Board Report

Sexual Offense Treatment Board

10/29/2021



CASES BY LICENSE TYPE AND OPEN/CLOSED STATUS				
	2017	2019	2021	Grand Total
OPEN				
Certified Associate Therapist	0	0	2	2
Certified Clinical Therapist	0	2	3	5
UNLICENSED SOTB	0	0	6	6
TOTAL	0	2	11	13
CLOSED				
Certified Associate Therapist	1	1	2	4
Certified Clinical Therapist	8	4	2	14
UNLICENSED SOTB	0	1	2	3
TOTAL	9	6	6	21
Grand Total	9	8	17	34

COMPLAINTS BY TYPE				
	2017	2019	2021	Grand Total
Licensing Concern		3	7	10
Services Provided	9	5	10	24
Grand Total	9	8	17	34

COMPLAINANTS BY TYPE	
ANONYMOUS	0
CLIENT	5
OTHER	29
TOTAL	34

Policy



Sexual Offense Treatment Board

OREGON REVISED STATUTES

(UNOFFICIAL COPY)

CHAPTER 675.365 - 410

2019 EDITION



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Health Licensing Office, Sex Offender Treatment Board
Oregon Revised Statutes, Chapter 675.365 – 410
2019 Edition
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CERTIFIED SEXUAL OFFENSE THERAPISTS

(Generally)

675.365 Definitions for ORS 675.365 to 675.410. As used in ORS 675.365 to 675.410:

- (1) “Certified associate sexual offense therapist” means a person who is certified under ORS 675.375 or 675.380 to provide services for the treatment and rehabilitation of persons described in ORS 675.368 while under the direct supervision of a certified clinical sexual offense therapist.
- (2) “Certified clinical sexual offense therapist” means a person who is certified under ORS 675.375 or 675.380 to provide services for the treatment and rehabilitation of persons described in ORS 675.368 and who may supervise certified associate sexual offense therapists, certified secondary clinical sexual offense therapists and certified sexual offense therapist interns.
- (3) “Certified secondary clinical sexual offense therapist” means a person who is certified under ORS 675.375 or 675.380 to provide limited services for the treatment and rehabilitation of persons described in ORS 675.368 under the direct supervision of a certified clinical sexual offense therapist.
- (4) “Certified sexual offense therapist” means a certified clinical sexual offense therapist, a certified associate sexual offense therapist, a certified secondary clinical sexual offense therapist or a certified sexual offense therapist intern.
- (5) “Certified sexual offense therapist intern” means a person who:
 - (a) Has not completed the supervised clinical experience and training required to be a certified associate sexual offense therapist; and
 - (b) Is certified under ORS 675.375 to provide services for the treatment and rehabilitation of persons described in ORS 675.368 while under the direct supervision of a certified clinical sexual offense therapist.
- (6) “Direct supervision” means a minimum number of hours of supervision by a certified clinical sexual offense therapist required under ORS 675.375.
- (7) “Professional disclosure statement” means a statement about an applicant for certification under ORS 675.375 or 675.380 that includes the following information:
 - (a) Name, business address and telephone number;
 - (b) Philosophy and approach to treatment and rehabilitation of persons described in ORS 675.368;
 - (c) Formal education and training;
 - (d) Continuing education experience and name of supervisor, if any;
 - (e) Fee schedules for sexual abuse specific treatment services; and
 - (f) The name, address and telephone number of the Sexual Offense Treatment Board.
- (8) “Sexual abuse specific treatment” means the process of evaluation, assessment and reformation of persons described in ORS 675.368. [2007 c.841 §2; 2009 c.595 §1050; 2009 c.701 §4; 2017 c.421 §1; 2019 c.68 §1]

Note: 675.365 to 675.410 were enacted into law by the Legislative Assembly but were not added to or made a part of ORS chapter 675 or any series therein by legislative action. See Preface to Oregon Revised Statutes for further explanation.

675.368 Application of ORS 675.365 to 675.410. ORS 675.365 to 675.410 apply to the provision of sexual abuse specific treatment to any person, regardless of whether the person:

- (1) Self-refers for sexual abuse specific treatment;

For an official copy of the Oregon Revised Statutes, please go to the Oregon State Legislature website: https://www.oregonlegislature.gov/bills_laws or call 1-800-332-2313.

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Oregon Revised Statutes, Chapter 675.365 – 410
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- (2) Has been convicted or adjudicated of a sex crime, as defined in ORS 163A.005, or a sexual offense, as provided in ORS 163.305 to 163.467, and mandated by a court, a releasing authority, including the Oregon Youth Authority, or the Oregon Health Authority to successfully complete a sexual abuse specific treatment program;
- (3) Has been referred for sexual abuse specific treatment by:
- (a) The Department of Human Services;
 - (b) A district school board, public charter school or public or private institution of post-secondary education; or
 - (c) A county program for aging persons, persons with disabilities and veterans; or
- (4) Has been referred for sexual abuse specific treatment prior to trial on a criminal charge. [2017 c.421 §3]

Note: 675.368 was added to and made a part of 675.365 to 675.410 by legislative action but was not added to any smaller series therein. See Preface to Oregon Revised Statutes for further explanation.

675.370 Unauthorized practice or use of title prohibited. (1) A person may not:

- (a) Engage in the practice of sexual abuse specific treatment or assume or use any title, words or abbreviations, including the title or designation “certified clinical sexual offense therapist,” “certified associate sexual offense therapist,” “certified secondary clinical sexual offense therapist” or “certified sexual offense therapist intern,” that indicate that the person is authorized to engage in the practice of sexual abuse specific treatment unless the person holds a certificate issued under ORS 675.375 or 675.380.
 - (b) Attempt to obtain a certificate or renewal of a certificate under ORS 675.365 to 675.380 by bribery or fraudulent representation.
- (2) Each violation of subsection (1) of this section is a separate violation. [2007 c.841 §§3,11; 2013 c.314 §55; 2017 c.421 §4; 2019 c.68 §2]

Note: See note under 675.365.

Note: 675.370 (2) was added to and made a part of 675.365 to 675.410 by legislative action but was not added to any smaller series therein. See Preface to Oregon Revised Statutes for further explanation.

(Certification)

675.375 Certification; requirements. (1) To obtain certification as a clinical sexual offense therapist, associate sexual offense therapist, secondary clinical sexual offense therapist or sexual offense therapist intern, an applicant must complete an application developed and prescribed by the Sexual Offense Treatment Board and file a professional disclosure statement with the Health Licensing Office. The documents must be accompanied by the applicable fees established under ORS 676.576.

- (2) Subject to the provisions of ORS 676.612, the office may issue four types of certification to qualified applicants under this section:
- (a) Clinical sexual offense therapist;
 - (b) Associate sexual offense therapist;
 - (c) Secondary clinical sexual offense therapist; and
 - (d) Sexual offense therapist intern.

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- (3) To qualify as a certified clinical sexual offense therapist, the applicant must:
- (a) Be in compliance with applicable provisions and rules adopted by the office;
 - (b) Have at least a master's degree in the behavioral sciences;
 - (c) Have an active Oregon mental health professional license or equivalent license as determined by the office;
 - (d) Within not more than six years prior to application, have had a minimum of 2,000 hours of direct clinical contact with persons described in ORS 675.368, including:
 - (A) 1,000 hours of direct treatment services; and
 - (B) 500 hours of evaluations; and
 - (e) Have a minimum of 60 hours of formal training applicable to sexual abuse specific treatment and evaluation, achieved within the six years prior to application.
- (4) To qualify as a certified associate sexual offense therapist, the applicant must:
- (a) Be in compliance with applicable provisions and rules adopted by the office;
 - (b) Have at least a bachelor's degree in the behavioral sciences;
 - (c) Have had a minimum of 1,000 hours of direct clinical contact with persons described in ORS 675.368;
 - (d) Have a minimum of 30 hours of formal training applicable to sexual abuse specific treatment and evaluation, achieved within the three years prior to application; and
 - (e) Be under the direct supervision of a certified clinical sexual offense therapist.
- (5) To qualify as a certified secondary clinical sexual offense therapist, the applicant must:
- (a) Be in compliance with applicable provisions and rules adopted by the office;
 - (b) Have at least a master's degree in the behavioral sciences;
 - (c) Have an active Oregon mental health professional license or equivalent license as determined by the office or be a registered intern for a mental health professional licensed in Oregon;
 - (d) Have a minimum of 15 hours of formal training applicable to sexual abuse specific treatment and evaluation, achieved within the three years prior to application;
 - (e) Be under the direct supervision of a certified clinical sexual offense therapist; and
 - (f) Provide sexual abuse specific treatment services to not more than nine clients in a calendar month, unless the applicant is accruing hours to qualify for application as a certified associate sexual offense therapist.
- (6) To qualify as a certified sexual offense therapist intern, the applicant must:
- (a) Be in compliance with applicable provisions and rules adopted by the office;
 - (b) Have at least a bachelor's degree in the behavioral sciences; and
 - (c) Be under the direct supervision of a certified clinical sexual offense therapist.
- (7)(a) A certified associate sexual offense therapist and a certified sexual offense therapist intern must obtain:
- (A) A minimum of two hours of direct supervision, at least one hour of which must be individual supervision, in a month if the certified associate sexual offense therapist or certified sexual offense therapist intern has 45 or fewer hours in the month of direct clinical contact with a person described in ORS 675.368.
 - (B) A minimum of three hours of direct supervision, at least 90 minutes of which must be individual supervision, in a month if the certified associate sexual offense therapist or certified sexual offense therapist intern has more than 45 hours in the month of direct clinical contact with a person described in ORS 675.368.
- (b) A certified secondary clinical sexual offense therapist must obtain at least two hours of direct supervision for every 10 hours of direct clinical contact with a person described in ORS 675.368. [2007 c.841 §4; 2009 c.701 §5; 2013 c.314 §56; 2013 c.568 §11; 2017 c.421 §5; 2019 c.68 §3]

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Note: See note under 675.365.

675.380 Reciprocal certification. Upon receipt of an application and the applicable fees established under ORS 676.576, the Health Licensing Office shall certify a clinical sexual offense therapist, associate sexual offense therapist or secondary clinical sexual offense therapist if the applicant provides evidence to the satisfaction of the office that the applicant is recognized as a clinical sexual offense therapist, associate sexual offense therapist or secondary clinical sexual offense therapist in another state in which the requirements for recognition are, in the judgment of the office, in consultation with the Sexual Offense Treatment Board, at least equivalent to the requirements of ORS 675.365 to 675.410 and rules of the office. [2007 c.841 §5; 2013 c.314 §57; 2013 c.568 §12; 2017 c.421 §6; 2019 c.68 §4]

Note: See note under 675.365.

675.382 Exceptions from requirements of ORS 675.365 to 675.410. ORS 675.365 to 675.410 do not apply to:

(1) A student enrolled in an approved educational program who is pursuing a graduate degree in a mental health field, if the student provides sexual abuse specific treatment services only for academic credit as part of an organized and supervised training program.

(2) A person employed by a local, state or federal government agency, community mental health program or drug and alcohol treatment program licensed or certified in this state, if the person's activities and services are performed and provided within the person's scope of employment.

(3) A person who is a recognized member of the clergy, if the person is acting in the person's capacity as a member of the clergy. [2017 c.421 §11; 2019 c.68 §5]

Note: See note under 675.365.

675.384 Exception from mental health professional licensure requirement. A person who engages in the practice of sexual abuse specific treatment as a certified clinical sexual offense therapist, and who did not hold an active Oregon mental health professional license or equivalent license as determined by the Health Licensing Office as of the date of the person's initial certification, may continue to engage in the practice of sexual abuse specific treatment as a certified clinical sexual offense therapist only if the person obtains an Oregon mental health professional license or equivalent license as determined by the office not later than January 1, 2021. [2017 c.421 §12; 2019 c.68 §6]

Note: See note under 675.365.

675.385 Disciplinary authority of Health Licensing Office; grounds for discipline; authorized sanctions. (1) In the manner prescribed in ORS chapter 183 for contested cases, and at the direction of the Sexual Offense Treatment Board, the Health Licensing Office may impose a form of discipline listed in ORS 676.612 against a certified clinical sexual offense therapist, certified associate sexual offense therapist, certified secondary clinical sexual offense therapist or certified sexual offense therapist intern for any of the grounds listed in ORS 676.612 and for any violation of the provisions of, or rules adopted under, ORS 675.365 to 675.410.

(2) The office may impose disciplinary sanctions against a certified clinical sexual offense therapist, certified associate sexual offense therapist, certified secondary clinical sexual offense therapist or certified sexual offense therapist intern for any of the following reasons:

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(a) The person was convicted of violating ORS 675.390, or of a felony or misdemeanor that brings into question the person's competence or integrity as a certified clinical sexual offense therapist, certified associate sexual offense therapist, certified secondary clinical sexual offense therapist or certified sexual offense therapist intern.

(b) The person's mental health professional license, or equivalent license, has been revoked, suspended or restricted by the issuing authority.

(c) The person has violated ORS 675.370 (1), or any rules adopted by the office pertaining to certification.

(d) The person has failed to file or has filed a false, misleading or incomplete professional disclosure statement with the office.

(e) The person has practiced beyond the scope of the person's certification under ORS 675.380. [2007 c.841 §6; 2013 c.568 §13; 2017 c.421 §7; 2019 c.68 §7]

Note: See note under 675.365.

675.390 Confidentiality of communication by clients; exceptions. A certified sexual offense therapist, or any employee of a certified sexual offense therapist, may not disclose any communication made by a client during the course of noninvestigatory professional treatment or rehabilitation, except:

(1) When the client or a person authorized to act on behalf of the client gives consent to the disclosure;

(2) When the client initiates legal action or makes a complaint against a sexual offense therapist to the Sexual Offense Treatment Board;

(3) When the communication reveals the intent to commit a crime harmful to the client or others;

(4) When the communication reveals that a minor may have been a victim of a crime or physical, sexual or emotional abuse or neglect; or

(5) To juvenile and adult parole and probation officers supervising the client under a mandated sex offender treatment condition imposed by a court or releasing authority. [2007 c.841 §9; 2019 c.68 §9]

Note: See note under 675.365.

(Board)

675.395 Sexual Offense Treatment Board. (1) The Sexual Offense Treatment Board is established within the Health Licensing Office. The board shall consist of seven members appointed by the Governor from lists of recommended persons submitted as provided in subsection (2) of this section. All members of the board must be residents of this state.

(2) Of the members appointed to the board:

(a) Two shall be from a list submitted by the Oregon Association for the Treatment of Sexual Abusers;

(b) Two shall be from a list submitted by the Oregon Adolescent Sex Offending Treatment Network or a successor organization;

(c) One shall be from a list submitted by the Oregon Association of Community Corrections Directors;

(d) One shall be from a list submitted by the Oregon Juvenile Department Directors Association; and

(e) One shall be from a list submitted by a victims' advocacy organization.

For an official copy of the Oregon Revised Statutes, please go to the Oregon State Legislature website: https://www.oregonlegislature.gov/bills_laws or call 1-800-332-2313.

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(3) The term of office of each member is four years, but a member serves at the pleasure of the Governor. Vacancies shall be filled by the Governor by appointment for the unexpired term. A member shall hold the member's office until the appointment and qualification of a successor. A member is eligible for reappointment. If a person serves two consecutive full terms, a period of at least four years must elapse before the person is again eligible for appointment to serve on the board.

(4) Members of the board are eligible for compensation and expenses as provided in ORS 292.495.

(5) The board shall select one of its members to serve as chair and another to serve as vice chair, for those terms and with such duties and powers necessary for the performance of the functions of those offices as the board determines.

(6) A majority of the board constitutes a quorum for the transaction of business.

(7) The board shall meet at times and places specified by the call of the chair or of a majority of the members of the board. The board shall meet at least once each calendar year.

(8) A board member appointed under this section who is also a certified clinical sexual offense therapist, certified associate sexual offense therapist or certified secondary clinical sexual offense therapist must satisfy all requirements for certification provided in ORS 675.375 and must obtain certification within 12 months of the member's appointment. [2007 c.841 §7; 2009 c.701 §6; 2013 c.568 §14; 2017 c.421 §8; 2019 c.68 §10]

Note: See note under 675.365.

675.400 Duties of board. The Sexual Offense Treatment Board shall:

(1) Determine the qualifications and fitness of applicants for certification as clinical sexual offense therapists, associate sexual offense therapists, secondary clinical sexual offense therapists and sexual offense therapist interns under ORS 675.365 to 675.380.

(2) Establish standards of practice and professional responsibility for persons certified by the Health Licensing Office.

(3) Adopt standards for training, including but not limited to training related to the treatment of distinct sexual abuser populations, including adults, juveniles, persons with developmental disabilities and others.

(4) Advise the office on all matters related to administering ORS 675.365 to 675.410 and recommend rules, standards and guidelines necessary for the administration of ORS 675.365 to 675.380. [2007 c.841 §8; 2013 c.314 §58; 2013 c.568 §15; 2019 c.68 §11]

Note: See note under 675.365.

675.405 [2007 c.841 §10; 2009 c.701 §7; repealed by 2013 c.314 §65]

675.410 Duties of Health Licensing Office under ORS 675.365 to 675.410. (1) The Health Licensing Office shall:

(a) Issue certifications to persons determined by the office to be qualified.

(b) Make all disbursements necessary to carry out the provisions of ORS 675.365 to 675.410.

(c) Maintain a registry of all current certified sexual offense therapists. The registry shall be made available to the public online.

(d) Keep a record of its proceedings related to the issuance, refusal, suspension and revocation of certifications issued under ORS 675.365 to 675.380.

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(e) In consultation with the Sexual Offense Treatment Board, create a multidisciplinary advisory committee within the board. Persons who are not board members may be appointed as nonvoting members to serve on the multidisciplinary advisory committee with the approval of the board.

(2) The office may:

(a) Deny, suspend, revoke or refuse to issue or renew any certification issued under ORS 675.365 to 675.380.

(b) Provide for waivers of examinations, grandfathering requirements and temporary certifications as considered appropriate.

(c) In consultation with the board, create any committees within the board as deemed necessary. Persons who are not board members may be appointed as nonvoting members to serve on the committees with the approval of the board. [2007 c.841 §12; 2009 c.697 §2; 2013 c.568 §17; 2019 c.68 §12]

Note: See note under 675.365.



Sexual Offense Treatment Board

OREGON ADMINISTRATIVE RULES

(UNOFFICIAL COPY)

CHAPTER 331, DIVISION 800 – 850

PERMANENT RULES EFFECTIVE

DECEMBER 1, 2020



HEALTH LICENSING OFFICE

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Division 800
SEXUAL OFFENSE TREATMENT BOARD GENERAL ADMINISTRATION

331-800-0010

Definitions

The following definitions apply to OAR 331-800-0010 to 331-850-0010.

- (1) “Affidavit of Licensure” means an original document or other approved means of verifying an authorization to practice (licensure or certification), status and history, including information disclosing all unresolved or outstanding penalties or disciplinary actions. Refer to OAR 331-030-0040.
- (2) “ATSA” means the Association for the Treatment of Sexual Abusers.
- (3) “Board” means the Sexual Offense Treatment Board.
- (4) “CASOT” means a certified associate sexual offense therapist.
- (5) “CCSOT” means a certified clinical sexual offense therapist.
- (6) “Certificate holder” means a certified clinical sexual offense therapist, a certified secondary clinical sexual offense therapist, a certified associate sexual offense therapist, or a certified sexual offense therapist intern.
- (7) “Client” or “clients” means an individual or individuals described in ORS 675.368.
- (8) “Continuing Education” (CE) means post-authorization education to maintain and advance competency as it relates to the statutory definition of your profession.
- (9) “CSCSOT” means a certified secondary clinical sexual offense therapist.
- (10) “CSOTI” means a certified sexual offense therapist intern.
- (11) “Direct clinical contact” means services provided with the primary purpose of assessment and developing and implementing a treatment plan focused on sex-abuse-related behavior.
- (12) “Direct supervision” has the definition set forth in ORS 675.365.
- (13) “Direct treatment services” means individual, group or family therapy that focuses on the sex-abuse-related behavior; the client must be present.
- (14) “Office” means the Health Licensing Office.
- (15) “Official transcript” means an original document certified by an accredited college or university indicating hours and types of course work, examinations and scores that the student has completed. The accredited college or university must submit the transcript by mail or courier directly to the Office in a sealed envelope.
- (16) “Reciprocity” means, according to ORS 675.380, certification, registration or licensure in another state, or similar official recognition by another state, based on standards of training,

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http://sos.oregon.gov/archives/Pages/oregon_administrative_rules.aspx or call (503) 373-0701

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education and experience that are similar to those required for certification in Oregon as a CCSOT, a CSCSOT, or a CASOT as specified in 675.380.

(17) “Sex abuse” or “sexual abuse” means any client behavior, including force, coercion, or manipulation, resulting in a person, who did not or could not consent, observing or experiencing sexual harassment, sexual exploitation, sexual behavior, or sexual activity.

(18) “Treatment plan” means a written statement of intended care and services as documented in the evaluation that details how the client’s treatment needs will be met while protecting the community during the treatment.

Statutory/Other Authority: ORS 676.560, ORS 676.565, ORS 675.360-675.410 & 2019 House Bill 2472

Statutes/Other Implemented: ORS 676.560, ORS 676.565, ORS 675.360-675.410 & 2019 House Bill 2472

History:

[HLO 10-2019, amend filed 08/30/2019, effective 12/01/2019](#)

[HLO 34-2018, minor correction filed 02/02/2018, effective 02/02/2018](#)

[HLO 4-2017, amend filed 12/04/2017, effective 01/01/2018](#)

HLA 8-2014, f. 12-5-14, cert. ef. 1-1-15

HLA 4-2010, f. & cert. ef. 5-18-10

HLA 2-2010, f. & cert. ef. 3-15-10

HLA 2-2008, f. 5-27-08, cert. ef. 6-1-08

HLA 1-2008(Temp), f. 3-14-08, cert. ef. 3-15-08 thru 9-1-08

[331-800-0020](#)

Fees

(1) An applicant or certificate holder are subject to the provisions of OAR 331-010-0010 and 331-010-0020 regarding the payment of fees, penalties and charges.

(2) Fees established by the Oregon Health Licensing Office pursuant to 676.592 are as follows:

(a) Application: \$75.

(b) Certification: \$325 — valid for one year.

(c) Renewal: \$325 — valid for one year.

(e) Replacement: \$25.

(f) Duplicate: \$25.

(g) Late fee(s): \$50 for each year of inactive status up to three years.

(h) Affidavit of licensure: \$50.

(i) Administrative fee: \$25.

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Statutory/Other Authority: ORS 676.560, ORS 676.565 & ORS 675.360-675.410

Statutes/Other Implemented: ORS 676.560, ORS 676.565 & ORS 675.360-675.410

History:

[HLO 35-2018, minor correction filed 02/02/2018, effective 02/02/2018](#)

HLA 8-2014, f. 12-5-14, cert. ef. 1-1-15

HLA 4-2010, f. & cert. ef. 5-18-10

HLA 2-2010, f. & cert. ef. 3-15-10

HLA 8-2008, f. 9-15-08, cert. ef. 10-1-08

HLA 2-2008, f. 5-27-08, cert. ef. 6-1-08

HLA 1-2008(Temp), f. 3-14-08, cert. ef. 3-15-08 thru 9-1-08

Division 810
CERTIFICATION

331-810-0010

Certified Clinical Sexual Offense Therapist

(1) Only a CCSOT certified under ORS 675.375 may use the title, words or abbreviations that indicate the person is authorized to practice as a CCSOT.

(2) A certification is valid for one year and becomes inactive on the last day of the month one year from the date of issuance.

Statutory/Other Authority: ORS 676.560, ORS 676.565, ORS 675.360-675.410 & 2019 House Bill 2472

Statutes/Other Implemented: ORS 676.560, ORS 676.565, ORS 675.360-675.410 & 2019 House Bill 2472

History:

[HLO 10-2019, amend filed 08/30/2019, effective 12/01/2019](#)

[HLO 36-2018, minor correction filed 02/02/2018, effective 02/02/2018](#)

HLA 8-2014, f. 12-5-14, cert. ef. 1-1-15

331-810-0020

Application Requirements for Certified Clinical Sexual Offense Therapist

An individual applying for certification as a CCSOT must:

(1) Submit a completed application form that must contain the information listed in OAR 331-030-0000;

(2) Submit a completed professional disclosure statement as defined in ORS 675.365;

(3) Submit proof of having at least a master's degree in a Board-approved behavioral science field. For a list of Board-approved degrees, contact the Office;

(4) Submit proof of having an active Oregon mental health professional license or equivalent as determined by the Office. A mental health professional license is a license to practice without supervision as a psychiatrist, psychiatric nurse practitioner, psychologist, psychologist associate, licensed professional counselor, licensed clinical social worker, or licensed marriage and family therapist who provides sexual-abuse-specific treatment to adults, juveniles, or the functionally disabled;

(5) Submit proof of having at least 2,000 hours of direct clinical contact with clients not more than six years prior to the application date. The hours include:

(a) 1,000 hours of direct treatment services; and

(b) 500 hours of evaluations; and

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(c) 500 hours of treatment-plan related activity, including report writing, clinical consultations, case management, charting, peer review and consultations, meeting with attorneys, parole and probation officers, caseworkers, families, victims and other members of the client's social network.

(6) Submit proof of having at least 60 hours of formal training applicable to sexual-abuse-specific evaluation and treatment, obtained within six years prior to the application date;

(7) Submit a fingerprint-based national criminal background check and be determined fit to hold a certification, pursuant to OAR 331-030-0004;

(8) Pay fees.

Statutory/Other Authority: ORS 676.560, ORS 676.565, ORS 675.360-675.410 & 2019 House Bill 2472

Statutes/Other Implemented: ORS 676.560, ORS 676.565, ORS 675.360-675.410 & 2019 House Bill 2472

History:

[HLO 1-2020, minor correction filed 01/06/2020, effective 01/06/2020](#)

[HLO 10-2019, amend filed 08/30/2019, effective 12/01/2019](#)

[HLO 37-2018, minor correction filed 02/02/2018, effective 02/02/2018](#)

[HLO 4-2017, amend filed 12/04/2017, effective 01/01/2018](#)

HLA 8-2014, f. 12-5-14, cert. ef. 1-1-15

HLA 4-2010, f. & cert. ef. 5-18-10

HLA 2-2010, f. & cert. ef. 3-15-10

HLA 2-2008, f. 5-27-08, cert. ef. 6-1-08

HLA 1-2008(Temp), f. 3-14-08, cert. ef. 3-15-08 thru 9-1-08

[331-810-0022](#)

Certified Secondary Clinical Sexual Offense Therapist

(1) Only a CSCSOT certified under ORS 675.375 may use the title, words or abbreviations that indicate the person is authorized to practice as a CSCSOT.

(2) A CSCSOT certification is valid for one year and becomes inactive on the last day of the month one year from the date of issuance.

(3) A CSCSOT must be under the direct supervision of a CCSOT.

(4) A CSCSOT must not provide sexual-abuse-specific treatment services to more than nine clients in a calendar month, unless the certificate holder is accruing hours to qualify for the CASOT certification.

Statutory/Other Authority: ORS 675.365-675.410 & 2019 House Bill 2472

Statutes/Other Implemented: ORS 675.365-675.410 & 2019 House Bill 2472

History:

[HLO 10-2019, adopt filed 08/30/2019, effective 12/01/2019](#)

For an official copy of the Oregon Administrative Rules, please go to the Secretary of State website:
http://sos.oregon.gov/archives/Pages/oregon_administrative_rules.aspx or call (503) 373-0701

331-810-0023

Application Requirements Certified Secondary Clinical Sexual Offense Therapist

An individual applying for certification as a CSCSOT must:

- (1) Submit a completed application form that must contain the information listed in OAR 331-030-0000;
- (2) Submit a completed professional disclosure statement as defined in ORS 675.365;
- (3) Submit proof of having at least a master's degree in a Board-approved behavioral science field. For a list of Board-approved degrees, contact the Office;
- (4) Submit proof of having an active Oregon mental health professional license or equivalent as determined by the Office, or proof of being a registered intern for a mental health license. A mental health professional license is a license to practice without supervision as a psychiatrist, psychiatric nurse practitioner, psychologist, psychologist associate, licensed professional counselor, licensed clinical social worker, or licensed marriage and family therapist who provides sexual-abuse-specific treatment to adults, juveniles, or the functionally disabled;
- (5) Submit proof of having at least 15 hours of formal training applicable to sexual-abuse-specific evaluation and treatment, obtained within three years prior to the application date;
- (6) Be under the direct supervision of a CCSOT.
- (7) Submit a fingerprint-based national criminal background check and be determined fit to hold a certification, pursuant to OAR 331-030-0004;
- (8) Pay fees.

Statutory/Other Authority: ORS 675.365-675.410

Statutes/Other Implemented: ORS 675.365-675.410

History:

[HLO 10-2020, amend filed 11/13/2020, effective 12/01/2020](#)

[HLO 10-2019, adopt filed 08/30/2019, effective 12/01/2019](#)

331-810-0025

Certified Associate Sexual Offense Therapist

- (1) Only a CASOT certified under ORS 675.375 may use the title words or abbreviations that indicate the person is authorized to practice as a CASOT.
- (2) A CASOT certification is valid for one year and becomes inactive on the last day of the month one year from the date of issuance.
- (3) A CASOT must be under the direct supervision of a CCSOT.

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Statutory/Other Authority: ORS 676.560, ORS 676.565, ORS 675.360-675.410 & 2019 House Bill 2472

Statutes/Other Implemented: ORS 676.560, ORS 676.565, ORS 675.360-675.410 & 2019 House Bill 2472

History:

[HLO 10-2019, amend filed 08/30/2019, effective 12/01/2019](#)

[HLO 38-2018, minor correction filed 02/02/2018, effective 02/02/2018](#)

[HLO 4-2017, amend filed 12/04/2017, effective 01/01/2018](#)

HLA 8-2014, f. 12-5-14, cert. ef. 1-1-15

331-810-0031

Application Requirements for Certified Associate Sexual Offense Therapist

An individual applying for certification as a CASOT must:

- (1) Submit a completed application form that must contain the information listed in OAR 331-030-0000;
- (2) Submit a completed professional disclosure statement as defined in ORS 675.365;
- (3) Submit proof of having at least a bachelor's degree in the Board-approved behavioral sciences. For a list of Board-approved degrees, contact the Office;
- (4) Submit proof of having at least 1,000 hours of direct clinical contact with clients;
- (5) Submit proof of having at least 30 hours of formal training applicable to sexual-abuse-specific evaluation and treatment, obtained within three years prior to the application date;
- (6) Be under the direct supervision of a CCSOT;
- (7) Submit a fingerprint-based national criminal background check and be determined fit to hold a certification, pursuant to OAR 331-030-0004;
- (8) Pay fees.

Statutory/Other Authority: ORS 675.365-675.410

Statutes/Other Implemented: ORS 675.365-675.410

History:

[HLO 10-2020, amend filed 11/13/2020, effective 12/01/2020](#)

[HLO 10-2019, amend filed 08/30/2019, effective 12/01/2019](#)

[HLO 39-2018, minor correction filed 02/02/2018, effective 02/02/2018](#)

[HLO 4-2017, amend filed 12/04/2017, effective 01/01/2018](#)

HLA 8-2014, f. 12-5-14, cert. ef. 1-1-15

331-810-0034

Certified Sexual Offense Therapist Intern

- (1) Only a CSOTI certified under ORS 675.375 may use the title, words or abbreviations that indicate the person is authorized to practice as a CSOTI.
- (2) A CSOTI certification is valid for one year and becomes inactive on the last day of the month one year from the date of issuance.
- (3) A CSOTI must be under the direct supervision of a CCSOT.

Statutory/Other Authority: ORS 675.365-675.410 & 2019 House Bill 2472

Statutes/Other Implemented: ORS 675.365-675.410 & 2019 House Bill 2472

History:

[HLO 10-2019, adopt filed 08/30/2019, effective 12/01/2019](#)

331-810-0039

Application Requirements for Certified Sexual Offense Therapist Intern

An individual applying for certification as a CSOTI must:

- (1) Submit a completed application form that must contain the information listed in OAR 331-030-0000;
- (2) Submit a completed professional disclosure statement as defined in ORS 675.365;
- (3) Submit proof of having at least a bachelor's degree in the Board-approved behavioral sciences field. For a list of Board-approved degrees, contact the Office;
- (4) Be under the direct supervision of a CCSOT;
- (5) Submit a fingerprint-based national criminal background check and be determined fit to hold a certification, pursuant to OAR 331-030-0004;
- (6) Pay fees.

Statutory/Other Authority: ORS 675.365-675.410

Statutes/Other Implemented: ORS 675.365-675.410

History:

[HLO 10-2020, amend filed 11/13/2020, effective 12/01/2020](#)

[HLO 10-2019, adopt filed 08/30/2019, effective 12/01/2019](#)

331-810-0040

Reciprocity

An individual applying through reciprocity must:

- (1) Submit a completed application form that must contain the information listed in OAR 331-030-0000;
- (2) Submit a completed professional disclosure statement as defined in ORS 675.365;
- (3) Submit an affidavit of licensure, pursuant to 331-030-0040, demonstrating proof of holding a current certification, registration or licensure in another state, or similar official recognition by another state, as a CCSOT, CSCSOT, or CASOT, and has no current or pending disciplinary action against the certification. The out-of-state requirements for the official recognition must be at least equivalent to Oregon certification requirements pursuant to ORS 675.360-675.410.
- (4) Submit a fingerprint-based national criminal background check and be determined fit to hold a certification, pursuant to OAR 331-030-0004;
- (5) Pay fees.

Statutory/Other Authority: ORS 675.365-675.410

Statutes/Other Implemented: ORS 675.365-675.410

History:

[HLO 10-2020, amend filed 11/13/2020, effective 12/01/2020](#)

[HLO 10-2019, amend filed 08/30/2019, effective 12/01/2019](#)

[HLO 42-2018, minor correction filed 02/02/2018, effective 02/02/2018](#)

[HLO 4-2017, amend filed 12/04/2017, effective 01/01/2018](#)

HLA 8-2014, f. 12-5-14, cert. ef. 1-1-15

HLA 4-2010, f. & cert. ef. 5-18-10

HLA 2-2010, f. & cert. ef. 3-15-10

HLA 2-2008, f. 5-27-08, cert. ef. 6-1-08

HLA 1-2008(Temp), f. 3-14-08, cert. ef. 3-15-08 thru 9-1-08

331-810-0055

Certified Clinical Sexual Offense Therapists Supervision Requirements

A CCSOT who is providing direct supervision, as defined in ORS 675.365, of a CSCSOT, CASOT, or CSOTI must:

- (1) Enter into a formal contract prescribed by the Board that specifies:
 - (a) The duties of the participating parties named in the contract;
 - (b) The scope and focus of the supervision; and
 - (c) Frequency and durations of meetings to review the supervisee's professional performance.

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http://sos.oregon.gov/archives/Pages/oregon_administrative_rules.aspx or call (503) 373-0701

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- (2) Document dates and content of supervision meetings and make the information available to the Office if requested;
- (3) Sign assessments, evaluations, initial treatment plans, and discharge summaries, and ensure client-related correspondence includes appropriate title and name of supervisor;
- (4) Ensure that supervisees have training, education, background, preparation and supervision to evaluate and treat clients;
- (5) Notify the Office in writing within 10 business days of ending the supervision contract;
- (6) Maintain supervision records for a minimum of 5 years after the last day of supervision. Upon request, you must make the records available to the Office.

Statutory/Other Authority: ORS 676.560, ORS 676.565, ORS 675.360-675.410 & 2019 House Bill 2472

Statutes/Other Implemented: ORS 676.560, ORS 676.565, ORS 675.360-675.410 & 2019 House Bill 2472

History:

[HLO 10-2019, amend filed 08/30/2019, effective 12/01/2019](#)

[HLO 43-2018, minor correction filed 02/02/2018, effective 02/02/2018](#)

[HLO 4-2017, amend filed 12/04/2017, effective 01/01/2018](#)

HLA 8-2014, f. 12-5-14, cert. ef. 1-1-15

HLA 3-2014, f. 5-29-14, cert. ef. 6-1-14

HLA 1-2014(Temp), f. 1-16-14, cert. ef. 1-17-14 thru 7-16-14

HLA 2-2008, f. 5-27-08, cert. ef. 6-1-08

331-810-0058

Certified Secondary Clinical Sexual Offense Therapist Supervision

A CSCSOT must:

- (1) Enter into a formal contract prescribed by the Board with a CCSOT that specifies:
 - (a) The duties of a CSCSOT;
 - (b) The scope and focus of the supervision; and
 - (c) Frequency and durations of meetings between the supervisor and the CSCSOT to review the CSCSOT's professional performance.
- (2) Obtain at least two hours of direct supervision for every 10 hours of direct clinical contact;
- (3) Notify the Office in writing within 10 business days of ending the supervision contract;
- (4) Identify themselves as a CSCSOT on all materials relating to the provision of sexual-abuse-specific treatment. The supervisor's name and designation "supervisor" must be included on these materials;

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(5) Maintain supervision records for a minimum of 5 years after the last day of supervision. Upon request, you must make the records available to the Office.

Statutory/Other Authority: ORS 675.365-675.410 & 2019 House Bill 2472

Statutes/Other Implemented: ORS 675.365-675.410 & 2019 House Bill 2472

History:

[HLO 10-2019, adopt filed 08/30/2019, effective 12/01/2019](#)

[331-810-0060](#)

Certified Associate Sexual Offense Therapist Supervision

A CASOT must:

- (1) Enter into a formal contract prescribed by the Board with a CCSOT that specifies:
 - (a) The duties of a CASOT;
 - (b) The scope and focus of the supervision; and
 - (c) Frequency and durations of meetings between the supervisor and the CASOT to review the certified associate sexual offense therapist's professional performance.
- (2) Obtain at least:
 - (a) Two hours of direct supervision per month. At least one hour must be individual supervision if the certificate holder has 45 or fewer hours in the month of direct clinical contact with clients; or
 - (b) Three hours of direct supervision per month. At least 90 minutes must be individual supervision if the certificate holder has more than 45 hours in the month of direct clinical contact with clients.
- (3) Notify the Office in writing within 10 business days of ending the supervision contract;
- (4) Identify themselves as a CASOT on all materials relating to the provision of sexual-abuse-specific treatment. The supervisor's name and designation "supervisor" must be included on these materials;
- (5) Maintain supervision records for a minimum of 5 years after the last day of supervision. Upon request, you must make the records available to the Office.

Statutory/Other Authority: ORS 676.560, ORS 676.565, ORS 675.360-675.410 & 2019 House Bill 2472

Statutes/Other Implemented: ORS 676.560, ORS 676.565, ORS 675.360-675.410 & 2019 House Bill 2472

History:

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[HLO 44-2018, minor correction filed 02/02/2018, effective 02/02/2018](#)

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[HLO 4-2017, amend filed 12/04/2017, effective 01/01/2018](#)

HLA 8-2014, f. 12-5-14, cert. ef. 1-1-15

331-810-0070

Certified Sexual Offense Therapist Intern Supervision

A CSOTI must:

- (1) Enter into a formal contract prescribed by the Board with a CCSOT that specifies:
 - (a) The duties of a CSOTI;
 - (b) The scope and focus of the supervision; and
 - (c) Frequency and durations of meetings between the supervisor and the CSOTI to review the certified sexual offense therapist intern's professional performance.
- (2) Notify the Office in writing within 10 business days of ending the supervision contract;
- (3) Identify themselves as a CSOTI on all materials relating to the provision of sexual-abuse-specific treatment. The supervisor's name and designation "supervisor" must be included on these materials;
- (4) Maintain supervision records for a minimum of 5 years after the last day of supervision. Upon request, you must make the records available to the Office.
- (5) Obtain at least:
 - (a) Two hours of direct supervision per month. At least one hour must be individual supervision if the certificate holder has 45 or fewer hour in the month of direct clinical contact with clients; or
 - (b) Three hours of direct supervision per month. At least 90 minutes must be individual supervision if the certificate holder has more than 45 hours in the month of direct clinical contact with clients.

Statutory/Other Authority: ORS 675.365-675.410 & 2019 House Bill 2472

Statutes/Other Implemented: ORS 675.365-675.410 & 2019 House Bill 2472

History:

[HLO 10-2019, adopt filed 08/30/2019, effective 12/01/2019](#)

Division 820
RENEWAL

331-820-0020

Certification Renewal

- (1) A certification is subject to the provisions of OAR Chapter 331, Division 30 regarding the renewal of a certification.
- (2) Certification renewal is valid for one year.
- (3) To avoid delinquency penalties, certification renewal must be made prior to the certification becoming inactive. The certification holder must:
 - (a) Submit a renewal application form;
 - (b) Attest to having obtained required annual continuing education, whether the certification is current or inactive;
 - (c) Pass a state criminal background check pursuant to OAR 331-030-0004; and
 - (d) Pay the renewal fee.
- (4) A certification may be inactive for up to three years. When renewing after entering inactive status, the certification holder must:
 - (a) Submit a renewal application form;
 - (b) Attest to having obtained required annual continuing education, whether the certification is current or inactive; and
 - (c) Pass a state criminal background check pursuant to OAR 331-030-0004; and
 - (d) Pay delinquency and certification renewal fees;
- (5) A certification that has been inactive for more than three years is expired and the certification holder must reapply and meet the current requirements.

Statutory/Other Authority: ORS 676.565, ORS 675.360-675.410, 2019 House Bill 2472 & ORS 676.560

Statutes/Other Implemented: ORS 676.565, ORS 675.360-675.410, 2019 House Bill 2472 & ORS 676.560

History:

[HLO 10-2019, amend filed 08/30/2019, effective 12/01/2019](#)

[HLO 46-2018, minor correction filed 02/02/2018, effective 02/02/2018](#)

[HLO 4-2017, amend filed 12/04/2017, effective 01/01/2018](#)

HLA 8-2014, f. 12-5-14, cert. ef. 1-1-15

HLA 2-2008, f. 5-27-08, cert. ef. 6-1-08

HLA 1-2008(Temp), f. 3-14-08, cert. ef. 3-15-08 thru 9-1-08

331-820-0025

Certified Clinical Sexual Offense Therapists Without a Mental Health License

A CCSOT who did not hold an active Oregon mental health professional license, or equivalent license as determined by the Office, upon initial certification, may continue to engage in the practice of sexual-abuse-specific treatment as a CCSOT only if the person obtains an Oregon mental health professional license or equivalent license as determined by the Office by Jan. 1, 2021.

Statutory/Other Authority: ORS 676.560, ORS 676.565, ORS 675.360-675.410 & 2019 House Bill 2472

Statutes/Other Implemented: ORS 676.560, ORS 676.565, ORS 675.360-675.410 & 2019 House Bill 2472

History:

[HLO 10-2019, amend filed 08/30/2019, effective 12/01/2019](#)

[HLO 47-2018, minor correction filed 02/02/2018, effective 02/02/2018](#)

[HLO 4-2017, adopt filed 12/04/2017, effective 01/01/2018](#)

Division 830
CONTINUING EDUCATION

331-830-0010

Continuing Education Requirements

- (1) To maintain authorization, CCSOT, CSCSOT and CASOT must complete a minimum of 15 hours of continuing education every authorization year.
- (2) Credit hours obtained in excess of those required for the one-year reporting period cannot be carried forward.
- (3) Continuing education for CCSOT, CSCSOT and CASOT must address subject matter related to the following domains: Assessment, evaluation and treatment of clients.
- (4) Continuing education hours do not include travel time to or from the training site, registration or check-in periods, networking, introductions or welcome messages, orientation to the agenda, overviews of the day, mindfulness activities, breaks, lunches or wrap up of the day.
- (5) Self-study, research, authorship, or teaching does not count toward CE credit for renewal of the authorization.
- (6) At renewal each authorization holder must document compliance with the continuing education requirements through attestation on the authorization renewal application.
- (7) Continuing education requirements apply whether the applicant renewing authorization is living or working within Oregon or outside of the state, so long as Oregon authorization is maintained.
- (8) Continuing education requirements remain in effect during the time authorization is inactive. If an inactive authorization is renewed, authorization holder must attest to having fulfilled all continuing education hours required during the inactive time period.

Statutory/Other Authority: ORS 676.560, ORS 676.565, ORS 675.360-675.410 & 2019 House Bill 2472

Statutes/Other Implemented: ORS 676.560, ORS 676.565, ORS 675.360-675.410 & 2019 House Bill 2472

History:

[HLO 10-2019, amend filed 08/30/2019, effective 12/01/2019](#)

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[HLO 4-2017, amend filed 12/04/2017, effective 01/01/2018](#)

HLA 8-2014, f. 12-5-14, cert. ef. 1-1-15

HLA 2-2008, f. 5-27-08, cert. ef. 6-1-08

331-830-0020

Continuing Education: Required Documentation, Audit and Sanctions

- (1) Obtaining and maintaining proof of participation in required continuing education is the responsibility of the authorization holder.
- (2) Documentation supporting compliance with continuing education requirements must be maintained for four years following renewal and must be available to the Office upon request.
- (3) The Office will audit a percentage of authorization holders to verify compliance with continuing education requirements.
- (4) Authorization holders selected for audit of continuing education will be notified in writing. Those selected for audit will have 45 calendar days from the date of issuance of the notification to submit to the Office satisfactory documentation and evidence of participation and completion of required hours as describe in rule.
- (5) Satisfactory evidence of participation and completion includes, but is not limited to:
 - (a) Proof of attendance (sign-in sheets, documentation from instructor).
 - (b) Certificate of completion showing number of CE hours.
 - (c) Name of sponsor, provider, organization, or instructor.
 - (d) Course agenda or syllabus.
 - (e) Course content description.
 - (f) Official transcript from an accredited college or university.
 - (g) Sponsor, provider, organization, or instructor statement (affidavit attesting to attendance, completion, certificate, diploma).
- (6) Misrepresentation of continuing education or failure to meet continuing education requirements shall constitute grounds for disciplinary action, which may include but is not limited to, assessment of a civil penalty and suspension or revocation of the authorization.

Statutory/Other Authority: ORS 676.560, ORS 676.565, ORS 675.360-675.410 & 2019 House Bill 2472

Statutes/Other Implemented: ORS 676.560, ORS 676.565, ORS 675.360-675.410 & 2019 House Bill 2472

History:

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[HLO 4-2017, amend filed 12/04/2017, effective 01/01/2018](#)

HLA 8-2014, f. 12-5-14, cert. ef. 1-1-15

HLA 2-2008, f. 5-27-08, cert. ef. 6-1-08

Division 840
STANDARDS OF PRACTICE AND PROFESSIONAL RESPONSIBILITY

331-840-0010

Standards of Practice

- (1) The standards set forth in OAR Chapter 331, Division 840 apply to all certificate holders as specified in ORS 675.365(3).
- (2) Failure to comply with these standards constitutes unprofessional conduct, and a certificate holder engaging in such conduct may be subject to discipline under ORS 676.612.
- (3) All certificate holders must abide by confidentiality requirements pursuant to ORS 675.390.

Statutory/Other Authority: ORS 676.560, ORS 676.565, ORS 675.360-675.410 & 2019 House Bill 2472

Statutes/Other Implemented: ORS 676.560, ORS 676.565, ORS 675.360-675.410 & 2019 House Bill 2472

History:

[HLO 10-2019, amend filed 08/30/2019, effective 12/01/2019](#)

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[HLO 4-2017, amend filed 12/04/2017, effective 01/01/2018](#)

HLA 8-2014, f. 12-5-14, cert. ef. 1-1-15

HLA 2-2008, f. 5-27-08, cert. ef. 6-1-08

331-840-0020

Ethical Principles

The Sexual Offense Treatment Board adopts the 2014 Association for the Treatment of Sexual Abusers (ATSA) Professional Code of Ethics and pages 1-15 of the Ethical Principles.

Documents are available at www.atsa.com and can be obtained from the Office upon request.

Statutory/Other Authority: ORS 676.560, ORS 676.565, ORS 675.360-675.410 & 2019 House Bill 2472

Statutes/Other Implemented: ORS 676.560, ORS 676.565, ORS 675.360-675.410 & 2019 House Bill 2472

History:

[HLO 10-2019, amend filed 08/30/2019, effective 12/01/2019](#)

[HLO 51-2018, minor correction filed 02/02/2018, effective 02/02/2018](#)

[HLO 4-2017, amend filed 12/04/2017, effective 01/01/2018](#)

HLA 8-2014, f. 12-5-14, cert. ef. 1-1-15

HLA 2-2008, f. 5-27-08, cert. ef. 6-1-08

331-840-0040

Mandatory Reporting

(1) Certificate holders are required to report to the Office any conviction, determination or finding of which they have personal knowledge that any certificate holder has committed an act that constitutes unprofessional conduct.

(2) Reports under this section must be made in writing and include the name, address, and telephone number of the person making the report, the name and address of the person about whom the report is made, and complete information about the circumstances that prompted the report.

Statutory/Other Authority: ORS 676.560, ORS 676.565, ORS 675.360-675.410 & 2019 House Bill 2472

Statutes/Other Implemented: ORS 676.560, ORS 676.565, ORS 675.360-675.410 & 2019 House Bill 2472

History:

[HLO 10-2019, amend filed 08/30/2019, effective 12/01/2019](#)

[HLO 52-2018, minor correction filed 02/02/2018, effective 02/02/2018](#)

[HLO 4-2017, amend filed 12/04/2017, effective 01/01/2018](#)

HLA 8-2014, f. 12-5-14, cert. ef. 1-1-15

HLA 2-2008, f. 5-27-08, cert. ef. 6-1-08

331-840-0060

Client Records

(1) Certificate holders must maintain documentation for each client relevant to health history, clinical examinations and treatment, and financial data.

(2) Records must include:

(a) Client's name, address, telephone number and dates of service;

(b) Health history related to sexual-abuse-specific evaluation or treatment plan(s), including referral to other mental health-care provider or physician.

(c) Description of services -- chart notes -- including any complications. Chart notes must include the recorder's initials, certification number and professional title if multiple practitioners provide service to the client.

(3) Certificate holder's name, license number, professional title or abbreviation, and signature or initials somewhere on the documentation as a means of identifying the person who is providing service to the client. This information may be affixed to the record(s) in the form of a professional stamp or handwritten entry.

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(4) Client records and documentation must be retained for at least 7 years after the certificate holder stops working with the client.

Statutory/Other Authority: ORS 676.565, ORS 676.560, ORS 675.360-675.410 & 2019 House Bill 2472

Statutes/Other Implemented: ORS 676.565, ORS 676.560, ORS 675.360-675.410 & 2019 House Bill 2472

History:

[HLO 10-2019, amend filed 08/30/2019, effective 12/01/2019](#)

[HLO 53-2018, minor correction filed 02/02/2018, effective 02/02/2018](#)

[HLO 4-2017, amend filed 12/04/2017, effective 01/01/2018](#)

HLA 8-2014, f. 12-5-14, cert. ef. 1-1-15

HLA 2-2008, f. 5-27-08, cert. ef. 6-1-08

331-840-0070

Practice standards and guidelines

The Board adopts the following as the practice standards and guidelines for all certificate holders:

- (1) Adult Male Sexual Abusers: The 2014 Association for the Treatment of Sexual Abusers (ATSA), Practice Standards and Guidelines. A copy of the Practice Standards and Guidelines may be purchased at the website: www.atsa.com/form.html. The information is also available by contacting ATSA: 4900 S.W. Griffith Drive, Suite 274, Beaverton, OR 97005, Phone: (503) 643-1023, Fax: (503) 643-5084, email: atsa@atsa.com.
- (2) Juvenile Sexual Abusers: Practice Standards and Guidelines, adopted October 2019. A copy may be accessed on the Office website: www.oregon.gov/OHA/HLO/SOTB. The information is also available by contacting the Office at: 1430 Tandem Ave. NE Suite 180, Salem, OR 97301. Phone: (503) 378-8667, fax: (503) 585-9114, email: hlo.info@state.or.us.
- (3) Sexual Abusers with Intellectual and Other Developmental Disabilities: Practice Standards and Guidelines, adopted January 2010. A copy of the Practice Standards and Guidelines may be accessed at the Office website: www.oregon.gov/OHA/HLO/SOTB. The information is also available by contacting the Office at: 1430 Tandem Ave. NE Suite 180, Salem, OR 97301-2192. Phone: (503) 378-8667, Fax: (503) 585-9114, email: hlo.info@state.or.us.
- (4) Failure to comply with OAR Chapter 331, Division 840 may result in disciplinary action under ORS 676.612.
- (5) Certificate holders must use treatment modalities that are based on empirical research with regard to favorable treatment outcomes and are professionally accepted in the field of sexual-abuse-specific treatment of adults, juveniles, and functionally disabled individuals with sexual behavior problems.
- (6) Certificate holders must seek a culturally specific or culturally responsive consultation when indicated.

For an official copy of the Oregon Administrative Rules, please go to the Secretary of State website: http://sos.oregon.gov/archives/Pages/oregon_administrative_rules.aspx or call (503) 373-0701

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Statutory/Other Authority: ORS 676.560, ORS 676.565, ORS 675.360-675.410 & 2019 House Bill 2472

Statutes/Other Implemented: ORS 676.560, ORS 676.565, ORS 675.360-675.410 & 2019 House Bill 2472

History:

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[HLO 10-2019, amend filed 08/30/2019, effective 12/01/2019](#)

[HLO 54-2018, minor correction filed 02/02/2018, effective 02/02/2018](#)

[HLO 4-2017, amend filed 12/04/2017, effective 01/01/2018](#)

HLA 8-2014, f. 12-5-14, cert. ef. 1-1-15

HLA 4-2010, f. & cert. ef. 5-18-10

HLA 2-2010, f. & cert. ef. 3-15-10

Division 850
DISCIPLINE AND ENFORCEMENT

331-850-0010

Investigative Authority

The Office may initiate and conduct investigations relating to the practice of sexual-abuse-specific treatment pursuant to ORS 676.608, and may take appropriate disciplinary action in accordance with the provisions of 675.385, 676.612 and 676.992.

Statutory/Other Authority: ORS 676.560, ORS 676.565, ORS 675.360-675.410 & 2019 House Bill 2472

Statutes/Other Implemented: ORS 676.560, ORS 676.565, ORS 675.360-675.410 & 2019 House Bill 2472

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HLA 8-2014, f. 12-5-14, cert. ef. 1-1-15

HLA 2-2008, f. 5-27-08, cert. ef. 6-1-08

HLA 1-2008(Temp), f. 3-14-08, cert. ef. 3-15-08 thru 9-1-08

Public/Interested Parties' Feedback

Other Board Business

