

Chapter 62. Board of Professional Counselors.

(Words in **boldface and underlined** indicate language being added; words [CAPITALIZED AND BRACKETED] indicate language being deleted. Complete new sections are not in boldface or underlined.)

12 AAC 62 is amended by adding a new section to read:

12 AAC 62.145. Associate counselor license. (a) An applicant for an associate counselor license shall submit

- (1) a complete application on a form provided by the department;
- (2) verification that the applicant meets the requirements under

AS 08.29.110(a)(1), (2), (3), and (5);

- (3) certified transcripts showing that the applicant meets the requirements of

12 AAC 62.120;

- (4) the applicable fees as set out under 12 AAC 02.325;

(5) a supervision plan, including a supervision agreement with the proposed supervisor on a form provided by the department that includes a statement that the following topics will be covered:

- (A) clinical skills;
- (B) practice management skills;
- (C) skills required for continuing competency;
- (D) development of professional identity;
- (E) ethical practice;
- (F) legal and regulatory requirements; and

(6) official verification of a license from each jurisdiction where the applicant holds or has ever held a professional counselor license or an associate counselor license, if

applicable.

(b) A holder of an associate counselor license under this section may only practice under supervision as described under 12 AAC 62.220.

(c) An applicant may not begin to receive supervised experience in this state until an associate counselor license is issued under this section and is in active status.

(d) If an associate counselor no longer has an active supervision plan in place, the department will immediately place the associate counselor license in inactive status. If the associate counselor submits a new supervision plan to the department under 12 AAC 62.225, the associate counselor license will be placed back in active status. An associate counselor may not practice while the license is in inactive status. (Eff. ____/____/_____, Register _____)

Authority: AS 08.29.020 AS 08.29.400

12 AAC 62.200 is repealed and readopted to read:

12 AAC 62.200. Approved counselor supervisor certification. (a) The board will certify as an approved counselor supervisor an applicant who meets the requirements of this section.

(b) An applicant for certification under this section shall

- (1) submit a complete application on a form provided by the department;
- (2) submit the applicable fee as set out under 12 AAC 02.325;
- (3) be licensed in this state or another jurisdiction as
 - (A) a professional counselor;
 - (B) a psychiatrist;
 - (C) an advanced practice registered nurse who is licensed or certified to

provide psychiatric or mental health services;

(D) a clinical social worker;

(E) a marital and family therapist;

(F) a psychologist; or

(G) a psychological associate;

(4) have five years of postgraduate counseling experience;

(5) certify that the applicant has adhered to and will continue to adhere to the code of ethics adopted in (c) of this section;

(6) submit documentation of having completed at least 12 contact hours of continuing education related to supervision of professional counselors within the five years preceding the date of application; to be approved by the board, the 12 contact hours must meet the requirements of 12 AAC 62.320; and

(7) submit an official verification of the applicant's license in another jurisdiction, if the applicant is applying to be certified as an approved counselor supervisor from that jurisdiction.

(c) The code of ethics for an approved counselor supervisor certified under this section is the *AMHCA Code of Ethics*, adopted by reference in 12 AAC 62.900.

(d) If the license required under this section to be an approved counselor supervisor lapses, the approved counselor supervisor certification lapses immediately.

(e) If the license required under this section to be an approved counselor supervisor expires or is revoked, suspended, voluntarily surrendered, or returned, the approved counselor supervisor certification expires immediately.

(f) The board may deny an application for an approved counselor supervisor certification

if the applicant

(1) has been disciplined by a licensing jurisdiction within three years before the date of the application or at any time after the date of the application and before approval; or

(2) has violated the ethical standards of a profession in which the applicant currently holds a license, as established by the jurisdiction that issued the license, within three years before the date of the application or at any time after the date of the application and before approval.

(g) A certified approved counselor supervisor shall report to the board a disciplinary action taken against the certified approved counselor supervisor by another licensing jurisdiction. The board must receive the report not later than 30 days after the date of the disciplinary action.

(Eff. 10/30/99, Register 152; am 1/28/2005, Register 173; am 12/29/2006, Register 180; am 7/12/2008, Register 187; am 1/14/2011, Register 197; am 9/20/2015, Register 215; am 2/20/2022, Register 241; am 11/1/2024, Register 252; am ____/____/_____, Register _____)

Authority: AS 08.29.020 [AS 08.29.210] **AS 08.29.400**

AS 08.29.110

12 AAC 62.220(b) is amended to read:

(b) To meet the supervised experience requirements of AS 08.29.110(a)(6), the board will accept the hours of supervised experience [,] accumulated by an applicant for licensure

(1) [,] under the supervision of a person that is certified before the supervision begins [,] as an approved counselor supervisor under 12 AAC 62.200; **or**

(2) with a supervisor in another jurisdiction with substantially similar requirements; the supervision experience must be verified on a form provided by the

department.

12 AAC 62.220(d) is amended to read:

(d) At least 50 hours of the 100 hours of **direct** [FACE-TO-FACE] supervised experience required under AS 08.29.110(a)(6) must be accumulated by an applicant in a one-on-one setting with a supervisor certified as an approved counselor supervisor under 12 AAC 62.200. An applicant may accumulate the remaining 50 hours of supervised experience in a one-on-one setting or a group setting with a supervisor certified as an approved counselor supervisor under 12 AAC 62.200. [AN APPLICANT MUST ACCUMULATE A MINIMUM OF ONE HOUR OF SUPERVISION MONTHLY.]

12 AAC 62.220(e) is amended to read:

(e) An applicant may receive supervision by telephonic or electronic means on **an** [ZOOM, MICROSOFT TEAMS, APPLE FACETIME, OR ANOTHER] audio and video platform that permits the supervisor and the applicant to engage in **direct** communication [THAT IS FACE-TO-FACE]. During supervision, the supervisor and applicant must have their microphone and camera activated.

12 AAC 62.220(f) is amended to read:

(f) In this section, **"direct"** ["FACE-TO-FACE"] means happening precisely at the same time during which the supervisor and applicant are able to communicate in real time.

12 AAC 62.220 is amended by adding a new subsection to read:

(g) Except as provided in 12 AAC 62.225(h), after October 31, 2026, the board will not accept any supervision hours received outside of an associate counselor license towards total supervision hours. (Eff. 10/30/99, Register 152; am 1/28/2005, Register 173; am 2/20/2022, Register 241; am ___ / ___ / _____, Register _____)

Authority: AS 08.29.020 AS 08.29.110 [AS 08.29.210]

12 AAC 62 is amended by adding a new section to Article 2 to read:

12 AAC 62.225. Supervision plan. (a) To receive the supervised experience set out under AS 08.29.110(a)(6), an applicant for an associate counselor license shall submit a supervision plan to the board on a form provided by the department and signed by both the applicant and the approved counselor supervisor.

(b) If an associate counselor has a change of supervisor for any reason, the associate counselor shall

(1) notify the department not later than 14 days after the change of supervisor; the notification must be on a form provided by the department; and

(2) submit a new supervision plan to the department not later than 30 days after the change of supervisor; the supervision plan must be on a form provided by the department and include signatures from the supervisee and the new approved counselor supervisor.

(c) At the completion of a supervision plan, an associate counselor shall submit a completion-of-supervision document to the board for each approved counselor supervisor. The completion-of-supervision document must be submitted on a form provided by the department and must

(1) be signed by the supervisor;

(2) include the number of hours completed in each of the areas required for competency; and

(3) indicate the supervisee's competency level in each of the areas required for competency.

(d) At the start of a supervision plan, the approved counselor supervisor and the supervisee shall create a supervision progress report that tracks the supervision hours completed. The supervisor shall track the supervision hours on the progress report.

(e) An approved counselor supervisor shall retain supervision progress reports for a minimum of seven years.

(f) An approved counselor supervisor shall make supervision progress reports available to the board upon request not later than 30 days after the request.

(g) The supervision required under AS 08.29.110 may not be completed in less than 24 months.

(h) The board may accept supervision hours earned through a similar and equivalent license in another state upon receipt of an application for an associate counselor license in the state. (Eff. ____ / ____ / _____, Register _____)

Authority: AS 08.29.020 AS 08.29.110 AS 08.29.120

12 AAC 62.300 is amended to read:

12 AAC 62.300. License and certification renewal. (a) A licensee applying for renewal of a professional counselor license **or an associate counselor license shall** [MUST]

(1) submit a complete renewal application[,] on a form provided by the department, including a statement of the continuing education contact hours under 12 AAC 62.310 completed by the applicant during the concluding license period; and

(2) pay the license renewal fee **as set out under** [ESTABLISHED IN] 12 AAC 02.325.

(b) An approved counselor supervisor certification expires on October 31 of odd-numbered years. An approved counselor supervisor applying for renewal of an approved counselor supervisor certification shall

(1) have a current, active license for a profession set out under 12 AAC 62.200(b)(3);

(2) complete three continuing education contact hours specific to supervision; the three continuing education contact hours specific to supervision may be included in the total continuing education contact hours required for license renewal under 12 AAC 62.310;

(3) submit a complete renewal application on a form provided by the department; beginning November 1, 2028, a renewal application must include a statement of the continuing education contact hours under (2) of this subsection completed by the applicant during the concluding licensing period; and

(4) pay the required certification renewal fee as set out under 12 AAC 02.325.

(Eff. 10/30/99, Register 152; ____/____/_____, Register _____)

Authority: AS 08.29.020 AS 08.29.140

12 AAC 62.340 is repealed and readopted to read:

12 AAC 62.340. License and certification reinstatement. (a) An applicant for reinstatement shall submit the items required in (b) or (c) of this section for review and approval by the department. An application that does not clearly demonstrate qualifications for reinstatement must be reviewed and approved by the board.

(b) The board or department will reinstate a license that has been lapsed for more than 30 days and less than five years if the applicant

(1) submits proof of completion of the continuing education contact hours for the most recent biennial licensing period; and

(2) meets all other requirements under AS 08.29 and this chapter for license renewal.

(c) The board or department will reinstate an approved counselor supervisor certification if the certification was lapsed due to noncompliance with the continuing education requirements in 12 AAC 62.300, or due to a lapse in the license for a profession set out under 12 AAC 62.200(b)(3), if the applicant applying for reinstatement submits

(1) a complete renewal application on a form provided by the department;

(2) proof that the applicant holds an active, current, and unrestricted license for a profession set out under 12 AAC 62.200(b)(3);

(3) the required fee as set out under 12 AAC 02.325; and

(4) proof of completion of the continuing education contact hours required under 12 AAC 62.300(b)(2), completed within two years before the date of the application for reinstatement. (Eff. 10/30/99, Register 152; am ____ / ____ / _____, Register _____)

Authority: AS 08.01.100 AS 08.29.020 AS 08.29.140

12 AAC 62.350(c)(1) is amended to read:

(1) active duty personnel in the United States Army, Navy, Air Force, **Space Force**, Marine Corps, or Coast Guard;

(Eff. 10/16/2012, Register 204; am ____/____/_____, Register _____)

Authority: AS 08.29.020 AS 08.29.140

12 AAC 62.990(c) is amended by adding a new paragraph to read:

(7) "competency" means having sufficient knowledge, skills, and professional judgment in counseling to independently and safely apply the principles, methods, or procedures of the counseling profession included in the definition of "practice of professional counseling" in AS 08.29.490. (Eff. 10/30/99, Register 152; am 1/28/2005, Register 173; am 11/10/2019, Register 232; am 2/20/2022, Register 241; am 6/30/2024, Register 250; ____/____/_____, Register _____)

Authority: AS 08.29.020

((Publisher, please change the period at the end of 12 AAC 62.990(c)(6) to a semicolon.))