

*Rules and Requirements Update – May 1, 2017*

Listed below is a summary of substantive revisions/updates included in the *Mississippi Department of Mental Health (DMH) Division of Professional Licensure and Certification (PLACE) Professional Credentialing Rules and Requirements, Effective May 1, 2017*, document, arranged by chapter. (This is not an exhaustive list of changes.)

**Summary of Substantive Revisions/Updates by Chapter**

<p><b>Credentialing Document Name Change</b></p>	<p>1) Combine the rules and requirements of all Mississippi Department of Mental Health (DMH) professional credentialing programs administered through the DMH Division of Professional Licensure and Certification (PLACE) into one comprehensive document entitled, “Mississippi Department of Mental Health (DMH) Division of Professional Licensure and Certification (PLACE) Professional Credentialing Rules and Requirements”</p>
<p><b>General/ Throughout Document</b></p>	<p>1) Place all DMH professional credentialing programs administered through the DMH Division of PLACE into one comprehensive, consolidated Rules and Requirements document          2) Update the <i>DMH Principles of Ethical and Professional Conduct</i></p>
<p><b>Chapter One (General Information)</b></p>	<p>1) Rules 1.5A2c/1.5B2c – In the DMH Mental Health Therapist and the DMH Intellectual and Developmental Disabilities Therapist professional credentialing programs, applicants who initially meet the requirements for full certification may apply directly for this level of credential, thereby skipping provisional certification.          2) Rule 1.5D1b - The DMH Licensed Administrator Independent Study and Training (IST) Component must be complete <u>within 24 consecutive months from the date of admission</u> as a “Program Participant.”          3) Rule 1.6 - The abbreviation “DMH” will appear in front of all credential titles, i.e., “DMH Mental Health Therapist.”          4) Rule 1.6D- New DMH Licensed Administrator title</p>
<p><b>Chapter Two (Organization)</b></p>	<p>1) No substantive changes</p>
<p><b>Chapter Three (DMH Mental Health Therapist Certification Requirements)</b></p>	<p>1) Rule 3.3A2 – In the DMH Mental Health Therapist credentialing program, applicants who initially meet the requirements for full certification may apply directly for this level of credential, thereby skipping provisional certification.          2) Rule 3.4B2 – <u>Education Requirement</u>: new DMH Mental Health Therapist example degree type list (not an exhaustive list): Counseling/Guidance, Psychology, Psychometry, Social Work, Marriage and Family Therapy, Rehabilitative Services/Vocational Rehabilitation, Psychiatric Nursing, Sociology with an emphasis in mental health, Behavioral Science, Family and Consumer Studies, Child and Family Studies, Expressive Therapy, Pastoral Ministries with an emphasis in mental health; and, other behavioral health-related degree types, as determined by DMH and/or the PLACE Review Board          3) Rule 3.4B3 – <u>Education Requirement</u>: A graduate-level degree (master’s level or above) in Criminal Justice <u>with a mental health emphasis</u> may be accepted to fulfill the education requirement for the DMH Mental Health Therapist program.          4) Rule 3.4C3 - <u>Experience Requirement</u>: Removal of stipulation that experience has to be accrued in the State of Mississippi          5) Rule 3.4C3 - <u>Experience Requirement</u>: The credible work experience must be in the field of “mental health.” Creditable work experience may include, but is not limited to, the provision or supervision of mental health services to individuals with serious emotional disturbance and/or serious mental illness, individuals with mental health/alcohol and/or other drug use co-occurring disorders, individuals with Alzheimer’s disease and other forms of dementia, and/or their family members.</p>

	<ol style="list-style-type: none"> <li>6) Rule 3.4C3/4/8 – <u>Experience Requirement</u>: Addition of language that further emphasizes that the required type of experience must be full-time equivalency</li> <li>7) Rule 3.4C5 - <u>Experience Requirement</u>: Graduate-level internships may only count for up to six months of required work experience (change from one year)</li> <li>8) Rule 3.4C11 - <u>Experience Requirement/Supervisor qualification</u>: A “Qualified Supervisor” must provide “active supervision” over the submitted work experience.</li> <li>9) Rule 3.4D2/3/4 - <u>Examination Requirement</u>: Successful completion of (i.e., passing) the <i>DMH Mental Health Therapist Examination</i> is the Examination Requirement which must be met in order to obtain the DMH Certified Mental Health Therapist (CMHT) credential. The <i>DMH Mental Health Therapist Examination</i> is a comprehensive, standardized examination, the content of which is based on a customized collection of e-learning courses (i.e., web-based training component) specific to the DMH Mental Health Therapist program; information on/parameters regarding completion of the customized collection of e-learning courses (i.e., web-based training component) in preparation for the <i>DMH Mental Health Therapist Examination</i> are outlined.</li> <li>10) Rule 3.4D5 - <u>Examination Requirement</u>: Notice that the <i>DMH Mental Health Therapist Examination</i> is subject to periodic update; notice that the study materials/notes for the <i>DMH Mental Health Therapist Examination</i> are derived from the study materials/notes for each individual course in the aforementioned customized collection of e-learning courses (i.e., web-based training component), as applicable and that individuals taking the customized collection of e-learning courses are responsible for obtaining these study materials/notes; notice that, for the purpose of completing the Examination Requirement in order to obtain full certification as a CMHT, only the comprehensive <i>DMH Mental Health Therapist Examination</i> (and not each individual course examination in the customized collection of e-learning courses) must be successfully completed</li> <li>11) Rule 3.4D5 - <u>Examination Requirement</u>: Inclusion of a provision allowing qualified individuals to register for and take the <i>DMH Mental Health Therapist Examination</i> in anticipation of applying directly for CMHT (thereby skipping provisional certification); parameters governing this provision are outlined</li> <li>12) Rule 3.4D12 – <u>Examination Requirement</u>: Stipulation that due to inclement weather, emergency or other unforeseen circumstances, DMH reserves the right to cancel a scheduled examination if necessary</li> <li>13) Rule 3.4D13/14/16 – <u>Examination Requirement</u>: Inclusion of provision that individuals needing to reschedule an examination registration must notify DMH as soon as possible <u>prior to</u> the examination administration; notice that failure to attend an examination for which an individual is registered without prior notice to DMH will result in forfeiture of the examination opportunity; notification that examination registrations are accepted on a “first come, first served” basis</li> <li>14) Rule 3.4D23 – <u>Examination Requirement</u>: Notice that completion of the web-based training component and/or corresponding <i>DMH Mental Health Therapist Examination</i> in a fraudulent manner will be subject to disciplinary action and/or rejection of application for DMH professional credentialing</li> </ol>
<p style="text-align: center;"><b>Chapter Four (DMH Intellectual and Developmental Disabilities (IDD) Therapist Certification Requirements)</b></p>	<ol style="list-style-type: none"> <li>1) Rule 4.3A2 – In the DMH IDD Therapist credentialing program, applicants who initially meet the requirements for full certification may apply directly for this level of credential, thereby skipping provisional certification.</li> <li>2) Rule 4.4B2 – <u>Education Requirement</u>: new DMH IDD Therapist example degree type list (not an exhaustive list): Counseling/Guidance, Psychology, Psychometry, Social Work, Marriage and Family Therapy, Rehabilitative Services/Vocational Rehabilitation, Special Education, Nursing, Speech/Language Therapy/Pathology, Audiology, Education, Therapeutic Recreation/Leisure, Applied Behavior Analysis, Expressive Therapy, and other intellectual/developmental disabilities-related degree types, as determined by DMH and/or the PLACE Review Board</li> <li>3) Rule 4.4C3 - <u>Experience Requirement</u>: Removal of stipulation that experience has to be accrued in the State of Mississippi</li> <li>4) Rule 4.4C3/4/8 – <u>Experience Requirement</u>: Addition of language that further emphasizes that the required type of experience must be full-time equivalency</li> <li>5) Rule 4.4C5 - <u>Experience Requirement</u>: Graduate-level internships may only count for up to six months of required work experience (change from one year)</li> </ol>

	<ol style="list-style-type: none"> <li>6) Rule 4.4C11 - <u>Experience Requirement/Supervisor qualification</u>: A “Qualified Supervisor” must provide “active supervision” over the submitted work experience.</li> <li>7) Rule 4.4D2/3/4 - <u>Examination Requirement</u>: Successful completion of (i.e., passing) the <i>DMH Intellectual and Developmental Disabilities Therapist Examination</i> is the Examination Requirement which must be met in order to obtain the DMH Certified Intellectual and Developmental Disabilities Therapist (CIDDT) credential. The <i>DMH Intellectual and Developmental Disabilities Therapist Examination</i> is a comprehensive, standardized examination, the content of which is based on a customized collection of e-learning courses (i.e., web-based training component) specific to the DMH Intellectual and Developmental Disabilities Therapist program; information on/parameters regarding completion of the customized collection of e-learning courses (i.e., web-based training component) in preparation for the <i>DMH Intellectual and Developmental Disabilities Therapist Examination</i> are outlined.</li> <li>8) Rule 4.4D5 - <u>Examination Requirement</u>: Notice that the <i>DMH Intellectual and Developmental Disabilities Therapist Examination</i> is subject to periodic update; notice that the study materials/notes for the <i>DMH Intellectual and Developmental Disabilities Therapist Examination</i> are derived from the study materials/notes for each individual course in the aforementioned customized collection of e-learning courses (i.e., web-based training component), as applicable and that individuals taking the customized collection of e-learning courses are responsible for obtaining these study materials/notes; notice that, for the purpose of completing the Examination Requirement in order to obtain full certification as a CIDDT, only the comprehensive <i>DMH Intellectual and Developmental Disabilities Therapist Examination</i> (and not each individual course examination in the customized collection of e-learning courses) must be successfully completed</li> <li>9) Rule 4.4D5 - <u>Examination Requirement</u>: Inclusion of a provision allowing qualified individuals to register for and take the <i>DMH Intellectual and Developmental Disabilities Therapist Examination</i> in anticipation of applying directly for CIDDT (thereby skipping provisional certification); parameters governing this provision are outlined</li> <li>10) Rule 4.4D12 – <u>Examination Requirement</u>: Stipulation that due to inclement weather, emergency or other unforeseen circumstances, DMH reserves the right to cancel a scheduled examination if necessary</li> <li>11) Rule 4.4D13/14/16 – <u>Examination Requirement</u>: Inclusion of provision that individuals needing to reschedule an examination registration must notify DMH as soon as possible <u>prior to</u> the examination administration; notice that failure to attend an examination for which an individual is registered without prior notice to DMH will result in forfeiture of the examination opportunity; notification that examination registrations are accepted on a “first come, first served” basis</li> <li>12) Rule 4.4D23 – <u>Examination Requirement</u>: Notice that completion of the web-based training component and/or corresponding <i>DMH Intellectual and Developmental Disabilities Therapist Examination</i> in a fraudulent manner will be subject to disciplinary action and/or rejection of application for DMH professional credentialing</li> </ol>
<p><b>Chapter Five (DMH Community Support Specialist Certification Requirements)</b></p>	<ol style="list-style-type: none"> <li>1) Rule 5.4A2 – <u>Employment Requirement</u>: Inclusion of IDD targeted case management services and wraparound facilitation services (in addition to community support and ID/DD waiver support coordination) to initial applicant employment eligibility</li> <li>2) Rule 5.4C3 – <u>Experience Requirement</u>: Inclusion of IDD targeted case management services and wraparound facilitation services (in addition to community support and ID/DD waiver support coordination) to fulfill experience requirement</li> <li>3) Rule 5.4C3/4/6 – <u>Experience Requirement</u>: Addition of language that further emphasizes that the required type of experience must be full-time equivalency</li> <li>4) Rule 5.4C8a/b – <u>Experience Requirement</u>: Designated directors/supervisors of IDD Targeted Case Management/Wraparound Facilitation services added to list of qualified supervisors; program Executive Director added to list of qualified supervisors</li> <li>5) Rule 5.4C8 - <u>Experience Requirement/Supervisor qualification</u>: A “Qualified Supervisor” must provide “active supervision” over the submitted work experience.</li> <li>6) Rule 5.4D – <u>Exam/Training Requirement</u>: - Eliminated obsolete “Case Management Orientation” as an Exam/Training fulfillment option</li> <li>7) Rule 5.4D – <u>Exam/Training Requirement</u>: Clarification that exams are standardized</li> </ol>

<p><b>Chapter Six (DMH Licensed Administrator Requirements)</b></p>	<ol style="list-style-type: none"> <li>1) Rule 6.2C - The DMH Licensed Administrator Independent Study and Training (IST) Component must be complete within 24 consecutive months from the date of admission as a "Program Participant." (The current Licensed DMH Administrator Rules and Regulations document indicates that there is no deadline by which the IST component must be completed.)</li> <li>2) Rule 6.4B1 - <u>Education Requirement</u>: Indication that the applicant must have a graduate-level degree from an approved educational institution; specific degree types not listed due to disparate nature of existing degree-type list examples</li> <li>3) Rule 6.4C1 - <u>Experience Requirement</u>: Use of "behavioral health" in place of "mental health" in description of type of required work experience</li> <li>4) Rule 6.4C1/3/5 - <u>Experience Requirement</u>: Addition of language that further emphasizes that the required type of experience must be full-time equivalency</li> <li>5) Rule 6.4C8 - <u>Experience Requirement/Supervisor qualification</u>: a) Program Executive Director; b) Licensed Administrator; and, c) chair of a governing board or commission of a "state mental health system" program or agency; a "Qualified Supervisor" must provide "active supervision" over the submitted work experience.</li> <li>6) Rule 6.4E3a - <u>Independent Study and Training (IST) Requirement</u>: If choosing IST Option Two, LA Program Participant selects three of four available LA written exams</li> <li>7) Rule 6.4E4 - <u>Independent Study and Training (IST) Requirement</u>: Requirement that the program of Independent Study and Training (IST) must be completed within 24 months of admission into the Licensed DMH Administrator program as a "Program Participant"</li> <li>8) Rule 6.4E5 - <u>Independent Study and Training (IST) Requirement</u>: Addition of provision that Licensed Administrator Program Participants who need more time to complete the IST requirement may request up to one (1) six-month extension on their "Program Participant" phase</li> </ol>
<p><b>Chapter Seven (DMH Addictions Therapist Requirements)</b></p>	<ol style="list-style-type: none"> <li>1) Rule 7.4A2 - <u>Employment Requirement</u>: Addition of stipulation that "employment in the field of alcohol and/or other drug use <u>prevention services</u> also satisfies the employment requirement that initial applicants must have with regards to having responsibility for providing (or supervising the provision of) services to individuals with alcohol and/or other drug use problems/addictions</li> <li>2) Rule 7.4B1/2/3 - <u>Education Requirement</u>: DMH Addictions Therapist example degree type list (not an exhaustive list) for applicants applying with a graduate degree at the master's level (or specialist level): Addictions Counseling, Addictions Studies, Sociology with an emphasis in Addictions, Counseling/Guidance, Social Work, Marriage and Family Therapy, Pastoral Ministries with an emphasis in Counseling or Addictions, Psychology, Social Science, Health Science, Health Care Administration, Behavioral Science, Family and Consumer Studies, Child and Family Studies, Psychiatric Nursing, Psychometry, Rehabilitative Services/Vocational Rehabilitation, Sociology, Criminal Justice, Interdisciplinary Studies with an emphasis in Addictions, and other addictions-, mental health-, or human services/behavioral health-related degree types, as determined by DMH and/or the PLACE Review Board. (Notes: Nursing which is NOT "Psychiatric Nursing" has been eliminated from this list; for applicants applying with a graduate degree at the master's level (or specialist level) who are applying with "atypical" degrees, the existing graduate-level course provision list remains the same.)</li> <li>3) Rule 7.4C3/4/8 - <u>Experience Requirement</u>: Addition of language that further emphasizes that the required type of experience must be full-time equivalency</li> <li>4) Rule 7.4C11 - <u>Experience Requirement/Supervisor qualification</u>: A "Qualified Supervisor" must provide "active supervision" over the submitted work experience.</li> <li>5) Rule 7.4C11a/b/c/d/e - <u>Experience Requirement/Supervisor qualification</u>: A "Qualified Supervisor" must meet at least one (1) of the following criteria: a) hold the DMH Certified Addictions Therapist (CAT) credential in good standing (formerly known as "Certified Addiction Counselor – CAC"); b) hold the DMH Licensed Clinical Addictions Therapist (LCAT) credential in good standing (formerly known as "Licensed Clinical Addiction Counselor – LCAC"); c) hold the DMH Licensed Administrator (LA) credential in good standing (formerly known as "Licensed Mental Health/Mental Retardation Administrator – LMH/MRA" or "Licensed DMH Administrator – LA"); d) hold the current position of chair of a governing board or commission of a "state</li> </ol>

	<p>mental health system” program or agency; and/or, e) is CAT “certification eligible” (in order to be considered to be CAT “certification eligible,” the supervisor must meet the Education and Experience requirements for CAT and must submit a copy of his/her resume/vita which demonstrates that he/she meets the Education and Experience requirements for CAT).</p> <p>6) Rule 7.4D2/3/4 - <u>Examination Requirement</u>: Successful completion of (i.e., passing) the <i>DMH Addictions Therapist Examination</i> is the Examination Requirement which must be met in order to obtain the DMH Certified Addictions Therapist (CAT) credential. The <i>DMH Addictions Therapist Examination</i> is a comprehensive, standardized examination, the content of which is based on a customized collection of e-learning courses (i.e., web-based training component) specific to the DMH Addictions Therapist program; information on/parameters regarding completion of the customized collection of e-learning courses (i.e., web-based training component) in preparation for the <i>DMH Addictions Therapist Examination</i> are outlined.</p> <p>7) Rule 7.4D5 - <u>Examination Requirement</u>: Notice that the <i>DMH Addictions Therapist Examination</i> is subject to periodic update; notice that the study materials/notes for the <i>DMH Addictions Therapist Examination</i> are derived from the study materials/notes for each individual course in the aforementioned customized collection of e-learning courses (i.e., web-based training component), as applicable and that individuals taking the customized collection of e-learning courses are responsible for obtaining these study materials/notes; notice that, for the purpose of completing the Examination Requirement in order to obtain full certification as a CAT, only the comprehensive <i>DMH Addictions Therapist Examination</i> (and not each individual course examination in the customized collection of e-learning courses) must be successfully completed</p> <p>8) Rule 7.4D5 - <u>Examination Requirement</u>: Inclusion of a provision allowing qualified individuals to register for and take the <i>DMH Addictions Therapist Examination</i> in anticipation of applying directly for CAT (thereby skipping provisional certification); parameters governing this provision are outlined</p> <p>9) Rule 7.4D12 – <u>Examination Requirement</u>: Stipulation that due to inclement weather, emergency or other unforeseen circumstances, DMH reserves the right to cancel a scheduled examination if necessary</p> <p>10) Rule 7.4D13/14/16 – <u>Examination Requirement</u>: Inclusion of provision that individuals needing to reschedule an examination registration must notify DMH as soon as possible <u>prior to</u> the examination administration; notice that failure to attend an examination for which an individual is registered without prior notice to DMH will result in forfeiture of the examination opportunity; notification that examination registrations are accepted on a “first come, first served” basis</p> <p>11) Rule 7.4D23 – <u>Examination Requirement</u>: Notice that completion of the web-based training component and/or corresponding <i>DMH Addictions Therapist Examination</i> in a fraudulent manner will be subject to disciplinary action and/or rejection of application for DMH professional credentialing</p> <p>12) Rule 7.4D1-23 – <u>Examination Requirement</u>: This entire section outlines additional parameters regarding the <i>DMH Addictions Therapist Examination</i>.</p>
<p><b>Chapters Eight – Twelve (Application Procedures)</b></p>	<p>1) Indication throughout these chapters that application fee payment should be submitted in the manner prescribed by the Mississippi Department of Mental Health</p> <p>2) Rule 8.1A - <u>DMH Provisionally Certified Mental Health Therapist Application Packet</u>: elimination of the option to submit relevant work experience <u>at the time of provisional application</u></p> <p>3) Rule 9.1A – <u>DMH Provisionally Certified Intellectual and Developmental Disabilities Therapist Application Packet</u>: elimination of the option to submit relevant work experience <u>at the time of provisional application</u></p> <p>4) Rule 11.2A – <u>DMH Licensed Administrator Application Packet</u>: Requirement that a DMH Licensed Administrator Program Participant must submit an application for “DMH Licensed Administrator” upon completing the Independent Study and Training (IST) Requirement (automatic awarding of licensure upon IST completion eliminated)</p> <p>5) Rule 12.2A – <u>DMH Certified Addictions Therapist Application Packet</u>: elimination of submission requirement of a signed copy of the DMH Addictions Therapist web-based training component learner transcript</p>

<p><b>Chapter Thirteen (Application Submission Requirements)</b></p>	<ol style="list-style-type: none"> <li>1) Rule 13.2H - Upgrade application deficiencies must be resolved <u>within 30 calendar days</u> from the upgrade deadline</li> <li>2) Rule 13.2I – Establishment of deadline by which DMH Licensed Administrator Program Participant applications for licensure are due</li> <li>3) Rule 13.5A – Addition of clause highlighting that only relevant experience will be accepted for upgrade to full certification and that approval of provisional certification does not guarantee approval for upgrade to full certification</li> <li>4) Rule 13.5F – Inclusion of IDD Targeted Case Management and Wraparound Facilitator Supervisors to list of individuals designated to verify DMH Community Support Specialist experience</li> <li>5) Rule 13.5G - <u>Experience Requirement</u>: Addition of language that further emphasizes that the required type of experience must be full-time equivalency</li> </ol>
<p><b>Chapter Fourteen (Certification/ Licensure Phases)</b></p>	<ol style="list-style-type: none"> <li>1) Rule 14.3B6 – Date of Issuance policy extended to date of transfer into new position (i.e., bachelor’s level position to master’s level position)</li> <li>2) Rule 14.4B – Exclusion of Licensed DMH Administrator “Program Participant” default status from administrative appeal process; inclusion of “Program Participant” application decision under administrative appeal purview</li> <li>3) Rule 14.4B – Changed the Administrative Appeals process to correlate with the appeals process outlined in the “<i>DMH Operational Standards</i>”</li> </ol>
<p><b>Chapter Fifteen (Certification/ Licensure Timelines)</b></p>	<ol style="list-style-type: none"> <li>1) Rule 15.1N – Upgrade application deficiencies must be resolved <u>within 30 calendar days</u> from the upgrade deadline</li> <li>2) Rule 15.2C – Notation that all DMH professional credentialing programs administered through DMH PLACE are on a two-year renewal cycle</li> </ol>
<p><b>Chapter Sixteen (Renewal)</b></p>	<ol style="list-style-type: none"> <li>1) Rule 16.1C – Each DMH professional credentialing program administered through DMH PLACE is on a two-year renewal cycle.</li> <li>2) Rule 16.4A/B – CCSS/CCSS-II renewal cycle changed from four-year cycle to two-year cycle</li> <li>3) Rule 16.5A – LA renewal deadline month moved from December to June</li> <li>4) Rule 16.6A – CAT/LCAT renewal deadline month moved from September to June</li> <li>5) Rule 16.6A/B – CAT/LCAT renewal cycle changed from four-year cycle to two-year cycle</li> <li>6) Rule 16.8E through I and Q/S – <u>Additions to the DMH Mental Health Therapist Continuing Education (CE) Renewal Requirements</u>: a) at least 26 of the 30 required Continuing Education Hours must be mental health-related; individuals may count up to four (4) of the 30 CE hours in non-mental health-related areas, which they or their programs deem important or necessary for continued professional enhancement; b) up to 6 of the required 30 hours may be obtained by presenting applicable (mental health-related) training events; c) at least two (2) of the required CE hours must be in the area of cultural competency; d) at least two (2) of the required CE hours must be in the area of ethics; e) at least 20 percent of the required CE hours (6 hours) must be accrued through participation in live, face-to-face continuing education activities; thus, no more than 80 percent of the required CE hours may be earned through online or distance learning continuing education (CE) activities (applicable mental health-related online college courses from an approved educational institution taken during the appropriate certification/licensure time period are exempt from this provision); f) relevant training which is completed on an annual basis may only be counted once during the two-year renewal cycle period; and, g) any activity completed for the purpose of achieving the DMH Mental Health Therapist certification (such as the web-based training component for upgrade) is not eligible for CE credit</li> <li>7) Rule 16.9E through I and Q/S – <u>Additions to the DMH IDD Therapist Continuing Education (CE) Renewal Requirements</u>: a) at least 26 of the 30 required hours must be intellectual disabilities/developmental disabilities (ID/DD)-related; individuals may count up to four (4) of the 30 CE hours in non-ID/DD-related areas, which they or their programs deem important or necessary for continued professional enhancement; b) up to 6 of the required 30 hours may be obtained by presenting applicable (ID/DD-related) training events; c) at least two (2) of the required CE hours must be in the</li> </ol>

area of cultural competency; d) at least two (2) of the required CE hours must be in the area of ethics; e) at least 20 percent of the required CE hours (6 hours) must be accrued through participation in live, face-to-face continuing education activities; thus, no more than 80 percent of the required CE hours may be earned through online or distance learning continuing education (CE) activities (applicable intellectual disabilities/developmental disabilities-related online college courses from an approved educational institution taken during the appropriate certification/licensure time period are exempt from this provision); f) relevant training which is completed on an annual basis may only be counted once during the two-year renewal cycle period; and, g) any activity completed for the purpose of achieving the Intellectual and Developmental Disabilities Therapist certification (such as the web-based training component for upgrade) is not eligible for CE credit

- 8) Rule 16.10 A/E/F/I/L – Changes to the DMH Community Support Specialist Continuing Education (CE) Renewal Requirement: a) change in the required number of CCSS/CCSS-II CE hours to 12 per year; b) notation that at least 20 of the 24 required hours must be behavioral health and/or intellectual disabilities/developmental disabilities (ID/DD)-related (individuals may count up to four (4) of the 24 CE hours in non-behavioral health/ID/DD-related areas, which they or their programs deem important or necessary for continued professional enhancement; c) notation that up to 5 of the required 24 hours may be obtained by presenting applicable (behavioral health/ID/DD-related) training events; d) at least 20 percent of the required CE hours (5 hours) must be accrued through participation in live, face-to-face continuing education activities; thus, no more than 80 percent of the required CE hours may be earned through online or distance learning continuing education (CE) activities (applicable behavioral health/ID/DD-related online college courses from an approved educational institution taken during the appropriate certification time period are exempt from this provision); and, e) continuing education hours are not prorated.
- 9) Rule 16.11E through H and P/R – DMH Licensed Administrator Continuing Education (CE) Renewal Requirement: a) up to 8 of the required 40 hours may be obtained by presenting applicable (management/behavioral health/ID/DD-related) training events; b) at least two (2) of the required CE hours must be in the area of cultural competency; c) at least two (2) of the required CE hours must be in the area of ethics; d) at least 20 percent of the required CE hours (8 hours) must be accrued through participation in live, face-to-face continuing education activities; thus, no more than 80 percent of the required CE hours may be earned through online or distance learning continuing education (CE) activities (applicable management/behavioral health/intellectual and developmental disabilities-related online college courses from an approved educational institution taken during the appropriate licensure time period are exempt from this provision); e) relevant training which is completed on an annual basis may only be counted once during the two-year renewal cycle period; and, f) any activity completed for the purpose of achieving the DMH Licensed Administrator credential is not eligible for CE credit
- 10) Rule 16.12 A/E/F/I/L/Q - Changes to the DMH Addictions Therapist Continuing Education (CE) Renewal Requirement: a) change in the required number of CAT/LCAT CE hours to 15 per year; b) notation that at least 26 of the 30 required hours must be alcohol and other drug use prevention/treated-related (individuals may count up to four (4) of the 30 CE hours in non-alcohol and other drug use prevention/treatment-related areas, which they or their programs deem important or necessary for continued professional enhancement; c) notation that up to 6 of the required 30 hours may be obtained by presenting applicable (alcohol and other drug use prevention/treatment-related training events; d) at least 20 percent of the required CE hours (6 hours) must be accrued through participation in live, face-to-face continuing education activities; thus, no more than 80 percent of the required CE hours may be earned through online or distance learning continuing education (CE) activities (applicable behavioral health-related online college courses from an approved educational institution taken during the appropriate certification/licensure time period are exempt from this provision); e) continuing education hours are not prorated; and, f) relevant training which is completed on an annual basis may only be counted once during the two-year renewal cycle period

<p><b>Chapter Seventeen (Fees)</b></p>	<ol style="list-style-type: none"> <li>1) Rule 17.1F/G – Addition of DMH Mental Health Therapist Program and DMH Intellectual and Developmental Disabilities Therapist Program Web-based Training Component Fee provisions</li> <li>2) Rule 17.1P/Q – Addition of DMH Addictions Therapist Examination and Reexamination Fees</li> <li>3) Rule 17.1U – DMH Licensed Administrator Renewal Fee change from \$50.00 to \$60.00 to correct an apparent typographical error in the current Licensed DMH Administrator Rules/Regulations document</li> <li>4) Rule 17.1V – DMH Addictions Therapist Renewal Fee change from \$100.00 to \$60.00 for consistency with the DMH Mental Health Therapist and DMH Intellectual and Developmental Disabilities Therapist Renewal Fees and to adjust for a change from a four-year renewal cycle to a two-year renewal cycle</li> <li>5) Rule 17.1Z – Addition of “Email Addresses” to the “Mailing Label” request/fee rules</li> </ol>
<p><b>Chapter Eighteen (Professional Responsibilities)</b></p>	<ol style="list-style-type: none"> <li>1) Rule 18.1B/18.2B/18.5B – <u>Scope of Practice</u>: Addition of clarification that only fully-certified/licensed Mental Health Therapists are able to supervise mental health service provision; that only fully-certified/licensed IDD Therapists are able to supervise intellectual/developmental disabilities service provision; and, that only fully-certified/licensed Addictions Therapists are able to supervise alcohol and other drug use treatment service provision</li> <li>2) Rule 18.1C and 18.2C – Scope of practice for DMH Mental Health Therapists and DMH IDD Therapists expanded to include provision/supervision of “community support services” and “ID/DD waiver support coordination services” (specific to population served)</li> <li>3) Rule 18.3 B/C - Expanded DMH Community Support Specialist scope of practice to include provision of ID/DD targeted case management and wraparound facilitation services</li> <li>4) Rule 18.4C – Further clarification of DMH Licensed Administrator scope of practice</li> <li>5) Rule 18.5C – Scope of practice for DMH Addictions Therapists expanded to include provision/supervision of “community support services” (specific to population served)</li> <li>6) Rule 18.7B/D/E/H – Once DMH PLACE receives written/email notification of separation from employment from the “state mental health system,” the individual has a period of up to 30 calendar days from the date of employment separation notification to pursue credentialing options prior to lapse/default</li> <li>7) Rule 18.10B – Addition of “Extended Status” option for DMH Licensed Administrator “Program Participants”; elimination of “Inactive Status” and “Probationary Status” options for DMH Licensed Administrator “Program Participants”</li> <li>8) Rule 18.10C5 – Addition of provision that DMH Licensed Administrator “Program Participants” who default from the program twice may not be allowed to reapply a third time</li> <li>9) Rule 18.11D3 – Clarification of “Retired” status and “good standing” at time of retirement for supervisor qualification purposes</li> <li>10) Rule 18.12A – Extended “Certification/Licensure” Reinstatement option to all DMH professional credentialing programs administered through PLACE</li> <li>11) Rule 18.13F – Addition of provision permitting DMH-credentialed roster list requests to include email addresses</li> <li>12) Rule 18.14A4 – <i>DMH Principles of Ethical and Professional Conduct</i>: clarification that certain parts may be superseded by federal/state law/other policies and rules</li> <li>13) Rule 18.14A5/6 – Inclusion of “<i>DMH Operational Standards</i>” as applicable and inclusion of linkage language with corresponding “<i>Grounds for Disciplinary Action</i>”</li> <li>14) Rule 18.14A6 – Addition of disclaimer that <i>DMH Principles of Ethical and Professional Conduct</i> are unable to address all situations</li> <li>15) Rule 18.14A7 – Notation that the <i>DMH Principles of Ethical and Professional Conduct</i> was increased from six principles to seven</li> <li>16) Rule 18.14B-H – <u>Revisions/updates to <i>DMH Principles of Ethical and Professional Conduct</i></u>: a) change of name of Principle I from “Competency” to “Professional Responsibilities”; b) addition to “Professional Responsibilities” Principle – individuals must notify DMH PLACE regarding name change; c) addition of linkage language to connect “<i>Principles</i>” to corresponding “<i>Grounds for Disciplinary Action</i>”; d) strengthening of “Professional Responsibilities” and “Confidentiality” Principles</li> </ol>



	<p>sections; e) addition of the “The Service Provision Relationship” Principle; f) specific inclusion of informed consent; g) inclusion of a provision specifically addressing dual relationships/conflicts of interest; h) addition of a “Technology-Assisted Service Provision and Social Media” Principle; i) addition of “Reporting Ethical Misconduct” to the “Reporting Abuse” Principle; j) inclusion of “Neglect Reporting” in abuse reporting requirements language; k) inclusion of provision addressing retaliation for reporting an ethical violation and cooperation with evaluation and investigation of complaints; l) combination of “Sexual Harassment” and “Drug-Free Workplace” Principles; m) addition of language regarding prohibition of alcohol/illegal drug use in work place; n) addition of language which prohibits harassment or bullying in the service delivery environment</p>
<p><b>Chapter Nineteen (Complaints and Disciplinary Action)</b></p>	<ol style="list-style-type: none"> <li>1) Rule 19.1A - Addition of linkage language to refer to pertinent “<i>DMH Operational Standards</i>” sections as applicable</li> <li>2) Rule 19.1B – Inclusion of provision addressing retaliation for reporting an ethical violation</li> <li>3) Rule 19.1C and 19.4A – Addition of linkage language with corresponding “<i>DMH Principles of Ethical and Professional Conduct</i>”</li> <li>4) Rule 19.1D – Addition of new “<i>Grounds for Disciplinary Action</i>”; consistency with applicable sections of the “<i>DMH Operational Standards</i>”</li> <li>5) Rule 19.2B/C - <u>Complaints and Investigation</u>: Complaints must be submitted on DMH-approved forms available on DMH website and the complaint form(s) must be returned sworn and notarized</li> <li>6) Rule 19.2G – Addition of specific criteria utilized by the Division of PLACE and the DMH Attorney to determine whether or not an allegation will be evaluated as a formal complaint</li> <li>7) Rule 19.2I – Addition of the following complaints and investigation provisions: a) the Division of PLACE shall notify the DMH-credentialed individual that a complaint has been filed against him/her and that he/she is under investigation; b) notice of the filed complaint will be given within a reasonable amount of time from the date of receipt of the complaint, not to exceed 120 calendar days; c) the Division of PLACE will notify the DMH-credentialed individual of the allegation(s) and corresponding <i>DMH Principles of Ethical and Professional Conduct</i>, appropriate statutes, and/or <i>Rules and Requirements</i> violations; d) once the DMH-credentialed individual receives the letter from the Division of PLACE, the DMH-credentialed individual will have 10 days to respond to the allegation(s); e) the DMH-credentialed individual may request an extension of up to 30 calendar days to respond to the complaint; f) extensions will be granted on a case-by-case basis and justification for additional time is determined by the Division of PLACE; and, g) all communications should be sent to the Division of PLACE and copied to the DMH Senior Attorney</li> <li>8) Rule 19.2K – Addition of provision that DMH and/or the PLACE Review Board can bring a substantiated complaint upon its own motion</li> <li>9) Rule 19.2M – Addition of a provision that, depending on the nature of the submitted complaint, information may be shared, as needed, with other pertinent offices/divisions/bureaus within the Mississippi Department of Mental Health</li> <li>10) Rule 19.3E – Addition of provision that the PLACE Review Board will provide written notification of any sanction(s) being imposed and the basis for the Review Board’s action within 15 days of the disciplinary hearing</li> <li>11) Rule 19.4B1 – Addition of notation that letters of official reprimand may include specific, required follow-up actions by the DMH-credentialed individual</li> <li>12) Rule 19.4C – Addition of a provision to sanction/fine individuals who misrepresent themselves by the use of any DMH professional credentialing title</li> <li>13) Rule 19.5B2 – Clarification that “Suspended Status” due to CE noncompliance is NOT a disciplinary action</li> <li>14) Rule 19.5D3 – Addition of provision that DMH-credentialed individuals in “Revoked Status” must seek approval from the PLACE Review Board before acceptance of reapplication</li> <li>15) Rule 19.6A - Changed the Disciplinary Appeals process to correlate with the appeals process outlined in the “<i>DMH Operational Standards</i>”</li> </ol>

**Chapter Twenty  
(Glossary)**

- 1) Rule 20.1 Consolidation of terms from each separate DMH professional credentialing program rules and regulations/standards and requirements document
- 2) Rule 20.1B – Addition of the following definitions: a) Active Supervision; b) *DMH Addictions Therapist Examination*; c) DMH Deputy Director; d) *DMH Intellectual and Developmental Disabilities Therapist Examination*; e) DMH Intellectual and Developmental Disabilities Therapist Program Web-based Training Component; f) *DMH Mental Health Therapist Examination*; g) DMH Mental Health Therapist Web-based Training Component; h) IDD Targeted Case Management/IDD Targeted Case Management Supervisor; i) Immediate Family Member; and, j) Wraparound Facilitation/Wraparound Facilitation Supervisor
- 3) Rule 20.1B – Deletion of “Case Management Orientation” definition
- 4) Rule 20.1B - Clarification of the definition of “Qualified Supervisor”/active supervision
- 5) Rule 20.1B- Clarification that web-based exams are standardized