


# ILLINOIS

## REGISTER AGENCIES RULES OF GOVERNMENTAL



Index Department  
Administrative Code Division  
111 E. Monroe St.  
Springfield, IL 62756  
217-782-7017  
[www.cyberdriveillinois.com](http://www.cyberdriveillinois.com)

 Printed on recycled paper

---

PUBLISHED BY JESSE WHITE • SECRETARY OF STATE

## TABLE OF CONTENTS

June 10, 2022 Volume 46, Issue 24

### PROPOSED RULES

#### EDUCATION, ILLINOIS STATE BOARD OF

Public Schools Evaluation, Recognition and Supervision

23 Ill. Adm. Code 1.....9143

Culturally Responsive Teaching and Leading Standards for All Illinois  
Educators

23 Ill. Adm. Code 24.....9173

#### FINANCIAL AND PROFESSIONAL REGULATION, DEPARTMENT OF

Pharmacy Practice Act

68 Ill. Adm. Code 1330.....9199

Professional Counselor and Clinical Professional Counselor  
Licensing Act

68 Ill. Adm. Code 1375.....9253

1) <u>Section Numbers:</u>	<u>Proposed Actions:</u>
1375.10	New Section
1375.30	Amendment
1375.45	Amendment
1375.70	Amendment
1375.120	Amendment
1375.130	Amendment
1375.145	Amendment
1375.160	Amendment
1375.205	Amendment
1375.215	New Section
1375.220	Amendment
1375.225	Amendment
1375.230	Amendment
1375.Appendix A	Amendment

- 2) Statutory Authority: Implementing the Professional Counselor and Clinical Professional Counselor Licensing Act [225 ILCS 107] and authorized by Section 60(7) of the Civil Administrative Code of Illinois [20 ILCS 2105].
  
- 3) A Complete Description of the Subjects and Issues Involved: The Department is proposing these amendments in order to comport with other, newly-updated professional rules that reflect current Department policy and current industry standard. They also include revisions regarding supervision and remote learning - in response to the COVID19 pandemic, which prevented licensees from attending in-person CE programs and prevented students from attending in-person classes and obtaining in-person supervision; the intention is to relax the in-person requirements to allow students to obtain their supervision and attend classes remotely. The proposed amendments also include general updates, as well as comprehensive changes that now reflect current Department policy and industry standards. This Part has not been comprehensively updated since the Act's last sunset in 2013 and these proposed changes will permit the Department to better enforce the Act and provide licensure to qualified applicants. A proposed section for definitions has been added to conform with other professional rules and further assist licensees. Industry has increased the number of hours required for accredited programs from 48 semester hours to 60 semester hours and an increase in the residency requirement from 24 semester hours to 30 semester hours; those changes are now reflected in these proposed amendments. Earlier this year, changes were made to remove the in-person requirements from continuing education requirements - that change allowed licensees to earn CE credits through in-person and online programs. In keeping with the theme of allowing remote learning and recognizing the changing educational/industry landscape, updates have occurred in the supervision and education portions as well. These proposed amendments also include changes to the education section by removing outdated, limiting language that would disallow schools to offer remote learning/supervision. The amendments also clarify that live video is an acceptable form of face-to face supervision by adding that supervision may also include video or other real-time electronic communication.
  
- 4) Published studies or reports, and sources of underlying data, used to compose this rulemaking: None

- 5) Will this rulemaking replace any emergency rule currently in effect? No
- 6) Does this rulemaking contain an automatic repeal date? No
- 7) Does this rulemaking contain incorporations by reference? No
- 8) Are there any other proposed rulemakings pending on this Part? No
- 9) Statement of Statewide Policy Objectives: This rulemaking will not require a local government to establish, expand or modify its activities in such a way as to necessitate additional expenditures from local revenues.
- 10) Time, Place, and Manner in which interested persons may comment on this proposed rulemaking: Persons who wish to comment on this proposed rulemaking may submit written comments no later than 45 days after the publication of this Notice to:

Department of Financial and Professional Regulation  
Attention: Craig Cellini  
320 West Washington, 2<sup>nd</sup> Floor  
Springfield, IL 62786

217/785-0813  
Fax: 217/557-4451

All written comments received within 45 days after this issue of the *Illinois Register* will be considered.

- 11) Initial Regulatory Flexibility Analysis:
  - A) Types of small businesses, small municipalities and not for profit corporations affected: Licensed professional counselors and clinical professional counselors may be affected.

- B) Reporting, bookkeeping or other procedures required for compliance:  
None
  - C) Types of professional skills necessary for compliance: None
- 12) Small Business Impact Analysis:
- A) Types of businesses subject to the proposed rule:  
54 Professional, Scientific and Technical Services
  - B) Categories that the agency reasonably believes the rulemaking will impact, including:
    - ii. Regulatory Requirements
- 13) Regulatory Agenda on which this rulemaking was summarized: January 2022

The full text of the Proposed Amendments begins on the next page:

TITLE 68: PROFESSIONS AND OCCUPATIONS  
CHAPTER VII: DEPARTMENT OF FINANCIAL AND PROFESSIONAL  
REGULATION SUBCHAPTER b: PROFESSIONS AND  
OCCUPATIONS

PART 1375 PROFESSIONAL COUNSELOR AND CLINICAL  
PROFESSIONAL COUNSELOR LICENSING ACT

SUBPART A: LICENSED PROFESSIONAL COUNSELOR

- Section  
1375.10 [Definitions](#) ~~Temporary License as a Professional Counselor (Repealed)~~
- 1375.20 How to Obtain a Permanent License as a Professional Counselor After Receiving a Temporary License (Repealed)

- 1375.30 Application for ~~or Examination/Permanent~~ Licensure by Examination as a Professional Counselor
- 1375.40 Professional Experience for Licensure as a Professional Counselor after December 31, 1998 (Repealed)
- 1375.45 Professional Education for Professional Counselor License
- 1375.50 Approved Professional Counseling Programs (Repealed)
- 1375.60 Examination – Professional Counselor
- 1375.70 Licensure by Endorsement – Professional Counselor
- 1375.80 Restoration – Professional Counselor

#### SUBPART B: LICENSED CLINICAL PROFESSIONAL COUNSELOR

##### Section

- 1375.100 Temporary License as a Clinical Professional Counselor (Repealed)
- 1375.110 How to Obtain a Permanent License as a Clinical Professional Counselor After Receiving a Temporary License (Repealed)
- 1375.120 Application for ~~or Examination/Permanent~~ Licensure by Examination as a Clinical Professional Counselor
- 1375.130 Professional Experience for Licensure as a Clinical Professional Counselor
- 1375.135 Clinical Professional Counselor Licenses for Clinical Psychologists and Clinical Social Workers
- 1375.140 Approved Clinical Professional Counseling Programs (Repealed)
- 1375.145 Professional Education for Clinical Professional Counseling Programs
- 1375.150 Examination – Clinical Professional Counselor
- 1375.160 Licensure by Endorsement – Clinical Professional Counselor
- 1375.170 Restoration – Clinical Professional Counselor

#### SUBPART C: GENERAL

##### Section

- 1375.200 Renewals
- 1375.205 Fees
- 1375.210 Inactive Status

1375.215     Applicant and Licensee Address of Record; Email Address of Record and/or License Change of Name Information

1375.220     Continuing Education

1375.225     Unprofessional Conduct

1375.230     Granting Variances

1375.APPENDIX A Course Descriptions

1375.APPENDIX B Education, Experience and Examination History

AUTHORITY: Implementing the Professional Counselor and Clinical Professional Counselor Licensing Act [225 ILCS 107] and authorized by Section 60(7) of the Civil Administrative Code of Illinois [20 ILCS 2105].

SOURCE: Adopted at 18 Ill. Reg. 18018, effective December 12, 1994; amended at 22 Ill. Reg. 8460, effective May 4, 1998; amended at 24 Ill. Reg. 7335, effective May 1, 2000; emergency amendment at 26 Ill. Reg. 18488, effective December 16, 2002, for a maximum of 150 days; amended at 27 Ill. Reg. 5848, effective March 24, 2003; amended at 27 Ill. Reg. 15483, effective September 19, 2003; amended at 28 Ill. Reg. 16277, effective December 2, 2004; amended at 35 Ill. Reg. 7586, effective May 13, 2011; emergency amendment at 44 Ill. Reg. 16230, effective September 15, 2020, for a maximum of 150 days; amended at 45 Ill. Reg. 1837, effective January 28, 2021; amended at 46 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_.

#### SUBPART A: LICENSED PROFESSIONAL COUNSELOR

**Section 1375.10** Definitions ~~Temporary License as a Professional Counselor~~  
(Repealed)

a)     “Act” means the Professional Counselor and Clinical Professional Counselor Licensing Act. Professional Counselor and Clinical Professional Counselor Licensing and Practice Act.

**Comment:** This is the proper name of the “Act”

b) “Board” means the Professional Counselor Licensing and Disciplinary Board.

c) “Division” means the Illinois Department of Financial and Professional Regulation-Division of Professional Regulation.

d) “Licensee” means a licensee under the Act.

e) “Residency” or “Residence” as used in these rules is a component of an applicant’s educational requirement and based on the number of academic credits required for the degree. A minimum number of academic credits are required to be earned at a single university.

f) “Clinical Supervision”, “Supervision” or “Face-to-face Supervision” means the review of counseling and case management that is live, interactive, and visual. Video supervision is considered clinical supervision if the session is synchronous and permits verbal and visual interaction during supervision. All supervision, whether live or audio and video recordings, shall be conducted in a confidential manner in accordance with the ACA Code of Ethics and Mental Health and Developmental Disabilities Confidentiality Act [740 ILCS 110].

**Note: How can there be audio or video recordings when supervision is live. Are they recording the live sessions?**

(Source: Former section 1375.10 repealed at 24 Ill. Reg. 7335, effective May 1, 2000; new Section adopted at 46 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

### **Section 1375.30 Application for, or Examination/Permanent Licensure by Examination as a Professional Counselor**

a) Each applicant seeking original licensure under Section 35 of the Act shall file an application with the Division~~Department of Financial and Professional Regulation-Division of Professional Regulation (Division)~~, on forms provided by the Division. The application shall include:



- 1) Certification of education from a master's degree program or doctoral degree program in counseling, psychology or rehabilitation counseling from a college, university or school that is a regionally accredited institution of higher education and recognized by the U.S. Department of Education, or certification of education and an official transcript from a similar master's degree or doctoral degree program in accordance with Section 1375.45(c) of this Part.
  - 2) The required fee set forth in Section 1375.205.
  - 3) Certification of licensure, on forms provided by the Division, from the state or territory of the United States in which an applicant was originally licensed and the state in which the applicant predominantly practices and is currently licensed, if applicable, stating:
    - A) The time during which the applicant was licensed in that jurisdiction, including the date of the original issuance in that jurisdiction;
    - B) A description of the examination in that jurisdiction; and
    - C) Whether the file on the applicant contains any record of disciplinary actions taken or pending.
- b) Any individual who applies for a professional counselor license ~~after January 1, 2008~~ shall meet the educational requirements set forth in Section 1375.45(a).
- 1) Individuals applying for licensure as a professional counselor may submit one of the following certifications (based on examination), in lieu of the documents required in subsection (a)(1):
    - A) Commission on Rehabilitation Counselor Certification (CRC);
    - B) National Certified Counselors (NCC);

- 2) An applicant submitting one of the certifications listed in subsection (b)(1) will not be required to take and pass an additional examination administered by the Division. The Division, upon recommendation of the ~~Board~~ Professional Counselor Licensing and Disciplinary Board (Board), has determined that the ~~educational~~ education and examination requirements of the above certifications are equivalent to the educational requirements for licensure as a professional counselor.
- c) When the accuracy of any submitted documentation or the relevance or sufficiency of the coursework or experience is questioned by the Division or the Board because of lack of information, discrepancies or conflicts in information given or a need for clarification, the applicant seeking licensure shall be requested to:
  - 1) Provide such information as may be necessary; and/or
  - 2) Appear for an interview before the Board to explain such relevance or sufficiency, clarify information or clear up any discrepancies or conflicts in information.
- d) If an applicant has taken and passed the examination in accordance with Section 1375.60, the applicant shall file an application in accordance with subsection (a) and shall have the examination scores submitted to the Division directly from the testing entity or from the state of original licensure.

(Source: Amended at 46 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

#### **Section 1375.45 Professional Education for Professional Counselor License**

- a) The educational requirements are as follows:
  - 1) Certification of education from a master's degree program or doctoral degree program in counseling, psychology or rehabilitation counseling from a college, university or school that is a regionally

accredited institution of higher education and recognized by the U.S. Department of Education, or certification of education and an official transcript from a similar master's degree or doctoral degree program in accordance with this Section~~Masters and Doctoral degrees shall be from a college, university or school that is a regionally accredited institution of higher education and recognized by the U.S. Department of Education;~~

- 2) The programs, wherever they may be administratively housed, must be clearly identified, and labeled as offering counseling, rehabilitation counseling, psychology programs, or similar degree programs. Such a program must specify in institutional catalogues and brochures its intent to educate and train counselors;
- 3) The program is an organizational entity within the institution;
- 4) The program has an integrated, organized sequence of study;
- 5) The program must be at least 2 academic years in length and require an individual to graduate from a program with a minimum of 48 semester hours or 72 quarter hours with a minimum of one course ("course" is defined as 3 semester hours or 4.5 quarter hours equivalent) in each of the areas listed in this subsection (a)(5). The definition of a minimum of one course means that the objectives and content of one course cannot be used to meet the objectives and content of another course. (See Appendix A (Course Descriptions) for a definition of the subject content for each core area with examples of course titles that relate to each of the core content areas.) Persons graduating from a program that requires more than 38 hours but less than 48 semester hours may take additional classes postdegree in a regionally accredited counseling program that issues degrees acceptable for licensure under this part, or as approved by the Board. Programs that require less than 39 hours of education to receive a degree shall not be acceptable for the purposes of licensure.

Persons applying for licensure after July 1, 2026 July 1, 2024 shall graduate from a program with a minimum of 60 semester hours or 90 quarter hours with a minimum of one course ("course" is defined as a

minimum of 3 semester hours or 4.5 quarter hours equivalent) in each of the core areas listed in this subsection (a)(5).

Persons graduating from a program that requires between 39 and 60 hours may take additional classes post-degree in a regionally accredited counseling program that issues degrees acceptable for licensure under this part, or as approved by the Board. Programs that require less than 39 hours of education to receive a degree shall not be acceptable for the purpose of licensure. Programs with evidence of less than 7 of the 13 required core areas listed in this subsection (a)(5) shall not be acceptable for the purposes of this Section.

- 6) The program must be at least 2 academic years in length and require an individual to graduate from a program with a minimum of 48 semester hours or 72 quarter hours with a minimum of one course ("course" is defined as 3 semester hours or 4.5 quarter hours equivalent) in each of the areas listed in this subsection (a)(5). The definition of a minimum of one course means that the objectives and content of one course cannot be used to meet the objectives and content of another course. (See Appendix A (Course Descriptions) for a definition of the subject content for each core area with examples of course titles that relate to each of the core content areas.) Persons graduating from a program that requires more than 38 hours but less than 48 semester hours may take additional classes postdegree in a regionally accredited counseling program that issues degrees acceptable for licensure under this part, or as approved by the Board. Programs that require less than 39 hours of education to receive a degree shall not be acceptable for the purposes of licensure.

Persons applying for licensure after July 1, 2026 July 1, 2024 shall graduate from a program with a minimum of 60 semester hours or 90 quarter hours with a minimum of one course ("course" is defined as a minimum of 3 semester hours or 4.5 quarter hours equivalent) in each of the core areas listed in this subsection (a)(5). Persons graduating from a program that requires between 39 and 60 hours may take additional classes

post-degree in a regionally accredited counseling program that issues degrees acceptable for licensure under this part, or as approved by the Board. Programs that require less than 39 hours of education to receive a degree shall not be acceptable for the purpose of licensure. Programs with evidence of less than 7 of the 13 required core areas listed in this subsection (a)(5) shall not be acceptable for the purposes of this Section.

- A) Human Growth and Development
- B) Counseling Theory
- C) Counseling Techniques
- D) Group Dynamics, Processing and Counseling
- E) Appraisal of Individuals
- F) Research and Evaluation
- G) Professional, Legal and Ethical Responsibilities Relating to Professional Counseling, Including Illinois Law  
**Note:** In the definition section of classes “Including Illinois Law” is not mentioned. How are out of state graduates currently complying with this?
- H) Social and Cultural Foundations
- I) Lifestyle and Career Development
- J) Practicum/Internship
- K) Psychopathology and Maladaptive Behavior

- L) Addictions~~Substance Abuse~~
- M) Family Dynamics;
- 6) The program has faculty responsible for the program and has a sufficient number of full-time instructors to make certain that the educational obligations to the student are fulfilled;
- 7) The program has an identifiable body of students who are matriculated in that program for a degree;
- 8) The program has a one-year~~one-year~~ residence requirement. Residence requires interaction with faculty and other matriculated students. One year's residence is defined as 24 semester hours, and beginning July 1, 2026, this requirement will increase to 30 semester hours. The new definition we have recommended will assist readers to understand this.
- b) For the purpose of this Section, course shall be **defined** as an integrated, organized course of study that encompasses a minimum of one school semester or equivalent hours. No student designed courses, self-study courses, independent study courses, workshops, or continuing education~~correspondence~~ courses may be used to satisfy the core courses.
- c) The Division, upon recommendation of the Board, has determined that all master's degree and doctoral programs in professional counseling or rehabilitation counseling that are accredited by the Council for Accreditation of Counseling and Related Educational Programs (CACREP), the Council on Rehabilitation Education (CORE), and doctoral programs in psychology, including a master's degree earned in the course of a doctoral program, approved by the American Psychological Association and the Council for the National Registry of Health Service Providers are approved programs.
- d) Individual Program Requirements:

- 1) Individuals applying for licensure as a professional counselor who have not graduated from a program listed in subsection (c) shall submit their official transcripts and program materials to the Division for evaluation by the Board to determine if they meet the requirements of this Section.
- 2) Individuals applying for licensure who are deficient in any of the content areas set forth in subsection (a)(5) may complete any content area deficiencies in a graduate counseling, rehabilitation counseling, psychology, or similar degree program. No student designed courses, selfstudy courses, independent study courses, workshops, or continuing education~~correspondence~~ courses may be used to satisfy the core courses. The applicant will be required to submit proof to the Division that **he or she they have** has passed such a course and/or the experience. The proof shall include syllabi, course descriptions and official transcript.
- e) The Board may, as a means of assisting it in the review of foreign country training or licensure, require an applicant to submit his/her education training credentials and transcripts and/or evidence of licensure to an approved education credentialing service or similar service approved by the Board for evaluation at the cost to the applicant~~After January 1, 2008, all applicants will be required to meet the curriculum requirements set forth in this Section.~~

(Source: Amended at 46 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

### **Section 1375.70 Licensure by Endorsement – Professional Counselor**

- a) Each applicant seeking licensure under Section 70 of the Act shall file an application with the Division on forms provided by the Division. The application shall include:
  - 1) Certification of education from a master's degree program or doctoral degree program in counseling, psychology or rehabilitation counseling from a college, university or school that is a regionally

accredited institution of higher education and recognized by the U.S. Department of Education, or certification of education and an official transcript from a similar master's degree or doctoral~~and an official transcript from a master's or doctoral degree program in counseling, psychology, rehabilitation counseling from a college, university or school accredited by an accrediting agency recognized by the U.S. Department of Education or similar~~ degree program approved in accordance with Section 1375.45;

- 2) Successful completion of the professional counselor examination set forth in Section 1375.60;
  - 3) The required fee set forth in Section 1375.205;
  - 4) Certification, on forms provided by the Division, from the state or territory of the United States or jurisdiction in which the applicant was originally licensed and the state or jurisdiction in which the applicant is currently licensed, if applicable, stating:
    - A) The time during which the applicant was licensed in that jurisdiction, including the date of the original issuance of the license;
    - B) A description of the examination in that jurisdiction; and
    - C) Whether the file on the applicant contains any record of disciplinary actions taken or pending.
- b) When the accuracy of any submitted documentation or the relevance or sufficiency of the coursework or experience is questioned by the Division or the Board because of lack of information, discrepancies or conflicts in information given or a need for clarification, the applicant seeking licensure shall be requested to:
- 1) Provide such information as may be necessary; and/or



- 2) Appear for an interview before the Board to explain such relevance or sufficiency, clarify information or clear up any discrepancies or conflicts in information.

(Source: Amended at 46 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

#### SUBPART B: LICENSED CLINICAL PROFESSIONAL COUNSELOR

##### **Section 1375.120 Application for, ~~or Examination/Permanent~~ Licensure by Examination as a Clinical Professional Counselor**

- a) Each applicant seeking original licensure under Section 35 of the Act shall file an application with the Division, on forms provided by the Division. The application shall include:

~~1) The applicant will be required to meet the educational requirements set forth in Section 1375.145(a):~~

1A) Certification of education from a master's degree program or doctoral degree in counseling, rehabilitation counseling, or psychology from a college, university or school that is a regionally accredited institution of higher education and recognized by the U.S. Department of Education, or certification of education and an official transcript from a similar master's degree or doctoral degree program as defined in Section 1375.145(a); ~~All experience shall meet the experience requirements set forth in Section 1375.130.~~

~~B) One year of experience shall be a maximum of 1680 clock hours obtained in not less than 48 weeks. No more than 1680 clock hours may be counted toward one year of experience. Part time experience shall be counted toward the experience requirement.~~

~~2) The fee required in Section 1375.205;~~

~~3) Verification of meeting the experience requirements, as set forth in Section 1375.130;~~

- ~~43~~) Certification of licensure, on forms provided by the Division, from the state or territory of the United States in which an applicant was originally licensed and the state in which the applicant predominantly practices and is currently licensed, if applicable, stating:
- A) The time during which the applicant was licensed in that jurisdiction, including the date of the original issuance in that jurisdiction;
  - B) A description of the examination in that jurisdiction; and
  - C) Whether the file on the applicant contains any record of disciplinary actions taken or pending.
- b) Any individual who applies for a clinical professional counselor license ~~after January 1, 2008~~ shall meet the educational requirements set forth in Section 1375.145(a)(1).
- ~~1~~) Individuals applying for licensure as a clinical professional counselor may submit one of the following certifications (based on examination), in lieu of the documents required in subsection (a)(1):
- A) Commission on Rehabilitation Counselor Certification (CRC);
  - B) Certified Clinical Mental Health Counselors Certification (CCMHC);
- ~~2~~) An applicant submitting one of ~~these~~ the certifications listed in ~~this~~ subsection (b)(1) will not be required to take and pass an additional examination administered by the Division. The Division, upon recommendation of the ~~Board Professional Counselor Licensing and Disciplinary Board (Board)~~, has determined that the ~~educational~~ ~~education and examination~~ requirements ~~of the~~ certifications listed in subsection (b)(1) are equivalent to the

educational requirements for licensure as a licensed clinical professional counselor. ~~The Division, upon recommendation of the Board, has determined that individuals who received their CRC certification after January 1992 have been determined to meet the education and examination requirements. Individuals who received a CRC certificate before 1992 will be required to submit an official transcript pursuant to Section 1375.145 in order to evaluate educational requirements.~~ All applicants holding either certification ~~a current CRC certificate~~ shall submit proof of experience, as set forth in Section 1375.130 and pay all required fees.

**Comment: The CRC criteria was significantly different prior to 1992. This would open up the license process to lesser qualified applicants automatically. No review of their qualification. The previous section should not be deleted.**

- c) An applicant may begin gaining the required experience upon completion of the degree requirements. Verification of the date of completion of the degree, when different from the date of graduation, shall be certified to the Division by the applicant's educational institution.
- d) When the accuracy of any submitted documentation or the relevance or sufficiency of the coursework or experience is questioned by the Division or the Board because of lack of information, discrepancies or conflicts in information given or a need for clarification, the applicant seeking licensure shall be requested to:
  - 1) Provide such information as may be necessary; and/or
  - 2) Appear for an interview before the Board to explain such relevance or sufficiency, clarify information or clear up any discrepancies or conflicts in information.
- e) If an applicant has taken and passed the examinations in accordance with Section 1375.150, the applicant shall file an application in accordance with subsection (a) and shall have the examination scores submitted to the

Division directly from the testing entity or from the state of original licensure.

(Source: Amended at 46 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

### **Section 1375.130 Professional Experience for Licensure as a Clinical Professional Counselor**

Professional counseling experience shall be obtained as set forth in this Section:

- a) A person holding a master's degree in counseling, rehabilitation counseling, psychology or similar degree program shall have completed the equivalent of 2 years of full-time satisfactory supervised experience working as a counselor in a professional capacity under the direction of a qualified supervisor subsequent to obtaining the degree.
- b) A person holding a doctorate in counseling, rehabilitation counseling, psychology or similar degree program shall have completed the equivalent of 2 years of fulltime satisfactory supervised experience working as a counselor in a professional capacity under the direction of a qualified supervisor at least one year of which is subsequent to obtaining the degree. Internships may count toward professional experience.
- c) A qualified supervisor means any person who is a licensed clinical professional counselor, licensed clinical social worker, licensed clinical psychologist, licensed marriage and family therapist, or psychiatrist as defined in Section 1-121 of the Mental Health and Developmental Disabilities Code. If supervision took place outside Illinois, the supervisor shall be a master's level or doctoral level counselor engaged in clinical professional counseling, clinical social work, clinical psychology, marriage and family therapy, or psychiatry. The supervisor shall hold an active independent practice level license if the jurisdiction in which the supervisor practices requires licensure.

**Comment:** Marriage and Family Therapy is included in the first paragraph but not included in the second paragraph. This would eliminate

supervision outside of Illinois by a Marriage and Family Therapists. In some state such as California the MFT is the predominate license.

- d) One year of experience shall be a maximum of 1680 clock hours obtained in not less than 48 weeks, ~~including 960 clock hours of direct face-to-face service to clients~~. Part time experience shall be counted toward the experience requirement.

**Comment:** Include 960 clock hours of direct service to clients. Counselor experience must **NOT** be completed without any direct service. This proposed change would allow that. Direct Service can be accomplished in person or remotely.

- e) For purposes of this Section, supervised experience shall be experience obtained under a qualified supervisor as defined in Section 10 of the Act and entail the provision of professional counseling and mental health services defined in Section 10 of the Act.

- 1) The supervisor shall have met with the applicant at least one hour each week. ~~The supervision means the review of counseling and case management.~~

**Revision:** The clinical supervisor shall have met with the applicant to provide clinical supervision at least one hour each week.

**Note:** Section 1375.130 j does state that administrative supervision is not acceptable supervision. The rules should not become a scavenger hunt. This rule does not refer to administrative or clinical supervision.

**Comment:** The IDFPR suggested deletion would allow the one hour meeting to be non-clinical. Allowing this practice is clinically inappropriate and fails to protect the public. It fails to provide adequate training for the counselor.

- 2) The experience shall have been evaluated by the supervisor as satisfactory or better.

- f) Live face to face supervision does not include mail, email, telefax or phone. **Clinical** Supervision may include synchronous electronic video communication as defined in these rules.  
**Comment:** Supervision must be clinical. The term clinical must be added before supervision. "Clinical Supervision"
- Note:** Section 1375.130 j does state that administrative supervision is not acceptable supervision. The rules should not become a scavenger hunt.
- g) Acceptable modes for supervision of direct client contact are as follows:
- 1) Individual supervision: the supervisory session is conducted by an approved supervisor with one or two counselors present.
  - 2) Group supervision: the supervisory session is conducted by an approved supervisor with no more than 5 counselors present.
- h) The counseling activities must be performed pursuant to the supervisor's order, control, oversight, guidance, and full professional responsibility.
- i) A qualified supervisor may be provided at the applicant's place of work or may be hired or contracted by the applicant to provide clinical supervision.  
**Note:** Add contracted and clinical.
- j) The following activities are not acceptable clinical supervision:
- 1) Peer supervision.
  - 2) Administrative supervision. For example, clinical practice performed under administrative rather than clinical supervision of an institutional director or executive.
  - 3) A primarily didactic process wherein techniques or procedures are taught in a classroom, workshop, or seminar.

- 4) Consultation, staff development, or orientation to a field or program, or role-playing of family interrelationships as a substitute for current clinical practice in an appropriate clinical situation.
- k) An applicant may begin gaining the required experience upon completion of the degree requirements. Verification of the date of completion of the degree, when different from the date of graduation, shall be certified to the Division by the applicant's educational institution.
- l) Professional experience may be gained through volunteering, as defined in Section 10 of the Act ~~when the volunteer holds a licensed professional counselor license.~~

**Note: This change no longer requires a LPC. Section 10 of the law states work at a non-profit is required.**

- m) When providing professional counseling services as set forth in Section 10 of the Act (in the independent practice of clinical professional counseling work), a licensed professional counselor shall always operate and represent themselves ~~himself/herself~~ as a designee or supervisee ~~an employee~~ of the supervisor ~~independent practice~~ and may not own or hold an ownership financial interest in the business organization providing such professional counseling services ~~work as an independent contractor as defined by Internal Revenue Service regulations.~~

**Comment:** The above section m) continues to weaken counseling services in Illinois. It is not equitable with Illinois Social Work Rules. Nothing in this section requires a LPC to receive clinical supervision. No Illinois law or rule requires a LPC to receive clinical supervision. IDFPR has previously weakened this section and is suggesting further weakening of this rule. This fails to protect the public.

**Comment:** The above section should be replaced in its entirety with a replication of the wording utilized in the social work licensing Act.

## Section ????? Independent Practice of Clinical Professional Counseling

- a) Licensed Professional Counselors may not engage in the independent practice of clinical professional counseling without a clinical professional counselor license. Independent practice of clinical professional counseling means providing the services of or engaging in the practice of clinical professional counseling, as defined in Section \_\_\_\_\_ of the Act, by an individual who regulates and is responsible for her or his own practice or treatment procedures.
- b) Licensed Counselors may provide clinical professional counseling services as set forth in Section \_\_\_\_\_. When engaging in or providing clinical professional counseling as set forth in Section \_\_\_\_\_, an LPC may only do so under the order, control, and full professional responsibility of a Licensed Clinical Professional Counselor, Licensed Clinical Social Worker, a licensed clinical psychologist, Licensed Marriage and Family Therapist, or a psychiatrist, as defined in Section 1-121 of the Mental Health and Developmental Disabilities Code [405 ILCS 5] and shall not regulate or be responsible for his/her own practice or treatment procedures.
- c) When providing clinical professional services as set forth in counseling Section \_\_\_\_\_ of the Act (in the independent practice of clinical professional counseling), a Licensed Professional Counselor shall always operate and represent himself/herself as an employee of the independent practice and may not work as an independent contractor as defined by Internal Revenue Service regulations.
- d) An LPC shall not, *without a license as a clinical professional counselor issued by the Division:*
  - 1) *in any manner hold himself or herself out to the public as a clinical professional counselor or Licensed Clinical Professional Counselor under the Act;*



- 2) use the title "Licensed Professional Counselor" or "Licensed Clinical Professional Counselor"; or
- 3) offer to render to individuals, corporations, or the public clinical professional counseling services if the words "Licensed Clinical Professional Counselor" or "clinical ??????????" are used to describe the person offering to render or rendering the services or to describe the services rendered or offered to be rendered. (Section 10 of the Act)

(Source: Amended at 46 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

### **Section 1375.145 Professional Education for Clinical Professional Counseling Programs**

- a) The educational requirements are as follows:
  - 1) Master's degrees shall be from a college, university, or school that is a regionally accredited institution of higher education and recognized by the U.S. Department of Education;
  - 2) The programs, wherever they may be administratively housed, must be clearly identified and labeled as offering counseling, rehabilitation counseling or psychology programs. Such a program must specify in institutional catalogues and brochures its intent to educate and train counselors;
  - 3) The program is an organizational entity within the institution;
  - 4) The program has an integrated, organized sequence of study;

- 5) The program must be at least 2 academic years in length and require an individual to graduate from a program with a minimum of 48 semester hours or 72 quarter hours with a minimum of one course ("course" is defined as 3 semester hours or equivalent) in each of the areas listed in this subsection (a)(5). The 13 areas are the same as those listed for the licensed professional counselor. "A minimum of one course" ~~means~~ ~~is defined to mean~~ that the objectives and content of a course need to meet the requirements for one content area and cannot be used to meet the objectives and content requirements of another content area. (See Appendix A (Course Descriptions) for a definition of the subject content for each core area with examples of course titles that relate to each of the core content areas.) Persons graduating from a program that requires more than 38 hours, but less than 48 semester hours may take additional classes post-degree in a regionally accredited counseling program that issues degrees acceptable for licensure under this part, or as approved by the Board. Programs that require less than 39 hours of education to receive a degree shall not be acceptable for the purposes of licensure. Persons applying for licensure after July 1, 2026, shall graduate from a program with a minimum of one course ("course" is defined as minimum 3 semester hours or 4.5 quarter hours equivalent) in each of the areas listed in this subsection (a)(5). Persons graduating from a program that requires between 39 and 60 hours may take additional classes post-degree in a regionally accredited counseling program that issues degrees acceptable for licensure under this part, or as approved by the Board. Programs that require less than 39 hours of education to receive a degree shall not be acceptable for the purpose of licensure. Programs with evidence of less than 7 of the 13 required for areas shall not be acceptable for the purposes of this Section ~~areas.) Students who started their educational program after January 1, 1999 and graduated before January 1, 2008 who make application for the Licensed Clinical Professional Counselor after January 1, 2008 must meet the hour requirements for each core areas established by their educational program at the time they started their graduate studies. In some cases, this may not be 3 semester hours or equivalent for each~~

~~core area. All students, however, graduating after January 1, 2008 must meet the "3 semester hour or equivalent" requirement.~~

- A) Human Growth and Development
- B) Counseling Theory
- C) Counseling Techniques
- D) Group Dynamics, Processing and Counseling
- E) Appraisal of Individuals
- F) Research and Evaluation
- G) Professional, Legal and Ethical Responsibilities Relating to Professional Counseling, Including Illinois Law  
This is not part of the class definition in Appendix \_\_\_
- H) Social and Cultural Foundations
- I) Lifestyle and Career Development
- J) Practicum/Internship
- K) Psychopathology and Maladaptive Behavior
- L) Addictions~~Substance Abuse~~
- M) Family Dynamics;

- 6) The program has faculty responsible for the program and has a sufficient number of full-time instructors to make certain that the educational obligations to the student are fulfilled. The faculty must have

degrees in their areas of teaching from professional colleges and institutions;

- 7) The program has an identifiable body of students who are matriculated in that program for a degree;
- 8) The program has a ~~one-year~~ ~~one-year~~ residence. Residence requires interaction with faculty and other matriculated students. One year's residence is defined as 24 semester hours, and beginning July 1, 2026, this requirement will increase to 30 semester hours, taken on a full-time or part-time basis at the institution accumulated within the time frame and course of study of the program.  
**Comment:** The definition added on residency will assist applicants to understand this.

- b) For the purposes of this Section, course shall be defined as an integrated, organized course of study that encompasses a minimum of one school semester or equivalent hours. No student designed courses, independent study courses, workshops, or continuing education ~~correspondence~~ courses may be used to satisfy the core courses.
- c) The Division, upon recommendations of the Board, has determined that all master's degree and doctoral programs in professional counseling or rehabilitation counseling that are accredited by the Council for Accreditation of Counseling and Related Educational Programs (CACREP), the Council on Rehabilitation Education (CORE) and doctoral programs in psychology approved by the American Psychological Association and the Council for the National Registry of Health Service Providers are approved programs.
- d) For the purposes of this Section, the Board has determined that an individual holding an active Illinois license as a Licensed Professional Counselor meets the educational requirements of this Section.  
**Note:** This will allow a LPC who graduated with a 36 hour degree to become licensed as a LCPC. Currently that is not possible.

ed) Individual Program Requirements

- 1) Individuals applying for licensure as a clinical professional counselor who have not graduated from a program listed in subsection (c) shall submit their transcripts and program materials to the Division for evaluation by the Board to determine if they meet the requirements of this Section.
- 2) Individuals applying for licensure who are deficient in any of the content areas set forth in subsection (a)(6) may complete any content area deficiencies in a graduate counseling, rehabilitation counseling, or psychology program. No student designed courses, independent study courses, or workshops ~~or correspondence courses~~ may be used to satisfy the core courses. The applicant will be required to submit proof to the Division that he or she **they have** has passed such a course. Proof shall include, but not be limited to, curriculum, practicum and program materials, internship handbook and course materials.

fe) The Board may, as a means of assisting it in the review of foreign country training or licensure, require an applicant to submit his/her education training credentials and transcripts and/or evidence of licensure to an approved education credentialing service or similar service approved by the Board for evaluation at the cost to the applicant~~After January 1, 2008, all applicants will be required to meet the curriculum requirements set forth in this Section.~~

(Source: Amended at 46 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

**Section 1375.160 Licensure by Endorsement – Clinical Professional Counselor**

- a) Each applicant seeking licensure as a clinical professional counselor under Section 70 of the Act shall file an application with the Division on forms provided by the Division. The application shall include:
  - 1) The applicant will be required to meet the educational requirements and experience requirements, as set forth in Section 1375.145.

- A) Certification of education and an official transcript from a master's degree program in counseling, rehabilitation counseling, or psychology from a college, university or school that is a regionally accredited institution of higher education and is recognized by the U.S. Department of Education or similar degree program as defined in Section 1375.145 and completion of the equivalent of 2 years full-time satisfactory supervised employment or experience working as a counselor in a professional capacity under the direction of a qualified supervisor, subsequent to the degree, as defined in Section 1375.130; or
  - B) Certification of education and an official transcript from a doctoral degree program in counseling, rehabilitation counseling, or psychology from a college, university or school that is a regionally accredited institution of higher education and is recognized by the U.S. Department of Education or similar degree program as defined in Section 1375.145 and completion of the equivalent of 2 years of full-time satisfactory supervised experience working as a counselor in a professional capacity under the direction of a qualified supervisor, as defined in Section 10 of the Act, at least one year of which is subsequent to the degree.
- 2) Successful completion of the examinations in accordance with Section 1375.150.
  - 3) The required fee set forth in Section 1375.205.
  - 4) Certification of licensure, on forms provided by the Division, from the state or territory of the United States in which an applicant was originally licensed and the state in which the applicant predominantly practices and is currently licensed, if applicable, stating:

- A) The time during which the applicant was licensed in that jurisdiction, including the date of the original issuance in that jurisdiction;
  - B) A description of the examination in that jurisdiction; and
  - C) Whether the file on the applicant contains any record of disciplinary actions taken or pending.
- b) An individual who has been licensed at the independent level in another United States jurisdiction for ten consecutive years without discipline is not required to submit proof of completion of the supervised employment or experience required in subsection (a)(1). Individuals with ten consecutive years of experience must submit certification of licensure from the jurisdiction in which the applicant practiced and must comply with all other licensing requirements including submission of an application, certification of education as required in subsection (a)(1), proof of successful completion of the examinations, and the payment of the required fee.
- cb) The Division, upon recommendation of the ~~Board~~ **Professional Counselor Licensing and Disciplinary Board (the Board)**, shall issue a license if a review of the application indicates that the applicant meets all the requirements of this Part and the Act.

(Source: Amended at 46 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

#### SUBPART C: GENERAL

##### **Section 1375.205 Fees**

**Comments** on the gross inequity in counselor fees are detailed in the attached document. Excessive counselor fees should not be charged to support the State of Illinois General Budget. Counselor fees must be equitable with social worker fees. Currently counselors pay double what social workers pay for renewal and triple what social workers pay for application fees.

The following fees shall be paid to the ~~Division~~Department for the administration of the Act and are not refundable:

a) Application Fees

- 1) The fee for application for a license as a professional counselor or a clinical professional counselor is \$150.
- 2) The fee for application as a continuing education sponsor is \$500. State colleges, State universities, and State agencies are exempt from payment of this fee.

b) Renewal Fees

- 1) The fee for the renewal of a license as a professional counselor or a clinical professional counselor ~~is shall be calculated at the rate of \$60 per year.~~
- 2) The fee for renewal as a continuing education sponsor is \$250 for the renewal period.

c) General Fees

- 1) The fee for the restoration of a license other than from inactive status is \$50 plus payment of all lapsed renewal fees, but not to exceed \$300.
- 2) ~~The fee for the issuance of a duplicate license, for the issuance of a replacement license for a license that has been lost or destroyed or for the issuance of a license with a change of name or address, other than during the renewal period, is \$20. No fee is required for name and address changes on Division records when no duplicate license is issued.~~

~~2~~3) The fee for a certification of a licensee's record for any purpose is \$20.



34) The fee to have the scoring of an examination authorized by the Division reviewed and verified is \$20 plus any fees charged by the applicable testing service.

~~5) — The fee for a wall certificate showing licensure shall be the actual cost of producing the certificate.~~

~~6) — The fee for a roster of persons licensed as professional counselors or clinical professional counselors in this State shall be the actual cost of producing the roster.~~

(Source: Amended at 46 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

### **Section 1375.215 Applicant and Licensee Address of Record; Email Address of Record, and/or License Change of Name Information**

Pursuant to Section 2105-7 of the Civil Administrative Code of Illinois [20 ILCS 2105], all applicants and licensees shall:

- a) Provide a valid address and email address to the Division, which shall serve as the address of record and email address of record, respectively, at the time of application for licensure or renewal of a license; and
- b) Inform the Division of any change of address of record or email address of record with 14 days after such change either through the Division's website or by contacting the Division's licensure maintenance unit.

(Source: Added at 46 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

### **Section 1375.220 Continuing Education**

- a) **Additional requirements for the renewal of a counselors license includes completion of the following training.**

- 1) **Implicit bias awareness training** TITLE 68: PROFESSIONS AND OCCUPATIONS- Section 1130.500 Implicit Bias Awareness Training-1 hour of training Every renewal period
- 2) **Sexual harassment-** TITLE 68: PROFESSIONS AND OCCUPATIONS -Section 1130.400 Sexual Harassment Prevention Training -1 hour of training course Every renewal period
- 3) **Alzheimers** TITLE 68: PROFESSIONS AND OCCUPATIONS Section 2105-365. one-hour course in training on the diagnosis, treatment, and care of individuals with Alzheimer's disease and other dementias per renewal period.
- 4) **Mandated reporter** – CHILDREN (325 ILCS 5/) Abused and Neglected Child Reporting Act. (325 ILCS 5/4) within 3 months of their date of engagement and at least every 3 years thereafter

- 4) In order to renew a license, a licensee shall be required to complete 30 hours of continuing education. At least 3 of the 30 hours must include content related to ethics in the practice of counseling. This shall include a review the content of The American Counseling Association 's (2014) Code of Ethics and TITLE 68: PROFESSIONS AND OCCUPATIONS Section 1375.225 Unprofessional Conduct Upon their second renewal, all clinical professional counselors are required to complete 9 of the of3018 hours in clinical supervision training of the 30 continuing education hours required. This is a one-time (lifetime) requirement. ~~All supervision training successfully completed subsequent to September 1, 2003 can be applied to the 18 hours of clinical supervision continuing education required.~~

**Comment:** Other training requirements include some definition of the expectations of the training. Others offer an outline of the training requirements. This section offers no minimal expectations or description of the required ethics training.

- 5) A pre-renewal~~prerenewal~~ period is the 24 months preceding March 31 of each odd-numbered year.

- 6) CE requirements shall be the same for licensed professional counselors and licensed clinical professional counselors.
  - 7) One CE hour shall equal one clock hour of attendance. After completion of the initial CE hour, credit may be given in one-half hour increments.
  - 8) A renewal applicant shall not be required to comply with CE requirements for the first renewal of an Illinois license.
  - 9) Professional counselors or clinical professional counselors licensed in Illinois but residing and practicing in other states or jurisdictions shall comply with the CE requirements set forth in this Section.
  - 10) Continuing education credit hours used to satisfy the CE requirements of another jurisdiction may be applied to fulfill the CE requirements of the State of Illinois, [as set forth in subsection \(e\)](#).
- b) Approved Continuing Education (CE)
- 1) CE ~~hours~~ shall be earned by verified attendance (e.g., certificate of attendance or certificate of completion) at or participation in a program or course (program) that is offered or sponsored by an approved continuing education sponsor who meets the requirements set forth in subsection (c), except for those activities provided in subsections (b)(2), (3) and (4).
  - 2) CE ~~hours~~ credits may be earned for successful completion of a course (e.g., by mail, computer, pre-recorded online course/program, live online course/program, etc.) that is offered by an approved sponsor who meets the requirements set forth in subsection (c). Each course shall include an examination.
  - 3) CE ~~hours~~ credit may be earned through postgraduate training programs (e.g., extern, residency or fellowship programs) or completion of professional counseling related courses that are a

part of the curriculum of a college, university or graduate school. Courses that are part of the curriculum of a university, college or other educational institution shall be allotted CE credit at the rate of 15 CE hours for each semester hour or 10 CE hours for each quarter hour of school credit awarded.

- 4) CE ~~hours~~credit may be earned for verified teaching in the field of counseling in an accredited college, university or graduate school and/or as an instructor of continuing education programs given by approved sponsors. Credit will be applied at the rate of 1.5 hours for every hour taught and only for the first presentation of the program (i.e., credit shall not be allowed for repetitious presentations of the same program). A maximum of 10 hours of CE credit may be obtained in this category per ~~pre-~~  
~~renewal~~~~prerenewal~~ period.
- 5) CE ~~hours~~credit may be earned for authoring papers, publications, dissertations, or books and for preparing presentations and exhibits in the field of counseling. The preparation of each published paper, book chapter or professional presentation dealing with professional counseling or clinical professional counseling may be claimed as ~~a maximum of 10 CE~~ 5 hours of ~~credit~~. A presentation must be before an audience of professional counselors. ~~Ten CE~~Five ~~credit~~ hours may be claimed for only the first time the information is published or presented.
- 6) A maximum of 8 ~~hours of~~ CE ~~hours~~credit may be earned per renewal period for clinical supervision received or provided on a regular basis with a set agenda. Clinical supervision shall be documented with a letter from the supervisor indicating the start and end dates in which the supervision occurred, the site where supervision was provided, the number of hours of participation and the name and license number of the supervisor. The letter shall be signed by the supervisor and the supervisee.
- 7) A maximum of 6 hours of CE credit may be earned per renewal period for leadership activities. These activities include, but are

not limited to, officer of a state or national counseling organization; editor of a professional counseling journal; member of a national counselor certification board; member of a national ethics disciplinary review committee; chair of a major counseling conference or convention; active member of a counseling committee producing a substantial written product. The leadership shall be documented in a letter of confirmation on the organization's letterhead and shall include the start and end dates of leadership, the name of the organization and the position held.

c) Approved CE Sponsors and Programs

1) Sponsor, as used in this Section, shall mean:

- A) National Board for Certified Counselors or its affiliates;
- B) American Counseling Association or its affiliates;
- C) Commission on Rehabilitation Counselor or its affiliates;
- D) American Association for Marriage and Family Therapy or its affiliates;
- E) Employee Assistance Professional Association (EAPA) and Employee Assistance Society of North America (EASNA) or its affiliates;
- F) Social Work Continuing Education Sponsors approved by the Division in accordance with the rules for the administration of Clinical Social Work and Social Work Practice Act [225 ILCS 20], 68 Ill. Adm. Code 1470.95;
- G) American Psychological Association or its affiliates; ~~and~~
- H) Illinois Counseling Association or its affiliates;

I) Illinois Mental Health Counselors Association (IMHCS) (IMHCA) or its affiliates;

**Comment:** The appropriate initials for Illinois Mental Health Counselors Association is (IMHCA)

J) American Medical Association (AMA) or its affiliates;

K) Marriage and Family Therapy Continuing Education Sponsors approved by the Division in accordance with the rules for the administration of the Marriage and Family Therapy Licensing Act [225 ILCS 55] (68 Ill. Adm. Code 1283.110);

L) Clinical Psychologist Continuing Education Sponsors approved by the Division in accordance with the rules for the administration of the Clinical Psychologist Licensing Act [225 ILCS 15] (68 Ill. Adm. Code 1400.85);

M) Accredited Colleges, Universities, State Agencies; and

NH) Any other ~~accredited school, college or university, State agency, or any other~~ person, firm, or association that has been approved and authorized by the Division pursuant to subsection (c)(2) to coordinate and present continuing education courses and programs.

2) An entity seeking approval as a CE sponsor pursuant to subsection (c)(1)(H) shall submit an application, on forms supplied by the Division, along with the fee set forth in Section 1375.205. (State agencies, State colleges, community colleges, and State universities in Illinois shall be exempt from paying this fee.) The application shall include:

A) Certification:

- i) That all programs offered by the sponsor for CE credit shall comply with the criteria in subsection (c)(3) and all other criteria in this Section;
    - ii) That the sponsor shall be responsible for verifying full-time continuous attendance at each program and provide a certificate of attendance as set forth in subsection (c)(9);
    - iii) That, upon request by the Division, the sponsor shall submit evidence (e.g., certificate of attendance or course material) as is necessary to establish compliance with this Section. Evidence shall be required when the Division has reason to believe that there is not full compliance with the [Act statute](#) and this Part and that this information is necessary to ensure compliance;
  - B) A copy of a sample program with faculty, course materials and syllabi.
- 3) All programs shall:
- A) Contribute to the advancement, extension and enhancement of the professional skills and scientific knowledge of the licensee in the practice of professional counseling or clinical professional counseling;
  - B) Foster the enhancement of general or specialized counseling or clinical counseling practice and values;
  - C) Be developed and presented by persons with education and/or experience in the subject matter of the program;
  - D) Specify the course objectives, course content and teaching methods to be used; and

- E) Specify the number of CE hours that may be applied to fulfilling the Illinois CE requirements for license renewal.
- 4) Each CE program shall provide a mechanism for evaluation of the program and instructor by the participants. The evaluation may be completed on-site immediately following the program presentation or an evaluation questionnaire may be distributed to participants to be completed and returned by mail. The sponsor and the instructor, together, shall review the evaluation outcome and revise subsequent programs accordingly.
- 5) An approved sponsor may subcontract with individuals and organizations to provide approved programs. All advertising, promotional materials, and certificates of attendance must identify the licensed sponsor and the sponsor's license number. The presenter of the program may also be identified but should be identified as a presenter. When a licensed sponsor subcontracts with a presenter, the licensed sponsor retains all responsibility for monitoring attendance, providing certificates of attendance, and ensuring the program meets all of the criteria established by the Act and this Part, including the maintenance of records.
- 6) All programs given by approved sponsors shall be open to all licensed professional counselors and licensed clinical professional counselors and not be limited to members of a single organization or group.
- 7) To maintain approval as a sponsor pursuant to subsection (c)(2), each shall submit to the Division by March 30 of each odd-numbered year a renewal application, the fee set forth in Section 1375.205 and a list of courses and programs offered within the last 24 months. The list shall include a brief description, location, date, and time of each course given by the sponsor and by any subcontractor.



- 8) Certification of Attendance. It shall be the responsibility of a sponsor to provide each participant in a program with a certificate of attendance or participation. The sponsor's certificate of attendance shall contain:
  - A) The name, address and license number of the sponsor;
  - B) The name and license number~~address~~ of the participant;
  - C) A brief statement of the subject matter;
  - D) The number of hours attended in each program;
  - E) The date and place of the program; and
  - F) The signature of the sponsor or person responsible for the CE program.
- 9) The sponsor shall maintain attendance records for not less than 5 years.
- 10) The sponsor shall be responsible for assuring that no renewal applicant shall receive CE credit for time not actually spent attending the program.
- 11) Upon the failure of a sponsor to comply with any of the requirements of this Section, the Division, after notice to the sponsor and hearing before and recommendation by the Board (see 68 Ill. Adm. Code 1110), shall thereafter refuse to accept for CE credit attendance at or participation in any of that sponsor's CE programs until such time as the Division receives assurances of compliance with this Section.
- 12) Notwithstanding any other provision of this Section, the Division or Board may evaluate any sponsor of any approved CE program at any time to ensure compliance with requirements of this Section.

d) Certification of Compliance with CE Requirements

- 1) Each renewal applicant shall certify, on the renewal application, full compliance with the CE requirements set forth in subsections (a) and (b).
- 2) The Division may require additional evidence demonstrating compliance with the CE requirements (e.g., certificate of attendance). This additional evidence shall be required in the context of the Division's random audit. It is the responsibility of each renewal applicant to retain or otherwise produce evidence of compliance.
- 3) When there appears to be a lack of compliance with CE requirements, an applicant shall be notified in writing and may request an interview with the Board. At that time the Board may recommend that steps be taken to begin formal disciplinary proceedings as required by Section 10-65 of the Illinois Administrative Procedure Act [5 ILCS 100].

e) Continuing Education Earned in Other Jurisdictions

- 1) If a licensee has earned or is seeking CE hours offered in another jurisdiction not given by an approved sponsor for which the licensee will be claiming credit toward full compliance in Illinois, the applicant shall submit an individual program approval request form, along with a \$25 processing fee, prior to participation in the program or within 90 days after expiration of the license. The program shall be reviewed~~Board shall review and recommend approval or disapproval of the program~~ using the criteria set forth in subsection (c)(3).
- 2) If a licensee fails to submit an out of state CE approval form within the required time frame, late approval may be obtained by submitting the approval request form with the \$25 processing fee plus a \$50 per CE hour late fee not to exceed \$300. The program

~~shall be reviewed~~ Board shall review and recommend approval or disapproval of the program using the criteria set forth in subsection (c)(3).

- f) Restoration of Nonrenewed License. Upon satisfactory evidence of compliance with CE requirements, the Division shall restore the license upon payment of the required fee as provided in Section 1375.205.
- g) Waiver of CE Requirements
  - 1) Any renewal applicant seeking renewal of a license without having fully complied with these CE requirements shall file with the Division a renewal application along with the required fee set forth in Section 1375.205, a statement setting forth the facts concerning noncompliance and request for waiver of the CE requirements on the basis of these facts.
    - A) request for waiver shall be made prior to the renewal date. If the Division, upon the written recommendation of the Board, finds good cause, ~~from such affidavit or any other evidence submitted, that extreme hardship~~ has been shown for granting a waiver, the Division shall waive enforcement of CE requirements for the renewal period for which the applicant has applied.
  - 2) Good cause~~Extreme hardship~~ shall be determined on an individual basis by the Board and be defined as an inability to devote sufficient hours to fulfilling the CE requirements during the applicable pre-renewal period because of:
    - A) Full-time service in the armed forces of the United States of America during a substantial part of the pre-renewal period;
    - B) A temporary incapacitating illness documented by a licensed physician. A second, consecutive request for a CE waiver pursuant to this subsection (g)(2)(B) shall be prima facie proof that the renewal applicant has a physical or mental illness, including, but not limited to, deterioration

through the aging process, or loss of cognitive or motor skills that results in the licensee's inability to practice professional counseling with reasonable judgment, skill or safety, in violation of Section 80(18) of the Act, and shall be grounds for denial of the renewal or other discipline.  
~~An incapacitating illness documented by a statement from a currently licensed physician;~~

- C) A physical inability to travel to the sites of approved programs documented by a currently licensed physician; or
  - D) Any other similar extenuating circumstances.
- 3) Any renewal applicant who, prior to the expiration date of the license, submits a request for a waiver, in whole or in part, pursuant to the provisions of this Section shall be deemed to be in good standing until the final decision on the application is made by the Division.

(Source: Amended at 46 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

### **Section 1375.225 Unprofessional Conduct**

The Division may suspend or revoke a license, refuse to issue or renew a license or take other disciplinary action, based upon its finding of unethical, unauthorized, or unprofessional conduct within the meaning of Section 80 of the Act, which is interpreted to include, but is not limited to, the following acts or practices:

- a) Counseling Relationships
  - 1) Practicing, condoning, facilitating, collaborating with or engaging in discrimination based on age, culture, disability, ethnicity, race~~-race,~~, religion/spiritually, gender, gender identity, sexual orientation, marital status/partnership, language preference, socioeconomic status, or any basis prescribed by law. Counselors shall not discriminate against clients, students, employees, supervisees, or

research participants ~~in a manner that has a negative impact on these persons.~~

Note: This section is similar to the ACA Code of Ethics but lacks an area included in ACA Code of Ethics.

- 2) **Revised** language to be consistent with the ACA Code of Ethics Practicing, condoning, facilitating, collaborating with or engaging in discrimination **against prospective or current clients, students, employees, supervisees, or research participants** based on age, culture, disability, ethnicity, race, religion/spirituality, gender, gender identity, sexual orientation, **marital/ partnership status**, language preference, socioeconomic status, **immigration status**, or any basis proscribed by law. ~~Counselors shall not discriminate against clients, students, employees, supervisees, or research participants in a manner that has a negative impact on these persons.~~
- 3) Engaging in any action that violates or diminishes the civil or legal rights of clients.
- 4) Engaging in the sexual exploitation of clients, client's romantic partners, or client's family members, students, or supervisees.
- 5) Engaging in or condoning sexual harassment, including, but not limited to, deliberate or repeated comments, gestures, or physical contacts of a sexual nature, that occurs in connection with professional activities or roles.
- 6) Bringing personal or professional biases into the counseling relationship. Through an awareness of the impact of stereotyping and discrimination (i.e., biases based on age, disability, ethnicity, gender, religion, or sexual preference), counselors guard the individual rights and personal dignity of the client in the counseling relationship.

- 7) Engaging in any type of sexual or romantic intimacies with clients, client's romantic partners, or client's family members. Counselors shall not provide counseling services to persons with whom they have had a sexual relationship, including the person's romantic partners, or their family members.
- 8) Engaging in any type of sexual or romantic intimacies with former clients, client's romantic partners, or client's family members prior to five years after termination of the counselor/client relationship.
- 9) Engaging in any nonprofessional relationships with clients, former clients, client's romantic partners, or client's family members should be avoided, except when the interaction is potentially beneficial to the client. All potentially beneficial relationships must be documented in case notes, and conducted with full client consent. When unintentional harm occurs to the client, or former client, or to an individual significantly involved with the client or former client, due to the nonprofessional interaction, the counselor must show evidence of an attempt to remedy that harm.
- 10) Failing to offer all pertinent facts regarding services rendered to the client prior to administration of professional services. The purpose of informed consent is to ensure~~insure~~ a client's complete access to information pertaining to professional services. Examples include, but are not limited to, the purposes, goals, techniques, procedures, limitations, potential risks, and benefits of services; the counselor's qualifications, credentials and relevant experience; continuation of services upon the incapacitation~~incapacitation~~ or death of a counselor. Counselors must take steps to ensure that clients understand the implications of diagnosis, the intended use of assessments and reports, billing arrangements, length of treatment and utilization of consultants. The client's signature indicating receipt of pertinent information is strongly encouraged.

b) Confidentiality

- 1) Failing to inform clients at the onset of the counseling relationship of the limits of confidentiality. These limitations include, but are not limited to: limitations mandated by the law, requirements to protect clients or identified others from serious and foreseeable harm, or when the counselor is a defendant in a civil, criminal, or disciplinary action arising from the counseling.
  - 2) Revealing facts, data or information relating to a client or examinee, except as allowed under Section 75 of the Act or under the Mental Health and Developmental Disabilities Confidentiality Act or any other federal or State laws pertaining to confidentiality.
  - 3) Failing to take appropriate steps to protect the privacy of a client and avoid unnecessary disclosures of confidential information. The right to privacy belongs to clients and may be waived. A written waiver shall be signed by the client and the information revealed shall be in accordance with the terms of the waiver.
- c) Scope of Practice/Professional Responsibility
- 1) Performing, or pretending to be able to perform, professional services beyond one's scope of practice and one's competency, as defined by education, training, supervised experience, State and national professional credentials, and appropriate professional experience.
  - 2) Abandoning or neglecting clients and/or failing to refer and/or make appropriate arrangements for the continuation of treatment, when necessary, during interruptions, such as vacations or illness, and following termination.
  - 3) Failing to use techniques/procedures/modalities that are grounded in professionally accepted theory and/or have an empirical or scientific foundation. Counselors who do not use these tools, must define the techniques/procedures as "unproven" or "developing" and explain the

potential risk and ethical considerations of using the techniques/procedures and take steps to protect clients from possible harm.

- 4) Failing to establish and maintain client records and case notes, including failing to inform clients of issues related to the difficulty of maintaining the confidentiality of electronically transmitted communication. Records must be maintained for at least 7 years. In the case of a minor, records must be maintained 7 years after the minor turns 18.
- 5) Failing to inform clients of the benefits and limitations of using information technology applications in the counseling process and in business/billing procedures. These technologies include but are not limited to computer hardware and software, telephone, the internet, online assessment instruments, and other communication devices.
- 6) Advertising shall not be deceptive, misleading, or false. Counselors should claim or imply only professional credentials possessed and are responsible for correcting any misrepresentations of their credentials by others. Professional credentials include highest relevant degrees, accreditation of graduate programs, national voluntary certifications, government-issued certifications or licenses, professional membership, or any other credential that might indicate to the public specialized knowledge or expertise in professional counseling.
- 7) Submission of fraudulent claims for services to any person or entity including, but not limited to, health insurance companies or health service plans or ~~third-party~~ third-party payors.
- 8) Knowingly offering or providing services to a client when the counselor's ability to practice is impaired, failing. ~~Failing~~ to seek assistance for problems that reach the level of professional impairment, and, if necessary, limiting, suspending or terminating his or her professional responsibilities until such time it is



determined that it is safe to resume work. Causes of impairment may include, but are not limited to: the abuse of mood-altering mood-altering chemicals and physical or mental problems; offering professional services when the counselor's personal problems or conflicts may harm a client or others.

d) Supervision

- 1) Permitting a supervisee or intern under his/her supervision or control to perform, or permitting the supervisee or intern to hold himself or herself out as competent to perform, professional services beyond the supervisee's or intern's level of education, training and/or experience.
- 2) Allowing a supervisee to violate the rights of clients, permitting a supervisee to violate confidentiality standards or client privacy, or failing to provide clients with professional disclosure information and inform them of how the supervision process influences the limits of confidentiality, including who will have access to records of the counseling relationship and how these records will be used.
- 3) Participating in any form of sexual or romantic contact with supervisees. Nonprofessional relationships with supervisees that might impair the supervisor's objectivity and professional judgment should be avoided and/or the supervisory relationship terminated.

e) Evaluation, Assessment, and Interpretation

- 1) Failing to have appropriate education and training for each specific assessment and recognizing recognize the limits of their competence and performing perform only those functions for which they are prepared. In particular, counselors using technology-assisted test interpretations must be trained in the construct being measured and the specific instrument being used prior to using this technology-based application.

- 2) Failing to inform prospective research participants or their authorized representative fully of potential serious ~~after-effects~~after effects of the research or failing to remove the ~~after-effects~~after effects as soon as the design of the research permits.

f) The Division hereby incorporates by reference "The American Counseling Association Code of Ethics and Standards of Practice", April ~~2014~~2005, approved by the American Counseling Association, ~~6101~~5999 Stevenson Avenue, Suite 600, Alexandria, Virginia 22304, or any subsequent and more current editions with no later amendments or editions.

**Comment:** When the ACA Code of Ethics is updated this will not need to be changed.

- g) Licensed Professional Counselors and Licensed Clinical Professional Counselors are responsible for professional conduct consistent with every standard, in ~~the addition to the ones summarized in this Section, published in the 2005~~ American Counseling Association Code of Ethics, identified in subsection (f).

(Source: Amended at 46 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

### Section 1375.230 Granting Variances

~~a)~~The Director of the Division of Professional Regulation (Director) with the authority delegated by the Secretary may grant variances from this Part in individual cases when he or she **they find** finds that:

a~~1~~) The provision from which the variance is granted is not statutorily mandated;

b~~2~~) No party will be injured by the granting of the variance; and

c~~3~~) The rule from which the variance is granted would, in the ~~particular~~ case, be unreasonable or unnecessarily burdensome.

~~c) The Director shall notify the Board of the granting of a variance, and the reasons for granting the variance, at the next meeting of the Board.~~

**Comment: This should remain. It provides transparency, openness and accountability to the process.**

(Source: Amended at 46 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

## Section 1375.APPENDIX A Course Descriptions

The following counselor education course content areas are defined, and subject areas outlined; however, this is not an ~~exhaustive~~all-inclusive list and many other courses may fall within each of the core content areas.

- a) Human Growth and Development: Courses in this area cover one or more of the various stages of the human growth cycle and include information about theories of development such as physical, ~~personality~~, social, cognitive, moral and creative development, etc. Examples of acceptable courses include, but are not limited to, Human Growth and Development, Developmental Psychology, Child Psychology, Child Development, Adolescent Psychology, Adolescent Development, ~~Personality Theory~~, Life Span Development, Adult Development.
- b) Counseling Theory: Courses in this area cover the major theories of counseling psychotherapy. These courses should be general theory courses. A course devoted to one type of counseling/therapy would be considered a Counseling Technique core course. Examples of acceptable courses include, but are not limited to, Theories of Counseling, Introduction to Psychotherapy, and overview courses in Behavior, Cognitive, Humanistic and Psychodynamic Theories. ~~These courses should be general theory courses. A course devoted to one type of counseling/therapy would be considered a Counseling Technique core course.~~
- c) Counseling Techniques: Courses in this area cover the theoretical foundations and professional skill training enabling the counselor to understand presenting problem, best practice recommendations, and effective, empirically-supported, intervention strategies. Examples of acceptable courses include, but are not limited to, Rational Emotive Therapy, Behavior Modification, Marital/Couples Counseling, Crisis Counseling, Counselor Interviewing Skills, Pre-Practicum in Counseling,

Introduction to Rehabilitation Counseling, Grief Therapy, Substance Abuse Counseling, Stress Management, etc.

- d) **Group Dynamics, Processing and Counseling:** Courses in this area teach the theories, principles and techniques of group counseling and group psychotherapy. Examples of acceptable courses include, but are not limited to, Group Counseling, Group Counseling and Dynamics, Group Therapy, Group Dynamics, Theories of Group Practice, etc. Courses that use a group format with a focus on the professional development of the counselor is not considered a group course.
- e) **Appraisal of Individuals:** Courses in this area cover assessment of the various attributes of a person through standardized tests. The course also includes an overview of statistical procedures relevant to test standardization and interpretation. Examples of acceptable courses include, but are not limited to, Individual Appraisal, Group Testing, Standardized Testing, Individual Intelligence Testing, Personality Assessment, Introduction to Psychological Measurements, Tests and Measurements, etc.
- f) **Research and Evaluation:** Courses in this area cover statistical principles, research designs, methods, techniques, and tools used in performing and interpreting research in counseling. Examples of acceptable courses include, but are not limited to, Methods of Research, Statistics, Research Design, Research in Counseling, Research Techniques, etc.
- g) **Professional, Legal and Ethical Responsibilities:** Courses in this area cover such topics as professionalism in counseling, federal and State laws relevant to counselors, and ethics with an emphasis on the Code of Ethics of the American Counseling Association. Examples of acceptable courses include, but are not limited to, Ethics and Legal Issues in Counseling, Ethics and Legal Issues in Psychology, Ethics and Legal Issues in Psychotherapy, Ethics and Legal Issues in Professional Counseling, Ethics and Legal Issues in Rehabilitation Counseling, etc.

- h) **Social and Cultural Foundations:** Courses in this area should include an overview of multicultural issues. The course should not focus on only one cultural group or counseling population. Courses in this area cover topics such as aging, culture, disability, ethnicity, race, religion/spirituality, gender, gender identity, sexual orientation, marital status/partnership, language preference, and socioeconomic status. Examples of acceptable courses include, but are not limited to, Multicultural Counseling, Cultural Differences in Counseling, Cultural Differences in Psychology, Cultural Differences in Rehabilitation Counseling, etc.
- i) **Lifestyle and Career Development:** Courses in this area cover the lifelong processes and the influences that lead to work values, occupational choices, career path/patterns, decision-making style, and integration of self- and career-identity with patterns of work adjustment. The course is designed around the concepts of career development. Examples of acceptable courses include, but are not limited to, Career Counseling, Career Development, Theories of Vocational Choice, Theories of Vocational Counseling, etc.
- j) **Practicum/Internship:** Provides practical experience in counseling for the purpose of developing both individual and group counseling skills. These courses~~This course~~ should include a minimum of 700~~400~~ clock hours on-site, with a minimum of 280~~40~~ hours of direct, in-person, face-to-face, client contact. These experiences allow students to perform some of the counseling activities that a licensed counselor~~an employed Licensed Clinical Professional Counselor~~ would be expected to perform. Supervision is required on an ongoing basis during the practicum. Examples of acceptable courses include, but are not limited to, Internship – Community Counseling, Internship – Mental Health Counseling, Internship – Art Therapy, Internship – Pastoral Counseling, and Internship – Rehabilitation Counseling~~Practicum requirements should not be confused with the internship requirements.~~
- k) ~~Internship: An internship should provide direct client experiences in assessment, individual counseling and group counseling, as well as opportunities to become familiar with a variety of professional activities other than direct service (e.g., referral sources, case histories and~~

~~progress notes, data management, etc.). The internship should provide an opportunity for a student to perform a variety of activities that a Licensed Clinical Professional Counselor would be expected to perform. A minimum of 600 clock hours with a minimum of 1 hour per week of supervision is required during the internship. Examples of acceptable courses include, but are not limited to, Internship – Community Counseling, Internship – Mental Health Counseling, Internship – Art Therapy, Internship – Pastoral Counseling, and Internship – Rehabilitation Counseling.~~

- k) Psychopathology and Maladaptive Behavior: Courses in this area cover general principles of etiology, diagnosis, treatment, prevention, and cultural factors of mental and emotional disorders. Emphasis is placed on mental status assessment and diagnostic categories as organized in the DSM-5 Update October 2017 DSM; latest edition: DSM-5-TR, published in March 2022 DSMIV-TR (or current edition). Examples of acceptable courses include, but are not limited to, Abnormal Psychology, Psychopathology, Diagnosis and Treatment Planning, Mental Health Rehabilitation Counseling.
- l) Addictions Substance Abuse: Courses in this area provide an overview of assessment and treatment methods available for clients and their family members struggling with substance related disorders and/or behavioral/process addiction issues~~cover chemical, psychological and social aspects of drug use, abuse and dependency, and effects on the family. Counseling skills are acquired in the areas of assessment, diagnosis, and treatment intervention~~. Examples of acceptable courses include, but are not limited to, Substance Abuse Counseling, Psychology of ~~Drug~~ Addiction, Addictions Counseling, Addictive Disorders, and Behavioral/Addictions Process~~Drugs and Alcohol Abuse~~. Psychopharmacology is not considered a course in addictions substance abuse.
- m) Family Dynamics: Courses in this area cover family systems theory and its applications, prevention approaches for working with families, and specific problems that impede family function. Examples of acceptable

courses include, but are not limited to, Family Therapy, Family Counseling, Family Systems Theory, and Family Dynamics.