

LICENSURE CHECKLIST

Board of Behavioral Health

For details, see Administrative Rules of Montana, Title 24, Chapter 219, at rules.mt.gov and Montana Code Annotated, Title 37, Chapters 1 and 39, at archive.legmt.gov/bills/mca.

All Applicants

Application with fee

Apply online at bbh.mt.gov.

Additional forms as needed

Find on bbh.mt.gov by selecting "Forms" in the left-hand menu.

- Applicant Rights & Consent to Fingerprint** (all applicants, included with application)
- Supervision Report** (candidates and peer support specialists)
- Work History Evaluation** (for full licensure when out-of-state license is not substantially equivalent)
- Academic Summary** (professional counselors)
- Addiction Courses Completed** (addiction counselors)

Fingerprint background check

Further instructions provided after application.

Verification of other licenses

All current, previous, and expired in any profession from other states or jurisdictions.

Checklist from desired license type

TABLE OF CONTENTS

PCLC (LCPC candidate).....	2
LCPC (Licensed Clinical Social Worker).....	3
SWLB (LBSW candidate)	4
LBSW (Licensed Baccalaureate Social Worker).....	5
SWLM (LMSW candidate).....	6
LMSW (Licensed Master's Social Worker).....	7
SWLC (LCSW candidate).....	8
LCSW (Licensed Clinical Social Worker).....	9
MFLC (LMFT candidate).....	10
LMFT (Licensed Marriage & Family Therapist).....	11
ACLC (LAC candidate)	12
LAC (Licensed Addiction Counselor)	13
CBHPSS (Certified Behavioral Health Peer Support Specialist).....	14

Licensed Clinical Professional Counselor *Candidate (PCLC)*

Master's degree or doctorate

Must be primarily counseling in nature and -EITHER- at least 60 semester credits from a program accredited by the Council for Accreditation of Counseling and Related Educational Programs (CACREP) -OR- at least 60 semester/90 quarter credits from any accredited institution and program which includes the CACREP core competencies. A maximum of 12 semester/18 quarter credits from an incomplete post-baccalaureate degree or 20 semester/30 quarter credits from a completed post-baccalaureate degree in counseling can be transferred from other institutions or programs. Credits more than 6 years before graduation do not count.

Supervisor

A Montana-licensed LCSW, LPCC, LMFT, psychologist, or psychiatrist active in good standing either licensed for at least 3 years or having 1 semester credit of graduate education in supervision or 20 hours of board-approved training in supervision (see bbh.mt.gov for courses).

Licensed Clinical Professional Counselor (LCPC)

OPTION 1

Education

One of the following:

Candidate's education

See candidate's checklist for this license type.

Lesser education plus experience

Subject to board review and approval.

Supervised work experience

3000 hours. See **Administrative Rules of Montana 24.219.604**.

Exam

One of the following:

NBCC NCE

National Board for Certified Counselors National Counselor exam.

NBCC NCMHCE

National Board for Certified Counselors National Clinical Mental Health Counseling exam.

OPTION 2

Equivalent out-of-state license

Current, active, in good standing from a state with standards substantially equivalent to Montana's.

OPTION 3

Out-of-state license with lesser education standards

Current, active, in good standing from a state otherwise substantially equivalent but with lesser education standards than Montana's.

Master's degree plus experience

Master's degree in this profession from an accredited institution with at least 48 semester/72 quarter credits plus 5 years' post-degree work experience.

Supervised work experience

3000 hours. See **Administrative Rules of Montana 24.219.604**.

OPTION 4

Other non-equivalent out-of-state license

Subject to board review and approval.

Licensed Baccalaureate Social Worker *Candidate* (SWLB)

Bachelor's degree in social work

From a program accredited by the Council on Social Work Education (CSWE).

Supervisor

*-EITHER- a Montana-licensed LCSW or LMSW active in good standing either licensed for at least 3 years or having 1 semester credit of graduate education in supervision or 20 hours of board-approved training in supervision (see **bbh.mt.gov** for courses) -OR- a Montana-licensed LBSW active in good standing licensed for at least 3 years.*

Licensed Baccalaureate Social Worker (LBSW)

OPTION 1

Candidate's education

See candidate's checklist for this license type.

Supervised work experience

*500 hours over a minimum of 18 months within the last 5 years. See **Administrative Rules of Montana 24.219.504**.*

Exam

Association of Social Work Boards' (ASWB) bachelor's exam.

OPTION 2

Equivalent out-of-state license

Current, active, in good standing from a state with standards substantially equivalent to Montana's.

OPTION 3

Non-equivalent out-of-state license

Subject to board review and approval.

Licensed Master's Social Worker *Candidate* (SWLM)

Master's degree

In social work from a program accredited by the Council on Social Work Education (CSWE).

Supervisor

A Montana-licensed LCSW or LMSW active in good standing either licensed for at least 3 years or having 1 semester credit of graduate education in supervision or 20 hours of board-approved training in supervision (see bbh.mt.gov for courses).

Licensed Master's Social Worker (LMSW)

OPTION 1

Candidate's education

See candidate's checklist for this license type.

Supervised work experience

1500 hours over a minimum of 18 months within the last 5 years. See **Administrative Rules of Montana 24.219.504**.

Exam

Association of Social Work Boards (ASWB) master's exam.

OPTION 2

Equivalent out-of-state license

Current, active, in good standing from a state with standards substantially equivalent to Montana's.

OPTION 3

Out-of-state license with lesser education standards

Current, active, in good standing from a state otherwise substantially equivalent but with lesser education standards than Montana's.

Master's degree plus experience

Master's degree in this profession from an accredited institution with at least 48 semester/72 quarter credits plus 5 years' post-degree work experience.

Supervised work experience

1500 hours over a minimum of 18 months within the last 5 years. See **Administrative Rules of Montana 24.219.504**.

OPTION 4

Other non-equivalent out-of-state license

Subject to board review and approval.

Licensed Clinical Social Worker *Candidate* (SWLC)

Master's degree or higher

in social work from a program accredited by the Council on Social Work Education (CSWE)

Supervisor

*A Montana-licensed LCSW, LCPC, LMFT, psychologist, or psychiatrist active in good standing either licensed for at least 3 years or having 1 semester credit of graduate education in supervision or 20 hours of board-approved training in supervision (see **bbh.mt.gov** for courses).*

Licensed Clinical Social Worker (LCSW)

OPTION 1

Education

One of the following:

Candidate's education

See candidate's checklist for this license type.

Lesser education plus experience

Subject to board review and approval.

Supervised work experience

3000 hours. See **Administrative Rules of Montana 24.219.504**.

Exam

Association of Social Work Boards (ASWB) clinical exam.

OPTION 2

Equivalent out-of-state license

Current, active, in good standing from a state with standards substantially equivalent to Montana's.

OPTION 3

Out-of-state license with lesser education standards

Current, active, in good standing from a state otherwise substantially equivalent but with lesser education standards than Montana's.

Master's degree plus experience

Master's degree in this profession from an accredited institution with at least 48 semester/72 quarter credits plus 5 years' post-degree work experience.

Supervised work experience

3000 hours. See **Administrative Rules of Montana 24.219.504**.

OPTION 4

Other non-equivalent out-of-state license

Subject to board review and approval.

Licensed Marriage & Family Therapist *Candidate* (MFLC)

Education

One of the following:

CACREP-accredited master's degree or higher

In marriage and family counseling from a program accredited by the Council for the Accreditation of Counseling and Related Educational Programs.

COAMFTE-accredited master's degree or higher

In marriage and family counseling from a program accredited by the Commission on Accreditation for Marriage and Family Therapy Education.

Other master's degree or higher

From an accredited institution consisting of a minimum of 60 semester/90 quarter hours including a minimum of 48 semester/72 quarter hours of courses in all of the following:

- foundations of relational/systemic practice, theories, and models
- biopsychosocial health and development across the life span
- clinical treatment with individuals, couples, and families
- ethics in marriage and family therapy
- diverse, multicultural, and/or underserved communities
- systemic/relational assessment and mental health diagnosis and treatment

Supervisor

A Montana-licensed LCSW, LCPC, LMFT, psychologist, or psychiatrist active in good standing either licensed for at least 3 years or having 1 semester credit of graduate education in supervision or 20 hours of board-approved training in supervision (see bbh.mt.gov for courses).

Licensed Marriage & Family Therapist (LMFT)

OPTION 1

Education

One of the following:

Candidate's education

See candidate's checklist for this license type.

Lesser education plus experience

Subject to board review and approval.

Supervised work experience

3000 hours. See **Administrative Rules of Montana 24.219.704**.

Exam

Association of Marital and Family Therapy Regulatory Boards (AMFTRB) exam in marriage and family therapy.

OPTION 2

Equivalent out-of-state license

Current, active, in good standing from a state with standards substantially equivalent to Montana's.

OPTION 3

Out-of-state license with lesser education standards

Current, active, in good standing from a state otherwise substantially equivalent but with lesser education standards than Montana's.

Master's degree plus experience

Master's degree in this profession from an accredited institution with at least 48 semester/72 quarter credits plus 5 years' post-degree work experience.

Supervised work experience

3000 hours. See **Administrative Rules of Montana 24.219.704**.

OPTION 4

Other non-equivalent out-of-state license

Subject to board review and approval.

Licensed Addiction Counselor *Candidate (ACLC)*

Education

285 hours of addiction courses (see **Administrative Rules of Montana 24.219.5006**) either as part of or in addition to one of the following:

Associate's degree in relevant area

From an accredited institution in alcohol and drug studies, addiction, or substance abuse.

Associate's degree in any area plus relevant certificate

Degree from an accredited institution. Certificate from an accredited program in alcohol and drug studies or addiction.

Bachelor's degree or higher in any area

From an accredited institution, either including or with additional courses covering human behavior, sociology, psychology, or a similar emphasis (6 semester credits); psychopathology or coursework exploring patterns and courses of abnormal or deviant behavior (3 semester credits); group counseling (3 semester credits); and theory of counseling (3 semester credits).

Supervisor

A Montana-licensed LAC active in good standing with either 3 years' experience in a qualified treatment setting or 1 semester credit of graduate education in supervision or 20 hours of board-approved training in supervision (see **bbh.mt.gov** for courses) -OR- any Montana-licensed practitioner trained in a related field with the equivalent of 285 hours of addiction courses and either 1 semester credit of graduate education focused on supervision or 20 hours of board-approved training in supervision (see **bbh.mt.gov** for courses).

Licensed Addiction Counselor (LAC)

OPTION 1

Education

One of the following:

Candidate's education

See candidate's checklist for this license type.

Lesser education plus experience

Subject to board review and approval.

Supervised work experience

1000 hours over a minimum of 7 months in no more than 2 different treatment programs.

See **Administrative Rules of Montana 24.219.5008**.

Exam

One of the following:

NCC AP Level 1

NAADAC (Association for Addiction Professionals) exam from the National Certification Commission for Addiction Professionals (NCC AP). Also known as the NCAC I (National Certified Addiction Counselor Level I).

NCC AP Level 2

NAADAC (Association for Addiction Professionals) exam from the National Certification Commission for Addiction Professionals (NCC AP). Also known as the NCAC II (National Certified Addiction Counselor Level II).

Northwest Certification II

Northwest Certification III

Southwest Certification II

IC&RC ADC

Alcohol and Drug Counselor (ADC) exam from the International Certification and Reciprocity Consortium (IC&RC).

IC&RC AADC

Advanced Alcohol and Drug Counselor (AADC) exam from the International Certification and Reciprocity Consortium (IC&RC).

OPTION 2

Equivalent out-of-state license

Current, active, in good standing from a state with standards substantially equivalent to Montana's.

OPTION 3

Non-equivalent out-of-state license

Subject to board review and approval.

Certified Behavioral Health Peer Support Specialist (CBHPSS)

OPTION 1

Diagnosis

By a mental health professional of a behavioral health disorder for which you have received treatment.

In recovery

Over the last 2 years, no incarceration at all, no hospitalization or inpatient admission longer than 72 hours, and no chemical dependency symptoms except a strong desire or urge to drink alcohol.

Peer support training

40 hours plus an exam. Find approved courses at bbh.mt.gov.

Supervisor

A Montana-licensed physician, psychologist, social worker, professional counselor, addiction counselor, marriage and family therapist, or advanced practice registered nurse with a clinical specialty in psychiatric mental health nursing active in good standing either licensed for at least 3 years or having 1 semester credit of graduate education in supervision or 20 hours of board-approved training in supervision (see bbh.mt.gov for courses).

OPTION 2

Equivalent out-of-state license

Current, active, in good standing from a state with standards substantially equivalent to Montana's.

Supervisor

A Montana-licensed physician, psychologist, social worker, professional counselor, addiction counselor, marriage and family therapist, or advanced practice registered nurse with a clinical specialty in psychiatric mental health nursing active in good standing either licensed for at least 3 years or having 1 semester credit of graduate education in supervision or 20 hours of board-approved training in supervision (see bbh.mt.gov for courses).

OPTION 3

Non-equivalent out-of-state license

Subject to board review and approval.

Supervisor

A Montana-licensed physician, psychologist, social worker, professional counselor, addiction counselor, marriage and family therapist, or advanced practice registered nurse with a clinical specialty in psychiatric mental health nursing active in good standing either licensed for at least 3 years or having 1 semester credit of graduate education in supervision or 20 hours of board-approved training in supervision (see bbh.mt.gov for courses).