

**HAWAII MENTAL HEALTH COUNSELOR LICENSURE**  
**Frequently Asked Questions**  
(3/6/08)

**1. Where do I obtain an application for licensure?**

Applications for licensure are posted on our web site at [www.hawaii.gov/dcca/areas/pvl](http://www.hawaii.gov/dcca/areas/pvl).

**2. How much are the licensing fees?**

For licenses issued between July 1 (2008, 2011) and June 30 (2009, 2012) of the first year of the triennium, cost is: \$439.00;

For licenses issued between July 1 (2009, 2012) and June 30 (2010, 2013) of the second year of the triennium, cost is: \$362.00;

For licenses issued between July 1 (2007, 2010) and June 30 (2008, 2011) in the third year of the triennium, cost is \$285.00.

**3. How long will it take to receive a license?**

The length of time varies since applications are evaluated on a case by case basis. After your application is approved by our office to take the examination, you may then register to take the examination.

**4. How do I qualify for licensure?**

To qualify for licensure, you must satisfy the following requirements:

A master's degree or doctoral degree from an accredited educational institution in counseling or an allied field related to the practice of mental health counseling;

48 semester hours or 72 quarter hours of graduate level course work in the following areas with a minimum of three semester hours or five quarter hours in each: • Human growth and development • Social and cultural foundations • Counseling theories and applications • Group theory and practice • Career and lifestyle development • Appraisal of human behavior • Tests and measurements • Research and program evaluation • Professional orientation and ethics • Two academic terms of practicum experience for at least 3 semester hours or 5 quarter hours per term. Please refer to the requirements in Hawaii Revised Statutes section 453D-7(a)(1) for further information on the course work requirements;

At least two academic terms of supervised practicum mental health practicum intern experience for graduate credit of at least three semester hours or five quarter hours per academic term in a mental health counseling setting with 300 hours of supervised contact; the practicum shall be completed under the clinical supervision of a person who is licensed as a mental health counselor, psychologist, clinical social worker, advanced practice registered nurse with a specialty in mental health, marriage and family therapist, or physician with a specialty in psychiatry;

Completion of not less than 3,000 hours of post graduate experience in the practice of mental health counseling with 100 hours of face to face clinical supervision that shall be completed in no less than two years and in no more than four years, under the supervision of a person who is licensed as a mental health counselor, psychologist, clinical social

worker, advanced practice registered nurse with a specialty in mental health, marriage and family therapist, or physician with a specialty in psychiatry;

Pass the National Certified Counselor Examination (NCE)

NCE (offered by NBCC)

NBCC: <http://www.nbcc.org>.

Upcoming examination dates: April 12, 2008; July 19, 2008; October 18, 2008

Phone: (336) 547-0607 Phone: (847) 394-2104

**5. I heard that I could satisfy the experience requirements without having my supervisors complete the verification forms for the practicum and post-graduate experience. Is this correct? If so, what do I need to do?**

Recently, the Governor approved Act 252 that provides an alternate method for a person to verify the practicum and post-graduate experiences. To qualify, the applicant must have obtained their graduate degree before July 1, 2007, and the degree must satisfy the requirements specified in subsection (a)(1). If the applicant's degree satisfies these requirements, then the Department will accept for the practicum experience, written certification from an official of the institution of higher education attesting that the applicant has completed the academic terms, graduate credit hours, and the supervised client contact hours in subsection (a)(2) and that the applicant's practicum intern experience is equivalent to a mental health graduate level practicum program. The written certification must be on official letterhead from the institution of higher learning.

For the post-graduate experience, the applicant must submit written certification from an officer and the clinical supervisor of the agency at which the applicant has earned experience attesting that the applicant has completed the hours of experience and supervision in subsection (a)(3) within the time frame set forth in that subsection, and that the applicant's post-graduate experience is equivalent to the applicant's post-graduate experience to the practice of mental health counseling. The written certification must be on official letterhead from the agency where the applicant completed the post-graduate experience.

**6. What if I am licensed in another state as a counselor?**

Hawaii does not have reciprocity agreements with other states to license mental health counselors. To qualify for a license in this State, a person must complete the education, supervised practicum and post-graduate experience, and must pass the NCE examination. Please refer to the requirements in Hawaii Revised Statutes section 453D-7.

**7. How can I obtain a copy of the licensing law?**

Return to the home page and click on "Statute/Rule Chapter". Once you click on this section, you may print the law.

**8. After licensure, how often will I have to renew?**

Renewals will be on a triennial basis, with the first renewal deadline occurring on June 30, 2008.

**9. Will there be any continuing education requirements for licensure renewal?**

No.

**10. How do I continue to get updated information?**

This website will be updated as needed and the counseling organizations will provide additional information as it becomes available to its members.