



**Washington State Department of Health
Certified Counselors and Hypnotherapists
Advisory Committee
Meeting Minutes**

July 11, 2019 - 9:30 a.m.

Department of Health
Town Center 2, Room 145 - 111 Israel Road S.E.
Tumwater, WA 98501

Via GoToMeeting

Committee Members Present:

Drue Larson, Certified Counselor, Chair
Ray Zukowski, Hypnotherapist, Vice-Chair
Miriam Dyak, Certified Counselor
Janet Large, Hypnotherapist
Karen Hausrath, Public Member

AAG Present:

Joyce Roper, Assistant Attorney General

Staff Members Present:

U. James Chaney, Executive Director
Ted Dale, Interim Program Manager
Joanne Miller, Credentialing Supervisor
Nancy Delgado, Health Services Consultant

Staff Members Absent:

Jeff Wise, Policy Analyst

Visitors Present:

Tim Livingston – WPCA (via webinar)
Brian Smith, CDP, Dept. of Corrections

On July 11, 2019, the Certified Counselors and Hypnotherapists Advisory Committee met at the Department of Health, Town Center 2 - Room 145, 111 Israel Road S.E., Tumwater, WA 98501. In accordance with the Open Public Meetings Act, the meeting agenda was emailed to members of the certified counselor, certified adviser, and hypnotherapy professions through the department's GovDelivery and posted to the professions' websites.

1. **Call to Order – Drue Larson, Certified Counselor, Chair**

9:30 A.M.

1.1 **Introductions**

The committee and agency staff members along with the public attendee introduced themselves and their area of practice.

1.2 **Approval of meeting agenda**

The agenda was accepted and approved as written.

1.3 **Approval of April 18, 2019 meeting minutes**

The minutes were sent to committee members for approval. Accepted and approved.

2. **Department Reports – Program and Credentialing Staff**

2.1 **Credentialing staff presented license statistics.**

Joanne Miller reported the following credentialing statistics:

Current Credential Total	
As of July 11, 2019	
Certified Counselor:	
Number of active applications	477
Number of pending applications	91
Certified Adviser:	
Number of active applications	2
Number of pending applications	1
Hypnotherapist:	
Number of active registrations	744
Number of pending applications	16
Total active credential holders:	1223
Total pending applications:	108

There has been a noticeable increase in the number of certified counselor credentials issued and the credentialing unit is working on increasing the number of pending applications that are processed.

2.2 **Operating Budget Report –James Chaney and Ted Dale**

Budget reports were included in the packet to review. Question on what is included for Interagency Reimbursement? That is the charges incurred by all licensing programs to cover the costs of the support programs such as the call center, credentialing, investigations, etc.

2.3 AAG Update – Joyce Roper, AAG

The AAG had no updates to provide the advisory committee.

3. Legislative Update – James Chaney, Executive Director

James discussed bills that passed the legislature and were signed into law this year.

- Senate Bill 5054 requires DOH to create a reciprocity program for psychologists, social workers, mental health counselors, marriage and family therapists, and chemical dependency professionals based on substantially equivalent scope of practice.
- House Bill 1907 creates a path for a certified peer counselors to work as an agency affiliated counselor in an approved agency.
- House Bill 1768 changes the title of a Chemical Dependency Professional to a Substance Use Disorder Professional and requires DOH to develop a Co-Occurring Disorder Specialist enhancement for specific licenses to provide SUD counseling. Also requires a sunrise review to look at developing a bachelor's-level credential that can provide behavioral health and substance use disorder counseling.

4. Special Meeting on Rules– James Chaney and Joyce Roper

The committee picked up where it left off with WAC 246-810. Conversation about the difference between the consultant/supervisor and transition over time from a supervisor to a consultant.

- Section -0293 plan was to strike #17 and add in the list that Brett had maintained, rather than have a separate list that individuals would have to ask for.
- Noted that section -029 allows you to claim CE credit for serving on the advisory committee and the minutes showing you attended would be your documentation.
- -0298 has language “until July 1, 2017” but it cannot be removed until it is past the time it is eligible to meet the requirement (6 years).
- -031 regarding disclosure statements.
 - Can the DOH handout can cover subsection (k) and (l)? The handout is considered to be an additional information sheet but does not meet the requirements for the disclosure statement. This information still needs to be included even if the handout is used; but it does need to be updated. Add to the pamphlet language saying this does not meet the disclosure requirements for this WAC.
 - Discussion on adding an email address or website to the required info? We don't want to require an email/web address to be included as some people don't use those, they are allowed to do it now but they don't have to. This list is the minimum of what they have to provide and it should not be included.
- -032 references WAC 246-810-030 which has been removed. Need to delete reference.
- -035 Records requirements
 - Subsections (4) and (5) state records must be kept for a period of 5 years. AAG thought that we may need to make this 6 years to meet other requirements in law. She will check and let us know. UPDATE: Medical malpractice is 3 years not six, so it is fine to keep this at 5 years. However, minor records should kept for 3 years after the age of 18, regardless of when services ended.

- Concern with records when a provider passes away. Do we want to add rules that providers give a specific contact who can access their records? Supervisor could have access, consultant would not. Not included, it is not the supervisor's responsibility to have records access.
- -062 Associations and Societies: still refers to a registered counselor. Remove and make it just 'counselor'.
- -089 Transitional dates: keep for grandfathering questions on registered counselor.
- Retired active and inactive status? Does C.C. even qualify for that? Needed to qualify to work with federal disaster agencies.

The committee would like to move forward with the 101 process without waiting for final process. We also need to implement changes for the Agency Affiliated Counselor profession within these rules as well. Program will talk with our rules coordinator to see if we need to open all the rules at the same time and have an answer for next meeting.

5. **Committee Member Selection Update – Drue Larson, Certified Counselor, Chair**
The committee needs to recruit for our vacant positions. The committee was informed that DOH staff are reaching out through a variety of venues to encourage applicants to apply for the vacant position. James also encouraged committee members to reach out to their circles of influence for potential applicants.

6. **Dates for 2020 Advisory Committee Meetings**
Dates for next year's meetings were discussed. Primary and secondary dates are below. Members will be emailed to check for conflicts in their schedule and the following primary/secondary dates were proposed:

Month	Primary Date	Secondary Date
January	16 th	9 th
April	23 rd	16 th
July	16 th	23 rd
October	8 th	22 nd

The committee will review these dates and inform the department if they have any conflicts or if the dates will work. Program staff will schedule and book rooms for the chosen dates. Dates need to be officially adopted and confirmed at the next meeting.


7. **Public Comment – Drue Larson, Certified Counselor, Chair**
There was no public comment.
8. **Future Business – Drue Larson, Certified Counselor, Chair**
- Legislative update
 - Continuation of rules review/update
 - Review flier for Certified Counselor/Advisors
 - Approved 2020 Meeting dates

9. Adjournment - Drue Larson, Certified Counselor, Chair

12:12 P.M.

Submitted by:

Approved by:



Ted Dale, Program Manager
Certified Counselors and Hypnotherapist
Advisory Committee



Drue Larson, Certified Counselor, Chair
Certified Counselors and Hypnotherapist
Advisory Committee

Next Scheduled Meeting:
DOH Kent Regional Office
October 10, 2019

