

1 BOARDS AND COMMISSIONS

2 Kentucky Board of Licensure for Marriage and Family Therapists

3 (New Administrative Regulation)

4 201 KAR 32:026. Marriage and family therapist associate.

5 RELATES TO: KRS 335.332

6 STATUTORY AUTHORITY: KRS 335.320(9), 335.332(3)

7 NECESSITY, FUNCTION, AND CONFORMITY: KRS 335.332(3) requires the board
8 to promulgate administrative regulations establishing the fees and other requirements for a mar-
9 riage and family therapist associate permit. This administrative regulation establishes the re-
10 quirements for marriage and family therapist associates.

11 Section 1. Marriage and Family Therapist Associate Application and Renewal.

12 (1)

13 (a) A person desiring to be a marriage and family therapist associate shall apply for and submit
14 to the board an "Application for Permit as a Marriage and Family Therapist Associate", DPL-
15 MFT-01, July 2026, with a total fee of seventy-five (75) dollars to include a twenty-five (25) dol-
16 lar initial licensure fee and a fifty (50) dollar application fee.

17 (b) The initial application shall include a copy of a supervisory contract or contracts with the des-
18 ignated supervisor or supervisors for approval by the board.

19 (2)

20 (a) An annual renewal fee of fifty (50) dollars for each subsequent year shall be submitted to the
21 board.

(b) Contract renewal and extension shall be granted in accordance with Section 4 of this administrative regulation.

(c) Notwithstanding previous associate experience, effective January 1, 2016, all current and future associate permits shall be limited to a total of five (5) years as a marriage and family therapist associate to meet the requirements for licensure as a marriage and family therapist.

(d) Notwithstanding Section 1(5), a Marriage and Family Therapist Associate Permit will not be eligible for renewal at the end of the five (5) year period and a new "Application for Permit as a Marriage and Family Therapist Associate", DPL-MFT-01, July 2026, shall be submitted. Hours obtained under a previous associate permit will not carry over to a new application.

(3) An associate desiring to renew a permit shall file a completed "Marriage and Family Therapist Associate Permit Renewal Application", DPL-MFT-03, July 2026, and the completed "Supervision Log", DPL-MFT-04, July 2026, or logs to accompany the fee established in subsection (2) of this section.

(4) An associate who fails to renew by his or her expiration date shall have thirty (30) days to pay the renewal fee of fifty (50) dollars plus a late fee of twenty (20) dollars for a total of seventy (70) dollars.

(a) The fee shall be electronically submitted with the "Marriage and Family Therapist Associate Renewal Application", DPL-MFT-03, July 2026, on or before the end of the thirty (30) day grace period in accordance with the expiration date of the associate permit.

(b) Failure to renew the permit in a timely manner as established in this subsection shall result in termination of the permit.

(5) The board shall, in individual cases involving medical disability, illness, undue hardship, active military service, or other extenuating circumstances that preclude the individual from com-

pleting the requirements for licensure as a marriage and family therapist, grant an extension of licensure as a marriage and family therapist associate permit for one (1) additional year to applicants who submit to the board:

(a) A written request for an extension of licensure as a marriage and family therapist associate delivered to the board, via mail or electronic mail, at least thirty (30) days before the expiration of their license; and

(b)

1. Verifying documentation signed by a licensed physician or proper military personnel, if applicable; or

2. Documentation to support the extension.

Section 2. Supervisory Contract.

(1) Prior to beginning a course of supervision for the purpose of meeting licensure requirements, a marriage and family therapist associate shall contract with an approved supervisor in writing.

(2) The approved supervisor shall enter into a "Supervision Plan for Clinical Experience", DPL-MFT-02, July 2026, with a person who meets the criteria for becoming a marriage and family therapist associate.

(3) The approved supervisor shall be responsible for the marriage and family therapist associate's development and the welfare of the clients served by the marriage and family therapist associate in accordance with the code of ethics established in 201 KAR 32:050 and the provisions in 201 KAR 32:035.

(4) If a new supervisory contract is entered into with a different supervisor, approval shall be obtained from the board.

(5)

(a) If a supervision contract is terminated, the approved supervisor shall, within thirty (30) days, notify the board in a dated communication that he or she is no longer the supervisor.

(b) If a supervision contract is terminated, the marriage and family therapist associate shall within thirty (30) days:

1. Notify the board in writing of the cancellation; and

2. If there is no other supervisor of record, submit a new supervisory contract to the board.

Section 3. Contract Information. The supervisory contract between the marriage and family therapist associate and the approved supervisor shall contain:

(1) The name of the marriage and family therapist associate;

(2) The name and license number of the approved supervisor;

(3) The name and license number of any other approved supervisors;

(4) The agency, institution, or organization where the experience will be received;

(5) A detailed description of the nature of the practice including the type of:

(a) Clients to be seen;

(b) Therapies and treatment modalities that shall be used including the prospective length of treatment; and

(c) Problems or conditions that shall be treated;

(6) The nature, duration, and frequency of the supervision, including the:

(a) Number of hours of supervision per week;

(b) Amount of group and individual supervision; and

(c) Methodology for transmission of case information;

(7) The conditions or procedures for termination of the supervision; and

(8) A statement that:

(a) The approved supervisor understands that he or she shall be accountable to the board for the care given to the marriage and family therapist associate's clients; and

(b) The approved supervisor and other supervisors meet the criteria established in 201 KAR Chapter 32.

Section 4. Contract Renewal and Extension.

(1) Upon approval of the board, a supervisory contract shall be issued for a term of one (1) year.

(2) Upon associate permit renewal:

(a) The supervisory contract shall be reaffirmed by written correspondence signed by the applicant and the approved supervisor stating the intention to continue the supervisory relationship, or;

(b) A new supervisory contract shall be supplied by the applicant.

Section 5. Incorporation by Reference.

(1) The following material is incorporated by reference:

(a) "Application for Permit as a Marriage and Family Therapist Associate", DPL-MFT-01, July 2026;

(b) "Supervision Plan for Clinical Experience", DPL-MFT-02, July 2026;

(c) "Marriage and Family Therapist Associate Permit Renewal Application", DPL-MFT-03, July 2026; and

(d) "Supervision Log", DPL-MFT-04, July 2026.

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201 KAR 32:026

APPROVED BY AGENCY:

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