2024 IMFT Annual Renewal Instructions

The 2024 Annual Renewal Cycle is now open. Please see the application and instructions below. Access to the application can be found on the Board's website under the "Renewal" tab.

1. Please submit your 2024 renewal application along with proof of the \$145 renewal fee via USPS (mail). Remit completed and signed application with payment to:

WVBEC 815 Quarrier Street, Suite 212 Charleston, WV 25301

- 2. Proof of CEU hours are due this renewal cycle for IMFTs only. All LMFTs, please submit your Continuing Education Recording Form along with the 2024 renewal application. Please DO NOT submit certificates of completion with the renewal application. The Board will conduct a random audit at the conclusion of the renewal process and if chosen, you will be asked to submit all course materials at that time.
- 3. All renewal applications are due in the office on or before June 30, 2024.
- 4. During the renewal process, the Board staff **will not** be able to answer emails and or phone calls pertaining to the receipt of applications. If you would like confirmation that your application has been received, please send your application certified mail, and request a return receipt. Once the application has been reviewed and approved, the Board will contact you via email to provide the status. If you have questions pertaining to the renewal process, please reach out to the Board staff. Thank you in advance your patience and understanding.

Thank you,

Executive Director

Cheryl Heury



West Virginia Board of Examiners in Counseling

815 Quarrier Street, Suite 212, Charleston, West Virginia 25301

Telephone: (304) 558-5494 Website: www.wvbec.org

LMFT CE FOCUS AREAS

- A. Marriage and family studies: Courses in this area should present a fundamental introduction to marriage and family studies. The student should learn to think across a wide variety of family structures and a diverse range of issues (i.e., gender, culture, and substance abuse). Topic areas may include but not limited to family development, subsystems, blended families, gender issues in families, cultural issues in families.
- **B. <u>Systems theory</u>:** Courses in this area should address the historical development, theoretical and empirical foundations, and contemporary conceptual directions of the field of marriage and family therapy.
- C. <u>Research</u>: Courses in this area should assist the student in understanding and performing research. Topic areas may include research methodology, qualitative and quantitative methods, and statistics.
- D. <u>Professional ethics</u>: Courses in this area must include the "American Association for Marriage and Family Therapy" (AAMFT) code of ethics, confidentiality and liabilities of clinical practice and research, professional ethics as a marriage and family therapist, professional socialization and the role of the professional organization, licensure or certification legislation, independent practice and inter professional cooperation. Religious ethics courses and moral theology courses do not meet this requirement.
- E. <u>Human growth and development</u>: Courses in this area should provide knowledge of personality development and its normal and abnormal manifestations. The student should have relevant coursework in human development across the lifespan, which includes special issues that should be integrated with systems concepts. Topic areas may include but are not limited to human development, psychopathology, personality theory, human sexuality. Test and measurement courses do not meet this requirement.
- F. <u>Appraisal of individuals and families:</u> includes individual and family differences, methods of data gathering and interpretation, individual, family and group testing, and case study.
- G. <u>Principles of etiology</u>: assessment, diagnosis, treatment planning, and prevention of mental and emotional disorders and dysfunctional behavior.
- H. <u>Veterans and family members of veterans:</u> mental health conditions common to veterans and family members of veterans may include, but not be limited to, inquiring about whether clients are veterans or family members of veterans; screening for conditions such as post-traumatic stress disorder; readjustment issues; risk of suicide and prevention of suicide; military sexual assault; and depression and grief.



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2024 LMFT RENEWAL APPLICATION

| IMFT License # | IMFT License Issue Date: | Social Security # 2 | X X <u>X -XX-</u> |
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| FIRST | MIDDLE | LAST | |
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| ☐ Please check here if this is a new address Str | eet City | State | Zip Code |
| County of Residence | Home Phone | | |
| Present Employment (Only list primar | ry job) Please indicate if: 🗆 Retired or 🗆 | Unemployed | |
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2024 LMFT RENEWAL APPLICATION

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|--|---|-----------|----------|------------------|
| National Certified Counselor Certified Rehabilitation Counselor Certified Addictions Counselor WV Social Work License TSW LGSW LCSW LICSW Expiration Date WV Psychology License Supervised Clinical School Expiration Date Are you an active member of ACA? Are you an active member of AAMFT? Are you an active member of NBCC? | Please check other CURRENT Licenses, Credentials, and/or Certifications you hold | | | |
| WV Psychology License | | | | |
| Are you an active member of ACA? Are you an active member of AAMFT? | | | | |
| Are you an active member of ACA? Are you an active member of AAMFT? Are you an active member of NBCC? | | | | |
| Have you, in West Virginia or in any other State or Commonwealth, 1). Had any license or certification to practice suspended, revoked, or subjected to any YES NO kind of disciplinary action? 2). Been convicted of a felony or crime involving moral turpitude? 3). Been an alcohol or drug abuser as defined in WV Code 30-31-8? 4). Been under declaration of mental incompetence? 5). Attempted to obtain a licensure by fraud, deceit, or willful misrepresentation? 6). Failed or refused to comply with provisions of licensure laws or promulgated laws? 7). Violated a counseling Code of Ethics? 8). Impersonated another licensed professional counselor? 9). Allowed your name or license to be used by another person? FOR ANY "YES" RESPONSE, USE A SEPARATE SHEET FOR EXPLANATION Lam applying for LMFT licensure renewal by the West Virginia Board of Examiners in Counseling. I am submitting contact hours from I understand renewal is contingent upon satisfactory completion of all the requirements. I attest I have given neither false nor misleading information in this application. I also understand that false or misleading information in connection with this application may be cause for rejection of the application, revocation of the license, and/or possible legal action for such fraudulent information. If this is your FIRST RENEWAL, please include the original issuance date and the number of contact hours you are required to complete for this renewal. Please refer to your initial email/letter notification at the time of licensure for this | WV Psychology License | ion Dat | .e | |
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| · | Do you own all or part of a business that operates within West Virginia? Yes*** No | | م عام ما | h d 4 |
| ***If yes, please enter the FEIN number of your business WV2-6(18) provides that a board may not issue or renew a license for you to engage in the practice of a profession if you are in default under either the unemployment or | | | | |
| workers compensation laws, or both laws of the state. | | | c unon | ipiojinone or |
| SignatureDate Signed | SignatureDate Signed | | | |
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WVBEC LMFT Continuing Education Recording Form

- List your AAMFT based Ethics certificate FIRST- (ALPS training next, if applicable)
- List the rest of your certificates chronologically starting with the earliest program.

| Date Of Offering | Course/Activity or Book/Publication | Focus Area | Provider Name or Publisher Name | Presenter's Name & Credentials | Number Contact Hours | Formal -OR- Online/ Home Study |
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