

2024 LMFT 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 **LMFTs 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



West Virginia Board of Examiners in Counseling
815 Quarrier Street, Suite 212, Charleston, West Virginia 25301
Telephone: (304) 558-5494 Website: www.wvbec.org

IMFT 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. Systems theory: 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. Research: 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. Professional ethics: 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. Human growth and development: 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. Appraisal of individuals and families: includes individual and family differences, methods of data gathering and interpretation, individual, family and group testing, and case study.

G. Principles of etiology: assessment, diagnosis, treatment planning, and prevention of mental and emotional disorders and dysfunctional behavior.

H. Veterans and family members of veterans: 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

Please check other CURRENT licenses, Credentials, and/or Certifications you hold

ALPS LPC School Counselor Other: _____

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? _____

Have you, in West Virginia or in any other State or Commonwealth,

	Please check one
1). Had any license or certification to practice suspended, revoked, or subjected to any kind of disciplinary action?	<input type="checkbox"/> YES <input type="checkbox"/> NO
2). Been convicted of a felony or crime involving moral turpitude?	<input type="checkbox"/> YES <input type="checkbox"/> NO
3). Been an alcohol or drug abuser as defined in WV Code 30-31-8?	<input type="checkbox"/> YES <input type="checkbox"/> NO
4). Been under declaration of mental incompetence?	<input type="checkbox"/> YES <input type="checkbox"/> NO
5). Attempted to obtain a licensure by fraud, deceit, or willful misrepresentation?	<input type="checkbox"/> YES <input type="checkbox"/> NO
6). Failed or refused to comply with provisions of licensure laws or promulgated laws?	<input type="checkbox"/> YES <input type="checkbox"/> NO
7). Violated a counseling Code of Ethics?	<input type="checkbox"/> YES <input type="checkbox"/> NO
8). Impersonated another licensed professional counselor?	<input type="checkbox"/> YES <input type="checkbox"/> NO
9). Allowed your name or license to be used by another person?	<input type="checkbox"/> YES <input type="checkbox"/> NO

FOR ANY "YES" RESPONSE, USE A SEPARATE SHEET FOR EXPLANATION

I am 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 information.

Do you own all or part of a business that operates within West Virginia? Yes*** No
 ***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.

Signature _____ **Date Signed** _____

