

Types of Activity - Choose the appropriate number below to identify the type of continuing education activity. Specific guidelines, including types of continuing education, are outlined in Rule .0603(e). Documentation guidelines and maximum contact hours allowed per activity are outlined in Rule .0603(e). Ethics component may only be fulfilled by #1 or #2 below.

1. A structured education activity for which the licensee was a learner.
2. Academic credit granted from a regionally accredited institution of higher education for work done in a counseling or counseling related subject.
3. Publication activities are limited to articles written by the licensee and published in peer reviewed journals, editing of a chapter in a book based on counseling or counseling related material, or authoring or co-authoring a published book on counseling or counseling related material (max reported contact hours within a renewal period = 10).
4. Academic credit granted from a regionally accredited institution of higher education for work done toward the completion of a dissertation (max reported contact hours within a renewal period = 10).
5. Clinical supervision, as defined by Rule 0.208, which was received by the licensee during the renewal period (max reported contact hours within a renewal period = 10).
6. Leadership positions: Officer of state, regional, or national counseling organization; editor or editorial board member of a professional counseling journal; active member of a state, regional, or national counseling committee producing a substantial written product; chair of a major state, regional or national counseling conference or convention (max reported contact hours within a renewal period = 10).
7. Presentation activities or workshops for which the licensee was a presenter (max reported contact hours within a renewal period = 5).

Approved Providers - Choose the appropriate number below to identify the approved provider.

Continuing education training provided by one of the following national organizations, their affiliates or by a vendor approved by one of the following organizations shall be approved:

1. American Counseling Association
2. American Association of State Counseling Boards
3. National Board for Certified Counselors
4. Commission on Rehabilitation Counselor Certification

Continuing education training provided by one of the following national organizations, their affiliate or by a vendor approved by one of the following organizations shall be approved for no more than 15 contact hours for any given renewal period:

5. American Association of Christian Counselors
6. National Association of Pastoral Counselors
7. National Rehabilitation Association
8. National Association of Alcoholism & Drug Abuse Counselors
9. National Association of Social Workers
10. American Association Marriage and Family Therapy
11. National Area Health Education Center Organization
12. American Psychological Association
13. International EAP Association
14. Employee Assistance Certification Commission

Content Areas - Choose the appropriate number below to identify the content area. Specific renewal guidelines, including types of continuing education are outlined in Rule .0603(a) and .0701(a)(2)(A)

1. Counseling theory
2. Human growth and development
3. Social and cultural foundations
4. Helping relationship
5. Group dynamics
6. Lifestyle and career development
7. Appraisal of individuals
8. Diagnosis and treatment planning
9. Research and evaluation
10. Professional orientation
11. Ethics \* (minimum 3 hours per renewal period)
12. Clinical supervision (required for LPCS Only)

\* Ethics training must focus on ethical behavior and responsibility as related to the American Counseling Association's Code of Ethics or the Center for Credentialing and Education's Approved Clinical Supervisor (ACS) Code of Ethics.

Contact Hours - Forty contact hours of continuing education\*, including a minimum of three contact hours of ethics, are required within the two-year license renewal period. However, in the cases of newly issued licenses in which the initial renewal periods are less than two full years, 30 contact hours, including a minimum of three contact hours of ethics, are required. Contact hours equal the number of actual clock hours spent in direct participation in a structured education format as a learner.

One Continuing Education Unit (CEU) = 10 contact hours  
One Semester hour of credit = 15 contact hours  
One Quarter hour of credit = 10 contact hours

\* LPCS renewals must provide additional documentation of a minimum of ten (10) contact hours of continuing education training related to professional knowledge and competency in the field of counseling supervision.

This version supersedes all previous versions