

GEORGIA COMPOSITE BOARD OF PROFESSIONAL COUNSELORS,  
SOCIAL WORKERS AND MARRIAGE AND FAMILY THERAPISTS  
Meeting Minutes – November 7, 2014

The Georgia Composite Board of Professional Counselors, Social Workers and Marriage and Family Therapists met by teleconference on Friday, November 7, 2014 at 237 Coliseum Drive, Macon, Georgia with the following members present:

**MEMBERS PRESENT:**

Tommy Black, LPC, Chair  
Steve Livingston, MFT, Vice-Chair  
Arthur Williams, LPC  
Ben Marion, CSW  
Will Bacon, MFT  
Jack Perryman, LPC  
Tonya Barbee, CSW

**BOARD MEMBERS ABSENT:**

Robert King, CSW  
Richard Long, MFT

**ADMINISTRATIVE STAFF PRESENT:**

Brig Zimmerman, Executive Director, HC 1  
Stacey Mitchell, Board Support Specialist, HC 1  
Angela Harrison, Licensing Analyst, HC 1  
Amanda Allen, Licensing Analyst, HC

**ATTORNEY GENERAL'S OFFICE:**

Tricia Downing, Esq., Senior A.A.G.

**GUEST ATTENDEES:**

Gale Macke, LPCA  
James Pace, NASW  
Shannon George Cink, MCS  
Cheryl Bonneau, NASW

Tracy Hall, LPCA  
Charlie Safford, YOURCEU'S  
Theresa Holt, LPCA

**Tommy Black, Chair, established a quorum of the Board was present and called the Board meeting to order at 8:45 a.m.**

**Agenda:**

**Mr. Bacon motioned, Mr. Livingston second and the Board voted to approve the agenda as presented. None opposed, motion carried.**

**Mr. Bacon motioned, Mr. Williams seconded and the Board voted for the committees to enter into Executive Session in accordance with O.C.G.A. § 43-1-2(k) (1) (2), O.C.G.A. § 50-14-2(1), O.C.G.A. § 43-1-2-(k) (4), O.C.G.A. § 43-1-19 (h) (2) & (4) to receive and review information pertaining to applications, conduct applicant and investigative interviews, receive the Attorney General's, the Professional Practices (Cognizant) and Professional Standards Committee Reports.**

**The Professional Practices Committee was called to order at 8:47 a.m. The Professional Standards Committee was called to order at 8:47 a.m.**

**Applications:**

Mr. Livingston motioned, Ms. Barbee seconded, and the Board voted to accept the following recommendations on the Marriage & Family Therapists applications as reviewed during today's scheduled meeting. None opposed, motion carried.

**ASSOCIATE MARRIAGE & FAMILY THERAPISTS CONTRACT CHANGES:**

1. Albrite, Adam	Contract changes approved
2. Cox, Emily	Contract changes approved
3. Gavulic, Alyssa	Contract changes approved
4. Howard, Jocelayna	Contract changes approved
5. McCurdy, Patti	Contract changes approved
6. Peterson, Jayson	Contract changes approved

**ASSOCIATE MARRIAGE & FAMILY THERAPIST BY EXAM:**

1. M.C.	Approved to sit for exam
2. T.H.	Approved to sit for exam
3. J.H.	Approved to sit for exam
4. S.L.	Approved to sit for exam
5. A.L.	Denied. R. Long recused from vote.
6. T.L.	Approved to sit for exam
7. R.S.	Approved to sit for exam

**ASSOCIATE MARRIAGE & FAMILY THERAPISTS BY EXAM WAIVER:**

1. Campbell, Ansley	Approved for licensure
2. Peng, Yanqun	Approved for licensure

**MARRIAGE & FAMILY THERAPIST BY EXAM:**

1. R.W.	Course approval only
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**MARRIAGE & FAMILY THERAPIST BY EXAM WAIVER:**

1. Brown, Holly	Approved for licensure
2. N.C.	Approved pending the receipt of both references
3. K.H.	Approved pending the receipt of both references

**MARRIAGE & FAMILY THERAPIST BY ENDORSEMENT:**

1. A.C.	Approved to sit for exam
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**MARRIAGE & FAMILY THERAPIST BY REINSTATEMENT:**

1. Temple, Palmer	Approved for reinstatement
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**Mr. Williams motioned, Ms. Bacon seconded, and the Board voted to accept the recommendations on the Counselors applications as reviewed during today's scheduled meeting. None opposed, motion carried.**

**ASSOCIATE PROFESSIONAL COUNSELOR BY EXAM:**

1. L.A.	Approved to sit for exam
2. S.B.	Denied
3. M.B.	Approved to sit for exam
4. K.B.	Approved to sit for exam
5. K.B.	Approved to sit for exam
6. A.B.	Pending additional information
7. P.B.	Approved to sit for exam
8. S.B.	Approved to sit for exam
9. A.C.	Pending additional information
10. A.D.	Approved to sit for exam
11. D.D.P.	Approved to sit for exam
12. P.D.C.	Approved to sit for exam
13. A.E.	Approved to sit for exam
14. D.F.	Approved to sit for exam
15. K.F.	Approved to sit for exam
16. M.F.	Approved to sit for exam
17. C.F.	Approved to sit for exam
18. L.G.	Approved to sit for exam
19. H.H.	Approved to sit for exam
20. J.H.	Approved to sit for exam
21. P.H.	Approved to sit for exam
22. C.J.	Approved to sit for exam
23. S.J.	Approved to sit for exam
24. K.K.	Denied
25. V.L.	Approved to sit for exam
26. A.M.	Pending additional information
27. J.M.	Approved to sit for exam
28. D.M.	Pending additional information
29. S.P.	Approved to sit for exam
30. L.P.	Approved to sit for exam
31. E.P.	Pending additional information
32. W.P.	Approved to sit for exam
33. D.R.	Approved to sit for exam
34. L.S.	Approved to sit for exam

35. T.S.	Approved to sit for exam
36. V.S.	Approved to sit for exam
37. J.S.	Pending additional information
38. A.T.	Approved to sit for exam
39. J.V.	Approved to sit for exam
40. C.W.	Approved to sit for exam
41. N.W.	Approved to sit for exam
42. F.W.	Pending additional information
43. D.W.	Denied

**ASSOCIATE PROFESSIONAL COUNSELOR BY EXAM WAIVER:**

1. Abshire, Andrea	Approved for licensure
2. Akinsunmi, Eniola	Approved for licensure
3. Allen, Jamie	Approved for licensure
4. Aycock, Anna	Approved for licensure
5. Brewer, Juquatta	Approved for licensure
6. Brewer, Juquatta	Approved for licensure
7. Brogdon, Christopher	Approved for licensure; A.Williams recused
8. Buchanan, Amy	Approved for licensure
9. S.B.	Pending additional information
10. Charles, Deshona	Approved for licensure
11. Dawson, Martha	Approved for licensure
12. M.D.	Pending additional information
13. Fraser, Jennifer	Approved for licensure
14. Gori, Dawn	Approved for licensure
15. Hammond, Stephen	Approved for licensure
16. Hargrove, Karen	Approved for licensure
17. Holland, Tamika	Approved for licensure
18. J.H.	Pending additional information
19. Kelly, Alison	Approved for licensure
20. Kingman, James	Approved for licensure
21. King, Tameka	Approved for licensure
22. Kinney, Joanne	Approved for licensure
23. Lamp, Amber	Approved for licensure
24. Martin, Eli	Approved for licensure
25. McElduff, Stephanie	Approved for licensure
26. Minday, Emily	Approved for licensure
27. Morell, Emily	Approved for licensure
28. O'Brien, Shannon	Approved for licensure
29. J.P.	Pending additional information
30. Snead, Samantha	Approved for licensure
31. Snelling, Denise	Approved for licensure
32. Stuart, Maegan	Approved for licensure

33. Stuart, Michael	Approved for licensure
34. S.S.	Pending additional information
35. Taylor, LaKisha	Approved for licensure
36. Thompson, Donna	Approved for licensure
37. Thompson, Virginia	Approved for licensure
38. Trawick, Jennifer	Approved for licensure
39. Turton, Joshua	Approved for licensure
40. A.W.I.	Pending additional information
41. R.W.	Pending additional information
42. Williams, Folayan	Approved for licensure

**ASSOCIATE PROFESSIONAL COUNSELOR CONTRACT AFFIDAVIT CHANGES:**

1. J.A.	Pending additional information
2. Berger, Julie	Contract changes approved
3. Gavulic, Alyssa	Contract changes approved
4. K.G.	Pending additional information
5. Payn, Dena	Contract changes approved
6. Pledger, Erin	Contract changes approved
7. Powell, Margaret	Contract changes approved
8. Rowland, Irene	Contract changes approved
9. Simpson, Melissa	Contract changes approved
10. Womack, Kara	Contract changes approved

**ASSOCIATE PROFESSIONAL COUNSELOR BY REINSTATEMENT:**

1. C.M.	Pending additional information
2. Stulak, Jodi	Approved for reinstatement

**LICENSED PROFESSIONAL COUNSELOR BY EXAM:**

1. K.B.	Approved to sit for exam
2. J.C.	Approved to sit for exam
3. L.E.	Approved to sit for exam
4. C.F.	Pending additional information
5. J.H.	Approved to sit for exam
6. K.I.	Pending additional information
7. T.I.	Approved to sit for exam
8. L.K.	Pending additional information
9. D.K.	Pending additional information
10. C.L.	Approved to sit for exam
11. S.L.	Pending additional information
12. L.L.	Approved to sit for exam
13. T.L.	Approved to sit for exam
14. A.M.	Approved to sit for exam

15. L.O.	Denied
16. I.P.	Approved to sit for exam
17. S.V.	Approved to sit for exam
18. P.W.	Approved to sit for exam

**LICENSED PROFESSIONAL COUNSELOR BY EXAM WAIVER:**

1. M.A.	Pending additional information
2. Alford-Lawson, Louvenia	Approved for licensure
3. Baker, Jamal	Approved for licensure
4. Bradley, Robin	Approved for licensure
5. Brown, Phaedra	Approved for licensure
6. K.C.	Pending additional information
7. Campbell, Christine	Approved for licensure
8. Coombe, Peter	Approved for licensure
9. B.D.	Pending additional information
10. Dow-Ester, Deshanda	Approved for licensure
11. Fishman, Rachel	Approved for licensure
12. Flom, Melody	Approved for licensure
13. S.G.	Pending additional information
14. George, James	Approved for licensure
15. J.G.	Pending – Referral to AG
16. A.G.	Pending additional information
17. Goldman, Dana	Approved for licensure
18. J.G.	Pending additional information
19. Harr, Helen	Approved for licensure
20. Harrison, Carrin	Approved for licensure
21. Henry, Rhana	Approved for licensure
22. Howell, Mandi	Approved for licensure
23. E.H.	Pending additional information
24. J.J.	Pending additional information
25. F.J.	Pending additional information
26. D.J.C.	Pending additional information
27. Jewett, Alesha	Approved for licensure
28. Jones, Tiffany	Approved for licensure
29. Kennebrew, John	Approved for licensure
30. B.K.	Pending additional information
31. La-Force-Gillians, Shirley	Approved for licensure
32. K.L.	Denied for licensure
33. McNinch, Holly	Approved for licensure
34. E.M.	Pending additional information
35. Morss, Latasha	Approved for licensure
36. Pelfrey, David	Approved for licensure
37. Reid, Samela	Approved for licensure

38. Roark, Stacy	Approved for licensure
39. Roberts, Kim	Approved for licensure
40. Rhodes, Lamanda	Approved for licensure
41. Rojas, Sarynelly	Approved for licensure
42. Rose, Ashley	Approved for licensure
43. Salaverria, Melanie	Approved for licensure
44. Salzman, Lara	Approved for licensure
45. Smith, Carolyn	Approved for licensure
46. Smith, Miranda	Approved for licensure
47. A.S.	Denied
48. Thompson, Jennifer	Approved for licensure
49. Wacht, Angela	Approved for licensure
50. Weisgerber, Christine	Approved for licensure
51. West, Blayne	Approved for licensure
52. Wiggs, Lolita	Approved for licensure
53. Williams, Randi	Approved for licensure

**LICENSED PROFESSIONAL COUNSELOR BY ENDORSEMENT:**

1. Adair, Susan	Approved for licensure
2. Boyd, LaToya	Approved for licensure
3. Brooks Bacote, Keisa	Approved for licensure
4. Carollo, Christina	Approved for licensure
5. S.G.	Pending additional information
6. Gibson, Kimberly	Approved for licensure
7. Hall, Diane	Approved for licensure
8. Hughes, Leslie	Approved for licensure
9. K.J.	Pending additional information
10. Patton, Jason	Approved for licensure
11. Roberts, Abigail	Approved for licensure
12. Schuster, Denise	Approved for licensure
13. Underwood, Karen	Approved for licensure

**LICENSED PROFESSIONAL COUNSELOR BY REINSTATEMENT:**

1. Conliffe, Stacie	Approved for reinstatement
2. Dallas, Robert	Approved for reinstatement
3. King, Elizabeth	Approved for reinstatement
4. D.S.	Pending additional information

**APC FORM A REVIEW ONLY:**

1. M.A.A.	Pending
2. Becker, Mikaela	Form A approved
3. B.B.	Form A not approved

4. Hutchinson, Timothy	Form A approved
5. J.J.A.	Pending
6. Martin, LaShonda	Form A approved
7. Melton, Tammy	Form A approved
8. A.S.	Form A not approved
9. Thompson, Felicia	Form A approved

**Mr. King motioned, Mr. Long seconded, and the Board voted to accept the recommendations on the Social Workers applications as reviewed during today's scheduled meeting. None opposed, motion carried.**

**MASTER SOCIAL WORKER BY EXAM:**

1. K.A	Approved to sit for exam
2. C.B.	Approved to sit for exam
3. T.B.	Approved to sit for exam
4. N.B.	Approved to sit for exam
5. C.D.	Approved to sit for exam
6. H.D.	Approved to sit for exam
7. E.E.	Approved to sit for exam
8. T.F.	Approved to sit for exam
9. C.G.	Approved to sit for exam
10. E.F.	Approved to sit for exam
11. A.H.	Approved to sit for exam
12. S.H.	Approved to sit for exam
13. V.H.	Approved to sit for exam
14. J.K.K.	Approved to sit for exam
15. W.K.	Approved to sit for exam
16. S.K.	Approved to sit for exam
17. K.L.	Approved to sit for exam
18. R.L.	Approved to sit for exam
19. H.M.	Approved to sit for exam
20. D.M.	Approved to sit for exam
21. T.M.	Approved to sit for exam
22. T.M.	Approved to sit for exam
23. J.N.	Approved to sit for exam
24. A.O.	Approved to sit for exam
25. R.P.	Approved to sit for exam
26. T.P.	Approved pending the receipt of references
27. M.R.	Approved to sit for exam
28. A.R.	Approved to sit for exam
29. G.R.	Approved to sit for exam
30. R.R.	Approved to sit for exam
31. P.R.	Approved to sit for exam
32. J.R.	Approved to sit for exam

33. G.S.	Approved to sit for exam
34. B.S.	Approved to sit for exam
35. A.T.	Approved to sit for exam
36. A.T.	Approved to sit for exam
37. M.V.	Approved to sit for exam
38. K.V.	Approved to sit for exam
39. E.W.	Approved to sit for exam
40. M.W.	Approved to sit for exam

**MASTER SOCIAL WORKER BY EXAM WAIVER:**

41. Campbell, Sheena	Approved for licensure
42. James, Asantewa	Approved for licensure
43. Jefferies, Scherry	Approved for licensure
44. Lounds, Kalie	Approved for licensure
45. Taylor, Ashley	Approved for licensure
46. Varghese, Seema	Approved for licensure
47. S.W.	Approved to sit for licensure

**MASTER SOCIAL WORKER BY REINSTATEMENT:**

1. Williams, Jasmine	Approved for licensure
2. M.W.	Pending, refer to the AG's office

**REACTIVATION:**

1. Jones, Melissa	Approved for reactivation
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**CLINICAL SOCIAL WORKER BY EXAM:**

1. L.A.	Approved to sit for exam
2. K.B.	Pending, must pass exam
3. A.B.	Approved to sit for exam
4. E.B.	Approved to sit for exam
5. S.B.	Pending additional information
6. Q.C.F.	Pending additional information
7. L.C.	Pending additional information
8. M.C.	Approved to sit for exam
9. N.D.	Approved to sit for exam
10. G.G.	Pending additional information
11. K.H.	Approved to sit for exam
12. C.J.	Approved to sit for exam
13. T.K.	Approved to sit for exam
14. L.M.	Approved to sit for exam
15. Z.M.	Approved to sit for exam

16. S.M.	Approved to sit for exam
17. K.S.	Approved to sit for exam
18. J.S.	Approved to sit for exam
19. S.S.	Approved to sit for exam
20. U.S.	Approved to sit for exam
21. J.W.	Approved to sit for exam
22. S.W.	Approved to sit for exam
23. J.W.	Approved to sit for exam
24. V.W.	Approved to sit for exam
25. A.Y.	Approved to sit for exam

**CLINICAL SOCIAL WORKER BY EXAM WAIVER:**

1. Anthony, Dean	Approved for licensure
2. Bazell, Myra	Approved for licensure
3. Boone, Kimela	Approved for licensure
4. Brown, Angela	Approved for licensure
5. Christmas, Cathy	Approved for licensure
6. Crockett, Joshua	Approved for licensure
7. E.F.	Pending additional information
8. Foust, Janiece	Approved for licensure
9. Fuchs, Jennifer	Approved for licensure
10. Goodson, Sabrina	Approved for licensure.
11. Herold, Carrie	Approved for licensure
12. Jackson, Bilorla	Approved for licensure
13. Johnson, Trevor	Approved for licensure
14. M.K.	Pending additional information
15. D.M.	Pending additional information
16. O'Dell, Nikki	Approved for licensure
17. Peacock, Caroline	Approved for licensure
18. Quackenbush, Leslie	Approved for licensure
19. Radney, Mary	Approved for licensure
20. Rehrig, Mick	Approved for licensure
21. B.R.	Pending additional information
22. Ross, Robert	Approved for licensure
23. Y.S.	Pending additional information
24. Thorpe, Kelly	Approved for licensure
25. S.V.	Pending additional information
26. S.W.	Pending additional information

**CLINICAL SOCIAL WORKER BY REINSTATEMENT:**

1. Forman, Amy	Approved for reinstatement
2. Russell, Brian	Approved for reinstatement
3. Shuford, Kathleen	Approved for reinstatement

**CLINICAL SOCIAL WORKER BY REACTIVATION:**

1. Heath, Marilyn	Approved for reactivation
2. McGown, Dorothy	Approved for reactivation

**Renewal Issues:**

- A.C. Refer to AG's Office

**Assistant Attorney General's Report:**

Written status and activity report presented for Board review.

**Mr. Marion motioned, Mr. Williams seconded, and the Board voted to accept the Assistant Attorney General's report as presented. None opposed, motion carried.**

**Applicant Interviews:**

1. C.N. Refer to Attorney General's Office
2. K.F. Decision stands
3. R.M. Decision stands
4. A.D. Approved for licensure
5. C. R. No Show – Reschedule for 12-5-14

**Investigative Interviews:**

None

**Complaints – Recommended for Closure:**

COMP130103, COMP140042, COMP150002, COMP150005, COMP150008, COMP150009, COMP150013, COMP150015, COMP150018, COMP150019, COMP150027 and COMP150034

**Complaints – Recommended for Referral to Investigations:**

COMP150014

**Mr. Williams motioned, Mr. Marion seconded, and the Board voted to accept the recommendations of the Professional Practices Committee report as presented. None opposed, motion carried.**

At the conclusion of Executive Session on Friday, November 7, 2014, Mr. Black declared the meeting to be "open" pursuant to the Open and Public Meeting Act O.C.G.A. § 50-14-1 et seq

**Minutes:**

**Mr. Williams motioned, Mr. Livingston seconded and the Board voted to approve the following meeting minutes. None opposed, motion carried.**

- October 10, 2014

- October 15, 2014

**Mr. Marion motioned, Ms. Barbee seconded and the Board voted to approve the following executive session meeting minutes. None opposed, motion carried. (There were no executive session minutes for the open October 15, 2014 Board meeting)**

- October 10, 2014

**Correspondence:**

- Klopach, B. – Social Work
  - Response: Refer to board rule 135-5-.03
- Lettenberger-Klein, C. - AMFT
  - Response: Mr. Livingston will contact applicant for clarification
- Taylor, J. – Open records request
  - Response: Recommend denial
- Forsythe, S. – MSW
  - Response: Should work approxiametly 20 hours per week to get 1000 hours annually.
- Harris, S. - MFT
  - Response: Mr. Livingston will contact applicant for clarification

**Mr. Livingston motioned, Mr. Williams seconded, and the Board voted to authorize the administrative staff to respond to all correspondence as recommended above. None opposed, motion carried.**

**Petition for Variance/Waiver Requests:**

- Andreason, Lauren –Rule 135-5-.04 Clinical Social Workers
  - Denied
- McCurdy, Patti - Rule 135-9-.01 Continuing Education Requirements
  - Withdrawn
- McGown, Dorothy – Rule 135-9-.01 Continuing Education Requirements
  - Approved
- Safer, Stephen – Rule 135-9-.01 Continuing Education Requirements
  - Denied
- Brown, Evelyn – Rule 135-9-.01 Continuing Education Requirements
  - Pending: The board requested additional information
- McGruder, Wyllis – Rule 135-9-.01 Continuing Education Requirements
  - Approved with conditions

**Mr. Livingston motioned, Mr. Marion seconded, and the Board voted to accept the recommendations for the Petitions for Variance/Waiver Request as shown above. None opposed, motion carried.**

**PSC Committee Applicant Appearance:**

- K. F.
- R. M.
- A. D.

**Mr. Livingston motioned, Mr. Williams seconded, and the Board voted to accept the recommendations as reported by the Professional Standards Committees. None opposed, motion carried.**

**Professional Practices Committee:**

**Mr. Williams motioned, Mr. Marion seconded, and the Board voted to accept the recommendations as reported by the Professional Practices Committees. None opposed, motion carried.**

**Rules Discussion:**

**Mr. Marion motioned, Mr. Bacon seconded and the Board voted to table the discussion on the following proposed new rule, 135-11-.01 TeleMental Health, until the scheduled December 5, 2014 meeting date. None opposed, motion carried.**

**Note: underlined text is proposed to be added; lined-through text is proposed to be deleted.**

**135-11-.01 TeleMental Health.**

Purpose: The purpose of this rule is to define TeleMental Health and to establish minimum standards for the delivery of services by a licensed Professional Counselor, Social Worker, or Marriage and Family Therapist using technology-assisted media.

(a) Definitions:

1. Asynchronous store and forward - means the transmission of a client's information from an originating site to a licensee at a distant site without the presence of the client.
2. Distant site - means a site or location from which services are delivered by a licensee via a technology-assisted media.
3. Licensee - means a person licensed in the state of Georgia as a Professional Counselor, Social Worker or Marriage and Family Therapist, including Associate licensees.
4. Originating site - means a site where a client is located at the time TeleMental Health services are provided via technology-assisted media or where the asynchronous store and forward services originates.
5. Synchronous interaction - means a real-time interaction between a client and a licensee located at a distant site.
6. TeleMental Health - means the mode of delivering services via technology-assisted media, such as but not limited to, a telephone, video, internet, a smartphone, tablet, PC

desktop system or other electronic means using appropriate encryption technology for electronic health information. TeleMental Health facilitates client self-management and support for clients and includes synchronous interactions and asynchronous store and forward transfers.

7. TeleMental Health Supervision - means the delivery of supervision via technology-assisted media by a supervisor at one site while the supervisee is located at a distant site. Telemental health supervision may include, without being limited to, the review of case presentation, audio tapes, video tapes, and observation in order to promote the development of the practitioner's clinical skills.

(b) Provisions

1. Training for Licensee:

(i) Prior to the delivery of clinical TeleMental Health, the licensee shall have obtained a minimum of 6 hours of TeleMental Health continuing education such as teletherapy, telecounseling, distance counseling, video-assisted counseling, behavioral telehealth or e-health.

2. Supervision:

(i) Training of the TeleMental Health Supervisor: Prior to the delivery of supervision via telemental health, the supervisor shall have obtained a minimum of 6 hours of TeleMental Health continuing education such as teletherapy, telecounseling, distance counseling, video-assisted counseling, behavioral telehealth or e-health.

(ii) Board rules 135-5 define the acceptable criteria of a Board recognized "Supervisor" for the Counselor, Social Work and Marriage and Family Therapy professions.

(iii) Informed Consent: Prior to the delivery of supervision via TeleMental Health, the supervisor at the distant site shall inform the supervisee that TeleMental Health will be used and obtain verbal and written consent from the supervisee for this use.

3. Informed Consent - Prior to the delivery of TeleMental Health services by a licensee via technology-assisted media, the licensee at the distant site shall inform the client that TeleMental Health services via technology-assisted media will be used, and the licensee shall obtain verbal and written consent from the client for this use. The verbal and written consent shall be documented in the client's record. Consent must include disclosure of the use of any third party vendor such as a record keeping, billing service or legal counsel.

4. Client Assessment - Careful assessment using assessment instruments referenced in Rule 135.-7-.05 as appropriate is required in order to determine whether an individual may be properly assessed and/or treated via TeleMental Health services through technology-assisted media. Clients who cannot be treated properly via TeleMental Health services should be treated in person, or else they should not be accepted as clients or, if already accepted, properly terminated with appropriate referrals.

5. Code of Ethics - The failure of a licensee to comply with these requirements shall constitute unprofessional conduct under the Code of Ethics as described in Board rule 135-7. A licensee delivering health care services via TeleMental Health shall comply with all Code of Ethics requirements as described in Board rule 135-7.

6. Scope of Practice - This rule shall not be construed to alter the scope of practice of any licensee or authorize the delivery of services in a setting, or in a manner, not otherwise authorized by law.

7.Out-of-State Clients - Licensees who want to offer TeleMental Health services outside the state are advised to check with the state board in which the client resides for information about telemental health regulations outside of Georgia.

**Authority: O.C.G.A. §§ 43-1-19, 43-1-24, 43-1-25, 43-10A-2, 43-10A-5, 43-10A-16 and 43-10A-17**

**Chair Report:**

- CE Manager or “Tracker” tool still being reviewed; will present to full Board at a later date. The Association liaisons will provide additional information to the Chair.

**Executive Directors Report:**

- Volunteer versus Compensated Work Experience:

All three license types need to determine how work experience is to be counted toward licensure requirements; need to propose and adopt clear new rules; encouraged each profession to review current rules, statute and come prepared to discuss during future meeting dates.

The Board decided to refer to the rules committee for review, discussion and development of new definitions, guidelines and wherein current rules to place the new criteria; the committee will then report their proposals to the full Board at a later date. The current rules committee consists of Mr. Williams, Ms. Barbee and Mr. Long.

The Committee is to decide on a future conference call meeting date and let Mr. Zimmerman know so it can be arranged and posted for public view.

**Associations Update:**

- GA LPC Association liaison Gale Macke reported to the Board that the “Psychologists” have contacted the three associations about a proposed legislative amendment to their practice act this next legislative session (2015) regarding testing.

**With no additional Board business requiring discussion, Mr. Bacon motioned, Mr. Marion seconded, and the Board voted to adjourn today’s meeting at 12:41 p.m.**

Minutes recorded by: Stacey Mitchell, Board Support Specialist, HC1  
Minutes reviewed and edited by: Brig Zimmerman, Executive Director, HC 1

**Tommy Black**

Tommy Black, LPC, Chair

**BRIG ZIMMERMAN**

Brig Zimmerman, Executive Director HC1

These minutes were approved on: December 5, 2014