



**CEHs AUDIT FORM: Please complete and submit ONLY IF AUDITED.**

Date	# of CEHs	Approving Body (AAMFT, LAMFT, etc.) See Rules: Chapter 35	Program/Activity Title & Brief Description
<b>CLOCK Hours in Marriage and Family Therapy Ethics (3 hours REQUIRED) and Diagnosis (6 hours REQUIRED)</b>			
<b>CLOCK Hours in the Area of Marriage and Family Therapy</b>			
<b>CLOCK Hours NOT in the area of Marriage and Family Therapy (max. of 20 hours for a LMFT licensed in another mental health discipline—e.g. LPC)</b>			
<b>TOTAL # of CEHs</b>			

**Please Note:**

- o CEHs may also be gained by taking coursework (graduate level only) from a regionally accredited institution in one of the approved content areas for continuing education listed in §3503. **One semester hour is equivalent to 15 clock hours and one quarter hour is equivalent to 10 clock hours.** Verification for coursework may consist of either copies of transcripts for coursework taken for credit or letter of attendance from instructor for courses audited.
- o 1.0 Continuing Education Unit (CEU) = 10.0 Continuing Education Hours (CEH). 40 CEHs (40 Continuing Education Clock Hours) are required per renewal period. **Of these 40 CEHs, all licensees must accrue 3 CEHs in MFT ethics, 6 CEHs in diagnosis, and all LMFT Supervisors must complete 6 CEHs in clinical MFT supervision.**





## SUPERVISEE UPDATE FORM

**All LMFT Supervisors are required to complete, sign, and submit this form even if you choose NOT to renew your supervisor privileging designation.** For each supervisee, please provide the supervisee's name, the date upon which you last met with the supervisee, and a brief status update on your supervisee's progress (including any issues or concerns). Please submit additional pages if necessary.

- If you **do not have** any supervisees, please check this box:
- If you **DO NOT want to renew your supervisor privileging designation**, please check this box:

To renew your supervisor privileging designation, you must **renew your LMFT license**, submit an **additional \$100 fee**, and **submit proof of completion of 6 CEHs specific to clinical MFT supervision** by the postmark deadline of 12/31/2016 to avoid a late fee. **ALL** supervisor privileging designation renewal applicants **MUST** submit proof of 6 CEHs specific to clinical MFT supervision.

If you were approved by the Board as a LMFT-S in 2014 *and* your LMFT license renewal date is by 12/31/2016, you are **NOT required** to renew this privileging designation until 2018; however, **you are still required to complete and submit this form.**

Supervisee Name	Date of <u>Last Meeting</u>	Status Update

**Attestation Statement:** By my signature below, I attest the information provided herein is accurate. I understand completion of the Supervisee Update Form is required and that I may not supervise PLMFTs with an **Inactive or Expired LMFT license.**

Furthermore, I understand that I **must renew my supervisor privileging designation in order to supervise PLMFTs.**

Supervisor Name (please print legibly) \_\_\_\_\_

Supervisor Signature \_\_\_\_\_ Date \_\_\_\_\_