

# The LMFT Supervision Handbook

## Supervisor Orientation Course and Examination Information

**General Information:** The Supervisor Orientation Course Exam must be completed after viewing the Supervisor Orientation Course video available on the LPC Board website and reading the Supervisor Handbook. As of August 20<sup>th</sup>, 2012, all newly credentialed LMFT Supervisors and LMFT Supervisor Candidates must complete the Supervisor Orientation Course and successfully pass exam within one year of issuance of the Supervisor credential. Additionally, **ALL** LMFT Supervisors and Supervisor Candidates must complete the course and successfully pass this exam prior to renewal of their supervisory credential every four (4) years.\*

\*Only newly credentialed Supervisors may count completion of the course and passage of the exam as part of the six (6) hours of required continuing education for supervisors.

**Purpose of Exam:** The purpose of the exam is to ensure all LMFT Supervisors and Supervisor Candidates are aware of the law, Board rules, responsibilities, policies, and requirements to which they will be held accountable in their role as a Supervisor of PLMFTs.

**Exam Instructions:** This exam contains 32 multiple choice questions, each worth 2 points. You must obtain a minimum of 48 points in order to pass the exam. Please select only one answer per question. All questions must be answered and all exams must be signed. If an answer is not selected for each question and/or the exam is not signed, the exam will be considered incomplete and will not be graded.

**If you prefer to complete the exam and send via email, then please mail your completed exam to the address of the Board, Attention "MFTAC":**

Licensed Professional Counselors Board of Examiners  
11410 Lake Sherwood Ave North, Suite A  
Baton Rouge, LA 70816

**Additional information may be obtained by contacting the Board Office:**

Phone: (225) 295-8444  
Fax: (225) 295-8448  
Email: [lpcboard@lpcboard.org](mailto:lpcboard@lpcboard.org)  
Website: [www.lpcboard.org](http://www.lpcboard.org)



# **Supervisor Orientation Course Examination**

(Revised March 2021)

1. **The overarching responsibility of the licensing board is**
  - A. advocating for the profession
  - B. protection of the public
  - C. creation of rules/regulations for the licensees
  - D. approving applications for licensure
  
2. **To meet academic requirements for provisional licensure as a PLMFT, applicants must graduate from a program in marriage and family therapy or marriage and family counseling, or related clinical mental health counseling accredited by COAMFTE or CACREP.**
  - A. true
  - B. false
  
3. **The MFTAC has the legislative authority to promulgate rules for the regulation of the use of the title LMFT independent from the LPC Board of Examiners.**
  - A. true
  - B. false
  
4. **How many years does a PLMFT have to complete the requirements of the Provisional Licensing process?**
  - A. 5
  - B. 6
  - C. 7
  - D. 8
  
5. **The MFTAC may assist the supervisor and supervisee in resolving minor disputes that do not rise to the level of a serious ethical or legal violation.**
  - A. true
  - B. false
  
6. **It is the responsibility of the licensing board to provide a process by which applicants make formal application for licensure, registration, or certification.**
  - A. true

- B. false
7. **Because a PLMFT is not fully licensed, s/he cannot be sanctioned in any way by the licensing board.**
- A. true  
B. false
8. **AAMFT Approved Supervisors and Supervisor Candidates are eligible to supervise PLMFT toward licensure without applying for certification as a LMFT Board Approved Supervisor or Supervisor Candidate.**
- A. true  
B. false
9. **Information to locate a LMFT Board Approved Supervisor or Supervisor Candidate is found on the LPC Board website.**
- A. true  
B. false
10. **LMFT Board Approved Supervisors may also supervise PLPCs toward licensure as a LPC without applying for certification as a Board Approved Supervisor of PLPCs.**
- A. true  
B. false
11. **In order to perform mental health counseling in Louisiana, you must**
- A. possess a valid Louisiana license, registration or certification under any provision of state law, as long as the services rendered are consistent with Louisiana law, professional training, and the individual's respective code of ethics.
- B. graduate with a mental health counseling degree.
- C. only have a strong desire to help people who are struggling with problems and be willing to work as a counselor.
12. **Graduate students providing marriage and family therapy services as part of their academic training who wish to continue performing these services post-graduation in the same practice setting, must apply for registration**
- A. as a Provisional Licensee and be approved by the Board within seven (7) days of the date of graduation if they desire to continue providing ongoing

counseling or marriage and family therapy services to clients in the setting in which the academic internship took place.

**B.** as a Provisional Licensee and be approved by the Board within six (6) months of the date of graduation if they desire to continue providing ongoing counseling or marriage and family therapy services to clients in the setting in which the academic internship took place.

**C.** as a Provisional Licensee and be approved by the Board within sixty (60) days of the date of graduation if they desire to continue providing ongoing counseling or marriage and family therapy services to clients in the setting in which the academic internship took place.

**13. Applicants wishing to obtain both LPC and LMFT licenses must**

**A.** apply for one of the licenses first, begin accruing hours for both licenses and apply for the second license later.

**B.** apply for each license separately, consulting the current rules to determine the academic requirements for each license before making application.

**C.** apply for both licenses under a special joint application.

**14. Applicants who have met the qualifying standards to apply as a PLMFT may**

**A.** apply to the LPC Board of Examiners by submitting the PLMFT Application, sections 1, 2, and 3. PLMFT applicants may not begin seeing clients until they have received their letter of approval from the Board of Examiners, with the exception of those who are in an existing practice setting at the time of graduation and will continue employment at that setting.

**B.** find an approved Supervisor and begin counseling as soon as their qualifying master's degree is complete.

**C.** call the LPC Board of Examiners and receive pre-approval to begin counseling before sending in the PLMFT Registration of Supervision Form, sections 1, 2, and 3, and receiving a letter of approval from the Board of Examiners.

**15. If a PLMFT wants to change their Supervisor they are responsible to:**

**A.** Contact a new supervisor and inform the LPC Board after beginning to meet with the new supervisor and setting up a new Plan of Supervision.

**B.** Request the current supervisor to complete a Documentation of

Experience form and submit it to the Board of Examiners in addition to the Provisional Licensee making application for the new Supervisor. Provisional Licensees must continue with the current approved supervisor until notified by the Board of Examiners that the new Approved Supervisor and Plan of Supervision has been approved.

C. Request a Documentation of Experience Form from the current Approved Supervisor and stop meeting until that is submitted and the PLMFT receives permission to select a new Approved Supervisor.

**16. The required number of supervised client contact-hours and the number of supervisor-contact hours**

A. must be completed in no less than two and no more than six years from the PLMFT's date of approval.

B. can be completed in any time frame that is convenient to the PLMFT.

C. must be completed in no less than two years from the PLMFT's date of application.

**17. Post graduate clinical experience must include at least 200 hours of qualified supervision with up to 100 hours of qualified supervision received during supervisee's qualified academic experience during graduate work.**

A. True

B. False

**18. Direct client contact experience is defined**

A. as client contact in marriage and family therapy both in graduate work and post-graduate work that involves face-to-face delivery of clinical services.

B. as qualified post-graduate client contact in marriage and family therapy and that involves face-to-face delivery of clinical services to individuals, couples, families, or groups, as well as contact by telephone or video conference.

C. as qualified post-graduate client contact in marriage and family therapy and that involves the face-to-face delivery of clinical services to individuals, couples, families, or groups.

**19. Qualified supervision includes**

A. administrative supervision for case management as well as face-to-face

contact with the Approved Supervisor.

**B.** consultation, staff development, and orientation to a field program, as well as face-to-face contact with the Approved Supervisor.

**C.** Face-to-face or synchronous contact with the Board-Approved Supervisor or Supervisor Candidate and PLMFT, unless other interaction (such as conventional correspondence, telephone, e-mail, instant message, etc.) has been pre-approved by the Advisory Committee as part of the PLMFT's Plan of Supervision.

- 20. How often does a PLMFT renew their Provisional License?**
- A. Every year
  - B. Every two years
  - C. Every three years
- 21. How many Supervision hours may a PLMFT obtain via synchronous video-conferencing?**
- A. 20
  - B. 100
  - C. 30
- 22. How many years must an individual be licensed as an LMFT prior to eligibility for application as a Supervisor Candidate?**
- A. 4 years
  - B. 3 years
  - C. 2 years
  - D. 1 year
- 23. What initials are used to signify designation as a Licensed Marriage and Family Therapy Board-Approved Supervisor and Licensed Marriage and Family Therapy Registered Supervisor Candidate?**
- A. LMFT-S and LMFT-SC
  - B. LMFT-Sup and LMFT-SupC
  - C. LMFT-BAS and LMFT-RSC
- 24. What is the minimum number of years of clinical experience and hours of Supervision of Supervision required for LMFT Registered Supervisor Candidates?**
- A. 2 years and 36 hours of Supervision of Supervision
  - B. 1 year and 20 hours of Supervision of Supervision
  - C. 2 years and 40 hours of Supervision of Supervision

- 25. When are LMFT Board-Approved Supervisors required to take the Supervisor Orientation Course?**
- A. when initially qualifying as a LMFT Board Approved Supervisor and every 4 years.
  - B. every license renewal period
  - C. every 5 years
- 26. How often does an LMFT Board-Approved Supervisor renew the Supervisor credential?**
- A. every license renewal period
  - B. every 4 years
  - C. every 5 years
- 27. Is it necessary for a LMFT Supervisor to continue to provide qualified supervision once the PLMFT has completed the required number of direct client contact hours and supervision hours for licensure?**
- A. Yes, the qualified supervision must continue until the supervisor and the PLMFT have received official notice from the Board that licensure has been granted or another supervisor has been approved for the PLMFT.
  - B. No, once the required number of direct client contact hours and qualified supervision hours been met, supervision may be terminated.
- 28. Is it required for the LMFT Supervisor to maintain regular contact with the PLMFT's site supervisor?**
- A. Yes, it is required.
  - B. No, it is recommended.
- 29. Is a Plan of Supervision required when supervising a PLMFT or a LMFT Registered Supervisor Candidate?**
- A. Yes, it is required.
  - B. No, it is recommended.
- 30. How many clock hours of continuing education in clinical MFT supervision must be accrued prior to each renewal date for the LMFT Board-Approved Supervisor designation?**
- A. 3 clock hours
  - B. 5 clock hours
  - C. 6 clock hours
- 31. All laws, rules, and Board policies, which apply to LMFT Board-**



**Approved Supervisors, also apply to LMFT Registered Supervisor Candidates.**

- A. True
- B. False

**32. How many Direct Client Contact hours may a PLMFT apply from their Graduate work towards their 2,000 clock hours of direct client contact experience?**

- A. None
- B. 250 hours, if the PLMFT can show that the hours are systemic.
- C. 500 hours, if the PLMFT can show that the hours are systemic.

**For Office Use Only**

**Exam Score:** \_\_\_\_\_

**Pass / Fail**

**Date Graded:** \_\_\_\_\_