

San José State University
Department of Counselor Education
Licensed Professional Clinical Counselor (LPCC)-Preparation Information

The Department of Counselor Education (EDCO) has been reviewed and accepted by the Board of Behavioral Services (BBS) verifying that our program is in compliance with California State law.

In this informational packet, you will find:

- Terminology
- How is being licensed beneficial?
- Steps to become an LPCC
- Educational Requirements
- PCCI Application Procedures
- Internship Requirements
- Exams
- Memberships/Networking
- Frequently Asked Questions

TERMINOLOGY

- **LPCC** – Licensed Professional Clinical Counselor
- **PCCI** – Professional Clinical Counselor Intern
- **Practicum** – Supervised counseling (fieldwork) completed before degree (individual, group, families, etc.)
- **Internship** – Supervised counseling completed after degree
- **Direct Client Hours** – Hours spent face-to-face with clients
- **Indirect Hours** – Hours spent not with clients; case management, supervision, completing notes, planning for sessions, communicating with other professionals about clinical work

HOW IS BEING LICENSED BENEFICIAL?

- Much broader counseling work
- Reimbursement by Medi-Cal and insurance
- Lends credibility to you as a mental health professional
- Focus on socio-emotional and psychotherapy
- Competitive for jobs in medical and nonprofit sectors (provides job stability amidst budget concerns and layoffs)
- Transferable between states (may need to take additional steps, but being licensed in one state often expedites licensure in other states)

STEPS TO BECOME AN LPCC

1. Complete M.A. through EDCO
2. Apply to become a PCCI
3. Complete Internship
4. Pass 2 Exams

EDUCATIONAL REQUIREMENTS

Did you start the EDCO program BEFORE or AFTER August 1, 2012?

| | AFTER 8/1/2012 | BEFORE 8/1/2012 |
|--|--|--|
| Required Semester Units | <ul style="list-style-type: none"> • 60* | <ul style="list-style-type: none"> • 48 |
| Core Content Areas | <ul style="list-style-type: none"> • 13 Areas Total • 10 MUST be completed in program • All 13 must be completed before education can be approved | <ul style="list-style-type: none"> • 9 Areas Total • 7 MUST be completed in program • All 13 must be completed before education can be approved |
| Supervised Fieldwork | <ul style="list-style-type: none"> • Minimum 6 semester units • Minimum 280 face-to-face hours | <ul style="list-style-type: none"> • Minimum 6 semester units • Minimum 150 face-to-face hours |
| Advanced Coursework | <ul style="list-style-type: none"> • Minimum 15 semester units • Examples include: 218, 248, 298 • PPSC requires 227 and 287 | <ul style="list-style-type: none"> • Minimum 12 semester units |
| Additional Content | <ul style="list-style-type: none"> • Covered in EDCO courses | <ul style="list-style-type: none"> • Covered in EDCO courses • Can be taken online |
| SJSU Advising Form | <ul style="list-style-type: none"> • AFTER 8/1/2012 | <ul style="list-style-type: none"> • BEFORE 8/1/2012 |
| PCCI Application Degree Program Certification | <ul style="list-style-type: none"> • FORM B (pp. 17-18) | <ul style="list-style-type: none"> • FORM A (pp. 14-16) |

*Students interested in completing the PPSC as well will complete 3 additional units of fieldwork (292) for a total of 63 units.

PCCI APPLICATION PROCEDURE

- After completing your degree through EDCO, you will apply to become a Professional Clinical Counselor Intern (PCCI) using the PCCI Application Packet:
http://www.bbs.ca.gov/pdf/forms/lpc/pci_app.pdf
- Step 1: Degree Program Certification
 - Complete advising form (see SJSU website)
 - If you began before 8/1/2012, complete FORM A, pp. 14-16
 - If you began after 8/1/2012, complete FORM B, pp. 17-18
 - Submit transcript, advising form, and completed form to Dr. Cara Maffini
 - Transcript and form will be signed off by the Lurie College of Education, GAPE, and the Registrar's office
 - Registrar will mail your form directly to the BBS
- Step 2: Complete Application
 - Application (pp. 11-13)
 - Get Fingerprinted (pp. 22-26)
- Step 3: Submit your materials
- The BBS will review your materials and assign you a PCCI number. You need your intern number to begin collecting internship hours.
- You may begin counting post-degree hours before you have a PCCI number *only* if you submit your application within 90 days of completing your degree.

INTERNSHIP REQUIREMENTS

- You must have a PCCI number to begin internship.
- Total Required Internship Experience: 3,000 Hours
- **Direct counseling work experience** (minimum 1,750 hours)
 - ✓ Individual Therapy/Counseling (no minimum or maximum)
 - ✓ Group therapy or counseling (maximum 500 hours)
 - ✓ Telephone Counseling (maximum 250 hours)
 - ✓ At least 150 hours of clinical experience must be gained in a hospital or community mental health setting
- **Non-counseling work experience** (maximum 1,250 hours)
 - ✓ Administering and evaluating psychological tests, writing clinical reports, writing progress or process notes (maximum 250 hours)
 - ✓ Workshops, seminars, training sessions, or conferences (maximum 250 hours)
 - ✓ Client centered advocacy
 - ✓ Supervision (individual and group)
- **Supervision Requirements** (from BBS website): *In order to claim any work experience within a week towards the required 3,000 hours of experience, a registrant must receive at least one hour of individual supervision or two hours of group supervision. A PCCI who earns in excess of 10 hours of direct counseling work experience in a week must obtain an additional hour of individual or two hours of group supervision. Supervisor must be licensed (LPCC, LMFT, LCSW, Licensed Psychologist or Psychiatrist).*
- ****A maximum of 40 hours** of work experience may be gained in a week
- Keep track of your hours using the following BBS form:
http://www.bbs.ca.gov/pdf/forms/lpc/lpc_wkylog.pdf
- For additional questions about being a PCCI, check out this information:
http://www.bbs.ca.gov/pdf/publications/pcci_faq.pdf

EXAMS

The last step before licensure is completing two exams:

- California Law and Ethics Exam
- National Clinical Mental Health Counselor Examination (NCMHCE)

*You must first pass the CA Law & Ethics exam before you can take the NCMHCE

*You can buy books and study materials to help you prepare for the exams. For example, AATBS has books and provides practice exams.

PROFESSIONAL MEMBERSHIPS: MORE INFORMATION & NETWORKING!

- California Association for Licensed Professional Clinical Counselors (CALPCC)
 - <http://calpcc.org/lpcc/>
 - Local community
 - Annual conference
 - Has information specific to California
 - Student membership dues: \$30/year
- American Counseling Association (ACA)
 - <http://www.counseling.org/>
 - National community
 - Annual conference
 - Student membership dues: \$96/year
 - Membership includes liability insurance
- California Association of School Counselors (CASC)
 - Local and state community
 - A growing number of California school counselors are becoming licensed
 - Annual conference
 - Student membership dues: \$45/year
 - Liability insurance only costs \$22 for student members
- American School Counselor Association (ASCA)
 - Local and national community
 - A growing number of California school counselors are becoming licensed
 - Student membership dues: \$69
- American Educational Research Association (AERA), Division E: Counseling & Human Development
 - [http://www.aera.net/DivisionE/CounselingHumanDevelopment\(E\)/tabid/11208/Default.aspx](http://www.aera.net/DivisionE/CounselingHumanDevelopment(E)/tabid/11208/Default.aspx)
 - National community
 - Annual conference
 - Student membership dues: \$55/year

FREQUENTLY ASKED QUESTIONS

Q: What if I am missing courses required for the LPCC-Preparation?

A: If you are missing full courses, you can take them through EDCO or through one of the BBS-approved providers: <http://calpcc.org/graduate-course-providers>

Q: Can I get all of my courses signed off by EDCO/SJSU even though I am missing a class or taking it outside of EDCO?

A: No. We need to verify that all coursework has been completed before we (EDCO/SJSU) can sign off on it. The only exception is the “additional coursework” for those who began before 8/1/2012. Please see question below for more information.

Q: I already graduated from EDCO. Can I still apply for the LPCC?

A: Yes. If you started before 8/1/2012, you must have completed 7 of the 9 core content areas before you graduated. If you started after 8/1/2012, you must have completed 10 of the 13 core content areas before you graduated. If you did not do this, we will need to have your degree re-granted, which will change your date of graduation.

Q: What if I didn't complete 6 units of 292 before I graduated?

A: You need to come back and complete them through EDCO. We will need to have your degree re-granted.

Q: How do I make up the content for the "additional coursework" (for those pre-8/1/2012).

A: Easy! You can take the courses online. Two great resources are:

<http://calpcc.org/ceu-course-providers>

<http://www.jfku.edu/Programs-and-Courses/Continuing-Extended-Education/OnlineCourses.html>

**Make sure you are taking the correct course for the correct number of hours/units.

Q: Do I need to complete the "additional coursework" (for pre-8/1/2012) before I submit my coursework approval form to the department?

A: No. You do not need to have those completed before we verify your completion of the 9 core content areas. However, you do need those done before you submit your application to the BBS.

For more information, check the BBS and CALPCC websites:

http://www.bbs.ca.gov/lpcc_program/

<http://calpcc.org/lpcc>

Additional Questions?

Email Dr. Maffini at cara.maffini@sjsu.edu