

## CONTINUING EDUCATION

**NAC 641A.121 Standards for approval of course or program of continuing education.** ([NRS 641A.160](#), [641A.260](#))

1. To be approved as an individual course or program to be presented by a provider of continuing education pursuant to [NAC 641A.123](#) or to be presented by an approved provider of continuing education pursuant to [NAC 641A.126](#), a course or program of continuing education must, as determined by the Board or the staff, as applicable:

(a) Be taught by a competent instructor, as demonstrated by his or her educational, professional or teaching experience.

(b) Provide current and relevant educational material relating to marriage and family therapy or clinical professional counseling, be applicable to the practice of marriage and family therapy or clinical professional counseling and be reasonably determined to enhance the knowledge and competency of a licensee in the practice of marriage and family therapy or clinical professional counseling, as applicable;

(c) Be of professional quality.

(d) Be presented in the form of a lecture, a seminar, a workshop, an academic course at an institution of higher education, a distance learning course through an accredited college or university that does not count towards a degree or an on-the-job training program offered by an employer;

(e) Be supported by evidence that is based on research or published theory; and

(f) Include an evaluation form, to be completed by each attendee, of the content and presentation of the course or program and its relevance to the practice of marriage and family therapy or clinical professional counseling, as applicable.

2. The subject matter of a course or program of continuing education must address at least one of the following areas:

**(a) Theories or concepts of human behavior and the social environment.**

(b) Intervention methods for use in the practice of marriage and family therapy or clinical professional counseling.

(c) Conducting research in the practice of marriage and family therapy or clinical professional counseling, including, without limitation, the evaluation of programs and practices.

(d) Management, administration or policy related to the practice of marriage and family therapy or clinical professional counseling.

(e) Ethics.

**(f) Culturally appropriate services and the delivery of such services.**

(g) Theories or concepts of substance abuse treatment.

(h) Evidence-based suicide prevention and awareness; or

(i) Any other area directly related to the practice of marriage and family therapy or clinical professional counseling, as determined by the Board.

(Added to NAC by Bd. of Exam'rs for Marriage & Fam. Therapists & Clinical Prof. Counselors by R094-18, eff. 8-30-2018)

**NAC 641A.123 Application for approval of course or program of continuing education: Submission; notice of approval or denial; assignment of registration number to approved course or program; delegation to staff. (NRS 641A.160, 641A.260)**

1. Unless currently an approved provider of continuing education pursuant to [NAC 641A.126](#), a natural person, business entity or governmental entity requesting the approval of a course or program of continuing education must, for each course or program, submit to the Board an application for approval of the course or program of continuing education.

2. Except as otherwise provided in subsection 5, the Board will approve or deny the application and notify the applicant, in writing, of its decision within 30 days after receiving an application submitted pursuant to subsection 1.

3. If the Board approves an application for a course or program of continuing education, the notice of approval sent pursuant to subsection 2 must:

(a) State the number of hours of continuing education for which the course or program is approved.

(b) Specify the particular presentation or series of presentations that the approval covers; and

(c) Contain the specific date upon which the approval expires, which must not be more than 3 years after the date of the notice of approval.

4. Upon approval of a course or program of continuing education pursuant to subsection 2, the Board will assign a registration number to the course or program and notify the applicant of the registration number.

5. Except for a course or program of continuing education in the area described in paragraph (h) of subsection 2 of [NAC 641A.121](#), the Board may delegate the approval or denial of an application for a course or program of continuing education to the staff by an action of the Board at any regular or special meeting of the Board.

(Added to NAC by Bd. of Exam'rs for Marriage & Fam. Therapists & Clinical Prof. Counselors by R094-18, eff. 8-30-2018)

**NAC 641A.126 Approved provider of continuing education: Application; qualifications; assignment of registration number to approved provider; submission of information to Board after presentation of course or program; grounds for withdrawal of approved status; notice of denial or withdrawal of approved status; request for reconsideration after correction of deficiencies. (NRS 641A.160, 641A.260)**

1. An applicant seeking to become an approved provider of continuing education must submit to the Board evidence that shows the applicant:

(a) Has had one or more courses or programs of continuing education previously approved pursuant to [NAC 641A.123](#);

(b) Has held an active license issued by the Board for at least 3 years immediately preceding the date of his or her application to become an approved provider of continuing education;

(c) Holds an active state business license issued by the Secretary of State.

(d) Is a regionally accredited college or university or a department thereof; or

(e) Is a governmental entity.

2. Upon receipt of evidence sufficient to the Board that an applicant meets one of the criteria set forth in subsection 1, the Board will approve the application to become an approved provider of continuing education. Upon approval of an application, the Board will assign a registration number to the approved provider and notify the approved provider of that number.

3. Within 30 days after presenting a course or program of continuing education, an approved provider of continuing education shall transmit to the Board:

(a) The title of the course or program.

(b) The name of the instructor of the course or program.

(c) The date, time and location of the course or program.

(d) The names and total number of attendees who were issued certificates pursuant to subsection 2 of [NAC 641A.129](#);

(e) The number of hours of continuing education available for credit for attending the course or program; and

(f) The registration number assigned by the Board to:

(1) The course or program pursuant to subsection 4 of [NAC 641A.123](#); or

(2) The approved provider of continuing education pursuant to subsection 2.

4. The Board may:

(a) Request information relating to a course or program of continuing education that is in addition to the information submitted to the Board pursuant to subsection 3; and

(b) Withdraw the approved status of an approved provider of continuing education if the Board determines that the approved provider no longer possesses the qualifications set forth in subsection 1 or if the Board determines that the content of a course or program presented by the approved provider does not meet the standards set forth in [NAC 641A.121](#).

5. If the Board denies an application submitted pursuant to subsection 1, withdraws the approved status of an approved provider on continuing education or determines that the content of a course or program does not meet the standards set forth in [NAC 641A.121](#), the Board will provide written notice to the applicant or approved provider, as applicable, with its justification for such action and a description of the deficiencies. The applicant or approved provider may, within 30 days after receiving notice pursuant

to this subsection, request in writing that the Board reconsider its decision after correcting the deficiencies described by the Board in the notice.

(Added to NAC by Bd. of Exam'rs for Marriage & Fam. Therapists & Clinical Prof. Counselors by R094-18, eff. 8-30-2018)

**NAC 641A.129 Retention of records by approved providers of continuing education and providers of continuing education; issuance of certificates of completion to attendees. (NRS 641A.160, 641A.260)** An approved provider of continuing education or provider of continuing education shall, for each course or program of continuing education presented:

1. Keep a record of the course or program of continuing education for 3 years after presentation of the course or program, including, without limitation:

(a) Each attendee of the course or program; and

(b) The number of continuing education hours available for credit for attending the course or program.

2. Issue to each attendee who completes the course or program of continuing education a certificate that contains:

(a) The name of the attendee.

(b) The name of the instructor of the course or program.

(c) The title of the course or program.

(d) The number of hours of continuing education available for credit for attending the course or program; and

(e) The date and location of the course or program.

(Added to NAC by Bd. of Exam'rs for Marriage & Fam. Therapists & Clinical Prof. Counselors by R094-18, eff. 8-30-2018)