

APA-1

TRANSMITTAL SHEET FOR NOTICE
OF INTENDED ACTION

Control: 255

Department or Agency: Alabama Board of Examiners in Counseling

Rule No.: 255-X-4-.08

Rule Title: Application Retention

Intended Action Amend

Would the absence of the proposed rule significantly harm or endanger the public health, welfare, or safety? Yes

Is there a reasonable relationship between the state's police power and the protection of the public health, safety, or welfare? No

Is there another, less restrictive method of regulation available that could adequately protect the public? No

Does the proposed rule have the effect of directly or indirectly increasing the costs of any goods or services involved? No

To what degree?: N/A

Is the increase in cost more harmful to the public than the harm that might result from the absence of the proposed rule? NA

Are all facets of the rule-making process designed solely for the purpose of, and so they have, as their primary effect, the protection of the public? Yes

Does the proposed action relate to or affect in any manner any litigation which the agency is a party to concerning the subject matter of the proposed rule? No

.....
Does the proposed rule have an economic impact? No

If the proposed rule has an economic impact, the proposed rule is required to be accompanied by a fiscal note prepared in accordance with subsection (f) of Section 41-22-23, Code of Alabama 1975.
.....

Certification of Authorized Official

I certify that the attached proposed rule has been proposed in full compliance with the requirements of Chapter 22, Title 41, Code of Alabama 1975, and that it conforms to all applicable filing requirements of the Administrative Procedure Division of the Legislative Services Agency.

Signature of certifying officer

Keith E. Warren
Keith E. Warren

Date

Tuesday, December 19, 2023

REC'D & FILED

DEC 19, 2023

LEGISLATIVE SVC AGENCY

ALABAMA BOARD OF EXAMINERS IN COUNSELING

NOTICE OF INTENDED ACTION

AGENCY NAME: Alabama Board of Examiners in Counseling

RULE NO. & TITLE: 255-X-4-.08 Application Retention

INTENDED ACTION: Amend

SUBSTANCE OF PROPOSED ACTION:

The Board intends to clarify the definition of a complete application package and under what circumstances an applicant may have to reapply.

TIME, PLACE AND MANNER OF PRESENTING VIEWS:

Written comments will be received by the Board until 4:00 p.m. on Friday, February 2, 2024. Comments are to be directed to Keith Warren, Executive Director,
2777 Zelda Road, Montgomery, AL 36106 or by email at keith@alstateboard.com.

FINAL DATE FOR COMMENT AND COMPLETION OF NOTICE:

Friday, February 2, 2024

CONTACT PERSON AT AGENCY:

Keith Warren, Executive Director,
2777 Zelda Road, Montgomery, AL
36106 or by email at
keith@alstateboard.com.

Keith E. Warren

Keith E. Warren

(Signature of officer authorized
to promulgate and adopt
rules or his or her deputy)

255-X-4-.08 Application Retention.

Active pursuit of application for licensure is expected.

Effective July 1, 2024, ~~Applications not resulting in the~~
complete application package for ALCs shall contain: ~~licensure~~
~~are deemed to be temporary Board~~

1. a completed ALC application form; ~~records. These records are~~
2. the appropriate application fee; ~~retained~~
3. a worksheet for reporting coursework;
4. three (3) ~~years~~ recommendations;
5. proof of citizenship;
6. out-of-state verification, (if applicable);
7. receipt of transcript request; and
8. Proposed Plan of Supervision ("PPoS").

The complete application package for LPCs shall contain:

1. a completed LPC application form;
2. the appropriate application fee;
3. proof of ALC;
4. three (3) LPC recommendations;
5. proof of citizenship;
6. NCE scores;
7. verification of appropriate counseling service hours as
stated on PPoS; and
8. verification of appropriate supervision hours as stated on
PPoS.

No application is complete and will be denied if any item
enumerated above is not included when the application is filed
with the board. No funds will be returned.

The applicant has forty-five (45) days after the application has
been approved by the board to submit the appropriate licensing
fee in full. If the fee is not paid within forty-five (45) days,
the application is no longer valid and a new application package
must be filed by the applicant ~~after the end of the fiscal year~~
~~in which the records were created. The creation date of the file~~
~~will be the initial date of receipt of the application.~~

Author: Alabama Board of Examiners in Counseling

Statutory Authority: Code of Ala. 1975, §34-8A-5.

History: New Rule: Filed March 22, 2002; effective April 26,
2002. **Amended:** Filed December 19, 2023;

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