

## Agency Purpose

**M**innesota Statutes 148B.50-148B.593 authorizes the Minnesota Board of Behavioral Health and Therapy (BBHT) to regulate licensed professional counselors (LPCs) and the practice of professional counseling in the state of Minnesota. The board was established in May 2003. On 7/1/05, the board began licensing and regulating licensed alcohol and drug counselors (LADCs) when the program transferred to the board from the Department of Health (see Minnesota Statutes chapter 148C).

The board's mission is to protect the public through effective licensure and enforcement of the statutes and rules governing the practices of professional counseling and alcohol and drug counseling to ensure a standard of competent and ethical practice.

## Core Functions

The board accomplishes its mission by:

- ◆ setting and administering minimum educational, supervision, and examination requirements for initial licensure as a licensed professional counselor or alcohol and drug counselor;
- ◆ setting and administering requirements for renewal of licensure;
- ◆ setting standards of ethical practice;
- ◆ responding to inquiries, complaints, and reports regarding applicants and licensees;
- ◆ investigating complaints of alleged violations of statutes and rules, holding educational and disciplinary conferences with licensees, and taking legal action when appropriate against licensees who fail to meet minimum standards of practice;
- ◆ approving continuing education programs; and
- ◆ providing information about licensure requirements and standards of practice to the public and other interested parties.

## Operations

- ⇒ The 13-member board consists of five licensed or license-eligible professional counselors, five licensed alcohol and drug counselors, and three public members appointed by the governor.
- ⇒ The board met 19 times between July 2004 and June 2006, and subcommittees of the board meet regularly to review license applications and licensure issues, draft rules, draft legislation, review complaints and hold educational and disciplinary conferences with applicants and licensees, and perform other duties required for the operation of the board.
- ⇒ The board benefits and affects the public by ensuring that licensed professional counselors and licensed alcohol and drug counselors meet and maintain minimum standards of competence and ethical practice.
- ⇒ BBHT, the other mental health licensing boards, and the Department of Human Services have been directed by the legislature to complete a study by 1/15/07, to evaluate requirements for licensed mental health practitioners to receive medical assistance reimbursement. This will impact LPC practice in Minnesota.
- ⇒ As a relatively new licensing board, BBHT must solve challenging financial problems related to revenue shortfalls due to fewer licensees than projected when the board was created. BBHT has addressed this by decreasing the staff from 5.0 FTEs to 3.0 FTEs, installing IP telephones, working to finalize a database for the LPC program, initiating legislative changes to improve the licensure process for both LPCs and LADCs, streamlining the licensure process, using the board's web site to post documents in a secure area for board committee members to review to eliminate copying and mailing, and moving from monthly board meetings to quarterly board meetings.

## At A Glance

**Biennial Budget – FY 2006-07:**

**Total Estimated Expenses:** \$1.622 million

**Total Estimated Revenues:** \$977,000

**Staff:** 3.0 Full-time equivalent employees (FTE)

### **Minnesota Licensed Professional Counselors and Licensed Alcohol And Drug Counselors Statistics**

(As of June 30, 2006):

Total Licensed LPCs: 373

Total Licensed LADCs: 1,464

Total Alcohol and Drug Counselors Trainee  
Permit Holders: 203

**Key Measures**

- ⇒ In the last two fiscal years, BBHT has received a total of 448 LPC licensure applications and issued 360 licenses. In FY 2006, the board has received a total of 138 LADC permit applications and issued 149 permits. (There were 45 pending permit applications when the program transferred from the Department of Health.) Currently, there are 35 LADC permit applications pending and 154 LPC license applications pending.
- ⇒ On 7/1/05, BBHT received 263 open LADC complaint files when that program transferred to BBHT from the Department of Health. From 7/1/05 to 6/30/06, BBHT opened 52 new LADC complaint files. In that same time period, BBHT closed 99 complaints, leaving a total of 216 open complaints. From 7/1/04 until 6/30/06, BBHT received nine LPC complaints and closed eight. BBHT took disciplinary action against one LPC, issued a cease and desist letter to one LPC, and terminated the license of one LPC for non-renewal of license. BBHT has taken disciplinary action against three LADCs.
- ⇒ Between 7/1/04 and 6/30/06, BBHT staff members have made 11 public presentations, including hosting one board meeting in Mankato and one in Duluth, speaking to counselor educators for both LPCs and LADCs, and speaking to professional associations at annual conferences.

**Budget**

Total direct and indirect expenditures for FY 2006-07 are estimated to be \$1.622 million, which includes 3.0 full-time equivalent employees. Direct expenditures include salaries, rent, and other operating expenditures. The board receives a direct appropriation for these costs. Indirect expenditures include costs for services received from the Attorney General's Office, and costs to fund the Health Professionals Services Program, Office of Mental Health Practice, and the Administrative Services Unit. The board is responsible for collecting sufficient revenue to cover both direct and indirect expenditures.

The board is estimated to collect \$977,000 in FY 2006-07, which is deposited as non-dedicated revenue into the state government special revenue fund. Revenue is collected from fees charged to applicants and licensees.

**Contact**

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The web site at: [www.bbht.state.mn.us](http://www.bbht.state.mn.us) gives visitors easy access to useful information about LPC and LADC licensure and regulation. Information available on the web site includes: board member and staff names, calendar of meetings, statutes and rules, application forms, regulatory news and updates, and public notices.

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*Dollars in Thousands*

	Current		Forecast Base		Biennium 2008-09
	FY2006	FY2007	FY2008	FY2009	
<b><u>Direct Appropriations by Fund</u></b>					
<b>State Government Spec Revenue</b>					
Current Appropriation	673	673	673	673	1,346
<b>Forecast Base</b>	<b>673</b>	<b>673</b>	<b>673</b>	<b>673</b>	<b>1,346</b>
Change		0	0	0	0
% Biennial Change from 2006-07					0%
<b><u>Expenditures by Fund</u></b>					
<b>Direct Appropriations</b>					
State Government Spec Revenue	307	1,039	673	673	1,346
<b>Open Appropriations</b>					
State Government Spec Revenue	18	27	27	27	54
<b>Total</b>	<b>325</b>	<b>1,066</b>	<b>700</b>	<b>700</b>	<b>1,400</b>
<b><u>Expenditures by Category</u></b>					
Total Compensation	240	217	227	236	463
Other Operating Expenses	85	849	473	464	937
<b>Total</b>	<b>325</b>	<b>1,066</b>	<b>700</b>	<b>700</b>	<b>1,400</b>
<b><u>Expenditures by Program</u></b>					
Behavioral Health & Therapy	325	1,066	700	700	1,400
<b>Total</b>	<b>325</b>	<b>1,066</b>	<b>700</b>	<b>700</b>	<b>1,400</b>
<b>Full-Time Equivalent (FTE)</b>	<b>4.0</b>	<b>3.0</b>	<b>3.0</b>	<b>3.0</b>	

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Agency Revenue Summary

*Dollars in Thousands*

	Actual FY2006	Budgeted FY2007	Current Law		Biennium 2008-09
			FY2008	FY2009	
<b><u>Non Dedicated Revenue:</u></b>					
<b>Departmental Earnings:</b>					
State Government Spec Revenue	443	443	443	443	886
<b>Total Non-Dedicated Receipts</b>	<b>443</b>	<b>443</b>	<b>443</b>	<b>443</b>	<b>886</b>
<b><u>Dedicated Receipts:</u></b>					
<b>Total Dedicated Receipts</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Agency Total Revenue</b>					
	<b>443</b>	<b>443</b>	<b>443</b>	<b>443</b>	<b>886</b>