



Ohio Administrative Code Rule 4758-14-01 Master's accreditation.

Effective: November 15, 2010

(A) Master's accreditation is an official board endorsement of qualified behavioral science master's degree training programs. Education institutions accredited by an accrediting agency accepted by the Ohio board of regents may apply for master's accreditation. Accreditation may be awarded by the board to any education institution master's degree program that addresses the subject content areas and contact hours defined by the board which contributes to the professional growth of the chemical dependency counselor.

(B) Procedure to apply for master's accreditation:

(1) All applicants for master's accreditation shall file with the board a written application packet on a form prescribed by the board. The application packet contains all documentation and forms necessary to obtain accreditation and shall consist of, at a minimum, the following:

- (a) A completed application packet,
- (b) A non-refundable application filing fee,
- (c) Documentation of master's level coursework in the following content areas and contact hours:
 - (i) Theories of counseling and psychotherapy (eighty clock hours)
 - (ii) Counseling procedures (forty clock hours)
 - (iii) Group process and techniques (forty clock hours)
 - (iv) Relationship therapy (forty clock hours)
 - (v) Research methods and statistics (forty clock hours)



- (vi) Fundamentals of assessment and diagnosis, including measurement and appraisal (eighty clock hours)
- (vii) Psychopathology (forty clock hours)
- (viii) Human development (forty clock hours)
- (ix) Cultural competency in counseling (forty clock hours)
- (x) Ethics (thirty clock hours)
- (xi) Supervised professional experience which may be completed as part of an internship, practicum, or field experience (four hundred contact hours)
- (d) Documentation of credentials and names of course instructors.
- (2) The board shall review the application packet. As a result of this review, the board shall notify the applicant of one of the following:
 - (a) An approval to schedule for a site visit,
 - (b) The need for additional documentation, or
 - (c) The proposed denial of the application.
- (C) A site visit may be conducted prior to the accreditation of an education institution.
- (1) Site visits may be scheduled by the board upon:
 - (a) Approval of the application packet and
 - (b) Receipt of the accreditation fee.



- (2) The board's review and evaluation of the site visit will result in one of the following:
- (a) If the board finds that the training program includes all of the required content areas and required contact hours and the education institution has appropriate regional or national accreditation, accreditation will be awarded.
 - (b) If the board finds that the training program has minor deficiencies in the required content areas or required contact hours and that the deficiencies can be corrected within six months, provisional accreditation may be awarded.
 - (c) If the board finds that the training program does not include a significant number of the required content areas and required contact hours or the education institution does not have an appropriate regional or national accreditation, denial of accreditation shall be proposed.
 - (i) The board shall notify the education institution of the proposed denial via certified mail.
 - (ii) The board shall comply with hearing procedures pursuant to Chapter 119. of the Revised Code.
- (D) Upon approval by the board, accreditation will be awarded to the education institution for a period of five years. During this accreditation period, the education institution shall:
- (1) Provide curriculum changes to the board as they occur. These changes shall be reviewed by the board to ensure compliance with accreditation standards.
 - (2) Provide students who complete the accredited program with a letter or certificate indicating they have completed a board accredited program.
 - (3) Open applicable classes to the board for monitoring and cooperate with the board should an official monitoring be required.
 - (4) Submit a written request and filing fee to the board if the education institution desires to obtain an annual report from the board. The annual report shall include a summary of the examination



results for students from that education institution.

(E) Education institutions that are awarded accreditation may renew that accreditation every five years by:

- (1) Completing a renewal application and
- (2) Submitting the renewal accreditation fee.

(F) Revocation of accreditation

(1) The board may revoke an education institution's accreditation status for any of the following:

- (a) Falsification of forms,
- (b) Failure to remain in compliance with the board's accreditation criteria and policies,
- (c) Investigation and verification by the board of written complaints or charges by consumers or others,
- (d) Refusal to comply with an investigation by the board.

(2) The board shall notify the education institution via certified mail if it intends to propose to revoke the accreditation and shall comply with hearing procedures pursuant to Chapter 119. of the Revised Code.

(3) Upon revocation of accreditation, the education institution shall:

- (a) Cease using the accreditation status and
- (b) Remove accreditation from publicity materials.