

## Permanent Mental Health Counselor License Requirements

Mental Health Counselors (MHC) are licensed by the Iowa Board of Behavioral Science. The Board evaluates the qualifications of applicants for licensure and grants licenses to those who qualify. The Board establishes rules and regulations to ensure the integrity and competence of licensed Mental Health Counselors.

Licensees are responsible for meeting all licensure requirements and should review the rules carefully and frequently. The administrative rules are available on the Behavioral Science Board website under the Laws and Rules link.

## Documentation Required for Licensure

- Application and non-refundable application fee with check or money order made payable to the Iowa Board of Behavioral Science or apply online with a credit card, <https://ibpllicense.iowa.gov/PublicPortal/Iowa/IBPL/common/index.jsp>

## Supply One of the Following

- Proof of Certified Clinical Mental Health Counselor status with the National Board for Certified Counselors, OR
- Completed Attestation of Supervision form: [http://idph.iowa.gov/Portals/1/userfiles/26/BS/Revised%20Attestation%](http://idph.iowa.gov/Portals/1/userfiles/26/BS/Revised%20Attestation%20of%20Supervision%20Form%202015.pdf)

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- Applicants that started their educational program prior to July 1, 2010 must have 200 hours of clinical supervision concurrent with 1,000 hours of experience. 100 of the 200 hours of clinical supervision must be individual supervision.
- Applicants that started their educational program after July 1, 2010 must have 200 hours of clinical supervision concurrent with 3,000 hours of experience, 1,500 of which must be direct client contact. 100 of the 200 hours of clinical supervision must be individual supervision.
- Proof of passing the National Counselor Examination or the National Clinical Mental Health Counselor Examination of the NBCC. Exam scores must be sent directly to the Board office by the testing service.
- Official transcripts conferring a master's or doctoral degree –
  - **Graduates of CACREP accredited institutions in mental health counseling.** Degree must be in mental health or clinical mental health counseling and transcripts must include the school seal, degree earned, and date of graduation. Transcripts must be sent to the Board office directly from the college or university.
- Applicants that started their educational program prior to July 1, 2012 must have 45 semester hours or equivalent quarter hours.
- Applicants that started their educational program after July 1, 2012 must have 60 semester hours or equivalent quarter hours
- **Graduates of Non-CACREP accredited programs.** Degree must have an emphasis in mental health counseling and transcripts must include the school seal, degree earned, and date of graduation. Transcripts must be sent to the Board office directly from the college or university. The applicant is also **required** to contact the Center for Credentialing and Education, Inc. (CCE) (<http://ccc-global.org>) to obtain a content equivalency evaluation and report. Applicants are responsible for the cost of the CCE curriculum evaluation. Expect up to six weeks for the CCE review to be completed after submission of CCE required materials.
- Official verification of licensure sent directly to the Board office by any state where the applicant has been licensed, registered, or certified. The verification must include issue date, expiration date, and any pending/past disciplinary action. If the applicant has never been licensed in another state, ignore this item.

**Iowa Board of  
Behavioral Science**  
[www.idph.iowa.gov/licensure](http://www.idph.iowa.gov/licensure)

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**Bureau of Professional  
Licensure**  
Iowa Department of Public Health

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# Requirements to Obtain a Permanent Mental Health Counselor License

