

**WEST VIRGINIA
SECRETARY OF STATE
KEN HECHLER
ADMINISTRATIVE LAW DIVISION**

Form #4

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SEP 25 3 56 PM '00

OFFICE OF THE WEST VIRGINIA
SECRETARY OF STATE

NOTICE OF RULE MODIFICATION OF A PROPOSED RULE

AGENCY: West Virginia Board of Examiners in Counseling TITLE NUMBER: 27

CITE AUTHORITY: 30-31-5

AMENDMENT TO AN EXISTING RULE: YES NO


IF YES, SERIES NUMBER OF RULE BEING AMENDED: _____

TITLE OF RULE BEING AMENDED: _____

IF NO, SERIES NUMBER OF RULE BEING PROPOSED: 2

TITLE OF RULE BEING PROPOSED: Fees

THE ABOVE PROPOSED LEGISLATIVE RULES, FOLLOWING REVIEW BY THE LEGISLATIVE RULE MAKING REVIEW COMMITTEE, IS HEREBY MODIFIED AS A RESULT OF REVIEW AND COMMENT BY THE LEGISLATIVE RULE MAKING REVIEW COMMITTEE. THE ATTACHED MODIFICATIONS ARE FILED WITH THE SECRETARY OF STATE.


Authorized Signature

FILED

TITLE 27
LEGISLATIVE RULE
BOARD OF EXAMINERS IN COUNSELING SEP 25 3 57 PM '00

SERIES 2
FEES

OFFICE OF THE WEST VIRGINIA
SECRETARY OF STATE

§27-2-1. General.

1.1. Scope. -- This rule establishes fee requirements related to the licensing of professional counselors, renewal of the licensee, and application and monitoring of continuing professional education providers and their programs.

1.2. Authority. —W. Va. Code §§30-31-5.

1.3. Filing Date.—

1.4. Effective Date.—

§27-2-2. Definitions.

2.1. "Application fee" means a fee that is due at the time the initial application is submitted.

2.2. "Bad check fee" means a fee for a payment made by a check that is returned due to insufficient funds, closed account or similar failure to negotiate payment.

2.3. "Initial licensing fee" means a fee that is due when license is initially issued. This fee shall be based on the date the license is issued and the number of days remaining in the current biennial renewal cycle.

§27-2-3. Application of Rule.

This legislative rule applies to all persons applying to become a licensed professional counselor, all licensed professional

counselors and providers of continuing professional education programs.

§27-2-4. Fee Schedule

4.1. All fees paid to the Board are not refundable.

4.2. All fees, with the exception of those for examination, are payable to the West Virginia Board of Examiners in Counseling (WVBEC).

4.3. License fees.

4.3.a. The fee for the initial application for licensure is one hundred twenty dollars (\$120.00);

4.3.b. The fee for reciprocity application processing is one hundred twenty dollars (\$120.00);

4.3.c. The fee required for the issuance of the initial license certificate shall be calculated on the current renewal rate set in this rule, the date the license is issued and the number of days remaining in the current biennial renewal cycle;

4.3.d. The fee for biennial license renewal is seventy-five dollars (\$75.00);

(1). The licensee shall submit the renewal application and documentation of continuing education according to the instructions in the application provided by the Board at the time of renewal. The Board shall return the licensee's renewal

application for, but not limited to, improper documentation and/or inappropriate continuing education. An incomplete or incorrect renewal application returned to the licensee by the Board or its designee for the third time shall be subject to an additional fee equal to the original renewal fee. The fee for resubmitting the renewal application for the third time in one renewal period is seventy-five dollars (\$75.00).

4.3.e. The fee for examination score endorsement is twenty dollars (\$20.00);

4.3.f. The fee for name change of all records is five dollars (\$5.00);

4.3.g. The fee for endorsement to another state or a National and/or State certification is twenty dollars (\$20.00);

4.3.h. The fee for a duplicate certificate is ten dollars (\$10.00);

4.3.i. The fee for filling a request for public information, print or electronic data, and/or other services relating to the Board, its members, or licensed professional counselors, is calculated based on the actual cost of materials, employee time, and/or services required to comply with the request;

4.3.j. The fee for a bad check is twenty dollars (\$20.00); and,

4.3.k. The annual fee for monitoring the Restricted Practice License counselors is twenty-five dollars (\$25.00).

4.4. Continuing professional education provider and programs fees.

4.4.a. The application fee to be certified as an approved provider of continuing professional education biennially is one hundred fifty dollars (\$150.00);

4.4.b. The application fee to be certified as an approved provider of continuing professional education for one event only is fifty dollars (\$50.00);

4.4.c. The fee to monitor the continuing professional education records and activities of an approved provider for the purpose of quality assurance is fifty dollars (\$50.00) for one event in each biennial and one hundred dollars (\$100.00) for more than one event in each biennial; and,

4.4.d. The biennial fee to re-certify as an approved provider is one hundred dollars (\$100.00), payable only after the Board has notified the provider that it is eligible to re-certify.

(1). An approved provider who does not pay a fee to re-certify within thirty (30) days of notice shall forfeit all rights and privileges of an approved provider.

4.5. Examination fees.

4.5.a. The fee for the examination required by the Board is established by and payable to the National Board for Certified Counselors (NBCC) or its designee; and,

4.5.b. The additional fee to administer the exam shall be based on the current cost of the facilities, the number of proctors for the exam, and the employee's time to process the exam.