

These rules are made by the
Board of Directors under the
authority of the Licensed

Rules

College of Licensed
Counselling Therapists of
New Brunswick



Please Note: The rules are currently undergoing a transitional period. The guidelines outlined below apply **only** to the registration process. A separate document outlining the supervision rules is available on our website.

We kindly ask that you **do not download or save** these rules, as they are subject to change without prior notice. Always refer to the website link to ensure you are accessing the most up-to-date information.

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Article I. Definitions

In these rules, unless the context otherwise requires, any words used in these rules which are defined in the Act, or the by-laws shall have the meaning set out in the Act or by-laws as the case may be.

“Offence” or “charge” or “conviction” respectively mean an offence or charge or conviction under the *Criminal Code of Canada* or under any other federal statute of Canada, including but not limited to the *Controlled Drugs and Substances Act*, or an offence, charge, or conviction in respect of similar statutes in any jurisdiction outside of Canada.

Article II. PART 1 - GENERAL REGISTRATION REQUIREMENTS

Section 2.01 Initial Registration and Renewal of Registration - Proof of Good Character

All applicants for initial registration or initial temporary registration, and all renewal applicants who have responded yes to the question(s) on the renewal application respecting offences, charges, and convictions, must satisfy the Registrar of his or her good character. The applicant must provide evidence of good character which includes but may not be limited to:

- (i) *If an applicant:*
 - a) answers “yes” respecting offences, charges, or convictions on an application, or
 - b) the Criminal Record Check with Vulnerable Sector Screening, or the Enhanced Criminal Record Check submitted by an applicant for initial registration discloses charges or convictions, the applicant must submit a completed “Applicant Information on Charges and Offences” form, including a current Criminal Record Check with Vulnerable Sector Screening as specified in the form, or a current Enhanced Criminal Record Check;
- (ii) *satisfactory references from present or previous employers, or in the case of a student, verification of successful completion of an approved counselling education program by the program director or that person’s designate;*
- (iii) *no record of outstanding charges or convictions relevant to the practice of counselling therapy and membership in the College;*
- (iv) *no record of outstanding investigations or other disciplinary proceedings; and*
- (v) *no history of dishonest behaviour or misrepresentation on an application for*

membership.

(vi) An applicant with one or more outstanding charges or convictions for an offence is assessed according to the following criteria to determine eligibility for membership and shall provide such information as the Registrar requires:

- a) the nature of the behaviour for which the charge or conviction was made, and, if repeated the threat to patient safety and to the employer's ability to operate safely and efficiently;
- b) the circumstances of the charge or conviction and the particulars of the offence(s) involved; and
- c) in the case of a conviction, efforts made at rehabilitation, likelihood of recurrences, and accomplishments of the individual since the conviction.

(vii) Subject to (viii) below, applicants who are serving or subject to a sentence, which includes parole, suspended sentence, house arrest, conditional and absolute discharge, probation, or other incomplete disposition by a court for an offence are not eligible for membership.

(viii) Notwithstanding (vii) the Registrar may approve applicants for registration or temporary registration or renewal with outstanding charges, convictions, or sentence:

- a) if all of the following criteria are met:
 - i) *satisfactory references;*
 - ii) *in the case of a conviction documentation supporting that the applicant has been of good character since the conviction;*
 - iii) *there are no special circumstances that lead the Registrar to reasonably believe the applicant is not of good character, and*
 - iv) *the conviction or charge is for impaired driving, theft under \$1000, or is marijuana-related (exclusive of trafficking).*

(ix) in the case of a conviction for an offence other than the offences mentioned in (iv) above,

- a) there are no outstanding conditions such as completion of sentence, probationary period, suspension, etc. that lead the Registrar to reasonably believe the applicant should not be practicing counselling therapy until the completion of such sentence, probationary period, suspension, etc., and;
- b) there are no circumstances that lead the Registrar to reasonably believe that the registration of the applicant would constitute a danger to the public or would

adversely affect the good name of the College or the licensed counselling therapy profession.

Section 2.02 Late Registration Fee

All applicants for renewal of registration who fail to register by the date required in any year shall not be eligible for registration until the applicant has complied with all other requirements for registration and has paid a late registration fee in amounts determined by the Board by resolution from time to time.

Section 2.03 Summary Tables

(a) Licensed Members

(i) Experienced Applicant

Membership Category	Written Examination	Education and Training Required for Admittance	Clinical Experience Required for Admittance	Post-Admittance Requirements
Experienced practitioner applicant Applicant will be admitted into the College as a Licensed Counselling Therapist-Candidate)	No requirement unless deemed necessary by the Board	<p>A master's level counselling degree or an equivalent program approved by the Board required to qualify for registration as a licensed counselling therapist.</p> <p>A master's level counselling degree includes:</p> <p style="padding-left: 40px;">30 credit hours of training and education central to the practice of counselling therapy.</p> <p>One course in each of the following areas: Counselling Theory, Counselling Practicum, Counselling Skills, and Ethics.</p> <p>Five courses identified from the following course list: Assessment, Career Development/Counselling, Group Counselling, Crisis Counselling, Family and Marriage Counselling, Culture and Diversity Considerations, Gender Issues, Intervention Strategies, Research and Evaluation, Human Development Across the Lifespan</p> <p>Counselling Practicum requirements:</p> <p style="padding-left: 40px;">Involves professional development and supervised practice in a counselling context. Students are expected to achieve a minimum of 150 hours in direct work with clients (individual, family and/or group counselling) under the supervision of a qualified professional. At the discretion of the Board, applicants missing counselling</p>	<p>* 2000 hours of counselling work (min. of 800 direct individual, couple, family, or group counselling hours); hours must have been completed within the 5 years before submitting application.</p> <p>Applicants must have graduated from their counselling education program more than 3</p>	<p>Must complete 500 hours counselling work (min. of 200 hours of direct client hours) and 25 hours of supervision within 1-3 years of admittance into the College.</p>
				Titles

		<p>practicum hours upon application to CCTNB may make up these hours through clinical supervision. Applicants who obtained their counselling education program 10 or more years prior to their application are not needed to meet counselling practicum requirements.</p> <p>All sections of the admission application must be filled out completely and all requirements for admission must be met to the satisfaction of the Board.</p> <p>Other requirements:</p> <p>*Proof of liability insurance for 2 million dollars.</p> <p>*Listing of employment involving counselling work</p> <p>*Evidence of Good Standing-Legal and Professional Issues-Please see below</p> <p style="padding-left: 40px;">*Criminal Record with Vulnerable Sector Check Screening (employed applicants)</p> <p style="padding-left: 40px;">* Enhanced Police Information Check (unemployed applicants)</p> <p>*Two professional references who hold a Master's Degree or higher in Counselling, Psychology, Social Work, or a related field, and who can evaluate the applicant's counselling skills within the last five years, or acceptable alternatives when an applicant cannot provide two professional references through no fault of their own. One of the professional references should be the on-site practicum supervisor, if practical.</p>	<p>years before submitting their application.</p>	<p>* LCT-C</p> <p>* Licensed Counselling Therapist-Candidate</p> <p>*Will be permitted to use earned recognized specialties</p>
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(ii) Regular Applicant

Membership Category	Written Examination	Education and Training Required for Admittance	Clinical Experience Required for Admittance	Post-Admittance Requirements for LCT-C to become LCT
<p>REGULAR APPLICANT</p> <p>Applicant will be admitted to the College as a Licensed Counselling Therapist-Candidate.</p>	<p>No requirement unless deemed necessary by the Board</p>	<p>A master's level counselling degree, or an equivalent program approved by the Board required to qualify for registration as a licensed counselling therapist.</p> <p>A master's level counselling degree includes:</p> <p>30 credit hours of training and education central to the practice of counselling therapy.</p> <p>One course in each of the following areas: Counselling Theory, Counselling Practicum, Counselling Skills, and Ethics.</p> <p>Five courses from the following course list: Assessment, Career Development/Counselling, Group Counselling, Crisis Counselling, Family and Marriage Counselling, Culture and Diversity Considerations, Gender Issues, Intervention Strategies, Research and Evaluation, Human Development Across the Lifespan</p>	<p>None</p>	<p>*2000 hours of counselling work (min. of 800 direct client contact hours);</p> <p>*50 hours of clinical supervision (individual, dyadic or group)-hours in excess may not be counted</p> <p>*Supervision must be</p>

		<p>Counselling Practicum requirements:</p> <p>Involves professional development and supervised practice in a counselling context. Students are expected to achieve a minimum of 150 hours in direct work with clients (individual, family and/or group counselling) under the supervision of a qualified professional. At the discretion of the Board, applicants missing counselling practicum hours upon application to CCTNB may make up these hours through clinical supervision. Applicants who obtained their counselling education program 10 or more years prior to their application are not needed to meet counselling practicum requirements.</p> <p>All sections of the admission application must be filled out completely and all requirements for admission must be met to the satisfaction of the Board.</p> <p>Other requirements:</p> <ul style="list-style-type: none"> *Proof of liability insurance for 2 million dollars. *Listing of employment involving counselling work *Evidence of Good Standing-Legal and Professional Issues-Please see below <ul style="list-style-type: none"> *Criminal Record with Vulnerable Sector Screening (employed applicants) * Enhanced Police Information Check (unemployed applicants) *Two professional references who hold a Master's Degree or higher in Counselling, Psychology, Social Work, or a related field, and who can evaluate the applicant's counselling skills within the last five years, or acceptable alternatives when an applicant cannot supply two professional references through no fault of their own. One of the professional references should be the on-site practicum supervisor, if practical. 	<p>completed within 2-5 years of entry into College</p> <p>Titles</p> <ul style="list-style-type: none"> *Licensed Counselling Therapist-Candidate *LCT-Candidate *LCT-C
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(b) Non-Licensed Members

<p>Student</p>	<p>*Must have a letter from their university saying that they are enrolled in a counselling education program</p>
<p>Inactive</p>	<p>*Inactive members are members who are not practicing during the inactive period for such reasons as parental leave, sick/disability leave, and educational leaves related to counselling, for a period of 6 months up to 1 year. Extension requests of inactive status will be examined on a case-by case basis.</p> <p>*May not engage in direct-client contact and may not supervise direct-client contact</p> <p>*May serve on Committees, but not the Board of Directors, Complaints or Discipline Committees</p>
<p>Retired</p>	<p>* Former active LCTs who have retired from the profession and are no longer practicing counselling therapy</p>

	*May use the title LCT (retired)
Associate	* Shall be those persons other than active, student, temporary, inactive, honorary, or retired members, who support the aims of the College and wish to take part in the promotion of the profession, whose application for Associate Membership has been approved by the Board and has paid all prescribed fees
Temporary	* out-of-province licensed counselling therapist on temporary assignment or graduates completing a supervised program for a maximum of 6 months
Honorary	* as appointed by the board of directors.

(c) Fee Structure – January 1, 2023

Membership Category	Annual Fee
Registered members	\$460.00
Inactive members	\$230.00
Retired members Student members	\$75.00
Temporary registered members	\$460.00 Pro-rated
Honorary members	No Fee
Associate members	\$150.00
Registration Application Fee	\$125.00
Inter-Provincial Transfer Fee	\$100.00
Professional Corporation Fee	\$460.00

Section 2.04 Other

- (i) Licensed members will have to take an Ethics course appointed by the College every 3 years. The College will make this course available to its members.
- (ii) **IMPORTANT:** All Experienced Practitioner and Regular applicants will spend a period of time as Candidates while completing supervision requirements.
- (iii) An LCT-Candidate may not begin their Candidacy or supervision hours until they have

been approved as a member and their Supervisory Agreement is approved by the College.

- (iv) Students: Individuals who are within 30 days of the completion of their education and training program can apply for membership as an LCT-C but will not be given final acceptance until they have officially graduated with their diploma.*
- (v) Interprovincial Transfers from other legislated provinces (Ontario, Quebec, and Nova Scotia) may transfer in as Licensed Counselling Therapists or Licensed Counselling Therapist-Candidates, providing they hold a comparable designation in their original legislated province and will be living and working in New Brunswick.*
- (vi) Dual Memberships: Applicants may keep their membership in other regulated provinces.*
- (vii) All applicants must provide Evidence of Good Standing and disclose any Legal and/or Professional Issues. That is, applicants must disclose any previous findings against themselves, or any current or pending proceedings against them that would call into question their suitability to practice the profession safely and professionally. The applicant must, both at the time of first application and throughout the registration process, immediately after the event, provide the College with details in writing relating to the following:*
 - a) Any finding of guilt for an offence that resulted in a fine of over \$1000 or any form of custodial sentence or any finding of guilt for a criminal offence,*
 - b) Any finding of professional misconduct, incompetency or incapacity, or any similar finding by any regulatory body or any professional association,*
 - c) Any current proceeding for professional misconduct, incompetency or incapacity, or any similar proceeding before any regulatory body or any professional association,*
 - d) Any finding of professional negligence or malpractice made against the applicant,*
 - e) Any refusal by any regulatory body or professional association to register or license the applicant,*
 - f) Whether the applicant is and has been in good standing, fulfilling all requirements with any regulatory body or professional association with which he or she has been registered, at the time when the applicant ceased being registered with that regulatory body or professional association, and*
 - g) Any other event that would provide reasonable grounds for the belief that the applicant will not practice safely and professionally.*

Article IV. LIST OF REVISIONS TO THE RULES OF THE COLLEGE OF LICENSED COUNSELLING THERAPISTS OF NEW BRUNSWICK

Date of Publication

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