



**Rules of
Department of Economic
Development**

**Division 197—Board of Therapeutic Massage
Chapter 2—Massage Therapist Licensure Requirements**

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**Title 4—DEPARTMENT OF
ECONOMIC DEVELOPMENT**

**Division 197—Board of Therapeutic
Massage**

**Chapter 2—Massage Therapist Licensure
Requirements**

4 CSR 197-2.010 Application for Licensure

PURPOSE: This rule outlines the requirements for licensure as a massage therapist including the grandfathering provisions and temporary two (2)-year license.

(1) A person who has completed massage therapy studies consisting of at least five hundred (500) clock hours of supervised instruction in a Coordinating Board of Higher Education (CBHE) certified school, Missouri Department of Elementary and Secondary Education (DESE) approved vocational program or school, or school, college, university, or other institution of higher learning in the United States accredited by a regional accrediting commission recognized by the United States Department of Education or an equivalent approving body for out-of-state applicants, shall be at least eighteen (18) years of age and shall submit or cause to be submitted:

(A) A completed notarized application and the accompanying application fee;

(B) Two (2) sets of fingerprints and the criminal background check fee;

(C) An official final transcript showing successful completion of the program to be submitted directly to the board office from the massage therapy program which includes:

1. The applicant's name;
2. Date of enrollment;
3. Date of completion; and

4. Documentation that the massage therapy program consisted of at least five hundred (500) clock hours of supervised instruction which consisted of:

A. Three hundred (300) clock hours dedicated to massage theory and practice techniques provided by an instructor(s) who has practiced professionally for at least two (2) years and who is licensed or meets the qualifications for licensure as a massage therapist in the state of Missouri;

B. One hundred (100) clock hours dedicated to the study of anatomy and physiology provided by an instructor(s) who holds a bachelor's degree/minor in a healthcare related field including but not limited to the fields of physical therapy, chiropractic, osteopathy, medical doctor, physician assistant, nursing, etc. or a bachelor's degree/minor in a field related to anatomy and physiology including but not limited to biology,

chemistry, health, microbiology, medicine, etc.;

C. Fifty (50) clock hours dedicated to business practice, professional ethics, hygiene and massage law in the state of Missouri provided by an instructor who demonstrates documentable experience/education in a related field; and

D. Fifty (50) clock hours dedicated to ancillary therapies provided by an instructor(s) who demonstrates documented experience/education in a related field. The fifty (50) clock hours shall include but not be limited to cardiopulmonary resuscitation (CPR) and first aid which shall be provided by an instructor who holds the respective instructor certification;

(D) Evidence of passing an examination from one of the following:

1. The National Certification Board of Therapeutic Massage and Bodywork (NCBTMB); or

2. The National Certification Commission for Acupuncture and Oriental Medicine (NCCAOM); or

3. An examination deemed appropriate by the board; and

(E) An applicant completing a massage therapy program consisting of less than five hundred (500) hours of supervised instruction from a Missouri Coordinating Board of Higher Education (CBHE) approved school, Missouri Department of Elementary and Secondary Education (DESE) approved vocational program or school, college, university, or other institution of higher learning in the United States accredited by a regional accrediting commission recognized by the United States Department of Education or an equivalent approving agency for out-of-state schools, or who has completed a massage therapy program deficient in clock hours according to 4 CSR 197-2.010(1)(C)4.A.—D. may complete deficiencies at either a Missouri CBHE approved school, DESE approved vocational program, mentorship approved by the board, or school, college, university, or other institution of higher learning in the United States accredited by a regional accrediting commission recognized by the United States Department of Education, or an out-of-state school approved by an agency equivalent to CBHE.

(2) A person who has completed five hundred (500) clock hours in an apprenticeship with a certified mentor and has successfully passed an examination approved by the board shall be at least eighteen (18) years of age and shall submit or cause to be submitted:

(A) A completed notarized application and the accompanying application fee;

(B) Two (2) sets of fingerprints and the criminal background fee;

(C) Official evidence of completing five hundred (500) clock hours of massage therapy training in an apprenticeship with a certified mentor which includes:

1. The applicant name;
2. Date of enrollment;
3. Date of completion;

4. Documentation that the mentorship program consisted of at least five hundred (500) clock hours of supervised instruction which consisted of:

A. Three hundred (300) clock hours dedicated to massage theory and practice techniques provided directly by the certified mentor;

B. One hundred (100) clock hours dedicated to the study of anatomy and physiology provided by an instructor(s) who holds a bachelor's degree/minor in a healthcare related field including but not limited to the fields of physical therapy, chiropractic, osteopathy, medical doctor, physician assistant, nursing, etc. or a bachelor's degree/minor in a field related to anatomy and physiology including but not limited to biology, chemistry, health, microbiology, medicine, etc.;

C. Fifty (50) clock hours dedicated to business practice, professional ethics, hygiene and massage law in the state of Missouri provided by an instructor(s) who demonstrates documented experience/education in a related field; and

D. Fifty (50) clock hours dedicated to ancillary therapies provided by an instructor(s) who demonstrates documented experience/education in a related field. The fifty (50) clock hours shall include but not be limited to cardiopulmonary resuscitation (CPR) and first aid which shall be provided by an instructor who holds the respective instructor certification; and

(D) Evidence of passing a statistically valid examination from one of the following:

1. NCBTMB; or
2. NCCAOM; or
3. An examination deemed appropriate by the board.

(3) Grandfathering Provisions.

(A) A person who has passed a statistically valid examination on therapeutic massage and bodywork prior to August 28, 1999 and applies for such license prior to December 31, 2000 shall be at least eighteen (18) years of age and shall submit—

1. A completed notarized application and the accompanying application fee;
2. Two (2) sets of fingerprints and the criminal background check fee; and



3. Evidence of passing a statistically valid examination from one of the following:

- A. NCBTMB; or
- B. NCCAOM.

(B) A person who has been in the practice of massage therapy for at least ten (10) years prior to August 28, 1999 and applies for such license prior to December 31, 2000 shall submit or cause to be submitted:

1. A completed notarized application and the accompanying application fee;

2. Two (2) sets of fingerprints and the criminal background check fee;

3. Evidence documenting at least ten (10) years of massage therapy practice (minimum of one hundred fifty (150) massage hours per year practiced between August 28, 1984 to August 28, 1999) which may include but not be limited to a combination of the following:

- A. Income tax forms;
- B. Professional massage therapy association membership(s);
- C. Certificates of continuing education in massage therapy;
- D. Business license(s);
- E. Office rent or lease agreement(s);
- F. Yellow page advertisements with dates;
- G. Printed advertisements with dates;
- H. Professional insurance;
- I. Cancelled checks related to the massage therapy practice which shall include but not be limited to payment for rent, services rendered and/or massage therapy supplies;
- J. Verifiable letter(s) from employer(s);
- K. Verifiable letter(s) of referral for massage therapy services from a licensed healthcare professional;
- L. Verifiable letters of confirmation from clients of massage therapy experience;

M. Work log or client records consisting of client's name, address and/or telephone number, appointment date, and time period worked on client.

(C) A person who has been in the practice of a massage therapy for at least three (3) years prior to August 28, 1999, has completed at least one hundred (100) clock hours of formal training in massage and applies for such license prior to December 31, 2000 shall be at least eighteen (18) years of age and shall submit or cause to be submitted:

1. A completed notarized application and the accompanying application fee;

2. Two (2) sets of fingerprints and the criminal background check fee;

3. Evidence documenting at least three (3) years massage therapy practice (minimum of one hundred fifty (150) massage hours per

year practiced between August 28, 1994 to August 28, 1999) which may include but not be limited to a combination of the following:

- A. Income tax forms;
- B. Professional massage therapy association membership(s);
- C. Certificates of continuing education in massage therapy;
- D. Business license(s);
- E. Office rent or lease agreement(s);
- F. Yellow page advertisements with dates;
- G. Printed advertisements with dates;
- H. Professional insurance;
- I. Cancelled checks related to the massage therapy practice which shall include but not be limited to payment for rent, services rendered and/or massage therapy supplies;
- J. Verifiable letter(s) from employer(s);
- K. Verifiable letter(s) of referral for massage therapy services from a licensed healthcare professional;
- L. Verifiable letters of confirmation from clients of massage therapy experience;

or
M. Work log or client records consisting of client's name, address and/or telephone number, appointment date, and time period worked on client; and

4. Evidence of at least one hundred (100) clock hours of formal massage therapy training approved by the board which shall include any combination of the following:

- A. Classroom and directly supervised student clinical massage therapy practice hours;
- B. Continuing education credits in massage therapy; or
- C. Massage therapy seminar and/or workshop attendance.

(4) Temporary Two (2)-Year License.

(A) A person who has practiced less than three (3) years prior to August 28, 1999 and has at least one hundred (100) clock hours of training prior to December 31, 2000 and applies for a temporary two (2)-year license prior to December 31, 2000 shall be at least eighteen (18) years of age and shall submit or cause to be submitted:

1. A completed notarized application and the accompanying application fee;

2. Two (2) sets of fingerprints and the criminal background check fee;

3. Evidence documenting at least seventy-five (75) massage hours over a minimum of a six (6)-month period with no less than eight (8) hours in each single month of massage therapy practice prior to August 28,

1999 which may include but not be limited to a combination of the following:

- A. Income tax forms;
- B. Professional massage therapy association membership(s);
- C. Certificates of continuing education in massage therapy;
- D. Business license(s);
- E. Office rent or lease agreement(s);
- F. Yellow page advertisements with dates;
- G. Printed advertisements with dates;
- H. Professional insurance;
- I. Cancelled checks related to the massage therapy practice which shall include but not be limited to payment for rent, services rendered and/or massage therapy supplies;
- J. Verifiable letter(s) from employer(s);
- K. Verifiable letter(s) of referral for massage therapy services from a licensed healthcare professional;
- L. Verifiable letters of confirmation from clients of massage therapy experience;

or
M. Work log or client records consisting of client's name, address and/or telephone number, appointment date, and time period worked on client.

4. Evidence of at least one hundred (100) clock hours of formal massage therapy training approved by the board which shall include any combination of the following:

- A. Classroom and directly supervised student clinical massage therapy practice hours;
- B. Continuing education credits in massage therapy; or
- C. Massage therapy seminar and/or workshop attendance.

(B) A person who has practiced at least three (3) years prior to August 28, 1999 and has less than one hundred (100) clock hours of training prior to December 31, 2000 and applies for a temporary two (2)-year license prior to December 31, 2000 shall be at least eighteen (18) years of age and shall submit or cause to be submitted:

1. A completed notarized application and the accompanying application fee;

2. Two (2) sets of fingerprints and the criminal background check fee;

3. Evidence documenting at least three (3) years massage therapy practice (minimum of one hundred fifty (150) massage hours per year practiced between August 28, 1994 to August 28, 1999) which may include but not be limited to a combination of the following:

- A. Income tax forms;
- B. Professional massage therapy association membership(s);



C. Certificates of continuing education in massage therapy;

D. Business license(s);

E. Office rent or lease agreement(s);

F. Yellow page advertisements with dates;

G. Printed advertisements with dates;

H. Professional insurance;

I. Cancelled checks related to the massage therapy practice which shall include but not be limited to payment for rent, services rendered and/or massage therapy supplies;

J. Verifiable letter(s) from employer(s);

K. Verifiable letter(s) of referral for massage therapy services from a licensed healthcare professional;

L. Verifiable letters of confirmation from clients of massage therapy experience; or

M. Work log or client records consisting of client's name, address and/or telephone number, appointment date, and time period worked on client; and

4. Evidence of at least twenty-five (25) clock hours of formal massage therapy training approved by the board which shall include any combination of the following:

A. Classroom and directly supervised student clinical massage therapy practice hours;

B. Continuing education credits in massage therapy; or

C. Massage therapy seminar and/or workshop attendance.

(C) During the temporary two (2)-year license period the licensee shall complete at least one hundred (100) additional clock hours of formal training approved by the board and shall:

1. Cause an official final transcript to be submitted directly to the board office from the approved massage therapy school, Missouri Department of Elementary and Secondary Education (DESE) approved vocational program or school, mentorship approved by the board, or school, college, university, or other institution of higher learning in the United States which, at the time the applicant was enrolled, was accredited by a regional accrediting commission recognized by the United States Department of Education which includes:

A. The applicant's name;

B. Date of enrollment;

C. Date of completion; and

D. Evidence that one hundred (100) clock hours of formal training included at least twenty-five (25) clock hours in anatomy and physiology.

(D) The temporary two (2)-year license shall not be renewable.

(E) A temporary license holder who fails to complete the required one hundred (100) clock hours of formal training approved by the board within the two (2)-year license period shall not be eligible for licensure pursuant to this provision and will have to reapply for licensure pursuant to the licensure requirements in effect at that time.

(5) Educational Review.

(A) The board may review a person's educational credentials prior to application for licensure upon receiving a written request to the board. The person requesting the education review shall be responsible for providing official transcripts and paying the required fee.

AUTHORITY: sections 324.240, 324.265, 324.267 and 324.270, RSMo 2000 and 324.243 and 324.245, RSMo Supp. 2003. Original rule filed Feb. 25, 2000, effective Sept. 30, 2000. Amended: Filed Nov. 26, 2003, effective June 30, 2004.*

**Original authority: 324.240, RSMo 1998, amended 1999; 324.243 RSMo 1998, amended 1999, 2001; 324.245, RSMo 1998, amended 1999, 2003; 324.265, RSMo 1998, amended 1999; 324.267, RSMo 1998, amended 1999; 324.270, RSMo 1998.*

4 CSR 197-2.020 Reciprocity

PURPOSE: This rule outlines the requirement for licensure by reciprocity.

(1) A person applying for licensure by reciprocity whose state, territory, commonwealth or the District of Columbia has requirements which substantially conform to those in the state of Missouri shall submit or cause to be submitted the following:

(A) A completed notarized application and the accompanying application fee;

(B) Two (2) sets of fingerprints and the criminal background check fee;

(C) A copy of a current massage therapy license;

(D) A copy of the other state, territory, commonwealth, or the District of Columbia's statutes and rules and regulations pertaining to massage therapy; and

(E) A letter of verification to be submitted directly to the board office from the state, territory, commonwealth, or the District of Columbia's licensing agency, if applicable, which shall include:

1. Verification of the applicant's license;

2. License issuance date;

3. License expiration date; and

4. Information regarding any pending or prior investigations or disciplinary action.

(2) A person applying for licensure by reciprocity whose state, territory, commonwealth, or the District of Columbia has less stringent laws than those in force in the state of Missouri shall be required to meet the requirements of section 324.265 and board rule 4 CSR 197-2.010.

AUTHORITY: sections 324.245 and 324.265, RSMo Supp. 1999. Original rule filed Feb. 25, 2000, effective Sept. 30, 2000.*

**Original authority: 324.245, RSMo 1998, amended 1999; 324.265, RSMo 1998, amended 1999.*

4 CSR 197-2.030 Provisional License

PURPOSE: This rule outlines the requirements to obtain a provisional license.

(1) A person who has completed massage therapy studies and has applied to take a statistically valid examination pursuant to 4 CSR 197-2.010(1) or 4 CSR 197-2.010(2) may obtain a provisional license to engage in the practice of massage therapy by submitting to the board an application and the accompanying fees pursuant to the application requirements in 4 CSR 197-2.010(1) or 4 CSR 197-2.010(2).

(2) A provisional license is valid for ninety (90) days from the date of issuance. Upon expiration of a provisional license the licensee shall no longer engage in the practice of massage therapy.

(3) A provisional license may be renewed for an additional ninety (90) days from the date of expiration at the discretion of the board. To renew a provisional license the applicant must complete an application and pay the required fee.

(4) A person holding a provisional license is subject to all statutes, rules and regulations relating to the licensing and regulation of licensed massage therapists and licensed massage therapy businesses.

AUTHORITY: sections 324.245, RSMo Supp. 2003 and 324.265, RSMo 2000. Original rule filed Feb. 25, 2000, effective Sept. 30, 2000. Amended: Filed Nov. 26, 2003, effective June 30, 2004.*

**Original authority: 324.245, RSMo 1998, amended 1999, 2003 and 324.265, RSMo 1998, amended 1999.*

**4 CSR 197-2.040 Students/Student License**

PURPOSE: This rule outlines the requirements to obtain a student license.

(1) Upon enrollment the school or the certified mentor shall submit to the board documentation for a student license that includes the student's name, address, telephone number, date of birth and Social Security number.

(2) As a part of the course of study, any student may practice massage therapy on fellow students and family members.

(3) A student license shall be issued upon notification to the board from the instructor or certified mentor that the student has demonstrated substantial progress and competency, as approved within the course of instruction, with a grade of "C" or better in the following:

- (A) Basic hygiene;
- (B) Universal precautions;
- (C) Contraindications; and
- (D) Basic massage theory and basic massage hands-on practice.

(4) Student licenses shall be displayed in a conspicuous place with a photograph that has been taken within the last two (2) years.

(5) The holder of a student license may practice massage therapy on members of the public while under the direct supervision of a massage therapy instructor or certified mentor.

(6) Students shall not receive compensation for any massage therapy services.

(7) When the individual is no longer enrolled or has graduated, the school shall return the student license within thirty (30) days to the board office.

(8) No massage therapy instructor shall have more than five (5) students under his/her direct supervision at one time during massage therapy clinical practice.

AUTHORITY: sections 324.245 and 324.265, RSMo Supp. 1999.* Original rule filed Feb. 25, 2000, effective Sept. 30, 2000.

*Original authority: 324.245, RSMo 1998, amended 1999; 324.265, RSMo 1998, amended 1999.

4 CSR 197-2.050 License Renewal

PURPOSE: This rule outlines the requirements for the renewal of licensure and specifies continuing education requirements.

(1) Each licensee who holds a license pursuant to sections 324.240 to 324.275, RSMo shall complete, during the two (2)-year license period prior to renewal, as a condition of the license renewal, twelve (12) clock hours of continuing education relevant to the practice of massage therapy which shall include universal precautions/infection control and cardiopulmonary resuscitation (CPR) certification.

(A) Continuing education credits earned after the expiration date of a license may apply to the previous renewal cycle if the licensee pays the continuing education late fee as defined in 4 CSR 197-1.040(3)(F)3. and documents completion of the continuing education as required by 4 CSR 197-2.050(1). Payment of the continuing education late fee will entitle a licensee to earn continuing education credits for the previous year. Such hours shall be completed no later than thirty (30) days from the expiration date of the license.

(2) Licensees shall maintain evidence of their course participation or course completion for a period of at least six (6) years. Such evidence must be submitted upon request by the board.

(3) A license issued pursuant to section 324.265, RSMo shall be renewed on or before the expiration of the license by submitting the signed renewal application and fee to the division.

(4) Failure of a licensee to receive the notice and application to renew his/her license shall not excuse him/her from the requirements of section 324.265, RSMo to renew that license.

(5) The license of a massage therapist that is not renewed by the expiration date shall lapse and become not current. A person may renew the lapsed license by completing the renewal form and paying the required renewal and late fees as defined in 4 CSR 197-1.040(3)(F) and (3)(F)1. within thirty (30) days of the expiration date. The lapsed licensee shall not provide massage therapy until filing the renewal form and paying the required fees.

(6) A licensed massage therapist may request reinstatement of a license up to two (2) years from the expiration date by completing the required reinstatement application, paying the required fees as defined in 4 CSR 197-1.040(3)(F) and (3)(F)2. and document completion of the continuing education as required by 4 CSR 197-2.050(1). If the massage therapist fails to reinstate a license within two (2) years of the expiration date, the

former licensee must submit an application for licensure, pay the required fee, and comply with the current requirements for licensure.

(7) A massage therapist with a lapsed license, as provided in this rule, may be reinstated at the sole discretion of the board upon payment of the required fee and submitting the required application.

AUTHORITY: sections 324.245, RSMo Supp. 2003 and 324.262 and 324.265, RSMo 2000.* Original rule filed Feb. 25, 2000, effective Sept. 30, 2000. Amended: Filed Nov. 26, 2003, effective June 30, 2004.

*Original authority: 324.245, RSMo 1998, amended 1999, 2003; 324.262, RSMo 1998, amended 1999; and 324.265, RSMo 1998, amended 1999.