# Rules of Department of Commerce and Insurance

## Division 2233—State Committee of Marital and Family Therapists

### Chapter 1—General Rules

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Chapter 1—General Rules

20 CSR 2233-1.010 Committee Information—General Organization

PURPOSE: This rule describes the organization and general methods of administration and communication concerning the Missouri State Committee of Marital and Family Therapists.

(1) The state committee will meet at least once a year and as frequently as the business of the division and state committee requires and annually elect a chairperson and secretary by a majority of state committee member votes and in the absence of the chairperson, the secretary shall preside.

(2) A designated representative of the division will be responsible for keeping the minutes of state committee proceedings and perform other duties as requested by the division or state committee.


20 CSR 2233-1.020 Policy for Release of Public Records

(Recinded March 30, 2020)


20 CSR 2233-1.030 Complaint Handling and Disposition

PURPOSE: This rule establishes a procedure for the receipt, handling, and disposition of public complaints pursuant to the mandate of section 620.010.15(6), RSMo 1994.

(1) The State Committee of Marital and Family Therapists will receive and process each complaint made against any licensed marital and family therapist (LMFT), provisional licensed marital and family therapist (PLMT), supervised marital and family therapist (S-MFT), applicant for licensure or supervision, or unlicensed individual or entity, in which the complaint alleges certain acts or practices may constitute one (1) or more violations of the provisions of sections 337.700–337.739, RSMo, or the administrative rules. No member of the State Committee of Marital and Family Therapists may file a complaint with the division or state committee while holding that office, unless that member is excused from further state committee deliberation or activity concerning the matters alleged within that complaint. Any division staff member or the state committee may file a complaint pursuant to this rule in the same manner as any member of the public.

(2) Complaints will be mailed or delivered to the following address: Missouri State Committee of Marital and Family Therapists, 3605 Missouri Boulevard, PO Box 1335, Jefferson City, MO 65102. However, actual receipt of the complaint by the state committee at its administrative offices in any manner will be sufficient.

(3) All complaints shall be made in writing and fully identify the complainant by name and address. Verbal or telephone communications may be considered or processed as complaints, however, the person making such communication must supplement the communication with a written complaint. Individuals with special needs as addressed by the Americans with Disabilities Act may notify the state committee office at (573) 751-0870 for assistance. The TTY number for the hearing impaired is (800) 735-2966 through Relay Missouri and (800) 735-2466 through Voice Relay Missouri.

(4) Each complaint received under this rule will be logged and maintained by the state committee. The log will contain a record of each complainant’s name, the name and address of the subject(s) of the complaint; the date each complaint is received by the state committee; a brief statement concerning the alleged acts or practices; a notation indicating the complaint resulted in its dismissal by the division or disciplinary action by the Administrative Hearing Commission; and the ultimate disposition of the complaint. This log shall be a closed record of the state committee.

(5) Each complaint received under this rule shall be acknowledged in writing. The complainant and complaint respondent will be notified of the ultimate disposition of the complaint.


20 CSR 2233-1.040 Fees

PURPOSE: This rule establishes the fees for the State Committee of Marital and Family Therapists.

(1) The following fees are established by the Division of Professional Registration and are payable in the form of a cashier’s check, personal check, or money order:

(A) Application for Licensure $100.00
(B) Registration of Supervision $125.00
(C) Biennial License Renewal Fee $175.00

and in addition—

1. One day to sixty (1–60) days late (an additional) $ 75.00
2. Sixty-one (61) days to two (2) years late (an additional) $100.00
(D) Educational Review $ 25.00
(E) Insufficient Funds Check Fee Charge $ 25.00
(F) Change Supervision Fee $ 25.00

(2) All fees are nonrefundable.

(3) A change of supervision fee shall not be required for supervised experience in marital and family therapy upon request by the applicant, accompanied by a letter from the graduate program documenting the following:

(A) Licensure supervision is part of a doctoral or specialist degree or thirty (30) hours of post master’s degree course work in marital and family therapy or a mental health discipline as defined in 20 CSR 2233-2.010;
(B) Licensure supervisor is a faculty member of the educational institution in which the applicant is currently enrolled; and
(C) Licensure supervisor is not reimbursed by the applicant for licensure supervision.
20 CSR 2233-1.050 Name and Address Changes

PURPOSE: This rule outlines the requirements and procedures for notifying the state committee of name and address changes.

(1) A licensed marital and family therapist, provisional licensed marital and family therapist, or a supervised marital and family therapist shall ensure the division has the current legal name and address of the licensed marital and family therapist, provisional licensed marital and family therapist, or supervised marital and family therapist.

(2) A licensed marital and family therapist, provisional licensed marital and family therapist, or supervised marital and family therapist whose name is changed shall notify the state committee within thirty (30) days of the name change and provide documentation authorizing the name change.

(3) A licensed marital and family therapist, provisional licensed marital and family therapist, or supervised marital and family therapist whose address has changed shall inform the state committee of the address changes by sending a letter, email or fax to the state committee’s office within thirty (30) days of the effective date of the change.

(4) Failure of a licensed marital and family therapist to receive the notice and application to renew a license shall not excuse the licensed marital and family therapist from the requirement of section 337.712.2., RSMo.

AUTHORITY: section 337.700, RSMo 2016,