



Treatment Provider Certification Requirements

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California Sex Offender Management Board (CASOMB)

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Introduction:

Mental health professionals who provide therapeutic treatment services for adult sexual offenders need to have specialized training, education, and experience that prepare them to work within this field. Sex offender-specific assessment and treatment require significant clinical skill and experience. A competent therapist will have specialized knowledge and techniques that are based on empirical evidence. The ultimate goal of therapy is to motivate and enable the offender to develop the ability to self-regulate his or her behavior and by doing so increase safety for children and other vulnerable persons in the community. Maintaining and demonstrating evidence of one's scope of practice and scope of competence in working with adult sexual offenders is the legal and ethical responsibility of each licensed psychotherapist in California treating these individuals.

Sex offender-specific treatment is an important part of the Containment Model of sex offender management. Collaboration among treatment providers, parole agents, probation officers, polygraph examiners, and other stakeholders working together with a victim advocacy perspective is the key to the true partnership necessary for the successful treatment and supervision of sexual offenders.

Applicants who fulfill the following requirements are eligible to become certified providers at one of three levels described in Part Two. Additionally, a provider who treats PC 290 registered sexual offenders under the jurisdiction of the criminal justice system pursuant to PC 1203.067 and 3008 must also use sexual offender-specific treatment as described in the CASOMB Provider Agency Certification Requirements.

CASOMB may revise these standards and requirements at any time. These criteria are for those mental health practitioners who provide treatment and evaluation of all sexual offenders pursuant to Penal Code section 290.09. The Board recognizes that treatment and evaluation of adult offender clients is significantly different from services provided to juveniles who have sexual behavior problems.

Offender Client: The word "offender client" as used in this document refers to an individual who has engaged in a sexual offense and is required to register pursuant to PC 290.

Supervision: The word "supervision" as used in this document refers to formal oversight provided to mental health professionals. Supervision for CASOMB purposes may or may not meet the supervision requirements for mental health licensure or for any other purpose.

Part 1: Requirements that Apply to All Providers

The following requirements and explanations apply to all individuals seeking certification or recertification at any one of the three levels described in Part Two: Independent Provider, Associate Provider, or Apprentice Provider.

A. Training Requirements for Initial Certification or Re-Certification

A specified amount of training is required for initial certification at each of the three levels of certified providers. Applicants are not required to submit documentation of their training as a required part of the process of seeking certification. However, applicants must sign attestation forms, under penalty of perjury, indicating that they have participated in the required training. Upon request by CASOMB they must provide documentation of their training. The training must relate to sex offender evaluation, treatment, and management and the focus of the training must be a subject listed on the Approved Topic List found in Appendix A.

The word “training” as used in this document refers to a formalized educational experience. To be acceptable a “training” must meet all of the following criteria:

1. be focused on one or more content areas in Appendix A,
2. be planned,
3. be scheduled prior to its occurrence,
4. be announced in written form,
5. have a clear and announced time frame,
6. be structured,
7. have some form of written outline demonstrating internal structure, and
8. be presented by one or more persons with expertise with the content material.

It is not necessary that it be formally certified Continuing Education (CE) as long as it meets the requirements stated here. Hours spent training may be counted as training hours for the presenter.

The following are offered as examples of the types of educational experiences that would be considered acceptable “training” for certification purposes.

- formal trainings, conference presentations or similar experiences that qualify as CE for therapist license recertification purposes
- online CE educational experiences which meet requirements for State licensing purposes
- educational experiences, including online trainings, offered by a reputable organization such as the California Coalition on Sexual Offending (CCOSO), the Association for the Treatment of Sexual Abusers (ATSA) or other recognized providers

- formal intra-agency in-service staff trainings that are announced, structured, etc. as enumerated in the paragraph above

Examples of types of educational experiences that would not be considered acceptable “training” for certification purposes include, but are not limited to:

- consultations or conversations with experts
- non-formalized self-study such as reading a journal article or a book
- providing presentations to non-professionals, such as community groups, etc.
- reading or participating in list-serves, blogs, etc. – even when the content is highly relevant
- supervision sessions, whether given or received
- case conferences, Containment Team meetings and similar events

B. Experience Requirements for Initial Certification or Re-Certification

Specialized experience providing therapeutic services to offender clients is required for initial certification at each of the three levels of certified providers. The sex-offender specific experience detailed below can be obtained in a variety of settings, including, but not limited to, community-based outpatient settings, institutional settings, and residential treatment settings. This experience can be obtained by working with registered or non-registered sex offenders in California or out of state. No more than 20% of a provider’s experience can be obtained by working with juveniles who have engaged in problematic sexual behavior. Applicants are not required to submit documentation of their experience as part of the process of seeking certification. However, applicants must sign attestation forms under penalty of perjury, indicating they have accumulated the required amount of experience and that they are able to document their claim to have met the experience requirements if such substantiation is requested by CASOMB.

C. Licensure Requirements for Initial Certification or Re-Certification

Every individual providing services as a Certified Provider at any level needs to have and maintain a status that authorizes her or him to provide mental health services in California or in the jurisdiction where such services are offered. In some cases, such status will be attained by holding a license for independent practice. In other cases, the supporting structure will be formal status as a registered Intern, a Psychological Assistant or some similar arrangement. In yet other cases the status will be maintained through participation in the training program of an academic institution. In unusual situations in which a standard licensure or registration status does not support the application for certification, the applicant must provide information clarifying her or his eligibility for CASOMB certification.

D. Background Check

Applicants must pass a criminal background check. In order to receive and maintain CASOMB certification, providers shall not have any prior or pending charges or

convictions for sexually-related offenses or offenses involving interpersonal violence, or any other charges or convictions which call into question the suitability of the applicant for certification. The applicant cannot be the subject of pending licensing revocation proceedings. A pending licensing revocation proceeding may result in suspension of certification status. Decisions relating to whether criminal history charges or convictions or pending licensing revocation proceedings should bar certification or re-certification are decided by the CASOMB certification staff, by an exercise of reasonable discretion. Appeals are directed to the CASOMB Certification Appeals Committee. Applicants must submit fingerprints via Livescan so a criminal history background check can be conducted by the California Department of Justice. Each applicant is required to pay the associated costs for this process. A list of LiveScan vendors in California can be found at:

<http://ag.ca.gov/fingerprints/publications/contact.php>.

E. NexTEST Clearance

All applicants must meet FBI and California Department of Justice requirements for access to criminal record offender information by taking and passing the NexTEST exam. This must be renewed every two years. Failure to renew will lead to suspension of provider certification. Email CASOMB staff at casomb@cdcr.ca.gov for instructions.

F. Fees

As required by statute [PC 9003(a)(3)], each applicant must pay the initial application fee or recertification fee. Advancement from Associate or Apprentice Provider level to a higher level of certification will be processed at no additional fee, but the original recertification date will remain the same. The current fee schedule is posted on the CASOMB web site.

G. Continued Placement on Certified Provider List

Certification as a provider, both for initial certification and for recertification, will be for a period of two years. The initial approval period for some applicants may be longer than two years to allow a more even distribution of staff administrative efforts. Certified providers must apply for continued placement on the Certified Provider list every two (2) years by the date provided by CASOMB. The Board's staff will make reasonable efforts to provide advance notice of each certified provider's recertification date, but the final responsibility for tracking recertification will remain with each provider. The provider seeking recertification must demonstrate compliance with the certification criteria for recertification as listed for each level.

H. Code of Ethics

In addition to following the generally accepted standards of practice of the provider's mental health profession or discipline, the individual shall adhere to the Code of Ethics published by the Association for the Treatment of Sexual Abusers (available at www.atsa.com). All services are to be provided in a manner that is consistent with the accepted standard of practice in the sex offender provider community.

I. Letters of Reference

There is no general requirement that an applicant submit letters of reference during an initial certification or recertification. However, as determined on a case-by-case basis, applicants may be required to submit letters of reference or verification related to their application if requested to do so by CASOMB. Letters of reference addressing any relevant aspect of the applicant's professional conduct may also be required by the Board. Letters of Matriculation are required by an applicant's supervisor, when the applicant is matriculating to a higher level of certification.

J. Malpractice Insurance

Professional malpractice insurance coverage is not required for certification but is strongly recommended.

K. Professional Organizations

Applicants are not required to be members of professional associations, although this is strongly encouraged as a means of staying current on research and best practices in the field. Such organizations include the Association for the Treatment of Sexual Abusers (ATSA), the California Coalition on Sexual Offending (CCOSO), the National Organization for the Treatment of Abusers (NOTA), and the International Association for the Treatment of Sexual Offenders (IATSO).

M. Certification Denial, Revocation, or Denial of Recertification

Failure to comply with the requirements for certification or re-certification may result in removal from the certified provider list. CASOMB may refuse to accept an application, revoke a certification, or deny a recertification upon verification that the individual, whether a certified Independent Provider, Associate Provider or Apprentice Provider has incurred one or more of the following:

1. The individual has been convicted of any felony or misdemeanor involving a sexual or violent offense.
2. The individual's state license or pre-license status is currently revoked, canceled, suspended, has not been renewed, has been placed on inactive status or placed on probation by any state licensing body. Whether licensed, pre-licensed, or in a training program, the provider must be in good standing with the appropriate

licensing body or training program and must report any loss of that good standing status to CASOMB as soon as he or she becomes aware of it.

3. The individual has been determined by CASOMB to have engaged in deceit or fraud in connection with the delivery of services, supervision, or documentation of application requirements or eligibility.
4. CASOMB has determined that a breach of ethics has occurred.
5. The individual has otherwise been determined by CASOMB not to meet the criteria for certification.

N. Appeal Process

Determinations made by the Board with regard to certification or recertification may be appealed by the affected individual. The appeal procedures are noted in Part Three of this document.

O. Special Cases and Exceptions

The Board may consider additional factors relevant to certification and determination of the appeal.

Part 2: Specific Requirements for Each Certification Level

I. Independent Provider Level

The Independent Provider designation describes individuals who qualify for the highest level of CASOMB certification. The Certified Independent Provider is recognized as qualified to practice in the field of sex offender evaluation and treatment in a fully independent way.

An Independent Provider's competence to provide any specific type of service is governed by all of the standards and regulations of his or her state mental health provider licensure, by the relevant professional Code of Ethics, and by the Code of Ethics of the Association for the Treatment of Sexual Abusers.

Specifics for applying for Independent Provider status are described in *Sex Offender Treatment Provider –Independent Provider Level Application* which is posted on the CASOMB website.

A. Services which may be provided by a Certified Independent Provider

A provider certified at the Independent Provider level may practice independently and may provide evaluation, treatment and related services to sex offenders without supervision.

Certified Independent Providers who provide treatment services pursuant Penal Code Sections 1203.067 and 3008 must meet the requirements to be a certified provider agency or be affiliated with a certified provider agency. Certified treatment providers who do not provide the above mentioned treatment services are not required to be affiliated with a certified provider agency.

A Certified Independent Provider may supervise individuals at the Associate Provider or Apprentice Provider level who need supervision in order to meet the requirements of these certification criteria. The amount of supervision which can be provided is limited based on the ratios described below.

For CASOMB certification purposes, the supervision ratio for any Independent Provider must not exceed a total of ten supervisee "points" regardless of the number of provider agencies in which the Independent Provider is providing supervision.

For the purpose of calculating points, each Associate Provider who is being supervised counts as one (1) point and each Apprentice Provider counts as two (2) points. In special cases, because of geographical or other considerations, the Board may grant exceptions to this standard.

An Independent Provider providing supervision to an Associate Provider or Apprentice Provider is not required to be on site if the supervisee is licensed or is working under the appropriate supervision of some other licensed mental health practitioner in accord with state licensing laws and regulations.

The supervision provided under these criteria may be the same as and overlap with any supervision required for licensure or to meet the requirements of a training program. On the other hand, the supervision provided under these criteria may be completely separate from and independent of any supervision required and provided for licensure or training purposes. These standards and criteria are established completely separate from and without consideration of any supervision required for other purposes.

B. Requirements for Initial Certification of an Independent Provider

To qualify to provide sex offender treatment at the Independent Provider level, an individual must demonstrate that he or she meets all of the following criteria:

1. **EDUCATION.** An Independent Provider will have completed all the educational requirements needed to become licensed and to maintain licensure.
2. **LICENSURE.** An Independent Provider shall have and maintain a current California license to independently practice in the mental health field as described above. If the client is being treated outside of California, the license must be issued by the jurisdiction in which the practitioner provides the services.
3. **EXPERIENCE.** The applicant shall, within the last two years, have completed a minimum of seven hundred and fifty (750) hours of clinical experience, specifically in the areas of evaluation and treatment of offender clients.

These hours may have been obtained while functioning either as an independently licensed mental health professional or while working under pre-licensure supervision.

At least five hundred (500) of these hours shall be direct face-to-face therapy or assessment with offenders within the last two years.

Providers who provide clinical supervision for therapists who are evaluating or treating offender clients may count hours of supervision directly related to such sexual offender services towards this experience requirement.

The Board recognizes that some clinicians may have accumulated a significant number of hours of direct offender client experience that may have been gained in years past. Applicants who have met a lifetime experience threshold of having provided at least two thousand (2,000) hours of direct sex offender specific therapy and assessment services and who continue to maintain professional involvement in the field will be allowed to submit their lifetime experience in lieu of the 750 hours of experience obtained within the last two years. Applicants applying on this basis must be currently licensed. Those certified with lifetime experience must still recertify every two years.

The Board may require substantiation of a claim that the applicant's current involvement in the field is substantially relevant to the field of sex offender evaluation, treatment and management services.

4. **TRAINING.** The individual shall, within the last two years prior to initial certification, have accumulated a minimum of thirty (30) documented training hours related to sex offender evaluation, treatment, and management methods.

Training hours shall be in course topics included on the Approved Topic List provided in Appendix A. Twenty (20) hours of the thirty (30) hours must be in topic areas identified as Core Areas on the list of Approved Training Topics. (See details in Appendix A.)

The Independent Provider shall maintain a record of her or his training and continuing education hours as applicable to CASOMB requirements. The Independent Provider is required to sign an attestation under penalty of perjury that this training requirement has been fulfilled.

Those certified, including those with lifetime experience, must fulfill the required thirty (30) hours of training every two years.

5. **SUPERVISION.** No supervision requirements are imposed upon an Independent Provider. The standard expectations for any mental health professional with respect to seeking consultation and supervision as needed are applicable.

C. Requirements for Recertification for an Independent Provider

A Certified Independent Provider will remain on the Certified Provider list, unless explicitly removed for cause, for a period of two years. The initial listing period may

vary depending upon the recertification date which is determined by the birthdate of the applicant. The certification must be renewed every two years thereafter. The recertification date is listed on the provider's certificate.

It is the provider's responsibility to keep track of her or his recertification date. Prior to the expiration of her or his certification status, the Independent Provider must submit an Application for Provider Recertification as well as all supporting documentation required for recertification. The Application for Provider Recertification shall be submitted with a postmark of sixty (60) days prior to the recertification due date. The Application for Provider Recertification and the fee schedule can be found on the CASOMB web site.

A new Live Scan fingerprinting procedure is **not** required for recertification. To renew certification status, an Independent Provider must take the following actions and meet the following criteria:

1. **EXPERIENCE.** The Independent Provider shall attest under penalty of perjury that he or she has accumulated a minimum of two hundred and fifty (250) hours of clinical experience over the course of the previous two years. At least two hundred (200) of those hours shall be face-to-face therapy or evaluation with sex offenders.

An Independent Provider who provides clinical supervision for therapists who are treating sexual offenders may count hours of supervision related to sexual offenders toward this experience requirement.

An Independent Provider who was certified on the basis of having 2,000 hours lifetime experience and current professional involvement in the field shall attest under penalty of perjury that he or she continues to be involved in the sexual offender assessment, treatment, and management field at a level equivalent to the original certification requirement.

2. **TRAINING.** The Independent Provider shall attest under penalty of perjury that he or she has completed a minimum of thirty (30) hours of continuing education and training over the course of the previous two years. At least twenty (20) of those thirty hours must be in the Core Areas described on the Approved Training Topics list. (See Appendix A)

Those certified, including those with lifetime experience, must fulfill the required thirty (30) hours of training every two years.

3. **SUPERVISION.** No specific amount of supervision is required for recertification as an Independent Provider.

II. Associate Provider Level

The Associate Provider designation describes individuals who already have a significant amount of experience and training in the field of sex offender evaluation and treatment but who either are not yet licensed by the state to independently deliver mental health services or are not yet at the requisite level of experience and training needed to be certified as an Independent Provider by the Board.

An Associate Provider's competence to provide any specific type of service is governed by all of the standards and regulations of his or her state mental health provider licensure, by the relevant professional Code of Ethics and by the Code of Ethics of the Association for the Treatment of Sexual Abusers.

Specifics for applying for Associate Provider status and the timetable for submissions are described in the *Sex Offender Treatment Provider –Associate Provider Level Application* which is posted on the CASOMB website.

A. Services which may be provided by a Certified Associate Provider

A provider certified at the Associate Provider level may evaluate and treat offender clients while working under the supervision of a Certified Independent Provider.

A licensed mental health treatment provider who is a Certified Associate Provider may supervise individuals at the Apprentice Provider level. For CASOMB certification purposes, the supervision ratio for any Associate Provider must not exceed a total of six (6) supervisee "points" regardless of the number of provider agencies in which the Associate Provider is providing supervision.

For the purpose of calculating points, each Apprentice Provider who is being supervised counts as two (2) points. In special cases, because of geographical or other considerations, the Board may grant exceptions to this standard.

An Associate Provider providing supervision to an Apprentice Provider is not required to be on site if the supervisee is licensed or is working under the appropriate supervision of another licensed mental health practitioner in accord with state licensing laws and regulations.

The supervision provided under these criteria may be the same as and overlap with any supervision required for state licensure or to meet the requirements of a training program. On the other hand, the supervision provided under these criteria may be completely separate from and independent of any supervision required and provided for state licensure or training purposes. These standards and criteria are established completely separate from and without consideration of any supervision required for other purposes.

B. Requirements for Initial Certification of an Associate Provider

To qualify to provide sex offender treatment at the Associate Provider level, an individual must demonstrate that he or she meets all of the following criteria:

1. **EDUCATION.** An Associate Provider shall have a Master's degree or above in a behavioral science area of study recognized by a California licensing board or by the licensing jurisdiction in which the individual practices.
2. **LICENSURE.** An Associate Provider shall meet one of the following requirements:
 - i. The individual shall have attained and shall maintain a current license to independently practice in the mental health field as described above. The license must be issued by a State of California licensing board. If the client is being treated outside of California, the license must be issued by the jurisdiction in which the practitioner provides the services.
 - ii. The individual shall have the required status as an intern with the Board of Behavioral Sciences, Registered Psychological Assistant or psychological trainee or the equivalent to qualify to provide mental health services, under supervision, in California or in the jurisdiction in which the services are actually provided.
3. **EXPERIENCE.** The applicant shall, within the last two years, have completed a minimum of five hundred (500) hours of clinical experience specifically in the areas of evaluation and therapy of offender clients.

These hours can be obtained while functioning either as an independently licensed mental health professional or while working under pre-licensure supervision.

At least three hundred (300) of these hours must be face-to-face therapy with adult sex offenders, either alone or as a co-therapist. Co-therapy experience is strongly encouraged.

Practitioners who provide clinical supervision for therapists who are evaluating or treating sexual offenders may count hours of supervision directly related to such offender client services towards this experience requirement.

4. **TRAINING.** The individual shall, within the last two years prior to initial certification, have accumulated a minimum of twenty (20) documented

training hours related to sex offender evaluation, treatment, and management methods.

These training hours shall be in course topics included on the Approved Topic List provided in Appendix A. Fifteen (15) of the twenty hours must be in topic areas identified as Core Areas on the list of *Approved Training Topics*. (Appendix A)

The Associate Provider will be required to sign an attestation under penalty of perjury that this training requirement has been fulfilled.

5. **SUPERVISION:** Any offender client related services regulated by the CASOMB criteria and provided by an Associate Provider must be provided under the supervision of an Independent Provider.

For purposes of this certification an Associate Provider must receive a minimum of one (1) hour of supervision provided by an Independent Provider for every twenty (20) hours of sex offender services. Services includes both direct face-to-face time and indirect services such as supporting documentation and collaboration with containment team members. The required supervision may either be provided in a face-to-face setting or provided by telephone or other electronic means. Additionally, the Independent Provider providing clinical supervision for the Associate Provider will be required to sign an attestation that this supervision requirement has been fulfilled.

If the Associate Provider is not licensed as a mental health professional, it is to be understood that the individual will continue to receive supervision as required by the state licensing authority or, if applicable, by his or her academic training program. Supervision for CASOMB purposes may or may not meet the criteria for state licensing purposes.

C. Requirements for Recertification for an Associate Provider

An Associate Provider will remain on the Certified Provider list, unless explicitly removed for cause, for a period of at least two years. The initial listing period may vary depending upon the recertification date which is determined by the birthdate of the applicant. Recertification must occur every two years thereafter. The recertification date is listed on the provider's certificate.

Prior to the expiration of his or her certification status, the Associate Provider must submit the documentation required for recertification. Specifics of the procedure and the timetable for submission are described in the Application Checklist procedures

section of the recertification application. A new Live Scan fingerprinting procedure is not required for recertification.

There is no limit to the length of time an individual may remain at the Associate Provider status, provided the required recertification is successfully completed as specified.

To renew certification status, an Associate Provider must take the following actions and meet the following criteria:

1. **Experience.** The Associate Provider shall attest under penalty of perjury that he or she has accumulated a minimum of one hundred and fifty (150) hours of clinical experience over the course of the previous two years. At least one hundred (100) of those hours shall be face-to-face therapy or evaluation with sex offenders.

An Associate Provider who provides clinical supervision for therapists who are treating offender clients may count hours of supervision related to offender clients toward this experience requirement.

An Associate Provider who was certified on the basis of lifetime experience and current professional involvement in the field shall attest under penalty of perjury that he or she continues to be involved in the sexual offender assessment, treatment, and management field at a level equivalent to the original certification requirement.

2. **Training.** The Associate Provider shall attest under penalty of perjury that he or she has completed a minimum of twenty (20) hours of continuing education and training over the course of the previous two years.

At least fifteen (15) of those twenty hours must be in the Core Areas on the list of Approved Training Topics. (Appendix A)

3. **SUPERVISION:** Any sex-offender related services regulated by the CASOMB criteria and provided by an Associate Provider must be provided under the direct supervision of an Independent Provider.

For purposes of recertification an Associate Provider must receive a minimum of one (1) hour of supervision for every twenty (20) hours of sex offender services. Services includes both direct face-to-face time and indirect services such as supporting documentation, collaboration with containment team members. The required supervision may either be provided in a face-to-face setting or provided by telephone or other electronic means. Additionally, the

Independent Provider providing clinical supervision for the Associate Provider will be required to sign an attestation under penalty of perjury that this supervision requirement has been fulfilled.

Supervision for CASOMB purposes may or may not meet the criteria for State licensing purposes. If the Associate Provider is not licensed as a mental health professional, it is to be understood that the individual will continue to receive supervision as required by the state licensing authority or, if applicable, by his or her academic training program.

E. Matriculation of Associate Provider to Independent Provider Status

An Associate Provider may, but is not required to, upgrade to Independent Provider status when he or she meets all of the criteria for the Independent Provider level.

An Associate Provider wishing to move to Independent Provider status may initiate the process to do so, at any point, without additional cost within his or her current certification period. To apply for Independent Provider status, the individual shall complete and submit the following:

1. an Independent Provider application
2. a signed attestation under penalty of perjury verifying that he or she has acquired the requisite hours of training and experience, and
3. a statement from each Certified Independent or licensed Associate Provider who provided the supervision verifying the following:
 - a) the time frame in which supervision was provided,
 - b) the hours of services provided by the supervisee are estimated to be correct, and
 - c) the readiness of the individual to become an Independent Provider.

III. Apprentice Provider Level

The Apprentice Provider designation describes individuals who are only beginning to work in the field of sex offender evaluation and treatment but who have the minimal level of training in the required knowledge base.

An Apprentice Provider must be licensed as a mental health professional or must have a licensure status which allows the individual to provide mental health services in accord with California laws and regulations.

An Apprentice Provider's eligibility to provide any specific type of service is governed by all of the standards and regulations of his or her state mental health provider licensure, by the professional Code of Ethics governing the individual's discipline, and by the Code of Ethics of the Association for the Treatment of Sexual Abusers.

Procedures for applying for Apprentice Provider status are described in the *Sex Offender Treatment Provider –Apprentice Provider Level Application* which is posted on the CASOMB website.

A. Services which may be provided by a Certified Apprentice Provider

Certified Apprentice Providers who provide treatment services pursuant Penal Code Sections 1203.067 and 3008 must be affiliated with a certified provider agency.

Upon completion of 30 hours of observation as described below, the Apprentice Provider may co-lead groups, co-lead family therapy sessions, co-lead individual therapy sessions or co-evaluate a client with an Independent Provider or Associate Provider present as co-facilitator.

Upon completion of 30 hours of observation and 30 hours of co-facilitation, as described below, the Apprentice Provider may evaluate and treat the offender client under the supervision of a licensed Associate Provider or Independent Provider.

A Certified Apprentice Provider, whether licensed or unlicensed, may not provide supervision regulated by these criteria to any other person.

B. Requirements for Initial Certification of an Apprentice Provider

To qualify to provide sex offender treatment at the Apprentice Provider level, an individual must attest that he or she meets all of the following criteria:

1. **EDUCATION.** An Apprentice Provider shall hold at least a Baccalaureate Degree or above granted by a recognized educational institution and shall have completed 24 semester hours or the equivalent in an academic

institution provider agency of study leading to a Master's degree or above in a behavioral science or related area of study recognized by a California licensing board or by the licensing jurisdiction in which the individual practices.

2. **LICENSURE.** An Apprentice Provider shall meet one of the following requirements:
 - a. The individual shall have attained and shall maintain a current license to independently practice in the mental health field. The license must be issued by a State of California licensing board. If the client is being treated outside of California, the license must be issued by the jurisdiction in which the practitioner provides the services.
 - b. The individual shall have the required status as an intern with the Board of Behavioral Sciences, Registered Psychological Assistant or psychological trainee or the equivalent to qualify to provide mental health services, under supervision, in California or in the jurisdiction in which the services are actually provided.
3. **EXPERIENCE.** The applicant shall, within the last two years, have completed thirty (30) hours of observation of a Certified Independent or Associate Provider working directly with offender clients in assessment, individual, family or group sessions. Observed sessions may include video-taped sessions or live viewing through one-way mirrors. After completion of thirty (30) hours observation, the applicant shall, within the last two years, have completed thirty (30) hours of co-facilitation with a Certified Independent or Associate Provider working directly with adult offender clients in assessment, individual, family or group sessions. This experience need not be completed before applying for the Apprentice Provider designation. Upon completion of these requirements the online application shall be updated and a letter provided by the Supervisor, including the date the letter was written, the time frame in which the observation was completed, the time frame in which the co-facilitation was completed, and the supervisor's perspective on the readiness of the clinician to provide services at this level.
4. **TRAINING.** The individual shall, within the last two years prior to initial certification, have accumulated a minimum of eight (8) documented training hours related to sex offender evaluation, treatment, and management methods. All of these hours must be in topic areas identified as Core Areas and provide an overview or introduction in working with adults who offend sexually. The SARATSO risk instruments require advanced knowledge and will not be accepted for 8 hours of documented training for the initial Apprentice Application.

The Apprentice Provider will be required to sign an attestation under penalty of perjury that this training requirement has been fulfilled.

5. **SUPERVISION.** Any sex offender related services regulated by the CASOMB criteria and provided by an Apprentice Provider must be provided under the supervision of an Independent Provider or a licensed Associate Provider.

The supervision described in this document may or may not meet the criteria of any other supervision requirements for the Apprentice Provider.

The required supervision may either be provided in a face-to-face setting or provided by telephone or other electronic means.

For purposes of this certification an Apprentice Provider must receive a minimum of one (1) hour of supervision for every ten (10) hours of sex offender services. Services includes both direct face-to-face time and indirect services such as supporting documentation and collaboration with containment team members.

C. Requirements for Recertification as an Apprentice Provider

An Apprentice Provider will remain on the Certified Provider list, unless explicitly removed for cause, for a period of two years. The initial listing period may vary depending upon the recertification date which is determined by the birthdate of the applicant. The initial period will not be less than two years.

Prior to the expiration of his or her certification status, the Apprentice Provider must submit the documentation required for recertification. The procedure and the timetable for submission are described on the Application Checklist Section of the recertification application.

There is no limit to the length of time an individual may remain in the Apprentice Provider classification, provided that the required recertification is successfully completed. The CASOMB encourages matriculation to a higher level of Treatment Provider Certification.

A new Live Scan fingerprinting procedure is **not** required for recertification.

To recertify, an Apprentice Provider must meet the following criteria:

1. **Experience.** The Apprentice Provider shall attest under penalty of perjury that he or she has accumulated a minimum of fifty (50) hours of clinical

experience over the course of the previous two years. All fifty (50) of those hours shall be face-to-face therapy or evaluation with sex offenders.

2. **Training.** The Apprentice Provider shall attest under penalty of perjury that he or she has completed a minimum of sixteen (16) hours of continuing education and training over the course of the previous two years, all of which must be in the Core Areas on the list of Approved Training Topics. (Appendix A)
3. **Supervision.** For purposes of recertification, an Apprentice Provider must have received and continue to receive at least a minimum of one (1) hour of supervision for every ten (10) hours of offender client services in order to stay at this level of certification. Supervision must be by an Independent or licensed Associate Provider, whether face-to-face, by telephone or through other electronic methods. (see Section 5 for additional information)

D. Movement from Apprentice Provider to Associate Provider Status

An Apprentice Provider may, but is not required to, upgrade to Independent or Associate Provider status once he or she meets the criteria and submits an application for the advanced level of certification. The CASOMB encourages matriculation to a higher level of Treatment Provider Certification.

An Apprentice Provider wishing to move to Independent or Associate Provider status may initiate the process to do so at any time. To apply for Independent or Associate Provider status the individual must complete the application and submit attestation under penalty of perjury verifying that he or she has acquired the requisite hours of training and experience.

In addition, the applicant shall submit a statement from each Certified Independent Provider or licensed Associate Provider who has provided the supervision verifying the following:

1. the time frame in which supervision was provided,
2. the hours of services provided by the supervisee are estimated to be correct, and
3. the readiness of the individual to become an Independent or Associate Provider.

Part 3: Appeals

Appeal of Certification Denial

An applicant whose application for certification as a provider has been denied may appeal the decision to the Appeals Committee. The Appeals Committee is chaired by the CASOMB judicial representative and two other Board members appointed by the Board Chairperson.

- A. The appeal must be made in writing and be received by the CASOMB staff within 30 days after the denial was mailed to the address supplied by the applicant. CASOMB staff will forward the appeal to the Appeals Committee.
- B. The Appeals Committee will consider only information that addresses the reasons for denial outlined in the denial letter. Other information will not be considered in the appeal process.
- C. The applicant must submit with the appeal all of the documentation necessary and available to support the challenge to denial of certification.
- D. The applicant may request either a hearing or a conference call with the Appeals Committee in addition to the submission of the written appeal. The request must be made in writing at the time the written appeal is submitted. An applicant may bring one representative to the appellate hearing or conference call. Hearings or calls will be 30 minutes; 15 minutes for a verbal presentation by the appellant and 15 minutes for questions by the Appeals Committee members.
- E. The Appeals Committee will notify the appellant of the result in writing within two weeks after the Appeals Committee determination. The decision of the Appeals Committee will be final.
- F. Individuals whose application has been denied and/or appeal has been denied, may re-apply for certification when the circumstances leading to the original denial of certification have substantively changed.

Part 4: Complaints

Written Complaints Filed with CASOMB Staff

CASOMB is charged with overseeing compliance with program and provider certification requirements (Penal Code, 290.09). If someone believes that a certified treatment provider or provider agency is not operating ethically or in compliance with a Provider Agency or Treatment Provider Certification Requirement, the person may submit a complaint in writing to CASOMB with any available documentation or evidence. The complaint form found on the CASOMB website must be legibly signed by the complainant and submitted, identifying the specific requirement that has been violated. Further documentation may be required. Complaints regarding alleged criminal and/or unethical behavior may be investigated and also referred to the appropriate licensing board or agency.

In most cases a person receiving treatment services who believe a certified treatment provider is not operating in compliance with a certification requirement should address the issue with the provider or supervising officer. In those cases where the matter is not resolved the person receiving treatment services may file a written complaint in accordance with the procedure outlined on the CASOMB website.

Appendix: Approved Training Topics

CASOMB regulates initial and ongoing training for professionals who provide treatment services to registered offender clients. The training hours must be allocated to more than one domain. Professionals should select training opportunities to broaden their expertise and scope of practice rather than seek training in just a few restricted areas.

Independent Provider

1. An individual seeking certification or re-certification at the Independent Provider level must, over the previous two years, complete a minimum of 30 hours of training from the topic areas listed below.
2. 20 hours of this training must be from the core topic domains.
3. No more than 16 hours of core topic training can be counted from any single domain.

Associate Provider

1. An individual seeking certification or re-certification at the Associate Provider level must, over the previous two years, complete a minimum of 20 hours of training from the topic areas listed below.
2. 15 hours of this training must be from the core topic domains.
3. No more than 12 hours of core topic training can be counted from any single domain.

Apprentice Provider

1. An individual seeking certification or re-certification at the Apprentice Provider level must, over the previous two years, complete a minimum of 16 hours of training from the topic areas listed below.
2. All 16 hours of training must be from the core topic domains.
3. All 16 hours may be from one single domain or may be from any combination of the core domains.

CASOMB Approved Training Topics

A. Core Training Topics

The topic areas listed below represent central training areas for those who provide assessment, treatment and management to offender clients

#	TOPIC
<u>DOMAIN ONE</u>	
Sex Offender Characteristics And Dynamics	
1	Empirical data on sexual offense and victimization demographics, etiology, epidemiology, and offender recidivism
2	Sexual offender or sexual offense characteristics and typologies
3	Cycles, patterns, and pathways leading to sexual abuse
4	Thinking errors or cognitive distortions used by sexual offenders
6	Neurobiological and neurodevelopmental factors associated with sexual offenders
7	Special sexual offender populations such as: female offenders, psychopathic offenders, intellectually and developmentally disabled offenders, chronically mentally ill offenders, child pornography offenders
8	Special issues in sexual offender populations such as: traumatic brain injury, physical disabilities, learning disabilities, or borderline intellectual functioning
<u>DOMAIN TWO</u>	
Sex Offender Assessment	
1	Sexual offender assessment procedures
2	Sexual offender risk assessment tools certified by SARATSO (currently Static 99-R, JSORRAT-II, LS/CMI, and STABLE-2007/ACUTE-2007)
3	Other validated risk assessment tools such as the PCL-R, HCR 20, MnSOST-3, SOTIPS, SORAG, SVR-20, SRA-FV, VRSSO, Static-2002R
4	Assessment of special sexual offender populations: female offenders, psychopathic offenders, intellectually and developmentally disabled offenders, chronically mentally ill offenders, child pornography offenders
5	Measurement of sexual deviance using penile plethysmography or viewing measures
6	Assessment and diagnosis of paraphilias
<u>DOMAIN THREE</u>	
Sex Offender Therapy	
1	Evidence based and promising best practice sexual offender treatment techniques including cognitive behavioral, relapse prevention, self-regulation, and good lives model interventions
2	Risk, needs, and responsivity principles applied to sexual offender treatment
3	Strategies or methods to identify and target sexual and non-sexual criminogenic factors in sexual offender treatment
4	Assessment based sexual offender treatment planning
5	Approaches to evaluating and increasing motivation and client engagement in the change process

6	Group therapy dynamics specific to sexual offenders
7	Pharmacotherapy with sexual offenders
8	Trauma Informed Care (TIC)
9	Feedback Informed Treatment
	DOMAIN FOUR
	Human Sexuality Related To Sex Offender Dynamics
1	Behavioral treatment techniques used with sexual offenders
2	Understanding deviant sexual arousal or paraphilias
3	Etiology and development of deviant sexual fantasies
4	Utilization of techniques to reduce deviant sexual arousal
5	Healthy sexuality training for individuals who have sexually offended
6	Cultural, sociological, and gender issues associated with sexual abuse and the assessment and treatment of sexual offenders
7	The role of pornography, including child pornography, in sexual offending
	DOMAIN FIVE
	Sex Offender Management
1	Legal and ethical issues regarding sexual offenders and sex offender treatment
2	Sex offender law, policy and management practices
3	Theory, implementation and use of the Containment Model
4	Use of polygraph in the context of containment and treatment
5	Training in providing clinical supervision and consultation to clinicians working with sexual offenders
6	Sexual offender registration requirements
7	Utilization of chaperones, companions, and Circles of Support and Accountability
8	Issues in family resolution or reunification
9	Instruction regarding CASOMB certification and other CASOMB related topics
	DOMAIN SIX
	Core Training Topics Not Specifically Related To Sexual Offenders (a maximum of 8 hours in this domain may be counted toward core topic requirements; any additional hours in this domain may be included in adjunct topic hours)
1	Transtheoretical Stages of Change Model and its application
2	Motivational Interviewing & related skills
3	Psychopathy
4	Program evaluation: program monitoring, program fidelity, program drift
5	Cognitive Behavioral Therapy (CBT)
6	Group therapy: group dynamics and effective group facilitation
7	Adverse early life experiences
8	Suicide assessment

B. Adjunct Training Topics

1	California child, dependent adult, and elder abuse reporting requirements
2	Sexual compulsivity and addiction with sexual offenders
3	Ethics of pornography production and consumption
4	Issues related to human trafficking
5	Empathy training
6	Victim Issues such as the effects of victimization
7	Impact of sexual offenses on society
8	Methods for the assessment of treatment progress
9	Secondary and vicarious trauma in treatment providers
10	Therapist wellness and self-care
11	Anger management interventions
12	Alcohol and other drug abuse assessment and treatment with sexual offenders
13	Clinical Supervision
14	Psychoeducational theory and effective application
15	Acceptance and Commitment Therapy (ACT)
16	Dialectic Behavior Therapy (DBT)
17	Biofeedback
18	Eye Movement Desensitization and Reprocessing (EMDR)
19	Attachment and relationally based treatment
20	Psychology of men
21	Psychology of women
22	Approaches to correctional treatment
23	Strategies for working with involuntary clients
24	Global positioning satellite technologies
25	Assessment of readiness for treatment and development of corresponding interventions
26	Intimate partner violence
27	Law and Ethics
28	Documentation and report writing
29	The role of co-morbid psychiatric disorders and sexual offending
30	Domestic violence/Intimate partner violence



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