

KANSAS

BEHAVIORAL SCIENCES REGULATORY BOARD

RENEWAL REQUIREMENTS

Licensed Addiction Counselor

Renewal Fee: \$100.00

Licenses are issued for a 2-year period, and expire on the last day of the month. Renewal notices are sent to the last address on file with the Board, and are sent approximately 90 days prior to expiration of the license. Renewals will not be processed prior to 90 days of the license expiration date.

The notices are sent as a courtesy, as the responsibility to renew licenses on time remains with the licensee.

All renewals require **30 hours** of continuing education, inclusive of 3 hours of ethics earned in the 2 years preceding renewal expiration date.

All hours intended to be used toward the renewal of your license must be completed before you submit your renewal to the BSRB. Any hours taken after that time will not be counted and may result in disciplinary action taken by the Board.



EXPECTED FEES FOR ADDICTION COUNSELING LICENSURE

- Application Fee:
 - \$100.00
- Examination Fee (paid directly to examination company):
 - \$170.00
- Temporary License Fee:
 - \$100.00
- Original License Fee*:
 - \$100.00

**The original license fee is paid when all requirements for licensure have been met and the original license is being requested.*

Important Links

LAC Application

http://www.ksbsrb.org/pdf/lac_app_pkt_reg.pdf

LAC Reciprocity Application

<http://www.ksbsrb.org/pdf/reciprocity%20lac.pdf>

LAC Education Regulation

<http://www.ksbsrb.org/pdf/102-7-3.pdf>



PSYCHOLOGY

SOCIAL WORK

PROFESSIONAL COUNSELING

MASTER'S LEVEL PSYCHOLOGY

MARRIAGE & FAMILY THERAPY

ADDICTION COUNSELING

LICENSED ADDICTION COUNSELOR (LAC)

APPLICATION REQUIREMENTS

Applicant must be at least 21 years of age.

Applicant must have a baccalaureate degree in Addiction Counseling or a related field.

In addition to a Baccalaureate degree, the applicant must have completed the 33 hours of addiction specific coursework as listed in K.A.R. 102-7-3.

References completed on Board provided forms by at least 2 individuals who are licensed or academically eligible for licensure at or above the bachelor's level, and a third reference from an on-site practicum, must be included in completed application.

A transcript showing degree must be sent directly from the university to the Behavioral Sciences Regulatory Board office.

Pass the NCAC II exam. The exam is offered during the first full week of every month once the applicant has been approved.

If you currently hold another BSRB professional license the requirements for the addiction counselor license may differ than those listed here. Contact the Board office for more information.

(These requirements are an overview of the requirements for licensure at the Bachelor's level. Please refer to the regulations for additional clarifying information.)

LAC APPLICATION PROCESS

An application for licensure may be submitted up to four months prior to the conferral of the baccalaureate degree. This allows students to sit for the examination prior to graduation. However, no temporary license or original license will be issued prior to the Behavioral Sciences Regulatory Board (BSRB) office receiving an official transcript verifying that the baccalaureate degree has been granted.

Applicant must send a complete application packet to include, the application, application fee, academic background form, practicum review form, and all references. If not complete, the application may be mailed back to the applicant.

Wait to have a transcript sent until degree is posted.

Applications are reviewed on a first come first serve basis. Applicants should allow at least 30 days for their application to be reviewed before contacting the board to check the status of their application. Applications may take longer than 30 days if special circumstances are present.*

Once the application is approved, the applicant will receive an email from the BSRB office which will explain the process to register for the examination.

Applicant must register for the examination at least 30 days prior to the desired exam date.

The BSRB office receives the examination scores within 6 weeks. At that time applicants will be notified with further instructions.

When the applicant is approved for licensure they will be notified by email. This email will include the required form needed to request the original license. *At this time the original license fee is required.*

**Special circumstances include, but are not limited to, programs that have not been approved by the BSRB, criminal convictions, and negative references.*

CONTACT US

ADDICTION COUNSELING CONTACT:

Jennifer Pettygrove

Phone: (785) 296-8343

Fax: (785) 296-3112

E-mail: jennifer.pettygrove@bsrb.state.ks.us

ADDICTION COUNSELING RECIPROCITY:

Leslie Allen

Phone: (785) 296-3240

Fax: (785) 296-3112

E-mail: leslie.allen@bsrb.state.ks.us

EXECUTIVE DIRECTOR:

Max L. Foster, Jr.

Phone: (785) 296-3240

Fax: (785) 296-3112

E-mail:

Max.foster@bsrb.state.ks.us

Behavioral Sciences Regulatory Board

700 SW Harrison St. Suite, 420

Topeka, KS 66603

Phone: (785) 296-3240

Fax: (785) 296-3112

bsrb@bsrb.state.ks.us

www.ksbsrb.org

MISSION STATEMENT

"The mission of the BSRB, in accordance with the intent of the Kansas Legislature, is to protect and serve the consumers of services offered by BSRB licensee, through the issuance of licenses, resolution of complaints and the creation of appropriate regulations, accomplished through efficiency, fairness and respect to all those involved."