



February 2014

Behavioral Health and Human Services Licensing Board

Indiana Professional Licensing Agency
402 W. Washington Street, Room W072
Indianapolis, Indiana 46204
(317) 234-2054
www.pla.in.gov



**Indiana
Professional
Licensing
Agency**

Help Soon-to-be Graduates Learn About Licensing

Reminder:

***Current Social Worker,
Clinical Social Worker,
Marriage and Family
Therapist, Marriage and
Family Therapist Associ-
ate, Mental Health Coun-
selor, Mental Health Asso-
ciate, Addiction Counselor
and
Clinical Addition
Counselor licenses
expire April 1, 2014***

[Renew Now!](#)

Do you teach or have access to students about to graduate in the behavioral health and human services arena? Help us empower them with a basic understanding of the licensure process.

While professions in the social work, marriage and family therapy, mental health and addiction fields have different educational, internship and exam requirements, students should begin to prepare themselves for the licensing. Here are some helpful tips:

- Become familiar with the [website](#) of the Behavioral Health and Human Services Board.

- Click on the specific type of license and review all links related to that specialty, especially the statutes and rules.
- Note any additional exams, costs, and continuing education in the future.
- Note the criminal background check requirement and the careful timing involved with the application.

While it is important to understand why professions are regulated, the requirements can be overwhelming. You might engage students in a

discussion about the topic, including why the government licenses providers and what clients expect relative to licensing. Discuss why disciplinary procedures are important and offer ideas on how to avoid disciplinary actions altogether. Spread the message that finals week party consequences could jeopardize their application process.

The BHHS Board welcomes new graduates into the ranks of Hoosier helping professionals. Please do not hesitate to contact the Board with questions about your preparations.

We're here to help!

Message from the PLA Director - Nicholas W. Rhoad

All of us at the Indiana Professional Licensing Agency appreciate your professionalism and your commitment to make Indiana a state that works. *Chief Executive* magazine recently ranked Indiana as the fifth best state for business in America and first in the Midwest. *Site Selection* magazine ranked Indiana second in its list of Top 10 Competitive States.

We are focused on removing unnecessary barriers to practice and doing all that we can to support businesses in

the Hoosier state. I hope you will join me and the PLA staff in helping Governor Mike Pence cut red tape to infuse energy into our business climate. Every dollar not spent on paperwork and bureaucracy is another dollar that can be spent putting Hoosiers to work. I look forward to



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Members of the Behavioral Health and Human Services Licensing Board

George Brenner, L.C.S.W., L.M.F.T., L.C.A.C.
 Kimble L. Richardson, L.M.H.C., L.C.S.W., L.M.F.T., L.C.A.C.
 Andrew Harner, L.C.S.W.
 Rex Stockton, Ed.D., L.M.H.C., L.C.S.W., L.M.F.T.,
 Carla Gaff-Clark, Ed.D., L.M.H.C., CADAC-IV, L.C.A.C
 Dr. Donald Osborn, L.C.S.W., L.M.H.C., L.M.F.T., L.C.A.C
 Sherry Rediger, L.M.F.T.

Board Chair, Addiction Counselor Member
 Mental Health Counseling Section Chair
 Social Work Section Chair, Social Work Member
 Mental Health Counseling Member
 Addiction Counselor Section Chair
 Marriage and Family Therapy Member
 Marriage and Family Therapy Section Chair

2014 Board Meetings

March 24, 9:00 am

May 19, 9:00 am

All meetings of the Board are in the Indiana Government Center South, Room W064.

The public is welcome to attend. Agendas will be posted online 7 days before the meeting on our website [here](#).



**Indiana
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Continuing Education Certificates

When obtaining continuing education certificates, please verify the certificate has all necessary information. Certificates are required to have the participant's name and license number, the name of the approved sponsor, the name of the course, the number of hours completed, the date the course was completed, and the location of the program. If any of this information is missing, it is the responsibility of the attendee to contact the sponsor of the program and obtain a corrected certificate that includes the necessary information.

If the participant information is blank when the certificate is issued, enter your information to ensure it is complete. If a licensee is chosen for the continuing education audit, the continuing education certificate with missing information can be denied.



Regulatory
Moratorium

Message from the PLA Director, *continued from page 1*

“We’re striving to cut red tape to make Indiana a state that works! Have ideas? Please give us your suggestions at www.in.gov/cutredtape.”

Nicholas W. Rhoad

PLA Executive Director

visiting future board meetings to ask how the Indiana Professional Licensing Agency can help take Indiana from good to great.

Are there burdensome regulations or costly requirements that aren't necessary for the

public good? Do you struggle to meet requirements that end up smothering the growth of your business?

We welcome your suggestions at www.in.gov/cutredtape.

I look forward to hearing from you. Thank you for making Indiana an even better place to live and work!

Nicholas W. Rhoad

Hardcopy of License, Permit, or Registration

We receive many inquiries from professionals asking when to expect new license cards or wall certificates in the mail. IPLA no longer sends these when a license, permit or registration is issued or renewed. Instead, you can now visit www.pla.in.gov and either print one for yourself, or order a hard copy of the 5"x7" wall certificate with your license card attached, printed on blue marbled cardstock, for a fee of \$13.77.

For detailed instructions to navigate this process, you can go to the IPLA home page www.pla.in.gov and click on "Order or Print a License" on the top right list of Online Services.

If you would like to have the large, decorative certificate, please visit www.officialframes.com to place your order.

Is your license active?

Are you certain your license is active? When in doubt, you can go to our website and click on "[Search and Verify License](#)".

This will allow you to search by your license number to ensure it is active. If you find that your license expired less than 18 months ago, you can renew your license online.

If your license is expired over 18 months and you wish to renew it, please contact the Behavioral Health and Human Services Licensing Board for your renewal form and instructions at pla8@pla.IN.gov.

Stay Connected with the BHHS Board

Please alert us when your contact information changes. Updating your address, phone number, and email address is easy at www.pla.in.gov or <https://mylicense.in.gov/egov/>. Your login ID is your entire license number including the "A" and the password is the last 4 digits of your social security number. To make a name change, please send a copy of your marriage license, divorce decree, or an updated social security card to us with your request by email at pla8@pla.in.gov or by mail at:

Indiana Professional Licensing Agency

Attn: Behavioral Health and Human Services Board

402 West Washington Street, Room W072

Indianapolis, IN 46204

Indiana BHHS Board Staff

(317) 234-2054 * pla8@pla.in.gov

Cindy Vaught, Board Director

Heather Hollcraft, Assistant Director

Deanne Bullman, Customer Service Representative

Keri Ann Reed, Customer Service Representative

Andrea Wade, Customer Service Representative

License Litigation:

Disciplinary Actions
Involving PLA Licensed
Professionals >>>



Find more detail on disciplinary procedures and see public records from disciplinary actions at the [Indiana Professional Licensing Agency's License Litigation](#) search portal.

Elizabeth Covington LCSW, 1/2014, Indefinite Suspension

Lindsay Anne Dings, LSW, 1/2014, Indefinite Probation with terms and conditions

George T. Donelson, LMHC, 1/2014, Letter of Reprimand

Matthew Heatherly, LMFT, 1/2014, Withdrawal of Probation

Angela Duncan, LSW, 12/11/2013, Letter of Reprimand

Katherine Weeter Clagett (Not Licensed). Cease and Desist Order issued. Practice of social work without a license.

Robert Hundt, LCSW, 10/17/2013, Withdrawal of Probation

Brooke Randolph, LMHC, 9/6/2013, Withdrawal of Probation

