



LICENSING ALERT

Stacy Mitchell
Acting Deputy Secretary for Quality Assurance

August 2008

Division of Drug and Alcohol Program Licensure
Licensing Alert 03-08

- UPDATES LICENSING ALERT 4-98 and 2-02 •

STAFFING REGULATIONS QUALIFICATIONS/DEGREE IN A RELATED FIELD

Staffing regulations, 28 Pa. Code Chapter 704, effective March 4, 1996, establish minimum qualifications for the positions of project director, facility director, clinical supervisor, counselor and counselor assistant. The regulations include requirements relating to specific degrees from accredited colleges for each of the above stated positions. Additionally, the regulations allow for a degree in an "other related field."

During the 13 years since publication of these regulations, the Division has reviewed over 3500 college transcripts at the request of projects to ascertain whether specific degrees are in related fields. Nearly 70% of the transcripts submitted for review were approved. As a result of these reviews, we have significantly expanded the established list of acceptable "other related fields." In order to provide projects with information as to what has been accepted as a related field, the following is a listing of what the Department currently finds are related fields for the particular identified positions.

Project Director/Facility Director

Accounting
Law
Social Administration

Human Service Administration
Organizational Leadership

Clinical Supervisor/Counselor/Counselor Assistant

Addictions Counseling
Art Therapy
Child Development/
Family Relations
Community Counseling

Addiction Studies
Behavioral Health/Human Services
Child Development and Family Studies
Clinical Pastoral Counseling
Community Psychology

****Please visit the Department's web site to access this Licensing Alert and other Division publications (www.health.state.pa.us and enter DAPL in the search box)****

Counselor Education
Counseling Psychology
Family Mediation and
Counseling
Individual and Family Studies
Marriage and Family Therapy
Pastoral Ministries
Rehabilitative Counseling
Sociology

Counseling and Guidance
Dance Therapy
Human Behavior
Human Development and
Family Studies
Music Therapy
Pastoral Studies
Special Education

Education Degrees

The Division regularly receives requests to review and consider Education degrees as “other related fields.” Education degrees, other than those specified in the applicable regulations or in this Alert, are not considered to be a related field for any of the stated positions. Exception requests involving these degrees will be denied.

Criminal Justice Degrees

Even though Criminal Justice is not a related field, we will consider exception requests for this degree if the focus of study is in the behavioral sciences.

In addition to the degrees identified in the applicable regulations and in this Alert, projects may submit a copy of an individual's transcript to the Division of Drug and Alcohol Program Licensure for determination of relevancy for degrees that are in majors similar to the published majors or similar to the majors listed in this Alert. Please do not submit transcripts for individuals whose degrees are in majors identified as acceptable in the regulation or this Alert.

While the Division wishes to remain a resource to providers, the Division is not able to review transcripts of anticipated degrees or predict whether a degree yet to be earned will include a related major. Further, continued submission of credentials for the same individual, or for all candidates applying for a position reduces the Division's ability to provide this courtesy review in a timely manner.

Requests should be sent to:

Division of Drug and Alcohol Program Licensure
132 Kline Plaza, Suite A
Harrisburg, PA 17104
Fax: (717) 787-3188

Reviews will be conducted weekly or as time permits. If you have questions, please contact Division supervisory staff at (717) 783-8675.

****Please visit the Department's web site to access this Licensing Alert and other Division publications
(www.health.state.pa.us and enter DAPL in the search box)****