Board of Behavioral Sciences

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Governor Edmund G. Brown Jr.
State of California
State and Consumer Services Agency
Department of Consumer Affairs

January 1, 2017

Interested Parties:

This letter is in response to inquiries received by the Board of Behavioral Sciences (Board) concerning Primary Source Verification.

The Board is the California agency that regulates Licensed Marriage and Family Therapists, Marriage and Family Therapist Interns, Licensed Clinical Social Workers, Associate Clinical Social Workers, Licensed Educational Psychologists, Licensed Professional Clinical Counselors, Professional Clinical Counselor Interns, and Continuing Education Providers.

The Board verifies completion of an applicant's Master's level education by requiring an official sealed transcript from the graduate school. The transcripts are reviewed by the Board to verify the education meets requirements as specified by statute. Additionally, the Board verifies an applicant's postgraduate supervised experience by requiring documentation of the supervision signed, under penalty of perjury, by the licensed supervisor.

The Board verifies license information, including issuance date, current status, and any disciplinary history, via the Board's website at www.bbs.ca.gov. The licensing data is updated nightly.

Disciplinary cases are kept on file by the Board in accordance with the established Record Retention Schedule. Additionally, all disciplinary actions are posted on the Board's website and can be accessed via the Online License Verification feature by entering the individual's name, license number, or other identifying information. Disciplinary actions are generally updated on a monthly basis.

Should you have additional questions regarding Primary Source Verification, or require clarification regarding the information provided herein, please contact the Board by e-mailing BBSWebmaster@dca.ca.gov, or by calling (916) 574-7830.

Sincerely,

KIM MADSEN
Executive Officer

The information provided herein represents the Board's most current verification processes.