



# Helpful Guide for Chapter 491

## Registered Interns

Helping you from graduation to licensure

### Getting Started

- Registration Form and Website:
  - o <http://floridasmentalhealthprofessions.gov/licensing/>
- Questions Regarding Registration & Compliance:
  - o <http://floridasmentalhealthprofessions.gov/the-board/>
- To File a Compliant:
  - o <http://www.floridahealth.gov/licensing-and-regulation/enforcement/index.html>
- License Verification of a Qualified Supervisor:
  - o <https://appsmqa.doh.state.fl.us/IRMOOPRAES/PRASLIST.ASP>
  - o For Qualified Supervisors:
    - Under “Qualifications,” it MUST state “Qualified Supervisor (Your Field)”
      - If they are not listed, then you must seek a Qualified Supervisor.
  - o For on-site Supervisors in a Private Practice:
    - They must be listed as a LMFT, LMHC, LCSW, Licensed Psychologists Licensed Psychiatrist or ARNP

### Requirements

- Registered Intern Hour Requirements
  - o Client Contact Hours
    - 1,500 Face to Face (the state will only accept face-to-face hours, clinical hours can not be obtained by phone or video conferencing) client contact hours to have been completed in no LESS than 100 weeks. You can not be licensed earlier than 100 weeks.
      - Even if you are seeing more than 15 client hours a week, log ALL hours.
  - o Supervision Hours
    - 100 hours of supervision, also to be completed in no LESS than 100 weeks





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## Requirements Continued

- Registered interns must be seen no less frequently than every other week.
- For those in a group supervision setting: Your supervision hours must alternate between group (3 - 6 supervisees) and individual sessions (1 - 2 supervisees at a time). You can have as much individual supervision as you want but you can have no more than 50% group supervision.
- As of 2016, distance supervision (via teleconferencing or video conferencing) is allowed for 50% of supervision and can be for individual supervision ONLY.
- If you have earned 100 supervision hours BEFORE you have completed the other requirements for licensure you are STILL required to see your supervisor until you have received your license in the mail.

## Additional Requirements

- o Passed the State Licensing Exam
- o Completed an 8 hour Laws and Rules Course from a board approved provider
- o Completed a 3-hour HIV/AIDS Course from a board approved provider
- o Completed a 2 Hour Domestic Violence Course from a board approved provider
- o As of 7.1.16 Medical Errors is no longer required but we HIGHLY recommend it.  
www.ThePrivatePracticeStartup.com offers most of the above courses online

## Helpful Information for Chapter 491 Registered Interns

- Florida Abuse Hotline: 1-800-962-2873
- Suicide Prevention Hotline: 1-800-273-8255
- Emergency Situations, including Baker Act: 911
- To File a Complaint:
  - o <http://www.floridahealth.gov/licensing-and-regulation/enforcement/index.html>

**If you have any questions or are looking for a supervisor please let us know!**

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**(W) [PrivatePracticeStartup.com](http://PrivatePracticeStartup.com)**

