

2955.0090 STAFF QUALIFICATIONS AND DOCUMENTATION.

Subpart 1. **Qualifications for staff working directly with clients.** A program staff member working directly with a client must:

- A. be at least 21 years of age; and
- B. meet the qualification requirements of the treatment program's license.

Subp. 2. **Administrative director; qualifications.**

A. In addition to the requirements under subpart 1, an administrative director must:

(1) have the following educational experience:

(a) hold a postgraduate degree in behavioral sciences or other field relevant to administering a treatment program from an accredited college or university, with at least two years of work experience providing services in a correctional or human services program; or

(b) have a bachelor's degree in behavioral sciences or other field relevant to administering a treatment program from an accredited college or university, with at least four years of work experience providing services in a correctional or human services program; and

(2) have 40 hours of training in topics relating to managing and treating sexually abusive or harmful behavior, mental health, and human sexuality.

B. The training under item A, subitem (2), must be completed within 18 months after the director's hiring date.

Subp. 3. **Clinical supervisor; qualifications.**

A. In addition to the requirements under subpart 1, a clinical supervisor must:

(1) be qualified according to Minnesota Statutes, section 245I.04, subdivision 2;

(2) have experience and proficiency in the following areas:

(a) at least 4,000 hours of full-time supervised experience providing individual and group psychotherapy to individuals in at least one of the following professional settings:

- i. corrections;
- ii. substance use disorder treatment;
- iii. mental health;
- iv. developmental disabilities;
- v. social work; or
- vi. victim services;

(b) 2,000 hours of supervised experience providing direct therapy services;

(c) assessing individuals who have engaged in sexually abusive or harmful behavior;
and

(d) clinical case management, including treatment planning, knowledge of social services and appropriate referrals, and record keeping; mandatory reporting requirements; and, if applicable, confidentiality rules that apply to juvenile clients; and

(3) have training in the following core areas or subjects:

(a) eight hours in managing a planned therapeutic environment;

(b) 30 hours in human development;

(c) 12 hours in clinical supervision;

(d) 16 hours applying cognitive behavioral therapies;

(e) 16 hours applying both risk, need, and responsivity principles and risk and protective factors to treatment planning and community reintegration;

(f) eight hours in human sexuality;

(g) 16 hours in family systems;

(h) 12 hours in crisis intervention;

(i) eight hours in the policies and procedures of the Minnesota criminal justice system; and

(j) 12 hours in substance use disorder treatment.

B. The training under item A, subitem (3), must be completed within 18 months after the clinical supervisor's hiring date.

Subp. 4. [Repealed, 50 SR 387]

Subp. 5. **Counselor; qualifications.**

A. In addition to the requirements under subpart 1, a counselor must:

(1) hold a postgraduate degree or bachelor's degree in behavioral sciences or other relevant field from an accredited college or university;

(2) if holding a bachelor's degree, have experience and proficiency in one of the following areas:

(a) 1,000 hours of experience providing direct counseling or clinical case management services to clients in one of the following professional settings:

i. corrections;

ii. substance use disorder treatment;

- iii. mental health;
- iv. developmental disabilities;
- v. social work; or
- vi. victim services;

(b) 500 hours of experience providing direct counseling or clinical case management services to clients who have engaged in sexually abusive or harmful behavior; or

(c) 2,000 hours of experience in a secured correctional or community corrections environment; and

(3) have training in the following core areas or subjects:

- (a) eight hours in managing a planned therapeutic environment;
- (b) 30 hours in human development;
- (c) 12 hours applying cognitive behavioral therapies;
- (d) eight hours applying both risk, need, and responsivity principles and risk and protective factors to treatment planning and community reintegration;
- (e) eight hours in human sexuality;
- (f) eight hours in family systems;
- (g) four hours in crisis intervention;
- (h) four hours in the policies and procedures of the Minnesota criminal justice system; and
- (i) four hours in substance use disorder treatment.

B. A counselor must complete the training under item A, subitem (3), within 18 months after the counselor's hiring date.

Subp. 6. **Examiner conducting deception assessment; qualifications.** An examiner conducting a deception assessment must:

A. be a full or associate member in good standing of the American Polygraph Association; and

B. have 40 hours of training in the Model Policy for Post-Conviction Sex Offender Testing, which is incorporated by reference under part 2955.0025.

Subp. 7. **Examiner conducting sexual interest and response assessment; qualifications.** An examiner conducting a sexual interest and response assessment must:

A. be licensed or certified in the clinical use of the assessment within the scope of their licensure or certification; and

B. have certified training in the clinical use of the assessment for individuals who have engaged in sexually abusive or harmful behavior.

Subp. 7a. Qualifications for direct service staff.

A. This subpart applies to direct service staff who have direct contact with a client half time or more in a calendar year.

B. Direct service staff must have at least 16 hours of initial training and annual training every year thereafter in at least the following core areas or subjects:

- (1) managing the planned therapeutic environment;
- (2) the treatment program's basic treatment protocol; and
- (3) crisis management.

C. Direct service staff must complete the initial training before having direct contact with a client.

Subp. 8. Documenting qualifications.

A. A treatment program must document the following for each program staff member:

- (1) a copy of required professional licenses and other qualifications required for compliance with this chapter; and
- (2) a copy of official transcripts, attendance certificates, syllabi, or other evidence documenting completion of required training.

B. All documentation must be maintained by the treatment program in the staff member's personnel file.

Subp. 9. [Repealed, 50 SR 387]

Statutory Authority: *MS s 241.67*

History: *23 SR 2001; L 2016 c 158 art 1 s 214; 50 SR 387*

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