



## INFORMATION NOTICE 19-05 (Supersedes IN 17-12)

**Date** September 16, 2019

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**To** All Department of Behavioral Health (DBH) and Contract Agency Staff

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**From** Veronica Kelley, DSW, LCSW, Director 

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**Subject** Title abbreviation required for Associate Marriage and Family Therapist, Associate Professional Clinical Counselor and Registered Associate Clinical Social Worker.

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**Background** On December 7, 2017, DBH issued Information Notice (IN) 17-12 informing DBH staff and contracted providers of title changes for Associate Marriage and Family Therapist and Associate Professional Clinical Counselor. At that time, BBS had not approved abbreviations for the new titles and DBH workforce was advised not to use abbreviations or derivatives for the new titles until informed by DBH of BBS-approved abbreviations.

This IN 19-05 supersedes IN 17-12, as effective January 1, 2018, the California Board of Behavioral Sciences (BBS) implemented abbreviations pertaining to previous title changes for Marriage and Family Therapist (MFT) Intern and Professional Clinical Counselor (PCC) Intern, in accordance with legal requirements.

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### BBS Approved Abbreviations

The following titles and abbreviations are the only approved versions to be utilized for chart documentation *and* advertising (i.e., business cards):

If you are a...	The following titles and/or abbreviations shall be used in advertisements:
Registered Associate Marriage and Family Therapist	Registered Associate MFT
Registered Associate Clinical Social Worker	Registered Associate CSW
Registered Associate Professional Clinical Counselor	Registered Associate PCC

**NOTE:** DBH will no longer utilize “AMFT”, “ASW”, or “APCC” for chart documentation and advertising.

### Adherence to Regulations

Registered Associate MFT’s, Registered Associate PCC’s and Registered Associate CSW’s shall adhere to the following:

- Approved abbreviations may only be used with the registrant’s signature *if* their full title is printed on the signature line for chart documentation purposes.
- Any advertisements, including business cards, must contain the registrant’s employer name (i.e., DBH or contracted agency name) *and* the name of the licensed professional providing clinical supervision to the registrant.

### Reference(s)

- [Senate Bill 1478](#), Chapter 489, Section 4980.09
- Board of Behavioral Sciences website <https://www.bbs.ca.gov/>
- Board of Behavioral Sciences. (n.d.). Implementation of Registrant Title Change (“Intern” to “Associate”) Marriage and Family Therapist Interns and Professional Clinical Counselor Interns, [https://www.bbs.ca.gov/pdf/title\\_change\\_faq.pdf](https://www.bbs.ca.gov/pdf/title_change_faq.pdf)
- Board of Behavioral Sciences. (n.d.). Fact Sheet Licensee and Registrant Advertising Requirements, [https://www.bbs.ca.gov/pdf/publications/adv\\_guide.pdf](https://www.bbs.ca.gov/pdf/publications/adv_guide.pdf)

### Questions

For questions regarding this Information Notice, please contact DBH Quality Management at [DBH Quality Management](#) or (909) 386-8227.