

# Licensed Professional Clinical Counselor Law and Ethics Examination Outline

Effective February 2024

1. Law (44%) – This area assesses the candidate's ability to identify and apply legal mandates to licensed clinical counselor practice.

Section	Tasks	Knowledge Statements
1.1. Consent, Confidentiality, and Privilege (16%)	T1. Disclose professional information required under law to facilitate clients' ability to make treatment decisions.	<p>K1. Knowledge of laws regarding counseling-related disclosures that must be provided to clients.</p> <p>K2. Knowledge of laws regarding disclosure of licensure or registration status.</p> <p>K3. Knowledge of laws regarding disclosure of fees and good faith estimates.</p>
	T2. Comply with laws regarding informed consent to authorize treatment.	K4. Knowledge of laws regarding informed consent.
	T3. Comply with laws related to treating minors to provide services to children, adolescents, and teens.	<p>K5. Knowledge of laws regarding treating minor clients.</p> <p>K6. Knowledge of laws regarding consent to treat and refuse treatment of a minor.</p> <p>K7. Knowledge of laws regarding voluntary and involuntary treatment of minors.</p> <p>K8. Knowledge of laws regarding access to information related to minor treatment.</p> <p>K9. Knowledge of laws regarding payment of services for treatment of minors.</p> <p>K10. Knowledge of laws regarding interactions with third-party payors or other parties in the treatment of minors.</p>

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Section	Tasks	Knowledge Statements
1.1. Consent, Confidentiality, and Privilege, continued (16%)	T4. Maintain confidentiality to protect the client's right to privacy in the counseling relationship.	K11. Knowledge of laws regarding counselor-client communications. K12. Knowledge of laws regarding confidentiality with different units of treatment. K13. Knowledge of laws regarding the release of confidential counseling information.
	T5. Identify the holder of privilege to determine requirements regarding client-counselor communications.	K14. Knowledge of laws regarding holder of privilege. K15. Knowledge of laws regarding privileged communications.
	T6. Respond to requests for records according to legal requirements to protect clients' rights and safety.	K16. Knowledge of laws regarding the client's rights to access treatment records. K17. Knowledge of laws regarding the release of records to other individuals, professionals, or third parties.
	T7. Comply with laws regarding the disclosure of privileged information in judicial and legal matters.	K18. Knowledge of laws regarding privilege and privileged communications in judicial and legal matters. K19. Knowledge of legal requirements for responding to subpoenas and court orders.

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Section	Tasks	Knowledge Statements
1.1. Consent, Confidentiality, and Privilege, continued (16%)	T8. Comply with laws regarding telehealth to deliver services using information and communication technologies.	T20. Knowledge of laws regarding disclosures and consent specific to telehealth. T21. Knowledge of laws regarding resources and emergency practices required under telehealth. T22. Knowledge of laws regarding assessments and verifications that must be performed under telehealth. T23. Knowledge of laws regarding geographic limitations for providing telehealth. T24. Knowledge of laws regarding the standards of practice and delivery of telehealth.
	T9. Comply with the provisions of the Health Information Portability and Accountability Act (HIPAA) to protect sensitive client information.	K25. Knowledge of requirements of the Health Information Portability and Accountability Act (HIPAA).

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Section	Tasks	Knowledge Statements
1.2. Limits to Confidentiality and Mandated Reporting (16%)	T10. Report known or suspected child abuse or neglect to protect the health and safety of minors.	K26. Knowledge of the signs of child or adolescent abuse and neglect. K27. Knowledge of laws regarding mandated reporting of child abuse or neglect. K28. Knowledge of procedures for filing a mandated report with protective authorities.
	T11. Report known or suspected abuse, neglect, or exploitation of dependent adults to protect vulnerable populations.	K29. Knowledge of the signs of abuse, neglect, and exploitation of dependent adults. K30. Knowledge of laws regarding mandated reporting of abuse, neglect, and exploitation of dependent adults. K28. Knowledge of procedures for filing a mandated report with protective authorities.
	T12. Report known or suspected abuse, neglect, or exploitation of older adults to protect vulnerable populations.	K31. Knowledge of the signs of abuse, neglect, and exploitation of older adults. K32. Knowledge of laws regarding mandated reporting of abuse, neglect, and exploitation of older adults. K28. Knowledge of procedures for filing a mandated report with protective authorities.
	T13. Comply with laws regarding breaking confidentiality to protect clients who indicate a potential danger to self or others.	K33. Knowledge of signs of imminent harm to self or others. K34. Knowledge of criteria for initiating involuntary hospitalization. K35. Knowledge of laws regarding client rights in situations requiring involuntary hospitalization.

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		K36. Knowledge of laws regarding breaking confidentiality to protect clients or others.
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Section	Tasks	Knowledge Statements
1.2.Limits to Confidentiality and Mandated Reporting, continued (16%)	T14. Comply with laws regarding breaking confidentiality to protect clients who demonstrate grave disability.	K37. Knowledge of signs of impairment that require a higher level of intervention or hospitalization. K38. Knowledge of laws regarding breaking confidentiality to address psychiatric crises. K34. Knowledge of criteria for initiating involuntary hospitalization. K35. Knowledge of laws regarding client rights in situations requiring involuntary hospitalization.
	T15. Comply with laws regarding privilege exceptions to address situations involving client litigation.	K39. Knowledge of laws regarding privilege in litigation involving client's mental or emotional condition. K40. Knowledge of laws regarding privilege exceptions in breach of duty allegations.
	T16. Comply with laws regarding privilege exceptions in court-appointed or defendant-requested evaluation or treatment.	K41. Knowledge of laws regarding privilege exceptions in court-appointed evaluation or treatment. K42. Knowledge of laws regarding privilege exceptions in defendant-requested evaluation or treatment.

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1. Law (44%) – This area assesses the candidate's ability to identify and apply legal mandates to licensed clinical counselor practice.

Section	Tasks	Knowledge Statements
1.3. Legal Standards for Professional Practice (12%)	T17. Comply with laws regarding scope of practice to maintain professional boundaries.	K43. Knowledge of legal requirements regarding associate and LPCC scope of practice.
	T18. Comply with laws regarding professional conduct to maintain professional integrity.	K44. Knowledge of laws regarding professional conduct.
	T19. Comply with laws regarding sexual contact, sexual suggestion, and sexual behaviors toward clients.	K45. Knowledge of laws regarding sexual contact, sexual suggestion, and sexual behaviors with clients. K46. Knowledge of laws regarding providing clients with the booklet <i>Therapy Never Includes Sexual Behavior</i> .
	T20. Maintain client records according to legal requirements for documentation, storage, and disposal.	K47. Knowledge of laws regarding documentation of counseling services. K48. Knowledge of laws regarding the storage and disposal of records.
	T21. Advertise services using accurate information to prevent false, misleading, or exploitive messaging.	K49. Knowledge of laws regarding advertising as an associate and LPCC. K50. Knowledge of laws regarding advertising claims, statements, and practices.

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1. *Law (44%) – This area assesses the candidate's ability to identify and apply legal mandates to licensed clinical counselor practice.*

Section	Tasks	Knowledge Statements
1.3. Legal Standards for Professional Practice, continued (12%)	T22. Comply with laws regarding fees, billing, and payment policies that protect clients from financial harm or exploitation.	K51. Knowledge of laws prohibiting collusion. K52. Knowledge of laws regarding notification of fee changes. K53. Knowledge of laws regarding the collection of fees and surcharges. K54. Knowledge of legal requirements regarding the collection of unpaid balances.
	T23. Comply with laws regarding the payment or acceptance of money or other consideration for referrals.	K55. Knowledge of laws regarding payment or acceptance of money or other consideration for referrals.
	T24. Comply with laws regarding interactions with third-party payors to assist clients in receiving services.	K56. Knowledge of laws regarding third-party billing and reimbursement practices. K57. Knowledge of laws regarding parity in mental health services.

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2. *Ethics (56%) – This area assesses the candidate's ability to identify and apply ethical standards for professional practice.*

Section	Tasks	Knowledge Statements
2.1. Professional Competence and Integrity (16%)	T25. Practice within scope of competence to provide treatment consistent with level of training and experience.	K58. Knowledge of ethical standards regarding the use of techniques or approaches within level of competence. K59. Knowledge of ethical standards regarding remaining current on professional developments. K60. Knowledge of methods for managing treatment situations outside scope of competence. K61. Knowledge of methods for developing or expanding competence in areas of practice.
	T26. Maintain competence in providing services that are culturally sensitive and diversity informed.	K62. Knowledge of ethical standards regarding cultural competence and working with diverse clients. K63. Knowledge of methods for demonstrating cultural humility and cultural awareness. K64. Knowledge of methods for expanding competence in working with diverse clients. K65. Knowledge of ethical standards prohibiting discrimination in professional services and conduct.
	T27. Manage conflict of interest situations to prevent client exploitation and impairment to professional judgment.	K66. Knowledge of ethical standards regarding conflict-of-interest situations. K67. Knowledge of methods for managing conflict of interest situations. K68. Knowledge of methods for managing conflicting counselor roles.

# Licensed Professional Clinical Counselor Law and Ethics Examination Outline

Effective February 2024

2. Ethics (56%) – This area assesses the candidate's ability to identify and apply ethical standards for professional practice.

Section	Tasks	Knowledge Statements
2.1. Professional Competence and Integrity, continued (16%)	T28. Maintain professional boundaries in a manner congruent with counselor role.	K69. Knowledge of types of relationships that may result in client exploitation or impaired professional judgment. K70. Knowledge of ethical standards regarding maintaining boundaries consistent with counselor role. K71. Knowledge of ethical standards regarding physical contact with clients. K72. Knowledge of ethical standards regarding dual or multiple relationships with clients, former clients, or others. K73. Knowledge of methods for preventing boundary confusion in the counseling relationship. K74. Knowledge of methods for managing avoidable and unavoidable dual or multiple relationships.
	T29. Adhere to ethical standards regarding nonprofessional interactions and sexual activity, contact, or intimacy with clients and others.	T75. Knowledge of ethical standards regarding nonprofessional interactions with clients and others. T76. Knowledge of ethical standards regarding sexual contact, intimacy, or explicit communications with clients and others. T77. Knowledge of ethical standards regarding sexual harassment and use of derogatory language with or about clients and others. T78. Knowledge of ethical standards regarding counseling relationships with former sexual or intimate partners. T79. Knowledge of types of situations that indicate a need for professional assistance or consultation.

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2. *Ethics (56%) – This area assesses the candidate's ability to identify and apply ethical standards for professional practice.*

Section	Tasks	Knowledge Statements
2.1. Professional Competence and Integrity, continued (16%)	T30. Maintain awareness of personal values, beliefs, and reactions to manage the potential impact on treatment.	T80. Knowledge of ethical standards regarding personal values, beliefs, reactions, and professional objectivity. T81. Knowledge of methods for managing the impact of personal values, beliefs, and reactions on treatment. T79. Knowledge of types of situations that indicate a need for professional assistance or consultation.
	T31. Manage personal mental, emotional, and physical issues to prevent impairment to professional performance or judgment.	T82. Knowledge of ethical standards regarding personal issues and professional performance. T83. Knowledge of methods for managing the impact of personal issues on professional performance or judgment. T79. Knowledge of types of situations that indicate a need for professional assistance or consultation.
	T32. Adhere to ethical standards regarding practicing while impaired to prevent harm to the client or counseling relationship.	T84. Knowledge of ethical standards regarding practicing when physically or psychologically impaired. T85. Knowledge of ethical standards regarding practicing under the influence of alcohol or other substances. K79. Knowledge of types of situations that indicate a need for professional assistance or consultation.

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2. *Ethics (56%) – This area assesses the candidate's ability to identify and apply ethical standards for professional practice.*

Section	Tasks	Knowledge Statements
2.2. Responsibility to Clients and Counseling Relationships (24%)	T33. Obtain consent for treatment to respect clients' right to make meaningful treatment decisions.	K86. Knowledge of ethical standards regarding providing clients with information about treatment and alternatives. K87. Knowledge of ethical standards regarding obtaining informed consent from clients and legal representatives. K88. Knowledge of ethical standards regarding clients' right to withdraw consent. K89. Knowledge of methods for ensuring clients understand informed consent information and their rights. K90. Knowledge of methods for protecting the interest of clients who are unable to provide independent or voluntary consent.
	T34. Evaluate nature of clients' relationship with other treatment providers to prevent confusion or duplication of services.	K91. Knowledge of ethical standards regarding accepting clients who are receiving services from other providers. K92. Knowledge of ethical standards regarding client transfers.
	T35. Administer clinical assessment instruments necessary for the provision of counseling services.	K93. Knowledge of ethical standards regarding selecting, administering, reporting, and storing results of clinical assessments. K94. Knowledge of methods for preventing the misuse of results from assessment measures. K95. Knowledge of referral resources to address testing needs outside scope of practice.

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Section	Tasks	Knowledge Statements
2.2. Responsibility to Clients and Counseling Relationships (24%)	T36. Provide services congruent with clients' medically or psychologically necessary care.	K96. Knowledge of ethical standards regarding providing services in the best interest of clients. K97. Knowledge of ethical standards regarding accepting incentives for withholding or limiting client care.
	T37. Promote well-being of clients to protect their inherent dignity and welfare.	K98. Knowledge of ethical standards regarding acting in the best interest of clients. K99. Knowledge of methods for enhancing the well-being of individuals, families, and groups.
	T38. Respect clients' right to autonomy to promote their ability to make own choices and decisions.	K100. Knowledge of ethical standards regarding clients' right to make treatment decisions.
	T39. Manage issues related to confidentiality to protect clients' privacy and the counseling relationship.	K101. Knowledge of ethical standards regarding confidentiality in counseling processes. K102. Knowledge of ethical standards regarding confidentiality with couples, families, and groups. K103. Knowledge of methods for minimizing harm to clients or others when disclosures are requested or required. K104. Knowledge of methods for managing breaches of confidentiality. K105. Knowledge of methods for managing confidentiality during consultations with other professionals. K106. Knowledge of methods for managing confidentiality with third-party payors.

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2. *Ethics (56%) – This area assesses the candidate's ability to identify and apply ethical standards for professional practice.*

Section	Tasks	Knowledge Statements
2.2. Responsibility to Clients and Counseling Relationships, continued (24%)	T40. Manage safety concerns and crisis situations that arise during counseling to protect clients and others.	K107. Knowledge of ethical obligations regarding the management of safety needs. K108. Knowledge of methods for addressing client safety needs.
	T41. Manage the impact of legal and ethical obligations that arise during counseling.	K109. Knowledge of methods for protecting the best interest of clients in situations where legal and ethical obligations arise. K110. Knowledge of methods for protecting the best interest of clients in situations where workplace and ethical obligations conflict.
	T42. Advocate with and on behalf of clients to assist in obtaining resources that meet clients' mental health needs.	K111. Knowledge of ethical standards regarding advocating for resources that meet clients' mental health needs.
	T43. Collaborate with other professionals as part of multidisciplinary teams to meet clients' needs.	K112. Knowledge of ethical standards for participating as a member of interdisciplinary teams. K113. Knowledge of ethical standards regarding client rights during consultations and collaborations with other professionals.
	T44. Refer clients to qualified professionals to address situations that require adjunctive or alternate expertise.	K114. Knowledge of ethical standards regarding referrals for services that meet client needs. K115. Knowledge of ethical standards regarding transferring clients to other professionals.

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Section	Tasks	Knowledge Statements
2.2. Responsibility to Clients and Counseling Relationships, continued (24%)	T45. Manage situations in which services must be interrupted or discontinued to minimize disruption to clients' care.	K116. Knowledge of ethical standards regarding continuity of care. K117. Knowledge of ethical standards regarding providing clients with notification and options when services are interrupted or discontinued.
	T46. Terminate services when counseling is no longer needed or is no longer beneficial to the client's well-being.	K118. Knowledge of ethical standards regarding discontinuing services. K119. Knowledge of methods for preventing client abandonment. K120. Knowledge of ethical standards regarding the termination of services to pursue social, financial, or personal interests.

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2. Ethics (56%) – This area assesses the candidate's ability to identify and apply ethical standards for professional practice.

Section	Tasks	Knowledge Statements
2.3.Practice Policies and Professional Responsibilities (16%)	T47. Maintain ethical policies regarding the use of technology to deliver services and communicate with clients and others.	K121. Knowledge of ethical standards regarding the use of electronic media to communicate and disseminate information. K122. Knowledge of ethical standards regarding delivering services through technology. K123. Knowledge of ethical standards regarding upholding the client's well-being in service delivery using technology. K124. Knowledge of methods for managing confidentiality with the use of technology in service delivery. K125. Knowledge of methods for assessing competence with using technology for service delivery. K126. Knowledge of ethical standards regarding managing emergency situations that arise during telehealth. K127. Knowledge of ethical standards regarding managing technological disruptions. K128. Knowledge of ethical standards regarding gathering, managing, and storing information electronically.
	T48. Maintain financial policies that conform to professional practices and are commensurate with services provided.	K129. Knowledge of ethical standards regarding setting fees and collecting payments. K130. Knowledge of ethical standards regarding collecting unpaid balances. K131. Knowledge of ethical standards regarding financial business practices and forms of payment. K132. Knowledge of ethical standards regarding financial interactions with third-party payors.

# Licensed Professional Clinical Counselor Law and Ethics Examination Outline

*Effective February 2024*

		K133. Knowledge of ethical standards regarding accepting goods or services as payment for professional services.
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2. *Ethics (56%) – This area assesses the candidate's ability to identify and apply ethical standards for professional practice.*

Section	Tasks	Knowledge Statements
2C. Practice Policies and Professional Responsibilities, continued (16%)	T49. Adhere to ethical standards regarding accepting gifts and tokens of appreciation from clients or others.	K134. Knowledge of ethical standards regarding of accepting gifts and tokens of appreciation.
	T50. Advertise services using accurate representations and acceptable means to promote or expand practice or services provided.	K135. Knowledge of ethical standards regarding advertising. K136. Knowledge of ethical standards regarding soliciting and using testimonials or endorsements. K137. Knowledge of ethical standards regarding recruiting clients through employment and professional associations.
	T51. Manage client records consistent with ethical standards to document services and minimize potential for harm.	K138. Knowledge of ethical standards regarding documenting services consistent with clinical best practices. K139. Knowledge of ethical standards regarding protecting client records. K140. Knowledge of ethical standards regarding clients' access to treatment records. K141. Knowledge of methods for managing client records requests. K142. Knowledge of methods for assisting clients in understanding information in treatment records.

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Section	Tasks	Knowledge Statements
2C. Practice Policies and Professional Responsibilities, continued (16%)	T52. Maintain professionalism when acting in different roles or capacities to avoid confusion or inaccurate representation.	K143. Knowledge of ethical standards about clarifying roles when acting in capacity other than LPCC. K144. Knowledge of ethical standards regarding conflicting or dual roles. K145. Knowledge of ethical standards regarding providing professional testimony, opinions, and evaluations.
	T53. Adhere to ethical guidelines for conducting evaluations and research to protect the rights of clients and others.	K146. Knowledge of ethical standards regarding client rights in evaluations and research. K147. Knowledge of ethical standards regarding consent and consent withdrawal during evaluations and research.
	T54. Address unethical or incompetent conduct of colleagues to protect the well-being and best interest of clients.	K148. Knowledge of types of unethical colleague behaviors that require intervention or action. K149. Knowledge of ethical standards regarding addressing unethical or incompetent conduct of colleagues.
	T55. Adhere to ethical guidelines for engaging in the supervisor/prelicensure practitioner relationship.	K150. Knowledge of ethical standards pertaining to the supervisor/prelicensure practitioner relationship and responsibilities.