

1 Title 15 - Mississippi Department of Health

2 Part III – Office of Health Protection

3 Subpart 60 – Professional Licensure

4 CHAPTER 01 REGULATIONS GOVERNING LICENSURE OF PROFESSIONAL
5 ART THERAPISTS

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Title 15 - Mississippi Department of Health

Part III – Office of Health Protection

Subpart 60 – Professional Licensure

CHAPTER 02 REGULATIONS GOVERNING LICENSURE OF PROFESSIONAL ART THERAPISTS

100 GENERAL PROVISIONS

100.01 **Legal Authority** The State Board of Health is authorized to establish and enforce these rules and procedures by virtue of Chapter 73-65-1 et seq of the Mississippi Code 1972 Annotated

100.02 **Purpose** The purpose of these regulations is to safeguard the public(s) health, safety, and welfare by establishing minimum qualifications and creating exclusive titles corresponding to the level of qualifications for individuals who wish to perform art therapy. Further, in order to insure the highest degree of professional conduct by those engaged in the performance of art therapy, it is the purpose of these regulations to provide and impose disciplinary sanctions, be they civil or criminal, against persons who do not meet or adhere to the procedures, qualifications, and standards set out in this chapter.

100.03 **Definitions** The following terms shall have the meaning set forth below, unless the context otherwise requires:

1. **Board** shall mean the Mississippi State Board of Health.
2. **Council** shall mean the Professional Art Therapists Advisory Council.
3. **Licensed Professional Art Therapist** means a person who has completed a master(s) or doctoral degree program in art therapy, or an equivalent course of study, from an accredited educational institution and who is licensed by the Board, or who received registration from the American Art Therapy Association (ATR) before 1980.
4. **License Holder** means a licensed professional art therapist licensed under the provisions of this act.
5. **Accredited Institution** means a university or college accredited by a nationally recognized accrediting agency of institutions of higher education, or an institution or clinical program approved by the American Art Therapy Association, Inc.
6. **Department** shall mean the Mississippi Department of Health.

96 7. **Act** shall mean Chapter 73-65-1 et seq of the Mississippi Code 1972
97 Annotated.

98 100.04 **Publication** The Department shall publish, annually, a list of the names and
99 addresses of all persons licensed by the Board as Professional Art Therapists,
100 and a list of all persons whose license has been suspended, revoked, denied
101 renewal, put on probationary status, censured or reprimanded.

102 101 **PROFESSIONAL ART THERAPISTS ADVISORY COUNCIL ("COUNCIL")**

103 101.01 **Council Structure and Purpose** The Council shall consist of ~~five (5)~~ **six (6)**
104 members as set forth in the Act, for the terms indicated therein, and shall serve
105 under the jurisdiction of the Board. The purpose of the Council is to serve in an
106 advisory capacity to the Board in matters relating to the administration and
107 interpretation of provisions of the Act.

108 101.02 **Meetings** The Council shall meet at least twice annually. A ~~chairman~~
109 **chairperson** and a secretary shall be elected at the first meeting of the year.
110 Additional meetings may be called at the discretion of the ~~chairman~~ **chairperson**,
111 upon written request of two (2) members of the Council. A quorum shall consist
112 of three (3) members of the Council, including the ~~chairman~~ **chairperson**, and
113 shall be necessary for the Council to take action by vote.

114 102 **STATE BOARD OF HEALTH ("BOARD")**

115 102.01 **Responsibilities** The Board shall:

- 116 1. Establish examination, licensure, and renewal of licensure criteria for
117 applicants;
- 118 2. Maintain an up-to-date list of all individuals licensed as Professional Art
119 Therapists, with such list being available, upon request, to the public;
- 120 3. Refer disciplinary actions of any individual engaged in art therapy to the
121 appropriate government agency for prosecution, whether licensed or
122 otherwise, or in its discretion, refer same to the appropriate committee or
123 council;
- 124 4. Conduct disciplinary hearings, upon specified charges;
- 125 5. Maintain an up-to-date list of all individuals whose license has been
126 suspended, revoked, or denied, and make such list available to public
127 inspection, and shall supply such list to similar regulatory boards in other
128 states or jurisdictions;
- 129 6. Keep a record of all proceedings of the Board, and make said record
130 available to the public;

- 131 7. Delegate, authorize, and direct the Department to promulgate regulations
132 to accomplish the purpose of the Act.

133 103 **LICENSURE**

134 103.01 **Licensure Requirements**

- 135 1. An applicant for licensure shall submit to the Department, verified by
136 oath, written evidence in form and content satisfactory to the Department
137 that the applicant:
- 138 2. Is at least twenty-one (21) years of age;
- 139 3. Has passed an examination as administered by the Art Therapy
140 Credentials Board, Inc., or other examination approved by the
141 Department;
- 142 4. Is registered as an art therapist by the Art Therapy Credentials Board, Inc.;
- 143 5. Is certified as an art therapist by the Art Therapy Credentials Board, Inc.;
- 144 and,
- 145 6. Has been awarded a master's degree or doctoral degree in art therapy that
146 includes six hundred (600) hours of supervised internship experience from
147 an accredited institution and has completed an additional one thousand
148 (1000) client contact hours of postgraduate experience under appropriate
149 supervision; or,
- 150 7. Has been awarded a master's degree or doctoral degree in a related field,
151 has a minimum of twenty-one (21) semester hours of sequential course
152 work in the history, theory, and practice of art therapy, has completed
153 seven hundred (700) hours of supervised internship experience from an
154 accredited institution, and has completed an additional two thousand
155 (2000) client contact hours of postgraduate experience under appropriate
156 supervision.

157 The Department will review the credentials of an individual awarded a
158 master's degree or doctoral degree from a non-accredited institution on a
159 case-by-case basis.

160 103.02 **Licensed By Endorsement** An applicant for licensure shall submit to the
161 Department, verified by oath, written evidence in form and content satisfactory
162 to the Department that:

- 163 1. The applicant holds a valid regulatory document issued by the appropriate
164 examining board under the laws of any other state or territory of the
165 United States, the District of Columbia, or any foreign nation;

- 166 2. The requirements for said document are substantially equivalent to, or
167 exceed, the requirements as set forth in section 103.01 of these
168 regulations; and,
- 169 3. Said document is in good standing, and is not, presently suspended or
170 revoked.

171 103.03 **Grandfather Clause** An applicant for licensure as a professional art
172 therapist may be licensed without examination if the applicant files a completed
173 application within one (1) year of July 1, 1998, if the Board determines that the
174 applicant meets all other requirements for licensure as a professional art
175 therapist.

176 103.04 **Provisional Licensure** The Board may, in its discretion, issue a provisional
177 license to an applicant at least 21 years of age, pending the completion of the
178 requirements for licensure, providing the applicant submits to the Department,
179 verified by oath, in form and content satisfactory to the Department that the
180 applicant:

- 181 1. Has completed the education requirements in section 103.01 of these
182 regulations; and,
- 183 2. Is fulfilling the client contact hours of postgraduate experience under
184 appropriate supervision; and,
- 185 3. Will be supervised according to section 103.06 of the regulations; and,
- 186 4. Has not taken the examination recognized by the Department or received
187 registration from the Art Therapy Credentials Board, Inc.

188 In its discretion, and upon application, the Board may renew a provisional
189 license. A provisional license may not be renewed more than two (2) times.
190 Proof, satisfactory to the Department that the provisional license holder has been
191 in the process of meeting the licensure requirements must be submitted at the
192 time of renewal.

193 103.05 **Conditions of a Provisional License**

- 194 1. Documentation in form and substance satisfactory to the Department that
195 the conditions of section 103.06(2)(3) of the regulations have been met
196 must be on file with the Department before a provisional license will be
197 issued.
- 198 2. A provisional license holder may only practice under the supervision of
199 the individual licensed as a professional art therapist in Mississippi who is
200 the listed supervisor on file with the Department.

- 201 3. A provisional license holder must be supervised one (1) hour for every ten
202 (10) hours of face-to-face client contact.
- 203 4. A provisional license holder shall restrict his practice to the State of
204 Mississippi.
- 205 5. Only an individual issued a regular license by the Department may
206 supervise a provisional license holder.
- 207 6. The provisional license holder must take the first examination following
208 completion of the client contact hours of postgraduate experience.
- 209 7. Notice of Termination: The supervisor shall notify the Department
210 in writing of the termination of the supervisory relationship with a
211 provisional license holder. The notice shall include the effective date of
212 the termination and must be filed with the Department or postmarked no
213 later than three (3) calendar days from the date of termination.
- 214 103.06 **Retirement of Licensure** A license holder shall notify the Department in
215 writing of intent to retire as a licensed professional art therapist prior to the
216 expiration date of his current license.
- 217 103.07 **Renewal/reinstatement of Licensure**
- 218 1. The license holder shall request a renewal/reinstatement application from
219 the Department in writing within five (5) years of the year of retirement.
- 220 2. The license holder shall submit the renewal/reinstatement application, all
221 lapsed license renewal fees, and the continuing education requirement to
222 the Department for review.
- 223 103.08 **Abandonment** An application shall be deemed abandoned by the
224 Department if, after six (6) months from the date of filing, the requirements for
225 licensure have not been completed and filed with the Department.
- 226 104 **PROFESSIONAL IDENTIFICATION**
- 227 104.01 **Titles and Abbreviation** No person shall use the title “Licensed Professional
228 Art Therapist” or hold himself out as having this status, unless he is licensed as
229 such by the Board.
- 230 104.02 **Production and Display of License** A person issued a license as a
231 “Licensed Professional Art Therapist” by the Mississippi State Board of Health
232 shall display said license in the professional setting and shall carry the Licensure
233 Identification Card at all times when practicing as a “Licensed Professional Art
234 Therapist.”

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237 105 **RENEWAL OF LICENSURE**238 105.01 **General Provisions**

- 239 1. The Board shall issue licenses, which shall be renewed biennially.
- 240 2. The licensure period shall be construed as January 1 of even-numbered
- 241 years through December 31 of odd- numbered years.

242 105.02 **Procedure for Renewal of Licensure**

- 243 1. The Department shall mail a renewal form, approximately sixty (60) days
- 244 prior to the expiration date, to the last home address registered with the
- 245 Department, to the persons to whom licensure was issued or renewed
- 246 during the preceding licensure period. The applicant for renewal shall:
- 247 a. Complete the renewal form, and
- 248 b. Submit proof of continuing education credit as detailed in Section 106
- 249 of these regulations, and
- 250 c. Enclose the renewal fee, and
- 251 d. File the above with the Department prior to the date of expiration of
- 252 the license.

253 105.03 **Failure to Renew**

- 254 1. **Late Renewal** License holders are allowed a ninety (90) day grace period
- 255 for the late renewal of licensure following expiration of the licensure
- 256 period. The applicant for late renewal during this period shall:
- 257 a. Complete the renewal form; and,
- 258 b. Submit proof of continuing education credit as detailed in Section 106
- 259 of these regulations; and,
- 260 c. Enclose the renewal fee and the late renewal fee; and,
- 261 d. File the above with the Department prior to the end of the grace
- 262 period.
- 263 2. **Suspension** A license is automatically suspended if the license holder
- 264 does not renew his license prior to the end of the grace period.
- 265 3. **Reinstatement** The Department may reinstate a license if the late
- 266 renewal requirements and the reinstatement fee are filed with the

267 Department within ninety (90) days of the date of suspension. A license is
 268 automatically revoked if it is not reinstated within the ninety (90) day
 269 period following suspension.

270 106 CONTINUING EDUCATION

271 106.01 **Definition and philosophy** Each individual licensed by the Board is responsible
 272 for maintaining high levels of skill and knowledge. Continuing education is
 273 defined as education beyond the basic preparation required for licensure and
 274 related to the performance of art therapy.

275 106.02 **Requirements**

- 276 1. Regulations set the requirement of forty (40) clock hours to be accrued
 277 during the licensure term for license holders who are not certified and in
 278 good standing with the Art Therapy Credentials Board, Inc.
- 279 2. License holders certified and in good standing with the Art Therapy
 280 Credentials Board, Inc., may submit proof, in form and content
 281 satisfactory to the Department, of having met the continuing education
 282 requirements of the Art Therapy Credentials Board, Inc., in lieu of the
 283 provisions of this section.
- 284 3. Individuals applying for initial licensure within a licensure term must
 285 accrue continuing education hours on a prorated scale. Written
 286 notification of required hours will be sent to the applicant at the time of
 287 licensure.
- 288 4. Individuals holding a provisional license must meet the same requirements
 289 as an individual applying for an initial license.
- 290 5. Persons who fail to accrue the required continuing education hours shall
 291 be issued a CE probationary license for the entire licensure period. Failure
 292 to accrue the required hours during the CE probationary period will result
 293 in the revocation of the license.

294 CE probationary licenses will be issued for one licensure period only. No
 295 ensuing license may be CE probationary as a result of not meeting
 296 continuing education requirements.

297 **NOTE: Reinstatement of a license revoked for failure to meet continuing education**
 298 **requirements is subject to the discretion of the Department. If said license is permitted to**
 299 **be reinstated, the renewal fee and the late renewal/reinstatement fee as stated in Section**
 300 **106 of these regulations will be required.**

301 106.03 **Content Criteria** The content must apply to the field of art therapy and
 302 performance and must be designed to meet one of the following goals:

- 303 1. Update knowledge and skills required for competent performance beyond
304 entry level as described in current legislation and regulations.
- 305 2. Allow the licensee to enhance his knowledge and skills.
- 306 3. Provide opportunities for interdisciplinary learning.
- 307 4. Extend limits of professional capabilities and opportunities.
- 308 5. Facilitate personal contributions to the advancement of the profession.

309 **106.04 Sources of Continuing Education** Continuing education hours may be accrued
310 from the following sources when the content of the programs relates to the
311 profession of art therapy:

- 312 1. Attendance at programs sponsored or approved for continuing education
313 by the following groups:
- 314 a. The American Art Therapy Association (AATA).
- 315 b. The Mississippi Art Therapy Association (MSATA) or AATA
316 chapter of another state or the District of Columbia.
- 317 c. Regulatory boards for art therapy in any jurisdiction in the United
318 States.
- 319 d. Regulatory boards governing the practices of social workers, licensed
320 professional counselors, and marriage and family counselors.
- 321 e. The National Association of Social Workers or its state affiliate
322 members.
- 323 f. The American Psychological Association or its state affiliate and/or
324 subsidiary members.
- 325 g. The American Medical Association or its state affiliate and/or
326 subsidiary members.
- 327 h. The American Nursing Association or its state affiliate and/or
328 subsidiary members.
- 329 2. Presentations, including posters, made before art therapists, medical
330 practitioners, or other health related professionals and directly related to
331 the profession of art therapy. To be considered for continuing education
332 credit, material outline and a synopsis must be submitted to the Council at
333 least sixty (60) days prior to the presentation date. Notice of approval or
334 disapproval will be sent following a review by the Council. For approved
335 presentations, the presenter may accrue one (1) hour of continuing

336 education credit for each hour of the actual presentation, and one (1) hour
 337 of preparation time, for a total of (2) two hours. Presenter credit is given
 338 one (1) time only, even though the session may be presented multiple
 339 times. No more than 30% of total required hours may be accrued through
 340 presentations. Presentations approved by the MATA, whether prior to or
 341 subsequent to the presentation, will be accepted for continuing education
 342 credit.

343 3. Academic course work taken from a regionally accredited college or
 344 university, either for credit or audit. The courses must relate to the
 345 profession of art therapy. Courses in supporting fields must have prior
 346 approval of the Council. One academic semester hour shall be equivalent
 347 to fifteen (15) clock hours for continuing education credit. No more than
 348 fifty percent (50%) of total required hours may be accrued through
 349 academic course work.

350 4. Professional publications where the license holder is an author. To be
 351 considered for continuing education credit, a reprint of the published
 352 article must be submitted to the department. Notice of approval or
 353 disapproval will be sent out after review by the department. A maximum
 354 of 3 contact hours may be accrued through professional publication.

355 **106.05 Reporting Procedures for Continuing Education** Continuing education
 356 hours are reported on the application for license renewal during the license
 357 renewal period prior to its expiration. It is the responsibility of the licensee to
 358 insure that the following criteria are met with respect to continuing education
 359 credit:

- 360 1. Attendance at seminars, workshops, presentations, etc., approved by the
 361 organizations listed in section 106.04(1) are automatically accepted for
 362 credit unless sessions are duplicated. Verification of attendance may be
 363 made by the submission of a continuing education certificate, or a
 364 continuing education reporting form from the organization issuing
 365 continuing education hours and proof of approval.
- 366 2. Presentation credits: Submit a copy of the program listing the presentation
 367 and a copy of the prior letter of approval from the council.
- 368 3. Academic course work credits must meet the content criteria in Sections
 369 106.03, and must be accompanied by a course description from the college
 370 or university catalog and a copy of the transcript or final grade report.
- 371 4. Professional publication: Submit a copy of the letter of approval from the
 372 council.

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375 107 **REVOCAION, SUSPENSION, AND DENIAL OF LICENSURE**

376 107.01 **Standards of Conduct** Individuals who are licensed may, at the discretion
 377 of the Board, have their licenses suspended, revoked, or denied if the Board
 378 determines that the individual is guilty of any of the following:

- 379 1. Is guilty of fraud or deceit in procuring or attempting to procure a license
 380 or renewal of licensure.
- 381 2. Is unfit or incompetent by reason of gross ignorance, negligence, habits, or
 382 other causes of incompetence.
- 383 3. Is habitually intemperate in the use of alcoholic beverage.
- 384 4. Is convicted of an offense involving moral turpitude.
- 385 5. Is knowingly practicing while suffering with a contagious or infectious
 386 disease.
- 387 6. Is addicted to, or has improperly obtained, possessed, used, or distributed
 388 habit-forming drugs or narcotics.
- 389 7. Is guilty of dishonest or unethical conduct.
- 390 8. Has represented himself as a licensed professional art therapist after his
 391 license has expired or has been suspended.
- 392 9. Has practiced as a licensed art therapist under cover of any permit or
 393 license illegally or fraudulently obtained or issued.
- 394 10. Has violated, aided, or abetted others in violation of any provision of law,
 395 or these regulations.
- 396 11. Has engaged in any conduct considered by the Board to be detrimental to
 397 the profession of art therapy.
- 398 12. Has violated the current code of ethics of the American Art Therapy
 399 Association.
- 400 13. Has had disciplinary action taken against the license holder(s) license,
 401 certificate, registration, etc., in another jurisdiction.

402 107.02 **Summary Suspension** The Board may summarily suspend licensure
 403 without a hearing, simultaneously with the filing of a formal complaint and
 404 notice of hearing, if the Board determines that:

- 405 1. The health, safety, or welfare of the general public is in immediate danger;
 406 or

407 2. The individual's physical capacity to practice his profession is in issue; or

408 3. The individual's mental capacity to practice his profession is in issue.

409 107.03 **Complaints** All complaints concerning a licensed individual, his business, or
 410 professional practice, shall be reviewed by the Department. Each complaint
 411 received shall be logged, recording at a minimum the following information:

412 1. name of the licensed individual;

413 2. name of the complaining party, if known;

414 3. date of complaint;

415 4. brief statement of complaint; and

416 5. disposition

417 107.04 **Investigation** All complaints will be investigated and evaluated by an
 418 authorized employee of the Department or a Council member designated by the
 419 Department.

420 107.05 **Notice of Charges and Hearing** Following the investigative process, the
 421 Department may file formal charges against the licensed individual. Such
 422 formal complaint shall, at a minimum, inform the respondent of the facts which
 423 are the basis of the charge and which are specific enough to enable the
 424 respondent to defend against the charges.

425 1. Each respondent, whose conduct is the subject of a formal charge which
 426 seeks to impose disciplinary action against him, shall be served notice of
 427 the formal charge at least thirty (30) days before the date of hearing. A
 428 hearing shall be presided over by the Board or the Board's designee.
 429 Service shall be considered to have been given if the notice was personally
 430 received by the respondent, or the notice was mailed certified, return
 431 receipt requested, to the respondent at his last know address as listed with
 432 the state agency.

433 2. The notice of the formal hearing shall consist at a minimum of the
 434 following information:

435 a. The time, place and date of hearing;

436 b. That the respondent shall appear personally at the hearing and may be
 437 represented by counsel;

438 c. That the respondent shall have the right to produce witnesses and
 439 evidence in his own behalf and shall have the right to cross-examine
 440 adverse witnesses; and evidence

441 d. That the hearing could result in disciplinary action being taken against
442 the respondent(s) license.

443 e. That rules for the conduct of these hearings exist and it may be in the
444 respondent's best interest to obtain a copy; and

445 f. That the Board, or its designee, shall preside at the hearing and
446 following the conclusion of the hearing shall make findings of facts,
447 conclusions of law and recommendations, separately stated, to the
448 Board as to what disciplinary action, if any, should be imposed on the
449 respondent.

450 The Board or its designee shall hear evidence produced in support of
451 the formal charges and contrary evidence produced by the respondent.
452 At the conclusion of the hearing, the Board shall issue an order within
453 sixty (60) days.

454 Disposition of any complaints may be made by consent order or
455 stipulation between the Board and the respondent.

456 All proceedings pursuant to this section are matters of public record and shall be preserved
457 pursuant to State law.

458 **107.06 Board Sanctions** The Board may impose any of the following sanctions,
459 singly or in combination, when it finds that a respondent is guilty of any of the
460 above offenses:

- 461 1. Revocation of the license;
- 462 2. Suspension of the license, for any period of time;
- 463 3. Censure the licensed individual;
- 464 4. Issue a letter of reprimand to the licensed individual;
- 465 5. Place a license on probationary status and require the individual to submit
466 to any of the following:
 - 467 a. Report regularly to the board upon matters which are the basis of
468 probation;
 - 469 b. continue to renew professional education until a satisfactory degree of
470 skill has been attained in those areas which are the basis of probation;
471 or
 - 472 c. such other reasonable requirements or restrictions as are proper;
 - 473 d. Refuse to renew a license; or

474 e. Revoke probation which has been granted and impose any other
 475 disciplinary action in this subsection when the requirements of
 476 probation have not been fulfilled or have been violated.

477 107.07 **Appeal** Any person aggrieved by a decision of the Board shall have a right
 478 of appeal as provided for in the Laws of the State of Mississippi.

479 108 **EXCEPTIONS AND EXEMPTIONS**

480 108.01 **Exceptions:**

481 1. Nothing in these regulations is intended to limit, preclude or otherwise
 482 interfere with the practices of other persons and health providers licensed
 483 by appropriate agencies of the State of Mississippi.

484 2. Nothing in these regulations shall be construed to limit, interfere with, or
 485 restrict the practice, descriptions of services, or manner in which the
 486 "activities professionals" at licensed nursing facilities hold themselves out
 487 to the public.

488 108.02 **Good Samaritan Act**

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491 110 **CRIMINAL OFFENSES AND PUNISHMENT**

492 110.01 **Offenses** It is a violation of the law for any person to:

493 1. Sell, fraudulently obtain or furnish any license, or aid or abet therein.

494 2. Use the title, "Licensed Professional Art Therapist" or any words letters,
 495 signs, symbols or devices to indicate the person using them has received a
 496 license from the Mississippi Department of Health.

497 3. Fail to notify the Board of the suspension, probation or revocation of any
 498 past or currently held licenses or certifications, required to practice art
 499 therapy in this or any other jurisdiction.

500 4. Make false representations, impersonate, act as a proxy for another person,
 501 allow, or aid any person to impersonate him in connection with any
 502 examination or application for license or request to be examined or
 503 licensed.

504 5. Make a material, false statement in an application for licensure, or in a
 505 response to any inquiry by the Mississippi Department of Health or the
 506 Board.

507 6. Otherwise violate any provisions of the Act, or regulations of the Board.

508 110.02 **Punishment** Such violations shall be a misdemeanor, and shall be punishable by

509 a fine not to exceed Five Hundred Dollars, (\$500.00) or by imprisonment in the

510 county jail for not more than six (6) months, or by both.

511 111 **FEES**

512 111.01 **Method of Payment** The following fees, where applicable, are payable to

513 the Department of Health by check, or money order. Fees paid to the

514 Mississippi Department of Health are non-refundable.

515 111.02 **Schedule of Fees**

516	1.	Application and Initial Licensure Fee.....	\$100.00
517	2.	Renewal Fee.....	\$ 75.00
518	3.	Late Renewal Fee.....	\$100.00
519	4.	Reinstatement Fee.....	\$100.00
520	5.	Verification Fee	\$ 25.00
521	6.	Duplicate License Fee.....	\$ 25.00
522	7.	License Replacement Fee	\$ 25.00
523	8.	Card Replacement Fee	\$ 10.00

524 111.03 **Examination Fee** Fees for examination are to be paid directly to the

525 appropriate testing organization.

526 112 **ADMINISTRATIVE GRIEVANCE PROCEDURE**

527 112.01 **Administrative Appeals** All persons aggrieved by a decision regarding the

528 initial application for licensure, or the renewal of licensure, shall have the right

529 of administrative appeal and a hearing to be conducted according to the rules of

530 the Department of Health.

531 112.02 **Notification** Written notice will be provided to all applicants regarding denial of

532 an original license or a renewal license. Such notice shall contain the reason

533 thereof and shall offer the applicant an opportunity to submit additional

534 information pertinent to their application for a second review by the Department.

535 112.03 **Hearing** If requested in writing within the specified time frame a hearing

536 will be provided in which the applicant may show cause why the license should

537 be granted or renewed.

