

**Health Licensing Office, Music Therapy Program
Oregon Administrative Rules, Chapter 331, Divisions 300-350
Effective Date: Dec. 1, 2015**

DIVISION 300

GENERAL ADMINISTRATION

331-300-0010

Definitions

The following definitions apply to OAR 331-300-0010 to OAR 331-350-0000:

- (1) "CBMT" means the Certification Board for Music Therapists.
- (2) "Good standing" means no unresolved or outstanding disciplinary actions.
- (3) "Office" means the Health Licensing Office.
- (4) "NMTR" means the National Music Therapy Registry.

331-300-0020

Fees

- (1) An applicant or certificate holder is subject to the provisions of OAR 331-010-0010 and OAR 331-010-0020 regarding the payment of fees, penalties and charges.
- (2) Fees established by the Health Licensing Office pursuant to ORS 676.592 are as follows:
 - (a) Application: \$150.
 - (b) License: \$50 – valid for one year.
 - (c) Renewal: \$50 – valid for one year.
 - (e) Replacement: \$25.
 - (f) Late fee: \$40 for each year of inactive status up to three years.
 - (g) Affidavit of licensure, as defined in OAR 331-030-0040: \$50.

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(h) Administrative fee: \$25.

DIVISION 310

LICENSURE OF MUSIC THERAPISTS

331-310-0020

Application requirements for initial licensure for music therapist

(1) An individual applying for initial licensure as a music therapist must:

(a) Meet the requirements of OAR 331 Division 30.

(b) Submit a completed application form prescribed by the Office, which must contain the information listed in OAR 331-030-0000 and be accompanied by payment of the required application fees.

(c) Be at least 18 years old.

(d) Arrange for official documentation to be mailed to the Office from the certifying organization proving that the applicant:

(A) Successfully passed the CBMT examination in the two years before the application date, or

(B) Possesses current CBMT certification, or

(C) Possesses the professional designation of “registered music therapist,” “certified music therapist” or “advanced certified music therapist” from the NMTR.

(e) Pay all licensing fees.

(2) If an applicant is licensed or certified in another state, they must:

(a) Be in good standing in every state in which they are licensed or certified, and

(b) Ensure that the Office receives an affidavit of licensure pursuant to OAR 331-030-0040.

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331-310-0025

Application requirements for reciprocity for music therapist

An individual applying for reciprocity for music therapist licensing must:

- (1) Meet the requirements of OAR 331 Division 30.
- (2) Submit a completed application form prescribed by the Office, which must contain the information listed in OAR 331-030-0000 and be accompanied by payment of the required application fees.
- (3) Be at least 18 years old.
- (4) Submit an affidavit of licensure pursuant to OAR 331-030-0040, proving that the applicant is in good standing in every state in which they are licensed or certified.
- (5) Have a registration issued by another state or territory of the United States, and the requirements must be substantially equivalent to those in Oregon Laws 2015, Chapter 632.
- (6) Pay all license fees.

331-310-0030

Licensure Issuance and Renewal

- (1) Licensure and renewal: A license is subject to the provisions of OAR Chapter 331, division 30 regarding the issuance and renewal of a license, provisions regarding authorization to practice, identification, and requirements for issuance of a duplicate license.
- (2) License renewal: To avoid delinquency penalties, a license must be renewed before the license becomes inactive as described in section (3) of this rule. The licensee must:
 - (a) Submit a renewal application form;
 - (b) Attest to having obtained the continuing education pursuant to 331-320-0010.

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(c) Pass a state criminal background check pursuant to OAR 331-030-0004, and

(d) Pay the renewal fee pursuant to OAR 331-300-0020.

(3) Inactive license renewal: A license becomes inactive if it is not renewed before its “active through” date. A license may be inactive for up to three years, but an inactive license does not authorize its holder to practice music therapy or use the title or designation of “Music Therapist.” To renew an inactive license, the licensee must:

(a) Submit a renewal application form;

(b) Attest to having obtained the continuing education pursuant to OAR 331-320-0010;

(c) Pass a state criminal background check pursuant to OAR 331-030-0004; and

(d) Pay the delinquency and renewal fees pursuant to OAR 331-300-0020.

(4) Expired license: A license that has been inactive for more than three years is expired, and the licensee must reapply for licensure and meet the requirements listed in OAR 331-310-0020 or OAR 331-310-0025.

DIVISION 320

Continuing education for music therapists

331-320-0010

Continuing education requirements

(1) To maintain licensure, a music therapist must complete a minimum of 10 CE credits every year.

(2) CE credits obtained in excess of those required for the current one-year reporting period may be carried forward for up to four years. However, no more than 40 annual excess CE credits may be carried forward.

(3) Excess CE credits may not be used to reinstate an expired license.

(4) Each licensee shall document compliance with the CE credit requirement through attestation on the license renewal application. Licensees are subject to provisions of OAR 331-320-0020 pertaining to periodic audit of CE.

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(5) Upon CE credit audit, the licensee must provide documentation supporting all credits claimed and all excess credits carried forward.

(6) CE credits must address a subject matter related to music therapy practice.

(7) CE credits will be awarded based on the following criteria:

(a) Completion and passing of academic courses taken from an accredited college or university are awarded 15 CE credits for each semester-based credit earned, 14 CE credits for each trimester-based credit earned or 10 CE credits for each quarter-based credit earned;

(b) Completion of professional courses that meet academic course requirements in content, instruction and evaluation will be assigned 15 CE credits for each semester-based credit earned, 14 CE credits for each trimester-based credit earned or 10 CE credits for each quarter-based credit earned;

(c) Courses that do not meet standards as set forth in paragraphs (a) and (b) of this subsection, such as workshops, symposiums, seminars, laboratory exercises, or any applied experience with or without formal classroom work may be assigned credit at the rate of 1.0 CE credit for each 50 minutes of attendance.

(8) Documentation supporting compliance with CE requirements must be maintained for a period of two years following renewal and be available to the Office upon request.

331-320-0020

Continuing education audit

(1) The Office will audit a percentage of licensees, as determined by the Office, to verify compliance with continuing education requirements of this rule.

(2) Licensees notified of selection for audit of continuing education attestation shall submit to the Office, within 30 calendar days of the date of issuance of the notification, satisfactory evidence of participation in required continuing education in accordance with OAR 331-150-0005.

(3) If selected for audit, the registrant must provide documentation of the required continuing education, which must include:

(a) For courses provided by an accredited college or university — a course syllabus and an official transcript from the accredited college or university;

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- (b) For CBMT or NMTR approved programs or courses — a certificate of completion that includes the CBMT or NMTR approval number; or
- (c) For Office pre-approved programs or courses — a certificate of completion or other Office-approved documentation that includes the Office pre-approval number.
- (4) If documentation of continuing education is incomplete, the registrant has an additional 30 calendar days from the date of notice of incompleteness to submit further documentation to substantiate having completed the required continuing education.
- (5) Failure to meet continuing education requirements shall constitute grounds for disciplinary action, which may include, but is not limited to, assessment of a civil penalty and suspension or revocation of registration.

DIVISION 330

STANDARDS OF PRACTICE AND PROFESSIONAL RESPONSIBILITY

331-330-0010

Standards of practice and professional responsibility

- (1) A licensed music therapist must:
 - (a) Protect the confidentiality of information obtained in the course of practice, supervision, teaching or research.
 - (b) Comply with all local, state and federal regulations concerning the practice of music therapy.
 - (c) Abide by the American Music Therapy Association (AMTA) Code of Ethics (Revised 11/14) and the AMTA Standards of Clinical Practice (revised 11/23/13).
- (3) A licensed music therapist must not:
 - (a) Discriminate in professional relationships with colleagues and clients because of race, ethnicity, language, religion, marital status, gender, gender identity of expression, sexual orientation, age, ability, socioeconomic status or political affiliation.

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(b) Use deceptive or misleading advertising or make guarantees that lead to false expectations.

(c) Accept gratuities, gifts or favors that could interfere with decisions or judgment.

(d) Take financial advantage of a client or a client's family.

(3) Failure to comply with these standards may constitute unprofessional conduct, and that is subject to discipline under ORS 676.612.

DIVISION 340

DISCIPLINE AND ENFORCEMENT

331-340-0010

Investigative authority

The Office may initiate and conduct investigations relating to the practice of music therapy pursuant to ORS 676.608, and may take appropriate disciplinary action in accordance with the provisions of 676.612 and 676.992.