



DOH Info Sheet

For all information regarding DOH requirements see Exhibit C.3, Licensing or Statutory Requirements, and/or the DOH [website](#) for Behavioral Health Professions, Facilities and Agencies

Services Requiring DOH: FPS, FFT, and PCIT

Acceptable DOH licenses: *licenses marked with *asterisk, see special circumstances section*

Licensed Advanced **Social Worker** (LASW)

*Licensed **Social Work** Associate Advanced (LSWAA)

Licensed Independent Clinical **Social Worker** (LICSW)

*Licensed **Social Work** Associate Independent Clinical (LICSWA)

Licensed **Mental Health Counselor** (LMHC)

*Licensed **Mental Health Counselor** Associate (LMHCA)

Licensed **Marriage and Family Therapist** (LMFT)

*Licensed **Marriage and Family Therapy** Associate (LMFTA)

Certified Counselor

Certified Adviser

***Agency Affiliated Counselor**, *if the Contractor is an approved agency or facility operated, licensed or certified by the state of Washington, a Washington State County, or federally recognized Indian tribe located within the state. Proof must be provided that the AAC has been transferred to your agency when moving from another Agency Affiliated Agency.*

FAQ's about the different DOH licenses: <https://doh.wa.gov/licenses-permits-and-certificates/professions-new-renew-or-update/behavioral-health-professions-facilities-and-agencies/frequently-asked-questions>

Special Circumstances: There are certain situations where the Washington State Department of Health (DOH) allows individuals to work while the application for their DOH credential is pending. Both situations are listed below:

- **Agency Affiliated Counselor Application:** The Washington State Department of Health (DOH) states an applicant for an agency affiliated counselor credential who applies to the department within **thirty days** of employment by an agency may work as an agency affiliated counselor while the

application is processed. DOH will review the application and if further information is required it will issue a letter listing the deficiencies. The applicant will have 90 days from the date of the deficiency letter to provide all necessary documentation. If the required documentation is not received by the department within 90 days, the applicant must stop working until the credential is issued.

- **Associate License Application:** As of October 2025, the Washington State Department of Health (DOH) is allowing individuals who have submitted a completed associate license application to DOH to begin practicing under supervision for up to 120 days while their application is pending: <https://doh.wa.gov/licenses-permits-and-certificates/professions-new-renew-or-update/mental-health-counselor>.

Process: If an individual falls under either situation above, FIN's Compliance Team follows the below processes.

- i. Confirms applicant submitted their application for their DOH credential via the DOH website.
- ii. The agency provides confirmation documentation and/or documentation is taken from the DOH website:
 - a. Documents are added to the individual's personnel folder in Box.
 - b. Email communication is saved in agency folder in the Compliance Team's inbox.
 - c. The information is added to the CIHS Personnel Tracker for the specific applicant and agency.
- iii. After documentation is received and information is confirmed via the DOH website:
 - a. **Conditional approval** is sent to the agency via email including the specific information below regarding process depending on which application the applicant submitted.