BOARDS AND COMMISSIONS
Board of Licensure for Pastoral Counselors
(New Administrative Regulation)

201 KAR 38:021. Application.

RELATES TO: KRS 335.620
STATUTORY AUTHORITY: KRS 335.615(1)-(4), (6), 335.620
CERTIFICATION STATEMENT:
NECESSITY, FUNCTION, AND CONFORMITY: KRS 335.615 requires the Kentucky Board of Licensure for Pastoral Counselors to promulgate administrative regulations establishing requirements for licensure. KRS 335.620 requires the board to promulgate administrative regulations establishing an initial fee for licensure and requirements for a written examination. This administrative regulation establishes the application process for certification.

Section 1. An applicant for licensure shall:
(1) Meet the requirements of KRS 335.620;
(2) Pay by check or money order an initial licensure fee as established by 201 KAR 38:040, Fees, made payable to the Kentucky State Treasurer;
(3)
(a) Pass the written examination titled "Kentucky Licensed Pastoral Counselors Examination" administered and verified by the Kentucky Board of Licensure for Pastoral Counselors, which may include the topics set forth in 201 KAR 38:031, Section 3(1) through (4); and
(b) Submit documentation of a passing score to the board; and
(4) File a completed, signed, and dated Application for Licensure as a Kentucky Licensed Pastoral Counselor, or "PC-3", with the board containing:
(a) Name;
(b) Address;
(c) Home phone;
(d) Work address;
(e) Work phone;
(f) Cell phone;
(g) Work email;
(h) Personal email;
(i) Date of birth;
(j) Social security number;
(k) Criminal convictions;
(l) Misconduct in other counseling positions;
(m) Credentials by other states;
(n) Membership in professional organizations;
(o) Education; and
(p) Prior employment history, including job duties and employer contact information.

Section 2. Verification of hours.
(1) Verification of clinical practice hours required by KRS 335.620(1)(e)(1).
(a) An applicant shall provide documentation verifying completion of at least 1,375 hours in the practice of supervised pastoral counseling subsequent to the conferral of the qualifying master's degree. Supervision shall be rendered by a qualified supervisor. Documentation shall include a log of clinical hours signed by their current supervisor.
(b) Clinical practice hours shall consist of direct counseling moments with individuals, couples, families, or groups, in which the applicant is actively engaged in assessment,

treatment, intervention, or therapeutic support. Non-clinical pastoral counseling activities such as administrative work, teaching, chaplaincy, preaching, pastoral care or general ministry duties shall not be counted toward supervised pastoral counseling hours requirements.

(2) Verification of clinical supervision hours required by KRS 335.620(1)(e)(2). An applicant shall provide documentation verifying completion of at least 250 hours of clinical supervision by a qualified supervisor, of which a minimum of thirty (30) hours shall be individual supervision provided by a Kentucky Licensed Pastoral Counselor with at least five (5) years of experience in pastoral counseling.

(3) For purposes of subsection (1) and (2), a qualified supervisor shall be an individual who:

(a) Is licensed as a licensed pastoral counselor in Kentucky;

(b) Holds licensure or certification, with at least five (5) years of clinical experience and two (2) years of supervisory experience, in one of the following mental health professions:

1. Psychiatry;
2. Psychology;
3. Social work;
4. Professional counseling;
5. Marriage and family therapy; or
6. Licensed clinical alcohol and drug counseling; and

(c) Holds a clinical supervisor credential or its substantive equivalent from a Kentucky Board of Licensure for Pastoral Counselor's approved pastoral counseling training or certified body, demonstrating both advanced clinical experience and documented training in the supervision of pastoral counselors; or

(d) Previously held a Diplomate or Fellow level certification from the American Association of Pastoral Counselors or one (1) of its regional affiliates prior to the organization's cessation of operations and continues to meet the experience requirement of subsection (a) or (b) of this section.

Section 3. Required Documentation; Affidavit.

(1) Documentation of clinical supervision. This shall include:

(a) A log indicating the time frame during which clinical supervision occurred, which includes:

1. A clearly delineated number of individual supervision hours and the number of group supervision hours; and
2. A total number of supervision hours; including the name, license, and qualifications of each supervisor, accompanied by the current supervisor's signature attesting to the accuracy of the record.

(b) Clinical supervision shall consist of documented supervisory meetings with a Board-approved supervisor that addresses the applicant's clinical work, case conceptualization, treatment planning, ethical concerns, and professional growth. Administrative meetings, general ministry oversight, or non-clinical discussions shall not be counted toward clinical supervision hours requirements.

(c) Clinical supervision may occur in both individual and group settings; however, the applicant must obtain at least 120 of the required 250 supervision hours in individual supervision.

(2) Documentation of educational credentials. This shall include:

(a) An official transcript from an accredited university; or

(b) Documentation from a Kentucky Board of Licensure for Pastoral Counselors approved non-accredited program, which shall include course descriptions, syllabi, and other explanatory materials from the institution or training program.

(3) Documentation of good character by written endorsement provided by a denomination, faith community, or recognized religious or spiritual organization, attesting to the applicant's good standing and fitness for pastoral counseling practice. This may be provided by:

(a) An official representative of an ordaining or credentialing body within the applicant's denomination or faith tradition;

(b) An official representative of a congregation, parish, or faith community in which the representative holds active membership or ministerial standing; or

(c) An official representative of a board-approved religious or spiritual organization, professional chaplaincy body, or interfaith institution that can attest to the applicant's religious or spiritual formation and character.

(4) Applicant's Affidavit. The applicant shall sign an affidavit certifying that all statements, answers, and documentation submitted in support of the application are true, correct, and complete to the best of the applicant's knowledge.

Section 4. Incorporation by Reference.

(1) Form "Kentucky Licensed Pastoral Counselor Application", PC-3 (September 2026), Kentucky Board of Licensure for Pastoral Counselors, is incorporated by reference.

(2) This material may be inspected, copied, or obtained, subject to applicable copyright law, at the Kentucky Board of Licensure for Pastoral Counselors, 500 Mero Street, Frankfort, Kentucky 40601, Monday through Friday, 8 a.m. to 4:30 p.m.

COMPILER'S NOTE: 2025 RS HB 6, enacted by the General Assembly on March 27, 2025, altered the information to be provided at the time an administrative regulation is filed. Aside from formatting changes necessary to upload the regulation into the LRC's publication application, this regulation has been published as submitted by the agency.

201 KAR 38:021
MARGARET BROOKS, Chair

APPROVED BY AGENCY: August 31, 2026

FILED WITH LRC: October 13, 2026 at 11:13 a.m.

PUBLIC HEARING AND COMMENT PERIOD: A public hearing on this administrative regulation shall be held on December 21, 2026, at 11:00 a.m. EST at the Mayo-Underwood Building, Room 127CW, 500 Mero Street, Frankfort, Kentucky. Individuals interested in being heard at this hearing shall notify this agency in writing by five (5) workdays prior to the hearing of their intent to attend. If no notification of intent to attend the hearing was received by that date, the hearing may be cancelled. A transcript of the public hearing will not be made unless a written request for a transcript is made. If you do not wish to be heard at the public hearing, you may submit written comments on the proposed administrative regulation. Written comments shall be accepted through December 31, 2026. Send written notification of intent to be heard at the public hearing or written comments on the proposed administrative regulation to the contact person by using the PPC public comment portal at the address listed below.

CONTACT PERSON: Name: Matthew D. Ellison, Title: Staff Attorney III Agency: Department of Professional Licensing, Office of Legal Services, Address: 500 Mero Street, 2 NC WK#4, Phone Number: (502) 782-0706 (office), Fax: (502) 564-4818, Email: Matthew.Ellison@ky.gov, Link to PPC public comment portal: https://ppc.ky.gov/reg_comment.aspx