

**ARTICLE 112-03  
MUSIC THERAPIST LICENSURE**

Chapter  
112-03-01          Music Therapy

**CHAPTER 112-03-01  
MUSIC THERAPY**

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**112-03-01-01. Definitions.**

Unless specifically stated otherwise, all definitions found in North Dakota Century Code chapter 43-59 are applicable to this title. In this title, unless the context or subject matter otherwise requires:

1. "National association" means the American music therapy association or its successor. The successor may be an accrediting agency recognized by the United States department of education.
2. "National board" means the certification board for music therapists or its successor.
3. "National board examinations" means the music therapy examination for board certification or its successor.

**History:** Effective April 1, 2013.

**General Authority:** NDCC 43-57-03

**Law Implemented:** NDCC 43-57-03, 43-59-03

**112-03-01-02. Application for licensure.**

Application shall be made on the official form issued by the board. The form may be secured from the board's official website.

1. Applicants holding current board certification from the certification board for music therapists shall be considered when all of the following have been received:
  - a. A signed and dated completed official application form, including the applicant's certification number from the certification board for music therapists.
  - b. The application fee and the initial license fee.
  - c. Applicants holding a professional designation from the national music therapy registry (RMT-registered music therapist; CMT-certified music therapist; ACMT-advanced certified music therapist) shall submit the following documents for consideration:

- (1) A signed and dated completed official application form;
- (2) A photocopy of the professional designation granted by the national music therapy registry. The copy must include the type of designation and designation number;
- (3) A current curriculum vitae documenting the practice of music therapy, including the contact information for two professional references, one of which must relate to the practice of music therapy; and
- (4) The application fee and the initial licensing fee.

**History:** Effective April 1, 2013.

**General Authority:** NDCC 28-32-02, 43-57-03

**Law Implemented:** NDCC 43-57-03, 43-59-03

#### **112-03-01-03. License by endorsement.**

An application for license by endorsement will be considered by the board if the following conditions are met:

1. The candidate has received a music therapy degree from a national association-approved school.
2. The candidate holds a current valid license in good standing to practice as a music therapist in another state or jurisdiction. Official written verification of licensure status must be received by the board from the other state or jurisdiction.
3. The board certification requirements of the other state or jurisdiction are the same. Official verification of board certification requirements must be received by the board from the other state or jurisdiction.
4. The candidate has filed with the board an official application for licensure by endorsement, a copy of the diploma from an approved school, a copy of the current valid license, and the required application fee.

**History:** Effective April 1, 2013.

**General Authority:** NDCC 43-57-03

**Law Implemented:** NDCC 43-57-03, 43-59-03

#### **112-03-01-04. Examination requirements.**

1. Those applicants for licensure who have obtained a passing score on the music therapy examination for board certification or who transitioned into board certification and have remained actively certified by the certification board for music therapists or its successor shall be deemed to have met the examination requirements.
2. Those applicants who hold a professional designation from the national music therapy registry are exempt from the examination requirement when applying for the initial license but must obtain a passing score on the national board examination prior to renewing their licenses. Official verification of satisfactory passage must be received by the board before a license may be renewed.

**History:** Effective April 1, 2013.

**General Authority:** NDCC 28-32-02, 43-57-03

**Law Implemented:** NDCC 43-59-03

### **112-03-01-05. License issued - Approved designation.**

When it shall have been determined by the board that any candidate is at least eighteen years of age, has met the examination requirements outlined in section 112-03-01-04, and is a person of good moral character, there shall be issued to such candidate a license to practice music therapy. The licensee may use the designation music therapist.

**History:** Effective April 1, 2013.

**General Authority:** NDCC 28-32-02, 43-57-03

**Law Implemented:** NDCC 43-57-06, 43-59-02, 43-59-03

### **112-03-01-06. License displayed.**

1. If a licensed music therapist moves to a new office location, the board must be notified of the change.
2. A current certificate or duplicate certificate issued by the board must at all times be displayed in each office location of the music therapist. In case of loss or destruction, a duplicate certificate may be issued by the board upon receipt of satisfactory evidence of the loss or destruction.
3. A licensed music therapist providing temporary services in offsite locations must carry a duplicate license wallet card and show the card upon request.

**History:** Effective April 1, 2013.

**General Authority:** NDCC 28-32-02, 43-57-03

**Law Implemented:** NDCC 43-57-03, 43-59-02

### **112-03-01-07. License renewal and fees.**

1. Every music therapist who has been licensed by the board shall renew the license by remitting a renewal fee on or before December thirty-first of each odd-numbered year and completing the questionnaire provided by the board. For applicants who receive an initial license after July first in an odd-numbered year, the license will be deemed to be automatically renewed on December thirty-first for an additional two years without payment of an additional renewal fee.
2. The applicant for renewal shall certify on the questionnaire that the continuing education requirements have been or will be met by December thirty-first. The applicant must keep records of completed continuing education. The board shall conduct random compliance audits of licensees. Failure to complete continuing education is considered unprofessional conduct.
3. A license renewal application received on or after January first of an even-numbered year is a late renewal and requires a new completed application form, the renewal fee, plus a late fee set by the board. Proof of appropriate continuing education hours must be presented. A license that has not been renewed by December thirty-first in an odd-numbered year is a lapsed license.

**History:** Effective April 1, 2013.

**General Authority:** NDCC 28-32-02, 43-57-03

**Law Implemented:** NDCC 43-57-07, 43-59-03

### **112-03-01-08. Lapsed licenses.**

Once a license has lapsed, the person who held the lapsed license may not practice music therapy or use a title reserved under state law for individuals who are licensed by the board until a new license is issued. A person whose license has lapsed but who continues to practice music therapy or use a

restricted title violates state law and this chapter. Such a violation is grounds for denying an application by the former licensee for renewal of the lapsed license or for a new license.

**History:** Effective April 1, 2013.

**General Authority:** NDCC 43-57-03

**Law Implemented:** NDCC 43-57-03, 43-57-07, 43-59-02

**112-03-01-09. Continuing education requirements.**

1. All active licensees shall complete a minimum of forty hours of approved continuing education credit biennially. Only hours earned at board-accepted continuing education programs will be allowed. One hour of credit is earned for every fifty minutes of actual class time.
2. An extension of time or other waiver to complete the hours required in subsection 1 shall be granted upon written application if the licensee failed to meet the requirements due to illness, military service, medical or religious missionary activity, or other extenuating circumstance.

**History:** Effective April 1, 2013.

**General Authority:** NDCC 28-32-02, 43-57-03

**Law Implemented:** NDCC 43-57-03, 43-57-07, 43-59-03

**112-03-01-10. Board approval of continuing education.**

1. In order to receive board approval, a continuing education program must be accepted by the national board.
2. It is the responsibility of the licensee to verify the appropriate credit designation with the source of the program, not with the board. All licensees must verify eligibility for continuing credit and the appropriate credit designation before taking any particular course.

**History:** Effective April 1, 2013.

**General Authority:** NDCC 28-32-02, 43-57-03

**Law Implemented:** NDCC 43-57-03, 43-57-07, 43-59-03

**112-03-01-11. Board audit.**

Each biennium the board will audit randomly selected music therapists to monitor compliance with the continuing education requirements. Any music therapist so audited will be required to furnish documentation of compliance, including the name of the continuing education provider, name of the program, hours of continuing education completed, dates of attendance, and verification of attendance. Any music therapist who fails to provide verification of compliance with the continuing education requirements will be subject to revocation of licensure. In order to facilitate the board's audits, every music therapist is required to maintain a record of all continuing education activities in which the music therapist has participated. Every music therapist must maintain those records for a period of at least two years following the time when those continuing education activities were reported to the board.

**History:** Effective April 1, 2013.

**General Authority:** NDCC 28-32-02, 43-57-03

**Law Implemented:** NDCC 43-57-07, 43-57-08, 43-59-03

**112-03-01-12. Fees.**

The board charges the following nonrefundable fees:

1. **Application.** The fee for filing an application for an initial license is fifty dollars.
2. **Initial license.** The fee for an initial license is one hundred dollars. The licensing period is biennial, ending on December thirty-first every odd-numbered year. The initial license fee shall

be prorated quarterly based upon the time period remaining in the two-year cycle at application.

3. **Temporary license.** The temporary license fee shall be one hundred dollars. The cost of the temporary license fee will be applied toward the initial license fee upon receipt of application for the initial license.
4. **Renewal.** Licenses renew on December thirty-first every odd-numbered year. The renewal fee is one hundred dollars for active status and seventy-five dollars for inactive status.
5. **Change of status.** To change from inactive to active status, the fee shall be prorated on a quarterly basis on the time period remaining in the two-year cycle.
6. **Late filing.** An additional late filing fee will be charged on renewal applications not received by December thirty-first every odd-numbered year. The late filing fee is seventy-five dollars.
7. **Duplicate license.** The duplicate license fee for a license certificate is twenty-five dollars. The duplicate license fee for a license wallet card is twenty dollars.

**History:** Effective April 1, 2013.

**General Authority:** NDCC 43-57-03

**Law Implemented:** NDCC 43-57-03, 43-57-07, 43-59-03