TITLE 17. PUBLIC HEALTH
DIVISION 1. STATE DEPARTMENT OF HEALTH SERVICES
CHAPTER 4. PREVENTIVE MEDICAL SERVICE
SUBCHAPTER 9. TESTING FOR HERITABLE DISORDERS
GROUP 1. LICENSING OF GENETIC COUNSELORS

Article 2. Genetic Counselor License Requirements

Section 6301.1. Genetic Counselor License Requirements.

(a) To obtain a genetic counselor license, an applicant shall submit:

(1) An online application through the CalGenetic Portal at:

https://calgenetic.cdph.ca.gov.

The application shall include:

(A) Legal name;

(B) Date of birth;

(C) Social Security Number;

(D) Physical address;

(E) Telephone number;

(F) Email address.

(G) Education Documentation, including:

1. A statement of education history;

2. A copy of the degree or official transcripts;

(H) Proof of Identity, consisting of a valid state issued identification or driver's license or passport.

(I) Out-of-State Genetic Counselor Licenses, if applicable, including copies of any valid licenses issued by other states.

(J) One passport-style photograph measuring 2 inches by 2 inches, taken within two months prior to the application submission date.

(K) Certification documentation, consisting of either:

1. A copy of current certification as a genetic counselor by the ABGC if certified in 1993 or thereafter or by the ABMG if certified prior to 1993; or

2. A copy of current certification as a Doctor of Philosophy (Ph.D.) medical geneticist by the ABMG; and

(2) A copy of the completed Request for Live Scan Service form for background clearance through the California Department of Justice; and

(3) A license fee payment submitted directly through the CalGenetic Portal in the amount of $300.00, or by generating a printable payment coupon through the Portal for mailing with payment to the Genetic Disease Screening Program.

(b) A temporary genetic counselor licensee applying for a genetic counselor license shall provide the Department the documentation required in subsection (a) above, with the exception of the completed Request for Live Scan Service form, and a license fee payment of $300.00.

(c) Any license issued under this Section shall be valid for a three-year period from the date of issue by the Department, unless at any time during that period it is revoked.

(d) An application submitted under this Section is considered complete when all documents, information, and fees required to be submitted on or with the application are received and approved by the Department.

(e) Should the applicant receive notification that the application is not complete, the applicant shall submit the information and/or documents specified in the notification within 30 calendar days of the date of notification, or the application will be denied.

(f) There shall be a $30.00 fee for replacement of a genetic counselor license identification card. Requests for a replacement identification card must be submitted online through the CalGenetic Portal.

(g) All payments for the Genetic Counseling Licensure Program shall be submitted via the CalGenetic Portal or by generating a printable payment coupon through the Portal for mailing with payment, to the Genetic Disease Screening Program.

Note: Authority cited: Sections 124977, 124980, 124981, 124982, 131052 and 131200, Health and Safety Code. Reference: Sections 124980, 124981, 124982 and 124996, Health and Safety Code.

Section 6301.3. Temporary Genetic Counselor License Requirements.

(a) To obtain a temporary genetic counselor license, an applicant shall submit:

(1) An online application through the CalGenetic Portal at: https://calgenetic.cdph.ca.gov that contains the information required by Section 6301.1 subdivision (a); and

(2) A copy of the completed Request for Live Scan Service form or fingerprint card for background clearance through the California Department of Justice; and

(3) A license fee payment of $300.00, pursuant to section 6301.1 subdivision (a)(3) of this article; and either:

(A) Documentation from the ABGC that the applicant is an active candidate and has been accepted to take the first available ABGC certification examination; or

(B) Documentation verifying that the applicant:

1. Has successfully completed a master's degree from a genetic counselor training program accredited by the ABGC or an ABGC-approved/equivalent organization. Successful completion may be verified by a copy of a master's diploma, official transcripts, or a letter from the program director or appropriate administrator designated by the degree granting institution; and

2. Attests that they will apply to the ABGC for active candidate status for the first available examination, or for the examination in the year following the year of the first available examination.

(b) If the temporary genetic counselor license applicant or temporary genetic counselor licensee was not an active candidate at the time of application for licensure, he or she must submit documentation from the ABGC that the applicant or licensee has been

granted active candidate status. The applicant or licensee must submit the documentation to the Department within thirty days of receiving such documentation.

(c) Temporary genetic counselor license applicants and temporary genetic counselor licensees must submit certification examination documentation from the ABGC to the Department within thirty days of receiving such documentation. This includes:

(1) Documentation showing the examination was completed; and

(2) Documentation of examination results.

(d) Any license issued under this Section shall be valid for a two-year period from the date of issue by the Department, unless at any time during that period it is revoked, or has otherwise expired as provided for in Health and Safety Code Section 124982, and it shall not be extended or renewed.

(e) An application submitted under this Section is considered complete when all documents, information, and fees required to be submitted on or with the application are received and approved by the Department.

(f) Should the applicant receive notification that the application is not complete, the applicant shall submit the information and/or documents specified in the notification within 30 calendar days of the date of notification or the application will be denied.

(g) There shall be a $30.00 fee for replacement of a temporary genetic counselor license identification card. Requests for a replacement identification card must be submitted online through the CalGenetic Portal.

(h) Holders of a temporary genetic counselor license may obtain a genetic counselor license by submitting an application online at the CalGenetic Portal pursuant to section 6301.1 subdivision (b) of this article.

Note: Authority cited: Sections 124977, 124980, 124981, 124982, 131052 and 131200, Health and Safety Code. Reference: Sections 124980, 124981, 124982 and 124996, Health and Safety Code.

Section 6301.5. Requirements for Renewal of a Genetic Counselor License.

(a) To renew a genetic counselor license, the applicant shall submit:

(1) An online application through the CalGenetic Portal at: https://calgenetic.cdph.ca.gov that contains the information required by Section 6301.1 subdivision (a); and

(2) Copies of Continuing Education Units (CEUs) and/or other written documentation of participation in activities that meet the continuing education requirements, as specified in Section 6301.7 of this article; and

(3) A license fee of $300.00, pursuant to section 6301.1 subdivision (a)(3) of this article.

(b) For renewal of an expired license, CEUs submitted with the renewal application must have been completed within the 12 months preceding the date of the license renewal application to reinstate the expired license.

(c) An application submitted under this Section is considered complete when all documents, information, and fees required to be submitted are received and approved by the Department.

(d) Should the applicant receive notification that the application is not complete, the applicant shall submit the information and/or documents specified in the notification within 30 calendar days of the date of notification or the application will be denied.

(e) Any license renewed under this Section shall be valid for a three-year period from the date of issue by the Department, unless at any time during that period it is revoked.

(f) Any license that is not renewed prior to the end of the three-year period described in subdivision (e) above will be considered expired.

(g) Prior to the end of the three-year licensing period described in subdivision (e) of this section, an applicant may request a one-time, 90-day extension to submit their renewal application and obtain the necessary CEUs.

(h) If the 90-day extension is approved and the renewal application is successfully completed within the 90-day extended period, the license will be valid for three years from the last day of the month of issue.

(i) Requests for a 90-day extension must be made through the applicant's account on the CalGenetic Portal before the expiration date of their current license. Requests made after the expiration date of the applicant's current license will be denied and the license will be considered expired.

(j) If the 90-day extension request is not granted or the renewal is not completed within the 90-day extended period, the applicant must wait a mandatory period of six months from the expiration date of their current license before applying for license reinstatement. The request for reinstatement and renewal must be submitted through the CalGenetic Portal before the end of the three-year time period described in subdivision (e) of this section.

(k) There shall be a $30.00 fee for replacement of a genetic counselor license identification card. Requests for a replacement identification card must be submitted online through the CalGenetic Portal.

Note: Authority cited: Sections 124977, 124980, 124981, 124982, 131052 and 131200, Health and Safety Code. Reference: Sections 124980, 124981, 124982 and 124996, Health and Safety Code.

Section 6301.6. License Reinstatement of a Genetic Counselor License.

(a) To reinstate an expired license, the applicant must:

(1) Submit an online application through the CalGenetic Portal at: https://calgenetic.cdph.ca.gov that contains the information required by Section 6301.1 subdivision (a);

(2) Pay a reinstatement fee of $100.00; and pay a renewal fee of $300.00 pursuant to section 6301.1 subdivision (a)(3) of this article; and

(3) If the applicant holds license(s) in other state(s), provide a copy of each such license to the Department through the CalGenetic Portal.

(b) If the license has been expired for more than 90 days and the applicant does not request an extension, the applicant must wait a mandatory period of six months from the original expiration date of their license before applying for a license reinstatement.

(c) If a genetic counselor's license has been expired for more than 9 months, its status shall change from expired to revoked pursuant to section 6301.1, subdivision (c).

(d) To reinstate a revoked license, the applicant must:

(1) Pay a reinstatement fee of $100.00; and pay a renewal fee of $300.00 pursuant to section 6301.1, subdivision (a)(3); and

(2) Submit documentation through the CalGenetic Portal that they have completed 45 contact hours of continuing education within the 12 months preceding the date of the renewal application.

(e) Upon reinstatement approval, the license will be valid for three years from the last day of the month of issuance.

Note: Authority cited: Sections 124977, 124980, 124981, 124982 and 131200, Health and Safety Code. Reference: Sections 124980, 124981, 124982 and 124996, Health and Safety Code.