

Your own record of supervised hours toward the New York LMHC, under your limited permit. Fill in this page first.

Your limited permit			Up to 24 months, plus up to two 12-month extensions: 48 months at most.
Issued on	Expires on	Ask to extend by (60 days before)	
_____	_____	_____	
Extension 1 until	Extension 2 until	Returned when I left a job (dates; the clock stops)	
_____	_____	_____	

Supervisor 1

Name

Profession and NY license number

Holds the diagnostic privilege? Yes / No Since (date)

Setting: name and type

Setting address, and operating certificate (if any)

Supervised me from (date) until (date)

A personal email or phone that still works if they leave

Supervisor 2

Name

Profession and NY license number

Holds the diagnostic privilege? Yes / No Since (date)

Setting: name and type

Setting address, and operating certificate (if any)

Supervised me from (date) until (date)

A personal email or phone that still works if they leave

When something changes

- ☐ **Leaving a job:** your employer must return your permit to NYSED; it is voided and the clock stops, so the time left is kept for your next permit. Write the date in the box above.
- ☐ **New setting or supervisor:** your permit must name them. NYSED's FAQ says to submit a new Form 5 (no extra fee); its forms page lists a Limited Permit Change Form. Each new supervisor completes Form 5CS.
- ☐ **Your supervisor is leaving:** ask them to complete Form 4B for the time they supervised you, now, and keep their personal contact.
- ☐ **Start a new log page** for each new supervisor or setting: half your hours must be direct in every setting.

Thinking about the diagnostic privilege?

Hours under a supervisor qualified for it may later count toward it. The free guide has NYSED's own answer:

licensurehours.com/ny-lmhc-requirements





Name

Permit number

Supervisor and license

Setting

For the LMHC: 3,000 hours, at least 1,500 direct, and at least half direct in every setting (one page per supervisor and setting).
Supervision: an average of one hour a week, or two hours every other week (8 NYCRR 79-9.3). Your own copy; not a NYSED form.
Free NY LMHC guide: every step, the permit clock and the diagnostic privilege: licensurehours.com/ny-lmhc-requirements





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