

Chapter 135-8 DISCIPLINARY ACTIONS AND PROCEDURES

Rule 135-8-.01 Complaints

- (1) A complaint may be filed by any person by submitting a written statement to the Georgia Composite Board of Professional Counselors, Social Workers, and Marriage and Family Therapists at 237 Coliseum Drive, Macon, Georgia 31217.
- (2) The complaint shall include the complainant's name, address, and phone number, shall be signed by the complainant, and shall give the name and address of the person or business entity against whom the complaint is being filed.
- (3) The complaint must specifically state the circumstances which led to the complaint being filed.
- (4) While a complaint is under investigation, the name of the person or business entity against whom the complaint is being filed shall be treated as confidential, as provided in O.C.G.A. 43-1-19(h)(2). However, the name of the person or business entity will no longer be treated as confidential once the Board takes an official action which places it into the public record.
- (5) Once a Board member becomes aware of the identity of a person who is the subject of a complaint, and the Board member has a personal relationship with that person which would affect the Board member's judgment, or has prior knowledge of the person's practice which would affect the Board member's judgment, the Board member shall immediately disclose to the Board such relationship or knowledge, and shall not participate in the deliberation or the vote on the complaint; however, nothing herein shall preclude any Board member from giving testimony in the matter.

Rule 135-8-.02 Investigation of Complaints

- (1) The Board or its duly appointed representative will review each complaint and initiate whatever investigative action is appropriate.
- (2) All investigations shall be conducted as provided by the laws of the State of Georgia, including but not limited to the Administrative Procedures Act (O.C.G.A. 50-13-1 *et seq.*); O.C.G.A. 43-1-1 *et seq.*; the Professional Counselors, Social Workers and Marriage and Family Therapists Licensing Law (O.C.G.A. 43-10A-1 *et seq.*); the Rules of the Division Director, Professional Licensing Boards Division; and the Rules of the Georgia Composite Board of Professional Counselors, Social Workers and Marriage and Family Therapists.

Rule 135-8-.03 Disciplinary Proceedings

All disciplinary proceedings, including hearings in contested cases, shall be conducted as provided by the laws of the State of Georgia, including but not limited to the Administrative Procedures Act (O.C.G.A. 50-13-1 *et seq.*); O.C.G.A. 43-1-1 *et seq.*; the Professional Counselors, Social Workers and Marriage and Family Therapists Licensing Laws (O.C.G.A. 43-10-A-1 *et seq.*); the Rules of the Division Director, Professional Licensing Boards Division; and the Rules of Georgia Composite Board of Professional Counselors, Social Workers and Marriage and Family Therapists.