

# Clinical Membership Application Checklist

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Phone (Business): \_\_\_\_\_

Phone (Home/Cell): \_\_\_\_\_

e-mail: \_\_\_\_\_

Fax: \_\_\_\_\_

To be considered for MSOTA clinical membership the following must be completed within one year of submitting the clinical membership application forms to the membership chairperson.

Date: \_\_\_\_\_ Completed application

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date: \_\_\_\_\_ Transcripts ordered

Date: \_\_\_\_\_ Three Letters of Reference

The letters of reference must come from professionals affiliated with sex offender treatment, evaluations, or monitoring of sex offenders. The letters previously submitted for associate membership may be counted.

Comments: \_\_\_\_\_  
\_\_\_\_\_

Date: \_\_\_\_\_ Application Fee Paid (\$100.00)

Date: \_\_\_\_\_ Supervision Approval Form  
(Supervisor must be approved by the membership committee)

Date: \_\_\_\_\_ License

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Applicants may not take the exam until their file is complete up to and including submitting a copy of licensure. Be sure to confirm with the membership chairperson before scheduling the MSOTA exam.

Date: \_\_\_\_\_ MSOTA test complete: Score: \_\_\_\_\_ Retake date: \_\_\_\_\_

Date: \_\_\_\_\_ Evaluation Samples (2 Redacted electronic copies) Date approved: \_\_\_\_\_

Evaluations must be signed by the MSOTA approved supervisor and submitted well in advance of the next scheduled MSOTA meeting to provide the time needed for the committee members to review and return results.

Date: \_\_\_\_\_ Supervision Report for Clinical Membership (including verification of 2000 supervised hours, as well as 20 of those hours being completed outside of your primary supervision – 10 in an institutional facility, and 10 in an alternate community based setting.

Date: \_\_\_\_\_ Documentation of Education in Human Sexuality and Development (optional)

Date: \_\_\_\_\_ Documentation of Specialized Training Received (optional)

Date: \_\_\_\_\_ Interview (Oral Clinical Interview by Committee) Results: \_\_\_\_\_

The interview is the final step in the application process. Applicants must check with the membership committee chairperson to finalize their file before the interview may be scheduled. Please do this at least three weeks before the next scheduled MSOTA meeting.

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_