

**Rules of**  
**Department of Economic**  
**Development**  
**Division 197—Board of Therapeutic Massage**  
**Chapter 4—Apprenticeship**

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**Title 4—DEPARTMENT OF  
ECONOMIC DEVELOP-  
MENT**

**Division 197—Board of Therapeutic  
Massage**

**Chapter 4—Apprenticeship**

**4 CSR 197-4.010 Certified Mentor**

*PURPOSE: This rule outlines the requirements for licensure as a certified mentor.*

(1) A certified mentor shall:

- (A) Be a licensed massage therapist;
- (B) Complete a notarized request for certification and the appropriate fee;
- (C) Submit evidence documenting at least five (5) years massage therapy professional practice with an average of four hundred fifty (450) hours per year of massage teaching and/or massage practice hours. Documentation may include but is not limited to a combination of the following:
  - 1. Income tax forms;
  - 2. Professional massage therapy association membership(s);
  - 3. Certificates of continuing education in massage therapy;
  - 4. Business license(s);
  - 5. Office rent or lease agreement(s);
  - 6. Yellow page advertisements with dates;
  - 7. Printed advertisements with dates;
  - 8. Professional insurance;
  - 9. Cancelled checks related to the massage therapy practice which shall include but not be limited to payment for rent, services rendered and/or massage therapy supplies;
  - 10. Verifiable letter(s) from employer(s);
  - 11. Verifiable letter(s) from a school owner, program director and/or former students;
  - 12. Verifiable letter(s) of referral for massage therapy services from a licensed healthcare professional;
  - 13. Verifiable letters of confirmation from clients of massage therapy experience;
  - 14. Work log or client records consisting of client's name, address and/or telephone number, appointment date, and time period worked on client; or
  - 15. Student roster consisting of student's name, address and/or telephone number, date of attendance and time period of attendance;
- (D) Submit documentation that the mentorship program consists of at least five hundred (500) clock hours of supervised instruction as follows:
  - 1. Three hundred (300) clock hours dedicated to massage theory and practice tech-

niques provided directly by the certified mentor;

2. One hundred (100) clock hours dedicated to the study of anatomy and physiology provided by an instructor(s) who holds a bachelor's degree/minor in a healthcare related field including but not limited to the fields of physical therapy, chiropractic, osteopathy, medical doctor, physician assistant, nursing, etc. or a bachelor's degree/minor in a field related to anatomy and physiology including but not limited to biology, chemistry, health, microbiology, medicine, etc.;

3. Fifty (50) clock hours dedicated to business practice, professional ethics, hygiene and massage law in the state of Missouri provided by an instructor who demonstrates documentable experience in a related field; and

4. Fifty (50) clock hours dedicated to ancillary therapies provided by an instructor who demonstrates documentable experience in a related field. The fifty (50) clock hours shall include but not be limited to cardiopulmonary resuscitation (CPR) and first aid which shall be provided by an instructor who holds the respective certification;

(E) Submit verification of instructor credentials and the course of study with proposed time line; and

(F) The certified mentor must provide the board with any change(s) in the course of study, instructor(s), or time line at least sixty (60) days prior to implementing the change, for board approval. If the board determines that the change(s) is substantive in nature, the board may require the certified mentor to reapply for approval as a certified mentor in accordance with this rule and pay the appropriate fee.

*AUTHORITY: sections 324.240 and 325.245, RSMo Supp. 1999.\* Original rule filed Feb. 25, 2000, effective Sept. 30, 2000.*

*\*Original authority: 324.240, RSMo 1998, amended 1999; 324.245, RSMo 1998, amended 1999.*

**4 CSR 197-4.020 Certified Mentor—Apprenticeship Program**

*PURPOSE: This rule outlines the requirements of the certified mentor-apprenticeship program.*

(1) A certified mentor shall provide massage therapy education and direct supervision for no more than three (3) students enrolled at any given time and no more than six (6) students per calendar year.

(2) The certified mentor shall conduct all mentorship training in a massage therapy business licensed by the board.

(3) The mentorship shall be at least five (5) months in duration and shall be completed within twenty-four (24) months of commencement.

(4) The certified mentor must provide the board with any significant change(s) in the course of study, instructor(s), or time line.

*AUTHORITY: sections 324.240, 324.245, 324.247, 324.250 and 324.265, RSMo Supp. 1999.\* Original rule filed Feb. 25, 2000, effective Sept. 30, 2000.*

*\*Original authority: 324.240, RSMo 1998, amended 1999; 324.245, RSMo 1998, amended 1999; 324.247, RSMo 1998, amended 1999; 324.250, RSMo 1998, amended 1999; 324.265, RSMo 1998, amended 1999.*