Social Work Licensure

Minnesota Board of Social Work
Academic Year 2014-2015

www.socialwork.state.mn.us

Protecting The Public
Licensing Social Workers
Resolving Complaints

Qualified Professional Ethical Accountable

“To ensure to the residents of Minnesota quality social work services by establishing and enforcing professional standards.”
Pathway to Licensure: Lessons Along the Way

- What Is The Board of Social Work
- Social Work Ethics
- How To Obtain A License
- Supervision
- Continuing Education
Lesson 1: What Is The Board?

• What do these numbers have in common?
  • 148E
  • 13000
  • 15
  • 11
Board Mission

• Mission is Public Protection
  – Provide information to the public
  – License social workers
  – Establish and enforce ethical practice standards
  – Resolve complaints about social work practice
Who Must Be Licensed in Minnesota?

• License required:
  – If using the title “social worker”
  – If “practicing” social work with a social work degree
  – No “national” license
  – May be licensed in more than one state
Social Work Practice is...

- Assessment, intervention, case management, client education, research, consultation, counseling, crisis intervention, referral, advocacy, development and administration of social service programs and policies, community organization, supervision of social workers, and teaching social work students

- Clinical Practice: diagnosis and treatment
Licensing Exemptions

• License not currently required for:
  – Students in internships required for social work degree
  – Social workers employed by federally recognized Tribes
  – Other licensed professionals
  – City, county, state agency social workers
  – Social workers employed by private nonprofit, nontribal agencies whose primary service focus addresses ethnic minority populations and social worker is member of ethnic minority population
License Exemption Change

• **Effective July 1, 2016**

• Newly hired employees must be licensed if they are employed by:
  
  — city agency
  
  — state agency
  
  — private nonprofit, nontribal agency whose primary service focus addresses ethnic minority populations
Board’s Licensing Authority

• Jurisdiction:
  – MN practice and exemptions

• Title of position:
  – “Social Worker” vs. other titles

• Scope of practice:
  – Duties performed
  – Board’s definition of practice
  – Professional vs. paraprofessional

• Academic degree:
  – Jurisdiction over BSW and MSW degreed individuals
Four Licenses

Licensed Social Worker (LSW)
- BSW (CSWE)
- ASWB Bachelor’s Exam
- Once Licensed, 4000 hours supervised practice

Licensed Graduate Social Worker (LGSW)
- MSW (CSWE)
- ASWB Master’s Exam
- Once Licensed, 4000 hours supervised practice
- If clinical, requirement is ongoing, not to exceed 8000 hours
- May maintain LGSW indefinitely, if not engaged in clinical practice, without ongoing supervision

Licensed Independent Social Worker (LISW)
- MSW (CSWE) or DSW
- ASWB Advanced Generalist Exam
- 4000 hours post-LGSW supervised practice

Licensed Independent Clinical Social Worker (LICSW)
- MSW (CSWE) or DSW
- 360 clinical clock hours
- ASWB Clinical Exam
- 4000 hours post-LGSW supervised clinical practice
LICSW License Eligibility

Academic Requirement for LICSW

• 360 hours of clinical course content in 6 specific clinical knowledge areas

• Students should talk with MSW Program Official and utilize school grid to determine which courses may count toward 360 clinical clock hour requirement
LICSW License Eligibility

Academic Requirement for LICSW

• 360 hours of clinical course content
  • 108 clock hours (30%) in differential diagnosis and biopsychosocial development and psychopathology across the life span
  • 36 clock hours (10%) in assessment-based clinical treatment planning with measurable goals
  • 108 clock hours (30%) in clinical intervention methods informed by research and current standards of practice
  • 18 clock hours (5%) in evaluation methodologies
  • 72 clock hours (20%) in social work ethics and values including cultural context, diversity, and social policy
  • 18 clock hours (5%) in culturally specific clinical assessment and intervention
LICSW License Eligibility

• Academic Requirement for LICSW may be obtained through:
  • MSW (CSWE) graduate degree program;
  • Graduate coursework from an accredited institution of higher learning; or
  • Up to 90 CE hours, not to exceed 20 hours of independent study (must include course description and post-test)
Lesson 2: Ethics

“Think It Over, Think It Under”
Ethical Dilemmas:
What Do You Think?

Scenario 1:

- A licensed social worker working in a hospital has a new co-worker who happens to be an alumni of the same social work program. The licensed social worker becomes aware that this new co-worker is not licensed. They are both providing social work services to patients in the hospital as Case Managers.
Ethical Dilemmas: What Do You Think?

Scenario 2:

- Social workers Jennifer and Courtney work together in a residential treatment center for children and frequently socialize after work. Courtney has noticed that Jennifer is drinking more when they go out. Jennifer is often late to work after a night out and has had the smell of alcohol on her breath. Jennifer has missed appointments with families and has asked Courtney to cover for her. Courtney has tried to talk to Jennifer about getting help but she feels she does not have a problem.
Ethical Dilemmas: What Do You Think?

Scenario 3:

• A school social worker saw 10-year-old Jimmie last year to deal with difficulties in the classroom due to his hyperactivity. Jimmie’s mother and uncle were his primary caregivers and participated in several meetings. The social worker received a call from Jimmie’s uncle stating Jimmie was doing better. He thanked the social worker for all her help and asked her out for a cup of coffee.
Ethical Dilemmas:
What Do You Think?

Scenario 4:

• A social worker in a rural county was visiting an elderly client in her home. The client commented that she saw the social worker’s car down the street the other day and wanted to know who he was visiting.
Ethical Dilemmas: What Do You Think?

Scenario 5:

• A nursing home social worker, Jane, accepted a job in another community. Jane had spent much time talking to the residents about her departure and transitioning services to the new social worker. Jane was very attached to one elderly resident, Joe, and his wife, Emma, who were very sad that she was leaving. A month after starting her new job, Jane called Emma just to check-in and see how things were going.
Common Ethical Issues

- Use of Title, Credentials, Advertising
- Boundaries
- Confidentiality and Client Records
- Impairment and Health Professional Services Program (HPSP)
- Termination and post-termination contact
- Unlicensed Practice
Board’s Compliance Process

• Investigates and resolves complaints against:
  – Applicants and licensees
  – Unlicensed persons using title or practicing social work

• Complaints received from:
  – Clients, other licensees, other health professionals, employers, supervisors, government agencies

• Social workers may be subject to the compliance process and disciplinary or corrective action
Lesson 3: Licensure

“Organization is what you do before you do something, so that when you do it, it’s not all mixed up.”
Lesson 3: Licensure

Step 1:

• Apply for License while a student
  – Fee: $60.
    • Application Fee: $45.
    • BCA Background check: $15.

• Submit signed BCA authorization
Lesson 3: Licensure

Step 2:

• Contact ASWB to register for exam when Letter of Approval received
  – Exam Fee $230.00 paid to ASWB
• Schedule exam with Pearson VUE
• Pass Exam
Lesson 3: Licensure

Step 3:

• Complete All Degree Requirements
• Contact Registrar Office to submit Official Transcript to Board
Lesson 3: Licensure

Step 4:

• LGSW License Fee: $144. every two years plus OET 10% surcharge
• License effective date is date fee received
• Wall Certificate and License Card sent by mail
Temporary Licenses for Students

• Students waiting for official transcript
• Graduates from academic program in candidacy status
• Submit temporary license application form and $50. fee
• Eligibility requirements:
  – applied for a permanent license when a student
  – ineligible if engaged in unlicensed practice at application
  – passed the ASWB licensing examination
  – completed all degree requirements
Requirements and Conditions

• Supervision required (under a Supervision Plan) and applies toward permanent license supervision requirement
• Student TL: valid for up to six months
• Candidacy Status TL: valid up to 12 months and can be extended
Exam Information

“Think, Think, Think”
Exam Information

- Association of Social Work Boards (ASWB) national licensure exam
- Exam content varies by type of exam
- 150 multiple choice questions on computer
- 4 hour limit
- Exam administered by Pearson VUE
- National and International testing sites
- Available Monday - Saturday
- Maintain exam security
Exam Information

• Choosing an answer:
  - most comprehensive
  - if in doubt, favor client over agency
  - that preserves life
  - who and "where" is client
  - meets confidentiality
  - doesn’t support stereotypes
  - stay within social worker role
  - don’t read more into question
  - if assessment, rule out medical conditions first
Exam Information

• Read carefully
• What is general topic area?
• Read question and hypothesize answer before looking at choices
• Re-read carefully and dissect stem
• Eliminate obviously wrong answers
• Answer all questions; guessing is better than no answer, which is always wrong
• If stuck, mark question and come back
Sample Question – Masters Exam

How can a social worker BEST establish rapport with a client in the first interview

(A) Understand the client’s view of the problem
(B) Ask only factual information about the problem
(C) Conduct the interview on a first name basis
(D) Allow time for informal, personal conversation

Answer:

(A) Understand the client’s view of the problem
Sample Question – Masters Exam

A social worker is receiving repeated telephone calls from a previous client who has completed treatment and resolved the targeted problem. What should the social worker do?

(A) Inform the client that the therapeutic relationship is finished
(B) Refer the client to another social worker in the agency
(C) Limit the number of calls that the social worker will accept
(D) Schedule a session to assess the client for further problems

Answer:

(D) Schedule a session to assess the client for further problems
## 2013 Exam Pass Rates

<table>
<thead>
<tr>
<th>2013 ASWB Exam Pass Rate</th>
<th>National (1&lt;sup&gt;st&lt;/sup&gt; Time)</th>
<th>Minnesota (1&lt;sup&gt;st&lt;/sup&gt; Time)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bachelor’s</td>
<td>78%</td>
<td>84%</td>
</tr>
<tr>
<td>Master’s</td>
<td>82%</td>
<td>94%</td>
</tr>
<tr>
<td>Advanced Generalist</td>
<td>75%</td>
<td>85%</td>
</tr>
<tr>
<td>Clinical</td>
<td>78%</td>
<td>94%</td>
</tr>
</tbody>
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Lesson 4: Supervision

“...You find sometimes that a Thing which seemed very Thingish inside you is quite different when it gets out in the open and has other people looking at it.”
Required Supervisor

• LGSWs may have:
  – Non-clinical practice: LISW, LICSW or LGSW with 4000 supervised practice hours and 30 hours of training in supervision
  – Clinical practice: LICSW with 2000 hours of post-LICSW experience and 30 hours of training in supervision
  – May be on-site or off-site
  – Up to 25% of supervision may be provided by a licensed mental health professional
Content of Supervision

• **Content of Supervision**
  – Development of professional values
  – Practice skills
  – Authorized scope of practice
  – Ensuring continued competence
  – Ethical standards of practice

• **Provides Direction and Evaluation of Practice**
Supervised Practice Requirements

• Non Clinical Supervision
  – Formal / monthly / continuous over practice
  – 100 hours direct supervision over 4000 hours practice
  • 4 hours supervision per 160 hours of practice (one month of full-time practice)
  • Prorate supervision hours if part-time
    – 20 hours per week = 2 hours supervision per month
Types of Nonclinical Supervision

• **One-on-One Supervision** 50 hours minimum
  - At least 25 hours in-person
  - 25 hours may be Eye-to-Eye Electronic Media, while maintaining visual contact

• **Other Types of Supervision** 50 hours maximum
  - One-on-One Telephone
  - **Group:** limited to 6 supervisees and may include in-person; telephone; or eye-to-eye electronic media, while maintaining visual contact

Email supervision not allowed
Clinical Practice
Supervision Requirements

• Clinical Supervision
  – Formal/monthly/continuous until hold LICSW license
  – 200 hours direct supervision, in not less than 4000 and not more than 8000 hours of practice
  • 4-8 hours supervision per 160 hours of practice (one month of full-time practice)
  • Prorate supervision hours if part-time
    – 20 hours per week= 2-4 hours supervision per month
Clinical Practice
Supervision Requirements

- Of the 4,000 total hours of clinical practice required, at least 1,800 hours must be “direct clinical client content”
- “Direct clinical client content” means in-person or electronic media interaction with a client, including client systems and service providers, related to the client’s mental and emotional functioning, differential diagnosis, and treatment
Types of Clinical Supervision

• **One-on-one Supervision** 100 hours minimum
  – At least 50 hours in-person
  – 50 hours may be Eye-to-Eye Electronic Media, while maintaining visual contact

• **Other Types of Supervision** 100 hours maximum
  – One-on-One Telephone
  – **Group:** limited to 6 supervisees and may include in-person; telephone; or eye-to-eye electronic media, while maintaining visual contact
  – Email supervision not allowed
Documentation of Supervised Practice

• Mandatory Supervision Plan form (Nonclinical or Clinical)
  – Submit after licensed and within 60 days of beginning practice or change in practice
  – Supervisor must attest to completion of all licensing supervisor requirements
  – Late fee of $40. at renewal if not submitted

• Supervision Verification form (Nonclinical or Clinical)
  – Required at license renewal
Lesson 5: Continuing Education

“I did know once, only I’ve sort of forgotten.”
Continuing Education (CE) Requirement

• Required CE hours at license renewal
  – 40 CE hours per 24-month renewal
    • 2 CE hours in ethics
    • 24 in clinical content for LICSWs
    • 6 in supervision for licensing supervisors
    • CE pro-rated for first renewal

• Pre-approval of CE activities not required
  – Material presented must not be procedural, business practices, or self-development
CE Requirement

• **Acceptable CE Activities**
  – Academic coursework (obtained after license is issued)
  – Educational workshop, conference
  – Staff in-service
  – Independent study
    • Limit of 15 hours
    • Online, video, audio, reading a book or article, research activities

• **Verification and Audit at Renewal**
  – Keep verification of attendance for one year beyond renewal date
Final Thoughts:

“It’s more fun to talk with someone who doesn’t use long, difficult words but rather short, easy words like “what’s for lunch?”
Questions and Resources

• **BOSW Questions and Resources**
  - Website: [www.socialwork.state.mn.us](http://www.socialwork.state.mn.us)
  - “Resources” – “Student Handbook”
  - Email: [social.work@state.mn.us](mailto:social.work@state.mn.us)

• **ASWB Exam Questions and Resources**
  - Website: [www.aswb.org](http://www.aswb.org)
  - Toll free: (800) 225-6880