

**THE VIRGINIA BOARD OF SOCIAL WORK  
MINUTES  
FRIDAY, APRIL 11, 2008**

The Virginia Board of Social Work ("Board") meeting convened at 11:25 a.m. on Friday, April 11, 2008 at the Department of Health Professions, 9960 Mayland Drive, Richmond, Virginia. David Boehm, Chair, called the meeting to order.

**BOARD MEMBERS PRESENT:** David R. Boehm  
Charles R. Chambers, Jr.  
Willie T. Greene, Sr.  
Susan Horne-Quatannens  
Wayne A. Martin  
Catherine L. Moore  
Francis N. Nelson, Jr.  
Dolores S. Paulson

**BOARD MEMBERS ABSENT:** Jill Smeltzer

**STAFF PRESENT:** Emily Wingfield, Chief Deputy Director  
Howard Casway, Sr. Assistant Attorney General  
Evelyn B. Brown, Executive Director  
Elaine Yeatts, Senior Policy Analyst  
Patricia L. Larimer, Deputy Executive Director  
Catherine Chappell, Administrative Assistant

**OTHERS PRESENT:** Alice Kassabian, LCSW, Chair, Virginia  
Legislation and Advocacy Committee of Greater  
Washington Society of Clinical Social Work  
Albert Kassabian  
Joseph Lynch, LCSW  
Debra Riggs, NASW-VA  
Mark O'Shea, LCSW, Virginia Society of Clinical  
Social Workers

**ORDERING OF AGENDA**

Mr. Boehm opened the floor to any changes in the order of the Agenda. He noted that the Credentials Committee Report would be removed from the Agenda due to the applicant's request for reconsideration. The applicant was granted an indefinite continuance by the Credentials Committee in light of the proposed guidance document regarding "clinical course of study."

The Agenda was accepted as revised.

## **PUBLIC COMMENT**

Mr. O'Shea thanked the Regulatory Committee and Board Counsel for clarifying the rationale behind the proposed language prohibiting any sexual contact with a former client for five years in the proposed regulations.

## **APPROVAL OF MINUTES**

Ms. Moore moved to accept the minutes of the January 11, 2008 Board meeting. The motion was seconded and carried.

## **CHAIR'S REPORT – David Boehm**

### Board of Health Professions

Mr. Boehm advised that the Board of Health Professions would be meeting on Tuesday, April 15, 2008, to consider possible regulation of orthopedic technicians and central service technicians, as well as applying to all regulatory boards, the requirement that notices and cases resulting in "no violation" be removed from the public website. The Boards would continue to provide upon request the information available under the Freedom of Information Act. Ms. Brown requested that this policy apply to the three behavioral science boards as well.

### Sanction Reference Points Study

Mr. Boehm stated that he had met recently with the chairs of the other behavioral health boards and an outside research team regarding the Sanction Reference Points Study. The use of the sanction reference points in disciplinary proceedings would allow for consistency across the boards. Once formalized, the sanction reference points tool would be presented to the Board.

### House Bill 1146 Committee

Mr. Boehm advised that the House Bill 1146 Committee had postponed their March meeting but would be rescheduling the meeting in order to present a draft at the July Board meeting.

## **Executive Director's Report – Evelyn Brown**

### Ad Hoc Committee on Distance Therapy

Ms. Brown advised that the Board of Counseling has researched the use of "distance therapy" and would share this information with the other behavioral science boards. The meeting was scheduled for May 2, 2008, and Mr. Nelson would represent the Board on the committee composed of representatives of the three behavioral science boards.

### Limitations on Travel

Ms. Brown reminded the Board that the Agency continues under strict limitations on travel and referenced Ms. Ryals' February 7, 2008 memorandum in this regard. She noted that reimbursed training by ASWB would require prior Agency approval and any travel request should be made early and content should be well documented. Ms. Brown referenced the Montana ASWB conference on May 15 – 18 and noted that Board members could attend this conference at their own expense

### **COMMITTEE REPORTS**

#### Discipline Committee Report – David Boehm/Patricia Larimer

Mr. Boehm reported that the Board recently held one informal conference, with 13 cases under investigation and 10 cases at probable cause review in the Board office. He stated that an informal conference was scheduled for May 16, 2008, and a formal hearing was planned for July 18, 2008.

Ms. Larimer reported that compliance responsibilities had been shifted from the Enforcement area to the individual board levels. She noted that Carole Miller would monitor compliance of sanctioned licensees for the Board of Social Work. Such use of existing staff for compliance activities was in response to Ms. Ryals' initiative to redeploy staff to areas needed to close patient health cases within 250 days as directed by Governor Kaine.

#### Regulatory Committee Report – Wayne Martin

- Update on regulatory action. Ms. Yeatts provided the Board with an update on the status of the four regulatory actions:
  - NOIRA on the possible revision of the definition of “Clinical Course of Study” was under review at the Secretary’s Office.
  - Proposed regulations had received public comment and were awaiting adoption by the Board.
  - Revisions to the continuing education requirements for Licensed Social Workers were being fast tracked and were at the Governor’s Office awaiting approval.
  - Changes to the experience and examination requirements were also being fast tracked and were at the Secretary’s Office awaiting approval.
- Review of Public Comment on Proposed Regulations and Response. Ms. Yeatts presented public comment received with respect to the Proposed Regulations together with proposed responses for the Board’s consideration. Mr. Martin advised that the Regulatory Committee had reviewed this information and recommended that the Board adopt the responses to public comment. The motion was approved.

- Adoption of Final Regulations Governing the Practice of Social Work. Mr. Martin advised that the Regulatory Committee recommended that the Board adopt the Proposed Regulations as presented. The motion carried, with member Dolores Paulson voting against the motion.
- Proposed Guidance Document on “Clinical Course of Study”. Mr. Martin presented Dolores Paulson’s draft of a guidance document for the Board’s consideration. Ms. Yeatts commented that a NOIRA to address changes to the definition of “Clinical Course of Study” had been requested. In the meantime, the guidance document, although not enforceable, would provide guidance to schools and applicants of the Board’s intent in determining if an applicant met the required “Clinical Course of Study”. Dr. Paulson suggested adding the words “at a minimum” between the words “must” and “meet” in the second paragraph.

Mr. Martin stated that the Regulatory Committee recommended that the Board adopt the Guidance Document. The motion carried.

Mr. Martin thanked the Regulatory Committee for their hard work during this extensive regulatory process.

### **NEW BUSINESS:**

#### Change in July Board Meeting date.

Mr. Boehm reminded the Board that the July meeting had been changed to July 18, 2008. A Formal Hearing is scheduled prior to the start of the Board meeting that day. Ms. Yeatts asked that the Board consider scheduling a Regulatory Committee that day as well.

#### Election of Officers.

Mr. Boehm noted that election of officers was required every two years. Ms. Brown stated that the bylaws required that an election be scheduled. She noted that Mr. Boehm was completing a two year term as chair and that Mr. Martin was completing a two year term as vice-chair. Mr. Boehm announced that elections would be scheduled for the July Board meeting. Discussion followed regarding the ability of officers serving consecutive terms.

### **OLD BUSINESS**

#### Continuing Education Audit.

Dr. Paulson asked for an update on the CE audit. Ms. Larimer advised that staff continues to process the 31 licensees who did not meet CE requirements. Ms. Brown referenced the Board’s guidance document for action on non-compliance with CE requirements for the Board’s information.

Conflict of Interest Training.

Ms. Brown reminded the Board that Conflict of Interest Training is required every two years.

**ADJOURNMENT**

There being no further business to come before the Board, Mr. Martin moved to adjourn the meeting. The meeting adjourned at 12:35 p.m.

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David Boehm, Chair

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Evelyn B. Brown, Executive Director