

**THE VIRGINIA BOARD OF SOCIAL WORK**  
**CREDENTIALS COMMITTEE MEETING**  
**MINUTES**  
**Friday, July 20, 2012**

The Credentials Committee of the Virginia Board of Social Work convened at 8:32 a.m. on Friday, July 20, 2012 at the Department of Health Professions, 9960 Mayland Drive, Richmond, Virginia. Catherine Moore called the meeting to order.

**COMMITTEE MEMBERS  
PRESENT:**

Jennifer Blosser  
Yvonne Haynes  
Catherine Moore  
Nettie Simon-Owens

**COMMITTEE MEMBERS  
NOT PRESENT:**

Arthur Mayer

**STAFF PRESENT:**

Catherine Chappell, Executive Director  
Sarah Georgen, Administrative Assistant  
Patricia Larimer, Deputy Executive Director - Discipline

**CALL TO ORDER:**

Ms. Moore welcomed the Committee members and called the meeting to order.

**APPROVAL OF MINUTES:**

The minutes from the April 20, 2012 Credentials Committee meeting were approved as written.

**CLOSED SESSION:**

Ms. Blosser moved that the Committee convene in Closed Meeting pursuant to Section 2.2-3711(4) in accordance with Section 2.2-3704(A) and 54.1-108 of the Code of Virginia to discuss applications for licensure. She moved that Catherine Chappell, Sarah Georgen and Patricia Larimer attend the Closed Meeting because their presence in the Closed Meeting was deemed necessary and would aid the Committee in its deliberations.

**OPEN SESSION:**

Ms. Blosser moved that pursuant to Section 2.2-3712 of the Code of Virginia that the Committee heard, discussed or considered only those public business matters lawfully exempted from open meeting requirements under the Freedom of Information Act and only such public business matters as identified in her motion by which the closed meeting was convened.

**DISCUSSION:**

The Committee considered 9 licensure and supervision requests. Files are referred by the Credentials Reviewer to the Committee for evaluation when the Reviewer is unable to render a decision. The files sent to the Committee represent a small percentage of the applications that are processed each quarter.

**DECISION:**

The Credentials Committee made the following determinations:

1. The Committee requested that additional information be submitted on one (1) file;
2. Denied seven (7) applications due to insufficient coursework, practicum and/or supervised experience;
3. Approved one (1) request for licensure by examination.

**ADJOURNMENT**

There being no further business to come before the Credentials Committee, the meeting adjourned at 9:22 a.m.

Catherine Moore  
Catherine Moore, Chair

Catherine Chappell  
Catherine Chappell, Executive Director