

THE VIRGINIA BOARD OF SOCIAL WORK
FULL BOARD MEETING MINUTES
Friday, September 20, 2019

The Virginia Board of Social Work ("Board") meeting convened at 10:00 a.m. on Friday, September 20, 2019 at the Department of Health Professions, 9960 Mayland Drive, Henrico, Virginia in Board Room 1.

PRESIDING OFFICER: John Salay, L.C.S.W., Chair

BOARD MEMBERS PRESENT: Canek Aguirre, Citizen Member
Maria Eugenia del Villar, L.C.S.W
Michael Hayter, L.C.S.W., C.S.A.C.
Gloria Manns, L.C.S.W
Dolores Paulson, Ph.D., L.C.S.W., Vice-Chair
Joseph Walsh, Ph.D., L.C.S.W.
Jamie Clancey, L.C.S.W (*arrived at 10:15 am*)
Angelia Allen, Citizen Member (*arrived at 11:11 am*)

BOARD MEMBERS ABSENT: none

STAFF PRESENT: Latasha Austin, Licensing Manager
Christy Evans, Discipline Case Specialist
Jaime Hoyle, JD, Executive Director
Latonya Campbell, Administrative Assistant

OTHERS PRESENT: Elaine Yeatts, Senior Policy Analyst, Department of Health Professions
David E. Brown, D.C., Director, Department of Health Professions
Barbara Allison-Bryan, M.D., Deputy Director, Department of Health Professions

BOARD COUNSEL PRESENT: James E. Rutkowski, Assistant Attorney General

PRESENTATION SPEAKERS: Elizabeth Carter, Ph.D., Executive Director, Healthcare Workforce Data Center, Department of Health Professions
Yetty Shobo, Ph.D., Deputy Executive Director, Healthcare Workforce Data Center, Department of Health Professions

IN THE AUDIENCE: Joseph G. Lynch, L.C.S.W., Virginia Society for Clinical Social Work
Adam Trimmer, Born Perfect
Kristen Tully, Equality Virginia

CALL TO ORDER:
Mr. Salay called the meeting to order at 10:01 a.m.

ROLL CALL/ESTABLISHMENT OF A QUORUM:
Mr. Salay requested a roll call. Seven members of the Board were present at roll call; therefore, a quorum was established.

MISSION STATEMENT:

Mr. Salay read the mission statement of the Department of Health Professions, which is also the mission statement of the Board.

EMERGENCY EGRESS:

Mr. Salay announced the Emergency Egress procedures.

ADOPTION OF AGENDA:

Upon a motion by Dr. Walsh, which was properly seconded by Dr. Paulson, the Board unanimously adopted the agenda with the following two additions:

- *Board Action on the amendment to the fee for returned checks was added to the agenda under the Legislation and Regulation Actions Report by Ms. Yeatts.*
- *New Business was added to the agenda with a discussion around the issue of supervisees continuing clinical work as they await to test even though they have finished their board required supervision hours.*

APPROVAL OF MINUTES:

Upon a motion by Dr. Walsh, which was properly seconded by Mr. Aguirre, the meeting minutes from the Full Quarterly Board Meeting held on June 14, 2019 were approved with the following additions and corrections:

- *Attach the PowerPoint presentation given by ASWB to the minutes.*
- *Correct the minutes to address Mr. Aguirre by his last name instead of his first.*

The motion passed unanimously, with no abstentions.

PUBLIC COMMENT:

There was no public comment.

AGENCY REPORT:

Dr. Brown provided the Board with updates on the Agency activities including two legislatively-mandated workgroups addressing (1) the practice of Telemedicine and (2) the barriers to licensure in Virginia for foreign-trained medical doctors (the International Medical Graduate Workgroup). Dr. Brown indicated that Dr. Allison-Bryan is leading the International Medical Graduate Workgroup and that her report will be available on the agency website at a later date.

Dr. Board also informed the Board of the Board Member Training being held on Monday, October 7, 2019 for new and existing Board Members and encouraged all Board Members to attend.

BOARD CHAIR REPORT:

Mr. Salay informed the Board Members of the ASWB Annual Meeting coming up in November and encouraged any Board Member who wishes to attend to inform Ms. Hoyle.

Mr. Salay also informed the Board members of the DHP Board Member Training being held on October 7th and encouraged all the Board Members to attend.

PRESENTATION:

Dr. Carter and Dr. Shobo conducted a PowerPoint presentation for the Board on Virginia's Licensed Clinical Social Worker Workforce. A copy of the Report presented was included in the agenda packet. Additional information provided at the meeting is attached (*see attachment 1 & 2*)

Some of the trends included in the report are as follows:

- The Social Work workforce has increased in numbers by 26%
- There is an increase in the younger workforce
- More males are coming into the workforce for social work

- Private practice is the primary established location

Dr. Carter informed the Board members that a copy of the Workforce reports can be obtained from the Agency website at any time.

LEGISLATION & REGULATORY ACTIONS:

Status of Regulatory Action

- Ms. Yeatts informed the Board that licensure for LMSW and LBSW was effective as of August 8, 2019.
- Proposed regulatory action to reduce the Continuing Education requirement for supervisors was approved for publication, however there were 10 or more objections to the fast-track action, so the proposal was withdrawn.

Reduction in CE Requirement for Supervisors

- Ms. Yeatts informed the Board that they must decide whether to proceed with their proposal by publication or a Notice of Intended Regulatory Action (NOIRA) or take no action.

There was discussion by the Board regarding the curriculum on the CE courses that are being provided for supervision training and if the Board could obtain a copy of the curriculum to see what exactly is being taught. There was question if clinical content was being taught rather than supervision training.

Motion: A motion was made by Ms. Clancey and properly seconded by Mr. Hayter to withdraw the action to amend reduction in CE requirements for supervisors.

After more discussion, Ms. Clancey withdrew her original motion and Mr. Hayter withdrew his second from the original motion.

New Motion: A motion was made by Ms. Clancey and properly seconded by Mr. Hayter to reduce the Continuing Education Hours for supervisors from 14 to 12, but continue to require the supervision be completed every 5 years, with a guidance document developed regarding the content. The motion passed with two objections and with no abstentions.

Mr. Salay pointed out that there is a guidance document on supervision currently on the Board's website. He suggests the document be discussed at a future meeting for updates and revisions.

The Board took a break at 11:19am. The meeting reconvened at 11:25am.

Adoption of Proposed Regulations on Unprofessional Conduct/Practice of Conversion Therapy

- Ms. Yeatts informed the Board that the Notice of Intended Regulatory Action (NOIRA) received 211 comments, 105 in support and 106 opposed. Ms. Yeatts informed the Board that they would need to decide whether to proceed with the adoption of the proposed amendments to define "conversion therapy" in the Regulations Governing the Practice of Social Work and amend the standards of practice. Ms. Yeatts informed the Board that there would be a 60-day comment period.

Motion: A motion was made by Mr. Hayter and properly seconded by Ms. Clancey to adopt the amended proposed language. The motion passed unanimously, with no abstentions.

Edits to Guidance Documents that Reference LSW

- Ms. Yeatts informed the Board that due to the rollout of the LMSW and LBSW licenses, Guidance Documents 140-2 and 140-11 needed to be edited to correct the references to LSW.

Motion: A motion was made by Dr. Walsh and properly seconded by Mr. Hayter to revise Guidance Documents 140-2 and 140-11 as presented in the agenda packet. The motion passed unanimously, with no abstentions.

Amendment to fee for returned Checks (see attachment 3)

- Ms. Yeatts informed the Board that auditors from the Office of the Comptroller advised the Department of Health Professions that we should be charging \$50.00 for a returned check fee, rather than the current \$35.00.
- Ms. Yeatts informed the Board that with applicants being able to make renewal payments and pay application fees online, a return check fee only applied to 2 people last year.

Motion: A motion was made by Mr. Hayter and properly seconded by Ms. Clancey to make an amendment to the fee for returned checks in the Regulations. The motion passed unanimously, with no abstentions.

BOARD COUNSEL'S REPORT:

Mr. Rutkowski informed the Board of his findings regarding amending §32.1-127.1:03(F) of the Code of Virginia. The Board raised the question to Board Counsel whether if the Board proposed to amend the code to include social workers would it be in compliance with HIPPA.

Mr. Rutkowski informed the Board that any consideration to add LCSWs to this code would have to be in compliance with the HIPPA definition. The Regulations Governing the Practice of Social Work would have to match and be consistent with the HIPPA definition if the Board proposed to amend the code to add LCSWs, and in his opinion such a change would be out of compliance with HIPPA.

COMMITTEE REPORTS:

- ***Board of Health Professions Report***

Mr. Salay gave a re-cap of the last Board of Health Professions meeting held in August. Mr. Salay informed the Board of Social Work that the Board of Health Professions will be recommending that Music Therapy become a regulated profession and suggested that it be regulated by the Board of Counseling. As of right now Music Therapy is not a regulated profession.

- ***Regulatory Committee Report***

Dr. Walsh informed the Board that 2 members of the Regulatory Committee, himself and Dr. Paulson were tasked by the Committee to review the Code and the Regulations for suggested changes and edits. At the Regulatory Committee held on Thursday, September 19, 2019 the suggested changes and edits thus far were provided to the Regulatory Committee. It was noted that the next periodic review was not until 2021, so the suggested edits and changes would be an ongoing project for the Regulatory Committee. The Committee wanted to be proactive by starting early.

With the rollout of the LMSW and LBSW, Dr. Walsh informed the Board that the Regulatory Committee also discussed the supervision requirements for LBSWs in Virginia and the LBSW application and renewal fees. It was brought to the Board's attention that 34 states require no supervision following graduation for their LBSWs, 12 states do not have LBSWs, and only 4 states require supervision experience for LBSWs. Virginia is one of the 4 states that require supervision experience for LBSWs. The Committee is recommending that the Board of Social Work eliminate the supervision requirement for LBSWs.

Dr. Walsh informed the Board that the Committee discussed the application and renewal fees for LBSWs. Currently the application fee and renewal fee for a LBSW is the same as a LMSW. With the LBSW being a lower level license, the Committee is recommending that the application fee for LBSW be reduced from \$115.00 to \$100.00 and the renewal fee for LBSW be reduced from \$65.00 to \$55.00.

Motion: A motion was made by Dr. Walsh and properly seconded by Dr. Paulson for the Board to eliminate the supervision requirement for LBSWs and to reduce the application fee for LBSWs from \$115.00 to \$100.00 and the renewal fee for LBSWs from \$65.00 to \$55.00 by fast track action. The motion passed unanimously, with no abstentions.

EXECUTIVE DIRECTOR'S REPORT:

Ms. Hoyle informed the Board that staff has been especially busy with the roll-out of the LBSW and LMSW licenses and that Ms. Austin would provide more detail in her report. Important information regarding the LBSW and LMSW roll out was provided to licensees and applicants via email and was also posted on the Board's website under News & Updates.

Ms. Hoyle informed that Board that since the last Board meeting the renewal deadline to renew all licenses with the Board had passed. She reminded the Board that all licensees received a final hard copy license at this renewal that contained no expiration date. The Behavioral Science Boards are the first to pilot this process in the Agency. Staff are anticipating questions at the next renewal as licensees may forget that they will not receive a new license.

Ms. Hoyle informed the Board that the contract employee hired has started and is doing a great job and that a part-time employee will be hired soon to provide extra support to the Board to assist with the volume of applications, phone calls, emails, filing and scanning.

Ms. Hoyle informed the Board that she continues to serve on the Regulatory and Standards Committee of the ASWB. The Committee last met in July in Alexandria, VA. The purpose of the Committee is to develop and consider additions or changes to the ASWB Model Practice Act and to monitor emerging issues regarding the practice of social work. The Committee will share their recommendations at the next ASWB Annual Meeting being held November 6-9 in Orlando, Florida.

Ms. Hoyle discussed the budget for the Board of Social Work. A copy of the financial report given was included in the agenda packet.

DEPUTY DIRECTOR'S REPORT:

Ms. Hoyle gave the Deputy Director's report in the absence of Ms. Lang. A copy of the report given was included in the agenda packet.

LICENSING MANAGER'S REPORT:

Ms. Austin reported on the licensing and exam statistics for the Board of Social Work. A copy of the report given was included in the agenda packet.

In addition to the report included in the agenda packet, Ms. Austin informed the Board that a new contract employee (Latonya Campbell) started working for the Board as of June 17, 2019. Ms. Austin informed the Board that Ms. Campbell has received in-depth training, catches on quickly, and has been an asset to the team.

Ms. Austin gave the Board an update on the 2019 statistics. A total of 6,383 licensees renewed their license by June 30, 2019.

Ms. Austin also informed the Board of all the changes that have been made due to the roll out of the LMSW and LBSW. Additional information provided at the meeting is attached (*see attachment 4*)

NEW BUSINESS:

New Business was added to the agenda with a discussion around the issue of supervisees continuing clinical work as they await to test even though they have finished their board required supervision hours and applicants whose supervision has expired while they are waiting to test.

After discussion, the Board recommended that Board staff add the following language to the approval letters:
You must maintain regular supervision until you have been issued your license.


NEXT MEETING:

Mr. Salay announced that the next quarterly scheduled full Board meeting would occur on Friday, December 6, 2019.

ADJOURNMENT:

Mr. Salay adjourned the meeting at 12:48 p.m.


John Salay, L.C.S.W., Chair


Jaime Hoyle, Executive Director

Mental Health and Substance Abuse Social Worker

View Job Report

Mental Health and Substance Abuse Social Workers - Assess and treat individuals with mental, emotional, or substance abuse problems, including abuse of alcohol, tobacco, and/or other drugs. Activities may include individual and group therapy, crisis intervention, case management, client advocacy, prevention, and education.

Source: O*NET Online, O*NET 2018. O*NET is a trademark registered to the U.S. Department of Labor, Employment and Training Administration.



Advertised Job Skills

- Advertised Related Job Skills
- Crisis Intervention
- Provide case management
- Problem solving
- Customer service
- Provide leadership

Source: O*NET Online, O*NET 2018.

Top Employers Offering Jobs

| Employer Name | Job Openings |
|----------------------------|--------------|
| HCA Healthcare, Inc. | 23 |
| Hope Instead, Inc. | 1 |
| Amedis Healthcare | 1 |
| Pinnacle Treatment Centers | 1 |
| Catalina Behavioral Health | 1 |

Source: O*NET Online, O*NET 2018.

Advertised Tools and Technology

- Advertised Related Tool or Technology
- Microsoft (MS) Office
- Microsoft Word
- ASAP
- Microsoft Excel
- Microsoft Outlook

Source: O*NET Online, O*NET 2018.

Advertised Job Certifications

| Advertised Certification Group | Job Opening Match Count |
|--|-------------------------|
| Licensed Clinical (Social) Worker (LC/CSW) | 23 |
| Certification in Cardiopulmonary Resuscitation (CPR) | 21 |
| State Licensed Counselor | 1 |
| Addiction Professionals Certification Board | 1 |
| Licensed Master Social Worker (LMSW) | 1 |

Source: O*NET Online, O*NET 2018.

Supply and Demand

0.75

0.75 Candidates available per job opening.
 98 Candidates / 79 Job Openings
Source: O*NET Online, O*NET 2018.

Typical Wages

\$52,080

Mean Annual Wage
Source: O*NET Online, O*NET 2018.

Potential Candidates in Virginia by County



Source: O*NET Online, O*NET 2018.

Advertised Job Openings in Virginia by County



Source: O*NET Online, O*NET 2018.

Real-time Virginia

not available

Average annual wage posted in job advertised online on September 17, 2019
Source: O*NET Online, O*NET 2018.

Skills

Interacting with Clients

- Counsel clients or patients regarding personal issues
- Counsel clients or patients with substance abuse issues
- Collaborate with other professionals to assess client needs or plan treatments
- Counsel family members of clients or patients
- Refer clients to community or social service programs
- Lack of stress or community events
- Avoid clients in handling details of daily life

Work Strategies

- Organize client records

Information Systems

- Monitor clients to evaluate treatment progress
- Collect information about clients
- Interview clients to gather information about their backgrounds, needs, or progress
- Conduct research on social issues

Education Processes

- Identify treatment plans to accommodate client needs
- Monitor professional social justice knowledge
- Plan programs to address community health issues

Source: O*NET Online, O*NET 2018. O*NET is a trademark registered to the U.S. Department of Labor, Employment and Training Administration.

Abilities Required

Verbal Abilities

- Oral Comprehension
- Oral Expression
- Written Comprehension
- Written Expression

Math Calculation and Reasoning Abilities

- Addition Subtraction
- Deductive Reasoning
- Inductive Reasoning
- Figure of Ideas
- Geometry Knowledge
- Information Ordering
- Originality

Auditory and Speech Abilities

- Speech Clarity
- Speech Recognition

Perceptual Abilities

- Flexibility of Closure

Visual Abilities

- Near Vision

Source: The information is based on O*NET data. O*NET is a trademark registered to the U.S. Department of Labor, Employment and Training Administration.

Knowledge Required

Mathematics and Science

- Psychology
- Sociology and Anthropology
- Mathematics
- Geography

Health Services

- Therapy and Counseling
- Medicine and Dentistry

Business and Management

- Customer and Personal Service
- Critical
- Administration and Management
- Personnel and Human Resources
- Sales and Marketing

Arts and Humanities

- English Language
- Philosophy and Theology
- History and Archeology

Engineering and Technology

- Computers and Electronics

Source: The information is based on O*NET data. O*NET is a trademark registered to the U.S. Department of Labor, Employment and Training Administration.

Department of Health Professions Healthcare Workforce Data Center

www.dhp.virginia.gov/social

Tumblr: www.yahwdc.tumblr.com

YouTube: <https://www.youtube.com/watch?v=0ha5o6w8mXk>

Data Products - 2019

Profession Reports (www.dhp.virginia.gov/PublicResources/HealthcareWorkforceDataCenter/ProfessionReports/)

Profession Reports are the mainstay of the HWDC's data products. They provide a statewide look at the healthcare workforce on a profession-by-profession basis, with publication following the end of respective professions' license renewal periods. These reports include the results of CareForce Indicators as well as additional detailed profession-focused information.¹

Virginia CareForce Snapshot ([yahwdc.tumblr.com/VA-CareForce-Snapshot](https://www.yahwdc.tumblr.com/VA-CareForce-Snapshot)) - The Virginia CareForce Snapshot is a compilation of the key CareForce indicators for all professions, statewide, in a given survey year. It provides an interactive guide to compare CareForce factors across professions. In collaboration with the Virginia Health Workforce Development Authority (VHWA), HWDC also publishes the **Regional CareForce Snapshot** (www.yahwdc.tumblr.com/Regional-CareForce). It has the same interactive features but with breakouts by Area Health Education Center (AHEC) regions.

Trends in Healthcare Workforce Full Time Equivalency (FTE) Units

(<http://yahwdc.tumblr.com/Fall%2017ma%20equivalency>)- This feature enables FTE trend comparisons of the original surveyed professions from 2012 to 2016. It also compares 2017 results for 20 professions by county, as well as AHEC, Council on Virginia's Future², Workforce Investment Area, and Health Planning Districts.

Student Choice (www.yahwdc.tumblr.com/StudentChoice) - The interactive Student Choice tool uses HWDC data and information from the Bureau of Labor Statistics to help students begin thinking about health careers and education. It highlights the interoperability of HWDC data and how it can be used in analysis and decision-making. In May 2017, DHP HWDC launched another online, digital tool for students and other career seekers:

Occupational Roadmap Snapshot (www.dhp.virginia.gov/Roadmap/OccupationalRoadmap.pdf). It contains key information for over ten healthcare careers with user-friendly overviews and links, video clips of licensed practitioners, information on income, job satisfaction, entry requirements and more.

Trends in Virginia Healthcare Workforce (<http://yahwdc.tumblr.com/VA-Healthcare-Workforce>) -

Launched in 2018, this tool provides profession-specific data for all the years available. It allows for trends analysis as well as geographical analysis of healthcare workforce data across the state for respective professions.

Virginia Health Workforce Briefs

(www.dhp.virginia.gov/PublicResources/HealthcareWorkforceDataCenter/HealthcareWorkforceBriefs/)

The Briefs provide timely indicators of the strength of Virginia's healthcare labor market in an accessible format. The information is based on data gleaned from the US Department of Labor, Bureau of Labor Statistics and the US Department of Commerce, Bureau of Economic Analysis. The briefs consist of three series:

- **Series 1: State & National Employment (Monthly)**
- **Series 2: Virginia Regional & Sectoral Employment (Monthly)**
- **Series 3: Income & Compensation (Quarterly)**

¹In 2019, DHP HWDC launched a standard survey research methodology applicable to all professions. It enables comparisons of key healthcare workforce ("CareForce") factors across and within professions, geographic and policy-related areas, and over time. For details, see *HWDC Methodology* accessible at <http://www.dhp.virginia.gov/hwdc/docs/hwdcmethodology2019.pdf>

² Council on Virginia's Future regions are now those of the Virginia Department of Planning and Budget due to the Council's sunset.

Attachment 3

Board action: Amendment to fee for returned checks

Included in agenda package:

Applicable sections of the Code of Virginia

Revised Fee section

Staff note:

Auditors from the Office of the Comptroller have advised DHP that we should be charging \$50 for a returned check, rather than the current \$35. That amount was based on language in § 2.2-614.1. However, § 2.2-4805 (from the Va. Debt Collection Act) requires the fee for a returned check to be \$50.

Board counsel for DHP boards has advised that the handling fee of \$50 in Virginia Code 2.2-4805 governs. Section 2.2-614.1 states that a "penalty of \$35 or the amount of any costs, whichever is greater," shall be imposed. By amending § 2.2-4805 in 2009, the General Assembly determined that the costs, in the form of a "handling fee," is \$50, and thus greater than the \$35 penalty imposed under 2.2-614.1.

Therefore, all board regulations will need to be amended to reflect the higher "handling" fee.

Code of Virginia
Title 2.2. Administration of Government
Chapter 6. General Provisions

§ 2.2-614.1. Authority to accept revenue by commercially acceptable means; service charge; bad check charge.

A. Subject to § 19.2-353.3, any public body that is responsible for revenue collection, including, but not limited to, taxes, interest, penalties, fees, fines or other charges, may accept payment of any amount due by any commercially acceptable means, including, but not limited to, checks, credit cards, debit cards, and electronic funds transfers.

B. The public body may add to any amount due a sum, not to exceed the amount charged to that public body for acceptance of any payment by a means that incurs a charge to that public body or the amount negotiated and agreed to in a contract with that public body, whichever is less. Any state agency imposing such additional charges shall waive them when the use of these means of payment reduces processing costs and losses due to bad checks or other receivable costs by an amount equal to or greater than the amount of such additional charges.

C. If any check or other means of payment tendered to a public body in the course of its duties is not paid by the financial institution on which it is drawn, because of insufficient funds in the account of the drawer, no account is in the name of the drawer, or the account of the drawer is closed, and the check or other means of payment is returned to the public body unpaid, the amount thereof shall be charged to the person on whose account it was received, and his liability and that of his sureties, shall be as if he had never offered any such payment. A penalty of \$35 or the amount of any costs, whichever is greater, shall be added to such amount. This penalty shall be in addition to any other penalty provided by law, except the penalty imposed by § 58.1-12 shall not apply.

2002, c. 719; 2004, c. 565.

Code of Virginia
Title 2.2. Administration of Government
Chapter 48. Virginia Debt Collection Act

§ 2.2-4805. Interest, administrative charges and penalty fees

A. Each state agency and institution may charge interest on all past due accounts receivable in accordance with guidelines adopted by the Department of Accounts. Each past due accounts receivable may also be charged an additional amount that shall approximate the administrative costs arising under § 2.2-4806. Agencies and institutions may also assess late penalty fees, not in excess of ten percent of the past-due account on past-due accounts receivable. The Department of Accounts shall adopt regulations concerning the imposition of administrative charges and late penalty fees.

B. Failure to pay in full at the time goods, services, or treatment are rendered by the Commonwealth or when billed for a debt owed to any agency of the Commonwealth shall result in the imposition of interest at the judgment rate as provided in § 6.2-302 on the unpaid balance unless a higher interest rate is authorized by contract with the debtor or provided otherwise by statute. Interest shall begin to accrue on the 60th day after the date of the initial written demand for payment. A public institution of higher education in the Commonwealth may elect to impose a late fee in addition to, or in lieu of, interest for such time as the institution retains the claim pursuant to subsection D of § 2.2-4806. Returned checks or dishonored credit card or debit card payments shall incur a handling fee of \$50 unless a higher amount is authorized by statute to be added to the principal account balance.

C. If the matter is referred for collection to the Division, the debtor shall be liable for reasonable attorney fees unless higher attorney fees are authorized by contract with the debtor.

D. A request for or acceptance of goods or services from the Commonwealth, including medical treatment, shall be deemed to be acceptance of the terms specified in this section.

1988, c. 544, § 2.1-732; 2001, c. 844; 2009, c. 797.

The chapters of the acts of assembly referenced in the historical citation at the end of this section may not constitute a comprehensive list of such chapters and may exclude chapters whose provisions have expired.

[edit]

18VAC140-20-30. Fees.**A. The board has established fees for the following:**

| | |
|---|----------------------|
| 1. Registration of supervision | \$50 |
| 2. Addition to or change in registration of supervision | \$25 |
| 3. Application processing | |
| a. Licensed clinical social worker | \$165 |
| b. LBSW | \$115 |
| c. LMSW | \$115 |
| 4. Annual license renewal | |
| a. Registered social worker | \$25 |
| b. Associate social worker | \$25 |
| c. LBSW | \$65 |
| d. LMSW | \$65 |
| e. Licensed clinical social worker | \$90 |
| 5. Penalty for late renewal | |
| a. Registered social worker | \$10 |
| b. Associate social worker | \$10 |
| c. LBSW | \$20 |
| d. LMSW | \$20 |
| e. Licensed clinical social worker | \$30 |
| 6. Verification of license to another jurisdiction | \$25 |
| 7. Additional or replacement licenses | \$15 |
| 8. Additional or replacement wall certificates | \$25 |
| 9. Returned check Handling fee for returned check or dishonored credit or debit card | \$35 \$50 |
| 10. Reinstatement following disciplinary action | \$500 |

B. Fees shall be paid by check or money order made payable to the Treasurer of Virginia and forwarded to the board. All fees are nonrefundable.

C. Examination fees shall be paid directly to the examination service according to its requirements.

Statutory Authority

§ 54.1-2400 of the Code of Virginia.

Historical Notes

Derived from VR620-01-2 § 1.3, eff. July 6, 1989; amended, Virginia Register Volume 6, Issue 26, eff. October 24, 1990; Volume 9, Issue 5, eff. December 30, 1992; Volume 12, Issue 3, eff. November 29,

Licensing Manager's Report June 1, 2019-August 31, 2019

- ↓ New contract employee, Latonya Campbell started with the Board as of June 17, 2019
 - She received in depth one-on-one training with Licensing manager during the months of June and July
 - Major areas of training included:
 - Social Work Laws
 - Social Work Regulations
 - Agency Data Base System
 - Registration of Supervision Applications (Initial & Add Changes)
 - LSW Applications (now LBSW & LMSW) (Examination & Endorsement)
 - LCSW (Examination & Endorsement Applications)
 - Name & Address changes for applicants & licensees
 - Request for verification of VA license
 - Duplicate License Request
 - Printing & Mailing licenses & wall certificates
 - Board of Social Work phone calls, voice mail & call log
 - Daily incoming mail process
 - Board of Social Work email box & responses
 - Scanning process
 - Online application process
 - Data Change request forms
 - Renewals

- ↓ All licensee were required to renew their license by June 30, 2019. A total of 6,383 licensee renewed their license by June 30, 2019. No CEs were required for the 2019 renewal. The next renewal deadline is June 30, 2020. LCSW are required to have a minimum of 30hrs of CE from 7/1/2018 to 6/30/2020 completed by June 30, 2020. LBSW & LMSW are required to have a minimum of 15hrs of CE from 7/1/2018 to 6/30/2020 completed by June 30, 2020.

- ↓ An additional file cabinet has been pulled from surplus to house Social Work pending application files due to the growing number of new applications. We are currently averaging over 200 new Social Work applications a month. So far for the year we have received nearly 1,600 new applications. This time last year the Board received a little over 1,400 new applications.

- ↓ Application reviews on completed applications for the following are all caught up:
 - Registration of Supervision Initial Applications
 - Registration of Supervision Add/change Applications
 - LCSW Examination Applications
 - LCSW Endorsement Applications
 - LCSW Reinstatement Applications
 - LMSW Examination Applications
 - LMSW Endorsement Applications
 - LMSW Reinstatement Applications

Attachment 4

- LBSW Examination Applications
- LBSW Endorsement Applications
- LBSW Reinstatement Applications

Completed applications are currently being reviewed within 5-7 days of completion

↓ The Licensed Baccalaureate Social Worker (LBSW) and the Licensed Masters Social Worker (LMSW) went into effect as of August 8, 2019. Information regarding Mid-Level Licensure has been posted on the Board's website under announcements. An email Blast was also sent to licensees and pending applicants.

↓ The following administrative changes have been made by Board staff due to the effect of the LBSW/LMSW:

- All LSWs were changed to either LBSWs or LMSWs in our licensing database based on the degree they received.
- There was no school data entered in our database for (32) licensed LSWs. Board staff was required to pull their original application files from microfilmed archives to retrieve the education information for each of the 32 licensees.
- New licenses have been printed and mailed for (11) LBSWs & (748) LMSWs
- New Wall Certificates & mailing labels have been printed for (11) LBSWs & (748) LMSWs and all have been processed and mailed
- All pending LSW files were pulled and re-labeled (78 total)
 - 44 LSW files were re-labeled as LMSW by Exam
 - 23 LSW files were re-labeled as LMSW by Endorsement
 - 1 LSW file was re-labeled as LMSW by Reinstatement
 - 5 LSW files were re-labeled as LBSW by Exam
 - 5 LSW files were re-labeled as LBSW by Endorsement
- All pending LSW files approved to test were pulled and re-labeled (145 total)
 - 144 LSW files were re-labeled as LMSW by Exam
 - 1 LSW file was re-labeled as LBSW by Exam
- New Online Applications were created for:
 - LBSW by Examination
 - LBSW by Endorsement
 - LMSW by Examination
 - LMSW by Endorsement
- Online checklist was created for all (4) new application types
- Exam approval letters were created for both LBSW & LMSW exam applicants
- Application status correspondence letters have been created for LBSW and LMSW applicants

↓ Updates to all online application types have been completed

- Registration of Supervision Initial Applications
- Registration of Supervision Add/change Applications
- LCSW Examination Applications

Attachment 4

- **LCSW Endorsement Applications**
- **LMSW Examination Applications**
- **LMSW Endorsement Applications**
- **LBSW Examination Applications**
- **LBSW Endorsement Applications**

Next steps are to update all paper versions of all the application types