Social Work Certification and Licensure in North Carolina

Deana F. Morrow, PhD, LPC, LCSW, ACSW
Chair, North Carolina Social Work Certification and Licensure Board
Overview of Topics

- What is certification/licensure?
- NCSWCLB function and membership
- Levels of certification/licensure
- Application process
- Renewal of certification/license
What is Certification/Licensure?

- Social work certification/licensure was enacted by the North Carolina Legislature to establish a **standard of practice** for the social work profession. Through credential review, examination, professional reference and continuing education requirements, professional competency is affirmed.
Purpose of Certification/Licensure

- To protect the public by setting standards for qualification, training, and experience for those who seek to represent themselves to the public as certified social workers or licensed clinical social workers and by promoting high standards of professional performance for those engaged in the practice of social work.
Function of the Board

- Under Chapter 90B of the North Carolina General Statutes, it is the responsibility of the NC Social Work Certification and Licensure Board to administer and enforce the provisions of the Social Worker Certification and Licensure Act.
Constellation of Board Membership

- The NC Social Work Certification and Licensure Board is comprised of 7 members:
  - 5 professional SWrs in public and private practice
  - 2 public members
- All members serve by gubernatorial appointment in a non-salaried capacity.
- All members are residents of NC and, with the exception of the public members, must be certified/licensed.
- Professional members must have at least 3 yrs. of SW experience prior to appt.
- Term of office- 3 yrs. with no more than 2 consecutive terms.
Current Board Members

- Deana F. Morrow, PhD, LPC, LCSW, ACSW, Chair, Professional Member (Educator)
- Ronald W. Penney, MPA, Vice-President, Public Member
- Jerry W. Rhodes, MSW, CSWM, Treasurer, Professional Member (Public Sector)
- Patricia Heard, MSW, LCSW, Professional Member (Private Sector)
- Leon Maynor, BA, Public Member
- Emily B. Simmons, MSW, CSWM, Professional Member (Public Sector)
- Janet Urman, MSW, LCSW, Professional Member (Private Sector)
Board Staff Configuration

- Executive Director
- Ethics Director
- Administrative Support Staff
- Ethics Investigators & Reviewers
- Attorney
How to Contact the Board

- North Carolina Social Work Certification & Licensure Board
  PO Box 1043
  Asheboro, NC 27204

- Email: swboard@asheboro.com

- Phone 336-625-1679 local, or 800-550-7009 (Administrative Toll free)
  866-397-5363 (Ethics Toll Free)

- Website: www.ncswboard.org
Levels of Certification/Licensure

- Level A - Certified Social Worker (CSW)
- Level B - Certified Master Social Worker (CMSW)
- Level C - Licensed Clinical Social Worker (LCSW)
- Level C - Provisionally Licensed Clinical Social Worker (P-LCSW)
- Level H - Certified Social Work Manager (CSWM)
### Issued and Active Certifications and Licenses Through December 31, 2008

<table>
<thead>
<tr>
<th>Licenses/Certific.</th>
<th>CSW</th>
<th>CMSW</th>
<th>CSWM</th>
<th>LCSW</th>
<th>P-LCSW</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Issued</td>
<td>591</td>
<td>667</td>
<td>78</td>
<td>6,265</td>
<td>4,904</td>
<td>12,505</td>
</tr>
<tr>
<td>Active</td>
<td>198</td>
<td>159</td>
<td>35</td>
<td>4,584</td>
<td>1,341</td>
<td>6,317</td>
</tr>
</tbody>
</table>
CSW Requirements

- Application and fee of $100
- BSW degree from a CSWE accredited undergraduate school
- ASWB bachelor level examination
- Official Transcripts
- References
CMSW Requirements

- Application and fee of $100
- MSW, DSW, or PhD degree in social work from a CSWE accredited graduate school
- ASWB Master level exam or ACSW exam
- Official Transcripts
- References
P-LCSW Requirements

- Application and fee of $100
- MSW, DSW, or PhD degree in social work from a CSWE accredited graduate school
- ASWB Clinical level exam (must pass within the two-year provisionally licensed period)
- No experience required upon application. Holders of this license must submit reports every 6 months documenting progress in supervision and clinical hours accumulated (Supervision must be from a LCSW/MSW with at least 2 years of post-LCSW experience).
- Official Transcripts
- References
A Note for Students About to Graduate

- Students who are in their last semester of study are eligible to proceed with the application process and exam eligibility.
- Submit with your materials a letter from your academic advisor or the Program/Department/School director verifying that you are a student in good standing and that you are a candidate for graduation at the end of the semester.
- After graduation is official, submit to the Board an official transcript noting your degree and date of graduation.
LCSW Requirements

- Application and fee of $100
- MSW, DSW, or PhD degree in social work from a CSWE accredited graduate school
- ASWB Clinical level exam
- Minimum of 3,000 hours of post-MSW clinical paid employment performed in no less than 2 full years nor more than 6 years (field practicum cannot be included in experience)
- 100 hours supervision (25 hours may be group) from a LCSW/MSW with at least 2 years of post-LCSW experience
- Official Transcripts
- References
CSWM Requirements

- Application and fee of $100
- BSW, MSW, DSW or PhD in social work from a CSWE accredited school
- ASWB Advanced Generalist level exam
- Minimum of 3,000 hours of social work administrative employment in no less than 2 full years nor more than 6 years (field practicum cannot be included in experience)
- 100 hours supervision (50 hours may be group) from a social work administrator who has at least 5 years social work administrative experience and is certified/licensed (any level) by the Board.
- Official transcripts
- References
Clinical Social Work Practice Defined

- The professional application of social work theory and methods to the biopsychosocial dx, tx, or prevention of emotional and mental disorders. Practice includes, by whatever means of communications, the tx of individuals, couples, families, and groups, including the use of psychotherapy and referrals to and collaboration with other health professionals when appropriate. Clinical social work practice shall not include the provision of supportive daily living services to persons with severe and persistent mental illness as defined in GS 122C-3(33a).
Private Practice by P-LCSWs

- The Board officially **discourages** private practice by P-LCSWs

- P-LCSWs seeking to engage in private practice must make a written request to the Board and include a statement of their immediate access to a licensed mental health professional who will be available to provide emergency clinical consultation to assure that standards of clinical social work practice are maintained.
Eligibility Information
(NC General Statute 90B-11)

The Board may refuse to grant or renew a license on the following grounds:

- Conviction of a misdemeanor under NCGS 90B, or conviction of a felony under U.S. or any state law.
- Gross unprofessional conduct, dishonest or incompetent practice.
- Fraud, deceit, misrepresentation, or dishonest conduct.
- Inability or impairment of the worker to perform the functions for which he or she is certified/licensed.
- Violations of any of the provisions of GS 90B or of the rules of the Board.
Steps in Applying for Certification/Licensure

1. Complete the application packet. You may download the application packet from the Board’s website at www.ncswboard.org; or, you may send a written request for an application packet (include your name, address, and phone number) to:

   NCSWCLB
   PO Box 1043
   Asheboro, NC 27204

   Note: Your signature on the application must be notarized.
2. Request a copy of your transcript to be sent to you in a sealed envelope or sent directly to NCSWCLB. (Note: Those applying for exam eligibility before graduate will have to submit another “final” transcript after graduation.)
Steps in Applying for Certification/Licensure, cont.

3. Request three professional references from field supervisors, field liaison, or teachers (at least one reference must come from a supervisor).

All references must be completed on the official form. Ask each reference to place the form in a sealed envelope with their signature over the envelope closure.

Have your reference persons mail the sealed envelope to you, **but do not open it.**
Steps in Applying for Certification/Licensure, cont.

4. Submit to the Board the completed application (with your notarized signature) and also enclose the sealed transcript and the three sealed professional references, along with a certified cashier’s check or money order for the application fee. (If applying before graduation, also enclose the letter of good standing.)
Renewal of Certification/License

- Credentials are issued for a two-year period and are renewable through demonstration of appropriate continuing education (40 contact hours per two-year renewal cycle).

- P-LCSW licenses are issued for two years, but have a maximum time frame in which requirements for full licensure must be satisfied. P-LCSWs must pass the clinical exam during their first two years of licensure in order to be eligible for renewal.
Questions/Discussion