

***Annual Report***  
***Fiscal Year 2014***

**BOARD OF SOCIAL WORK EXAMINERS**

***July 2014***



**DIVISION OF CORPORATIONS, BUSINESS  
AND PROFESSIONAL LICENSING**

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This Annual Performance Report is presented in accordance with Alaska Statute 08.01.070(1) and Alaska Statute 37.07.080(b). Its purpose is to report the accomplishments, activities, and the past and present needs of the licensing program.

**ALASKA STATE BOARD OF SOCIAL WORK EXAMINERS  
FY 2014 ANNUAL REPORT**

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**ALASKA STATE BOARD OF SOCIAL WORK EXAMINERS  
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IDENTIFICATION OF BOARD**

<b><u>Board Member</u></b>	<b><u>Date Appointed</u></b>	<b><u>Term Expires</u></b>
<b>Marilyn B. Kerr, LCSW Licensed Clinical Social Worker</b>	<b>June 13, 2011</b>	<b>March 1, 2016</b>
<b>Danielle F. LaFon Licensed Baccalaureate Social Worker</b>	<b>March 1, 2014</b>	<b>March 1, 2018</b>
<b>Zachary P. Paulson Licensed Clinical Social Worker</b>	<b>March 1, 2013</b>	<b>March 1, 2017</b>
<b>Laura Thiesen, MSW Master of Social Work</b>	<b>March 1, 2010</b>	<b>March 1, 2018</b>
<b>Tina Walter, RN Public Member</b>	<b>January 27, 2014</b>	<b>March 1, 2015</b>

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**IDENTIFICATION OF STAFF**

**Angie Parker, Licensing Examiner (hired 06/2014)**

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Division of Corporations, Business and Professional Licensing  
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**Michele Wall-Rood, Investigator**

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**Eleanor Vinson, Licensing Examiner (retired 04/2014)**

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**ALASKA STATE BOARD OF SOCIAL WORK EXAMINERS**  
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**NARRATIVE STATEMENT**

The Board of Social Work Examiners met face to face meetings four times during fiscal year 2014. A quorum was reached for all meetings. The meetings were held in Anchorage and Juneau.

The Board continued to execute its core function which is the protection of the public. This was done through reviewing licensure applications and continuing education programs in a timely fashion. All reviews have the common goal of maintaining the professional standards established in Alaska's Social Work Licensing Statutes.

Other Board activities in support of protection of the public and maintaining professional standards included review of regulations; responding to questions about licensing and continuing education; and monitoring complaints and related investigations regarding licensees; and conducting a continuing education audit of licensees.

The Board maintained their involvement with the Association of Social Work Boards (ASWB) with attendance at the spring education meeting and annual meeting. The spring education focused on the process of complaints and cultural competency. The annual meeting reviewed the pathway to licensure and the five year strategic plan. Two new board members are scheduled to attend the new board member training.

The Board maintained communication with several organizations that have interest in the Board's actions. These organizations include the National Association of Social Workers, Alaska chapter (NASWAK) and the Association of Social Work Board's (ASWB). The board now has a liaison member with NASWAK and university system.

The board invited ASWB General Counsel Dale Atkinson and ASWB Deputy Executive Director Dwight Hymans to speak to the Board about the potential for associate level licensure and the need for practice protection at the bachelor and master's level of licensure.

The board continued to review statutes and regulations, identifying changes that would execute its core function of protection of the public and maintaining professional standards. Section 12 AAC 18.150 was updated to change from the 1999 edition to the 2008. There was ongoing discussion about practice protection and a proposed change in statute to better define the role of BSW, MSW, and LCSW. A proposed change in statute is pending with regard to the definition of face to face real time education for continuing education.

The board is updated quarterly about the financial status of the board. The Board increased the licensure renewal fee to \$300 for FY 2015.

The Board works with the State of Alaska department staff members on continuing improvements.

**ALASKA STATE BOARD OF SOCIAL WORK EXAMINERS**

**FY 2014 ANNUAL REPORT**

**BUDGET RECOMMENDATIONS FOR FY 2015**

**TRAVEL REQUESTS:** ranked in order of the board's priority. Provide the best estimates based on past actuals and seasonal trends in travel, such as summer hotel rooms or increased fuel costs. Calculate on full costs and note any third-party fiscal offsets. Expand the tables below as needed.

**Board Meetings**

Date	Location	# of Board Members	# of Staff	Total Estimated Cost (total of airline, hotel, mileage, M&IE, parking, rental car, taxi, etc.)
9/11-12/2014	Fairbanks	5	1	\$6000.00
12/4-5/2014	Anchorage	5	1	\$4800.00
March, 2015	Anchorage	5	1	\$4800.00
May, 2015	Anchorage	5	1	\$4800.00

**Travel Required to Perform Examinations**

Date	Location	# of Board Members	# of Staff	Total Estimated Cost (total of airline, hotel, mileage, M&IE, parking, rental car, taxi, etc.)
	N/A			
Description of meeting and its role in supporting the mission of the board:				

**Out-Of-State Meetings and Additional In-State Travel**

Rank in order of the board's priority. "Reimbursement" refers to payment to cover travel costs. "Direct" refers to an offer by a company to secure travel arrangements on behalf of the board member.

Rank	Date	Location	# of Board Members	# of Staff	Total Estimated Cost		Total Potential Third-Party Offset
					(total of airline, hotel, mileage, M&IE, parking, rental car, taxi, etc.)	Conference Fee	<input type="checkbox"/> Reimbursement <input type="checkbox"/> Direct
1	07/2014	Seattle, WA	2		\$4500.00		\$3500.00
	Description of meeting and its role in supporting the mission of the board: Association of Social Work Boards' New Board Member Training - Required training by the Association of Social Work Boards for new board members. Introduces new members to social work laws, ethics, etc. ASWB is part an integral part of Alaska's social work regulations. Alaska uses their ethics for licensees and supervisors; their accredited schools for acceptance of applications; and their standards of practice.						
2	11/11/2015	Boise, Idaho	1	0	\$3500.00		<input type="checkbox"/> Reimbursement <input type="checkbox"/> Direct \$1500.00
	Description of meeting and its role in supporting the mission of the board: Association of Social Work Boards' Annual Meeting - to advocate and remain updated on evolving issues, including testing processes, ethics, continuing education approval, and school accreditations coming before this organization and its relevance to Alaska, as the ASWB is a big part of our regulations and licensing.						
3	Spring 2015	Unknown location	2	0	\$5000.00		<input type="checkbox"/> Reimbursement <input type="checkbox"/> Direct
	Description of meeting and its role in supporting the mission of the board: Association of Social Work Boards' Spring Education Meeting-Connects Alaska to the rest of the US boards regarding upcoming issues/problems and how to solve them. In-depth training on current issues confronting all social work boards.						
4	2015	Unknown location	1		\$3000.00		<input type="checkbox"/> Reimbursement <input type="checkbox"/> Direct
	Description of meeting and its role in supporting the mission of the board: Association of Social Work Boards' New Board Member Training -training by the Association of Social Work Boards for new staff. Introduces new staff to social work laws, ethics, etc. ASWB is part an integral part of Alaska's social work regulations. Alaska uses their ethics for licensees and supervisors; their accredited schools for acceptance of applications; and their standards of practice.						

**ALASKA STATE BOARD OF SOCIAL WORK EXAMINERS  
 FY 2014 ANNUAL REPORT  
 BUDGET RECOMMENDATIONS FOR FY 2015 CONTINUED**

**NON-TRAVEL BUDGET REQUESTS**

**Dues/Memberships/Resources/Online Training/Teleconferences/Examination Contracts**

Provide details of the budgetary request. Break down into specific events, where applicable.

Product or service:	Provider:	Cost per event:
ASWB MEMBERSHIP-YEARLY DUES	Association of Social Work Boards	\$550.00
Description of item and its role in supporting the mission of the board: Yearly dues to ASWB. ASWB is an important part of the board regulations and the everyday licensure application process. They also provide new board member training at no cost.		

**Other Items with a Fiscal Impact:**

Product or service:	Provider:	Cost per event:
N/A		
Description of item and its role in supporting the mission of the board:		

**Summary of FY15 Fiscal Requests**

Board Meetings	<b>\$20,400.00</b>
Travel for Exams	<b>0</b>
Out-Of-State and Additional In-State Travel	<b>\$16000.00</b>
Dues/Memberships/Resources/Online Training/Teleconferences	<b>\$550.00</b>
Total Potential Third-Party Offset	<b>\$5,000.00</b>
Other	
<b>Total Requested:</b>	<b>\$31,950.00</b>

**Additional information:**

**ALASKA STATE BOARD OF SOCIAL WORKER EXAMINERS  
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RECOMMENDATIONS FOR PROPOSED LEGISLATION FOR FY 2015**

The Board of Social Work Examiners has no recommendations for proposed legislation at this time.

**ALASKA STATE BOARD OF SOCIAL WORK EXAMINERS  
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REGULATION RECOMMENDATIONS FOR FY 2015**

The Board of Social Work Examiners has no regulation recommendations at this time.

**ALASKA STATE BOARD OF SOCIAL WORK EXAMINERS**  
**FY 2014 ANNUAL REPORT**  
**GOALS AND OBJECTIVES FOR FY 2015**

**List the board's FY14 goals and objectives and how they were met:**

1. Review applications for licensure by credentials/examination at the meetings and/or by mail vote. The Board will continue to license at all levels identified in statute.

**The Board continues to meet and review applications and question from applicants/licensees. It will use mail ballots when needed. The Division has created a new, secure system for the mail ballots.**

**List the board's FY15 goals and objectives. Include any strengths, weaknesses, opportunities, and threats, as well as any resources needed:**

2. Review and evaluate the social worker examination and licensing process and insure that business is conducted in a timely manner. Explore regulations regarding examination expiration times

Ensure prompt reimbursement of out of state travel to ASWB meetings

- Board will continue to use funding as allowed by ASWB to pay new board training and request division to allow funds to be transferred to social work board.

Peruse the difference of face-to-face and real time.

- Research until ASWB and other AK State licensing boards to help develop regulations in regards to continuing education.

In an effort to engage in education communication re: licensing information, a board member will provide outreach to prospective graduates of Social Work programs, ie. Professional Standards of Social Work, Public Safety, and information for "path to licensure."

3. Report disciplinary actions to the Public Protection Database (PPD) of the Association of Social Work Boards. Continue with public protection as the main goal of the Board.

**For this, the Board will continue to use the resources offered by the Investigations staff. In addition, Board members will continue to act as reviewing Board Members for our Investigator regarding jurisdictional questions and guidance on disciplinary sanctions.**

4. Hold a minimum of three face-to-face meetings in FY 2014. The Board will hold additional face-to-face meetings as needed.

**The Board is planning on meeting in September, December and two additional dates during FY14. The weakness and threat to this is the new interpretation by the Dept. of Administration that no longer allows the Board to attend training that is paid by ASWB.**

5. Maintain full Board membership at all times.

**Through the Liaisons, make sure that organizations and their members are aware that there are board members who will reach the term limits and will encourage them to apply to the Governor for membership to the Board.**

6. Review the revenues and expenditures of Board business and work with the Division to ensure that the license fees be set at a level to equal costs of conducting Board business. Continue to work with the Administration, the Division, and the Legislature to resolve travel authorization funding barriers and delays.

**Invite Department personnel to meetings to discuss budgets.**

7. Send Board Members and staff to various social work national and regional training and conferences, including New Board Member Training from the Association of Social Work Boards, Association of Social Work Boards' conferences/training, and NASWAK.

**The Board will continue to send members and staff to Association of Social Work Boards' trainings and conferences in order to keep informed regarding changes, using ASWB as a resource for training in current problems or threats/solutions in the application processes and examinations; and training for new board members.**

8. In order to maintain communication with NASW, Alaska Chapter, and the Office of Children's Services, as well as any other organization associated with social work, continue to invite their representatives to attend meetings. Maintain relationships through board liaison with NASWAK and the UA schools of Social Work.

**The Board has appointed liaisons for NASWAK and the UA schools of Social Work.**

9. Make recommendations for statute and regulation changes as necessary.

**The Board will continue to work on regulations changes, using the Division staff and the Department of Law, as is policy. It will also encourage the NASWAK and the Division to push forward any statute changes they determine are for the safety of the public.**

10. Continue to improve communication with licensees via the Division of Occupational Licensing website and Board Liaisons.

**The Division keeps the website updated constantly. The problem is that licensees do not use the website for information as they could.**

1. In order to increase communication with the public about social work licensing and with social workers regarding licensure, the Board will move meetings to different cities and possibly in conjunction with the state conference.

**The Board and other licensees to hold meetings in different locations to offer involvement by the public.**

12. The Board will continue to collect data and information regarding a new level of licensure at the Associate's level.

**The Board is obtaining information from ASWB and other states regarding this level of licensure. Attending ASWB trainings/meetings will assist with this, in addition to ASWB speaking with the Board at its meetings.**

**ALASKA STATE BOARD OF SOCIAL WORK EXAMINERS  
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SUNSET AUDIT RECOMMENDATIONS**

Date of last Legislative Audit: September 30, 2009

Board sunset date: June 30, 2018

**Audit Recommendation #1:**

**The Department of Commerce, Community, and Economic Development (DCCED), Division of Corporations, Business and Professional Licensing's professional licensing administrative officer should take steps to improve administrative support.**

Action taken:

Taken by the Division, not the Board

Next Steps:

Date completed:

# FISCAL YEAR 20\_\_\_\_ STATISTICAL OVERVIEW

Program: \_\_\_\_\_

AS 08. \_\_\_\_\_

12 AAC \_\_\_\_\_

Name of Individual Completing Report: \_\_\_\_\_

Date: \_\_\_\_\_

FY14 LICENSEES	NEW-ISSUED FY 20____	TOTAL AS OF 6/30/____

**A. Current Active Licenses, Endorsements, Permits**

List type and if issued by examination or credential, as applicable.

LICENSE TYPE & PROGRAM CODE	Lic. Type Code	Status Code	NEW-ISSUED FY 20____	TOTAL AS OF 6/30/____	LICENSURE BASIS
Example: Civil Engineer - AEL	C	AA	10	250	Exam: 6 Credentials: 4
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.					
13.					
<b>TOTAL</b>					

**B. Temporary Licenses**

LICENSE TYPE & PROGRAM CODE	Lic. Type Code	Status Code	NEW-ISSUED FY 20____	TOTAL AS OF 6/30/____	NOTES
Example: Physical Therapist - PHY	R	AA	4	24	
1.					
2.					
3.					
4.					
<b>TOTAL</b>					

**C. Current Licenses Issued as Inactive (not lapsed licenses)**  
 (Only Medical, Chiropractic, CPA, and Real Estate)

LICENSE TYPE & PROGRAM CODE	Lic. Type Code	Status Code	TOTAL AS OF 6/30/____
Example: Salesperson - REC	S	II	64
1.			
2.			
3.			
4.			
<b>TOTAL</b>			

**D. Retired Licenses**

CATEGORY & PROGRAM CODE	Lic. Type Code	Status Code	RETIRED DURING FY 20____	TOTAL AS OF 6/30/____	NOTES
Example: Osteopath - MED	O	RR	1	8	
1.					
2.					
3.					
<b>TOTAL</b>					

**E. Examination Detail**

(List each examination administration separately. Write "See Attached" and attach a separate sheet if necessary.)

EXAM TYPE	LOCATION	DATE	CANDIDATES	NO. PASSED	NO. FAILED
<b>Number of Postponed Exams</b>					
<b>Number of Exam Reviews</b>					

**F. Miscellaneous Program Activity**

List all instances of fee-related work performed under Centralized Regulations per 12 AAC 02.105 (tracked by each program's fee ticker)

DESCRIPTION	TOTAL
Example: License Verification	62

**G. Miscellaneous Program Activity**

List all instances of fee-related work performed under the licensing program's regulations that is not included above

DESCRIPTION	TOTAL
Example: Course Approval	16

**H. Board Meetings and Teleconferences**

DATE	LOCATION <i>(indicate if teleconference)</i>