

**STATE OF ALASKA  
DEPARTMENT OF COMMERCE, COMMUNITY, AND ECONOMIC DEVELOPMENT  
DIVISION OF CORPORATIONS, BUSINESS AND PROFESSIONAL LICENSING**

**BOARD OF SOCIAL WORK EXAMINERS**

**MINUTES OF MEETING**

By authority of AS 08.01.070(2) and in compliance with the provisions of AS 44.62, Article 6, a scheduled meeting of the Board of Social Work Examiners was held in Juneau at 333 Willoughby Avenue.

**February 24, 2012**

**Call to Order/Roll Call**

The meeting was called to order by Jason Floyd, Acting Chair, at 8:32 a.m.

Board members present, forming a quorum of the Board, were:

Jason Floyd, Licensed Baccalaureate Social Worker, Nome  
Laura Thiesen, Licensed Master Social Worker, Glennallen  
Marilyn B. Kerr, Licensed Clinical Social Worker  
Jennifer Syzdek, Public Member

Board member absent:

Gail La Rose-Henderson, Licensed Clinical Social Worker, Wasilla

Present from the Division of Corporations, Business, and Professional Licensing at various times were:

Don Habeger, Director  
Sara Chambers, Program Coordinator  
Misty Frawley, Administrative Officer  
Cori Hondolero, Records & Licensing Supervisor  
Sher Zinn, Records & Licensing Supervisor  
Eleanor Vinson, Licensing Examiner  
Gary Keiser, Investigator –by telephone

Present from the Department of Law:

Dan Branch, Attorney

**Ethics Reports**

There were no ethics reports.

**Agenda Item 1      Review Agenda**

**On a motion duly made by Laura Thiesen, seconded by Marilyn Kerr, and passed unanimously, it was**

**RESOLVED that the Board accept the agenda as amended.**

**Agenda Item 2      Review Meeting Minutes**

The Board reviewed the minutes from the October 14, 2011, meeting.

**On a motion duly made by Laura Thiesen, seconded by Marilyn Kerr, and approved unanimously, it was**

**RESOLVED that the Board accept the October 14, 2011 meeting minutes as amended.**

**Agenda Item 3      Division Reports**

**A. Budget Report**

Administrative Officer Misty Frawley had prepared a budget report for the board. It showed that the Board is in solid shape, with a surplus amount. The licensee fees have not been reviewed as yet.

Director Don Habeger gave a quick overview of how the fees are looked at. There is a chart showing if a board is in the red; is neutral; or if the board has a surplus that must be reduced by reducing fees. At this time, the Board is neutral, with slight revenues ahead.

The Director discussed the process of distribution of RSA costs. Business licensing is now paying their share, and it should help all other boards. He also discussed how out of state travel is part of the Legislative process. In 2013, if the Governor's budget has not changed, then travel for Boards will be increased.

**B. Examiners' Report**

This is information regarding the numbers and status of licenses as of 2/13/2012.

Number of LCSW    -- 484

Number of MSW     -- 134

Number of BSW     -- 71

Total number of all permanent licenses: 689

Number that did not renew in 2010(lapsed): 69

Current temporary licenses: 38

## C. Investigator's Report

Previously there was discussion of accepting guidelines for imposition of civil fines. This will again be brought to the next meeting.

There are no new open investigations. There was one complaint since the last meeting

## Agenda Item 4 New Business

### A. Year End Report

The Board worked on their goals/objectives for FY2012. There will be further work on it, but at this time it is as follows:

1. Review applications for licensure by credentials/examination at the meetings and/or by mail vote. The Board will continue to license at the Clinical, Masters and Baccalaureate levels.
2. Review and evaluate the social worker examination and licensing process and insure that business is conducted in a timely manner.
3. Ensure that the application process remains in compliance with the Americans with Disabilities Act (ADA).
4. Report disciplinary actions to the Disciplinary Action Reporting System (DARS) of the Association of Social Work Boards.
5. Hold a minimum of two face-to-face meetings in FY 2011. The Board may need to hold additional face-to-face meetings depending on the number of applications received.
6. Maintain full Board membership at all times.
7. 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.
8. Send a Board Member and staff to various social work national and regional training and conferences, such as New Board Member Training from the Association of Social Work Boards, Association of Social Work Boards' conferences.
9. 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.
10. Make recommendations for statute and regulation changes as necessary.
11. Continue to improve communication with licensees via the Division of Occupational Licensing website, NASW, Alaska Chapter, etc.
12. Identify ways to communicate with the public about social work licensing and with social workers regarding licensure.

**On a motion duly made by Laura Thiesen, seconded by Jennifer Syzdek, and approved unanimously, it was**

**RESOLVED that the Board accept annual goals and objectives for FY12, as amended and discussed, pending input from the Chair.**

**Agenda Item 5 Applications/Reinstatements/CEU Audits**

The Board reviewed 49 applications, 1 continuing education audit, and 3 requests for alternate supervision during this meeting.

**On a motion by Laura Thiesen, seconded by Marilyn Kerr, and approved unanimously it was**

**RESOLVED to approve the following Social Work applications with the stipulation that the information in the applicants' files will take precedence over the information in the minutes:**

**CLINICAL SOCIAL WORKER BY EXAMINATION**

BLUBAUGH, STEPHANIE  
BRYANT, RUSSELL  
KLIEMANN, MARCI  
ROTH, DEBRA  
SHIPOWICK, JUSTIN

**MASTER SOCIAL WORKER BY EXAMINATION**

BALDWIN, TRACEY  
MERWIN, PATRICIA  
MESSING, BRIAN  
QUINN, KATHLEEN  
STRATTON, NATHAN  
TALBOT-CLARK, BRYAN

**MASTER SOCIAL WORKER BY CREDENTIALS**

BELTRAMI, REBECCA  
POULSEN, MARIA

**BACCALAUREATE SOCIAL WORKER BY EXAMINATION**

DUBIN-SCHEER, CLAIRE  
HARLEY, VICTOR  
MAYS, MELISSA  
PALMER, DIANE

**EXTENSION OF EXAM TIME**

DUSENBURY, STEPHANIE  
GRAVES, KATHLEEN

**ALTERNATE SUPERVISION**

CURTIS, MARISSA  
LEWIS, NATALIE  
STRATTON, NATHAN

## **CONTINUING EDUCATION COURSES**

### **ALASKA ASSOC OF MARITAL & FAMILY THERAPY**

Clinical Realities in a Cyber World: Common Problems, Therapeutic Suggestions & Ethical Considerations

### **FORT WAINWRIGHT CHILD & FAMILY ASSISTANCE CENTER**

Building Resilience in Children, Adolescents...and Us

### **UAF/UA ALASKA RURAL BEHAVIORAL HEALTH TRAINING ACADEMY**

Critical Elements in Clinical Supervision

Overcoming Obstacles Within Rural Alaska in Clinical Supervision

### **CO-OCCURRING DISORDERS INSTITUTE – CODI**

A New Look at Binge Drinking

Assessment Sources & Differential Diagnosis

Behavioral Plan Practicum

Crisis Intervention

Engaging Couples & Families

Evidence Based Treatment of Clinically Exotic Problems in School

Regional Trauma Institutes – Trauma 101 – day 1

Regional Trauma Institutes -Trauma Informed Care-day 2

Special Populations – FASD, SED, SMI

Substance Abuse Assessment

## **Agenda Item 6      Public Comment**

There was no public comment.

## **Agenda Item 7      NASWAK Liaison Report**

Marilyn Kerr spoke with Kris Rehmann who is President-Elect of NASW. She states the board is in the process of hiring an Executive Director. We will be able to increase communication with them as their position is filled.

Topics discussed were the inclusion in present regulations of the Code of Ethics of the National Association of Social Workers (NASW) 1999 edition. There is a more recent edition which our Board may consider updating. The NASW board has not addressed this as yet. Ethics will be a topic for their spring training and our questions are invited.

A second issue is our request to record credits earned for NASW trainings so that copies can reflect credits clearly for audit purposes. They have already addressed this and no longer will use stickers.

The spring education meeting will include a presentation on ethics and they are requesting an informal presentation by the Board.

## **Agenda Item 8      Old Business**

### **A. Code of Ethics**

The Board had discussed that the NASW's code of ethics. Some members had felt that it is broad and ambiguous and they wish to write their own. Discussion previously showed that some board members believe that the code of ethics is not a code of regulations and there is no historical context for needing to change it.

Board Members Laura Thiesen attended the ASWB annual meeting and spoke with ASWB's legal counsel regarding creating a board's own ethics. The advise was to be sure and follow the Model Law.

Board Member Kerr noted that "standards of practice" is in the statutes. Board Member Floyd feels that elements in the NASW Code of Ethics are aspirations, and the Board needs more defined ethical boundaries.

The discussion on dropping the NASW Code of Ethics from our regulations was tabled until the next meeting.

### **B. Legal Opinion/Military Reporting**

The Board had requested a legal opinion as to whether licensed social workers employed by the U.S. Military have to comply with the state statutes mandating the reporting of suspected child abuse to the state's Office of Children's Services.

Alaska Department of Law Attorney Dan Branch addressed the Board regarding this matter. Afterwards it was decided that he should look further into the question and then will present the board with his findings at another meeting.

**On a motion by Laura Thiesen, seconded by Marilyn Kerr, and approved unanimously it was**

**RESOLVED to go into executive session with Department of Law Attorney Branch and staff in accordance with AS 44.62.310(c)(2) and (3) for the purpose of discussing a legal opinion.**

Into executive session 2:04 am

Out of executive session 2:34 am

### **Agenda Item 9      Regulations**

This concerns a regulation changes to place a 10 year limit on “student” employment that was previously discussed, reviewed by the Department of Law and public noticed. The Department of Law had added some small changes to it and it now must be re-adopted to become law.

**On a motion by Laura Theisen, seconded by Jennifer Syzdek, and approved unanimously it was**

**RESOLVED to re-adopt the changes dealing with sections 12 AAC 18.120 and 12 AAC 18, as presented.**

Acting Chair Jason Floyd signed the Order on record.

### **Agenda Item 11      Board Business**

#### **A. Wilhelm-North Slope Borough Lic Question**

There was a question regarding an LPC being able to sign off on an assessment & treatment plan done by a licensed clinical social worker.

Richard Nault answered with the following:

The integrated regulations have addressed this issue in the following manner:

An un-licensed person with a master’s in social work, may not call themselves a ‘social worker’. However, they *can* work for a Behavioral Health Grantee as a Professional Mental Health Clinician and provide Clinic services under that title ( Professional Mental Health Clinician). If those services are medically necessary and delivered in a manner consistent the Integrated Behavioral Health regulations, the services can be billed to Medicaid.

The Board replied that, if a person is not performing duties listed under statute 08.95.990(2), they are in compliance, so they are fine. They can only perform those duties (as described in 08.95.99) if under an approved supervisor:

**Sec. 08.95.990. Definitions.** In this chapter,...

(2) "clinical social work" means the diagnosis of psychiatric disorders and the use of techniques of applied psychotherapy of a nonmedical nature while practicing social work;..

(8) “student in a social work program approved by the board” includes

(A) a person with a master or doctorate degree in social work who is practicing clinical social work under the supervision of a person who meets the requirements of AS 08.95.110(a)(2)

Assessments and treatment plans do not fall under “clinical social work”.

None of these hours would count as licensure hours. In order for time to be counted toward supervision, a person must be under an approved supervisor and, the applicant will need an alternate supervision plan (if not using someone in your current employment or out of your area). Please consider distance supervision.

(2) has completed, within the 10 years before application for licensure and **under the supervision of a licensed social worker, licensed psychologist or licensed psychiatrist** either

(A) a minimum of two years of continuous full-time employment in postgraduate clinical social work; or

(B) a minimum of 3,000 hours of less than full-time employment in a period of not less than two years in postgraduate social work

**12 AAC 18.115. SUPERVISION OF EXPERIENCE FOR CLINICAL SOCIAL WORK LICENSE.** (a) To meet the requirements of AS 08.95.110(a)(2), an applicant for a clinical social work license must document at least 100 hours of direct clinical supervision equitably distributed throughout the supervised period. No more than 50 hours required by this subsection may be in group supervision. For good cause shown, the board will, in its discretion, grant a written request from an applicant for an exception to the limitation on the number of group supervision hours.

(b) The board will, in its discretion, approve the supervision of experience of an applicant for a clinical social work license to satisfy the requirements of AS 08.95.110(a)(2) if the clinical supervisor

(1) documents the applicant's supervised experience on a form provided by the department; and

(2) is a clinical social worker, psychologist, or psychiatrist who holds an unrestricted license to practice that profession in this state or other licensing jurisdiction during the period of supervision.

(c) To be accepted by the board,

(1) direct clinical supervision must be provided in face-to-face meetings between the supervisor and the applicant unless the board, for good cause shown, has granted an exception allowing for an alternate form of supervision.

(2) if direct clinical supervision is not provided to the applicant within the applicant's agency of employment, the applicant must provide the board with a written release from the administrator of the applicant's agency for the applicant to be supervised outside the applicant's agency setting; and

(3) the clinical supervisor must be responsible for direct clinical supervision of the applicant within the following content areas:

(A) clinical skills;

(B) practice management skills;

(C) skills required for continuing competence;

(D) development of professional identity;

(E) ethical practice;

(F) legal and regulatory requirements.

(d) To receive the exception in (c)(1) of this section, an applicant who practices in a remote location must, before the supervision begins, submit a written request to the board to allow supervision by telephonic or electronic means. The board will approve a request for telephonic or electronic supervision of an applicant who practices in a remote location if the board determines that

(1) approved clinical supervisors are not practicing at, or within a reasonable distance of, that location; or

(2) the approved clinical supervisors practicing at that location cannot provide appropriate supervision because of the supervisor's relationship to the applicant, a possible conflict of interest, or other good cause shown.

**(e) For good cause shown to the board's satisfaction, the board will accept an alternate plan of supervision that varies from the requirement of this section, if the applicant**

**(1) submits the alternate plan in writing to the board; and**

**(2) receives approval of the alternate plan by the board before the applicant begins the alternate supervised Experience**

## B. LEAP

Licensing Exam Preparation Services, LLC, had asked the Board to advertise their product for exam preparation on their website. The Board declined to answer the letter, as they have previously.

## C. Licensing Question – Felony

An individual had sent email regarding substance abuse certification. The Licensing Examiner had answered and the Board did not wish to change the answer. (Substance Abuse Counselors are processed through the Commission Behavioral Health-it is not a Professional License.)

## D. Malone-UAF Alaska Native CEU

Vicki Malone had asked if a class that the UAF is offering, ANL F150, Interpretive Communications, would be accepted as cross cultural education relating Alaska Natives for continuing education hours. The Board feels that it is a good course, however, it must be a graduate course or a CEU level course, not an undergraduate course, to be accepted for continuing education for a licensed social worker, per the following regulation:

**12 AAC 18.220. APPROVED CONTINUING EDUCATION ACTIVITIES.** (a) To be accepted by the board, continuing education must contribute directly to the professional competency of a social worker and must be directly related to the skills and knowledge required to implement social work principles and methods as defined in AS 08.95.990.

(b) The following continuing education activities are acceptable if they are related to social work in accordance with (a) of this section: (1) postgraduate courses in social work given by an academic institution, either audited or for credit;

## **Agenda Item 12 Board Business**

### **A. Task List**

Marilyn Kerr -- liaison to NASWAK.  
All -- Read Code of Ethics (is on the website)

### **B. Sign Wall Certificates**

The wall certificates were signed.

### **C. Schedule future meetings**

June 15, 2012 in Anchorage  
September 7, 2012 in Kenai  
The meeting will begin at 8:30 a.m.

### **D. Sign Meeting Minutes**

The October 14, 2011 meeting minutes were signed by the Acting Board Chair.

### **E. Discuss Travel Authorizations/collect & sign**

Travel Authorizations were signed by the Board members and turned in.

### **F. Training/conferences**

Spring Meeting – April – Gail LaRose-Henderson and Eleanor Vinson

**Upon a motion by Laura Thiesen, seconded by Marilyn Kerr, and approved unanimously it was**

**RESOLVED to adjourn the meeting.**

Meeting adjourned at 4:30 pm.

Respectfully submitted:

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Eleanor Vinson, Licensing Examiner

Approved:

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Gail La Rose-Henderson, Chair  
Social Work Examiners Board

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