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Governor
State of Missouri

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Tom Reichard
Executive Director

Tentative Meeting Notice
September 13, 2018
8:00 a.m.

State Committee for Social Workers

Missouri Division of Professional Registration
3605 Missouri Blvd.
Jefferson City, MO 65109

Notification of special needs as addressed by the American's with Disabilities Act should be forwarded to the State Committee for Social Workers, 3605 Missouri Blvd Jefferson City, MO 65102 or by calling (573) 751-0885 to ensure available accommodations. The text telephone for the hearing impaired is (800) 735-2966.

Except to the extent disclosure is otherwise required by law, the State Committee for Social Workers is authorized to close meetings, records and votes, to the extent they relate to the following: Chapter 610.021 subsections (1), (3), (5), (7), (13), (14) and Chapter 324.001.8 and 324.01.9 RSMo.

The State Committee for Social Workers may go into closed session at any time during the meeting. If the meeting is closed, the appropriate section will be announced to the public with the motion and vote recorded in open session minutes.

TENTATIVE AGENDA
OPEN SESSION AGENDA
September 13, 2018
8:00 a.m.

Missouri State Committee for Social Workers
Division of Professional Registration
3605 Missouri Blvd.
Jefferson City, MO 65109

- I. Call to Order**
- II. Roll Call**
- III. Introduction of Guests**
- IV. Approval of Open Session Agenda**
- V. Approval of Open Minutes**
 - June 7 & 8, 2018
 - July 18, 2018
- VI. Election of Officers**
- VII. 2019 Meeting Dates**
- VIII. Executive Director**
 - Board Reports
 - 2018 Renewal Update
 - ASWB Annual Meeting of the Delegate Assembly
 - Miscellaneous
- IX. Review of Rules effective August 28, 2018**
 - HB1719 Suicide Prevention Training and Education Requirements
 - HB1769 Filing of False Documents
 - SB843 Fee Waiver Statement
- X. Client Relationships**
- XI. Miscellaneous**
 - Grandfathered licensee's taking the ASWB Exams
 - Supervision Question
- XII. CLOSED SESSION** - Closed session as per Section 610.021 Subsection (1) for the purpose of discussion of confidential or privileged communication between this agency and its attorney; Section 610.021 Subsection (14) and Section 324.001.8 for the purpose of discussing applicants for licensure. Closed under Sections 610.021 for the purpose of reviewing and approving the closed minutes of one or more previous meetings. Closed under Sections 610.021(14) and 324.001.8, RSMo, for the purpose of discussing investigative reports and/or complaints.
- XIII. Adjournment**

Open Session Minutes

**Open Minutes
June 7 & 8, 2018**

**Missouri State Committee for Social Workers
Division of Professional Registration
3605 Missouri Blvd.
Jefferson City, MO 65109**

Members Present

Terri Marty – Chairperson
Justin Bennett – Secretary
Ellen Burkemper
Frances Klahr
Shelly LaRose
Kathie Miller
Sharon Sorrell
Tish Tubbergen

Staff Present

Tom Reichard – Executive Director
Sharon Euler – Legal Counsel
Tiffany Giesing – Processing Technician II
Victoria Steen – Processing Technician II

Guests Present

Steve Franklin
Tamitha Ague

Call to Order – Terri Marty, Chairperson

The Missouri State Committee for Social Worker’s open session meeting was called to order by Terri Marty, Chairperson at 8:15 a.m. on June 7, 2018 at Missouri Council of School Administrator’s Education and Conference Center, 3550 Amazonas Dr., Jefferson City, MO 65109.

Approval of Agenda

A motion was made by K. Miller and seconded by S. Sorrell to approve the open session agenda. J. Bennett, E. Burkemper, F. Klahr, S. LaRose, T. Marty and T. Tubbergen voted in favor of the motion.

Introduction of Guests

Guests attending for the open session agenda: Steve Franklin with Missouri Society for Clinical Social Work, and Tamitha Ague with the NASW.

Approval of Open Session Minutes

March 15, 2018

A motion was made by K. Miller and seconded by J. Bennett to approve the open session minutes of March 15, 2018 with changes made. E. Burkemper, F. Klahr, S. LaRose, T. Marty and S. Sorrell voted in favor of the motion. T. Tubbergen was absent from the meeting.

April 27, 2018

A motion was made by E. Burkemper and seconded by J. Bennett to approve the open session minutes of April 27, 2018. F. Klahr, S. LaRose, T. Marty, K. Miller and S. Sorrell voted in favor of the motion. T. Tubbergen was absent from the meeting.

Guests Speak

Tamitha Ague

Tamitha will be leaving the NASW. Tamitha also discussed legislature laws passed.

Steve Franklin

Nothing at this time.

Executive Director

Board Totals

70 Active Baccalaureate – 5,700 Clinical – 1,742 Master of which 870 are under supervision – 446 Inactive status.

Red Tape Rules

Red Tape Rules reviewed and discussed.

Suicide Training

Executive Director to review with the Division of Professional Registration on a training to be provided. Motion made by K. Miller and seconded by E. Burkemper. J. Bennett, F. Klahr, S. LaRose, T. Marty, S. Sorrell and T. Tubbergen voted in favor of the motion.

Miscellaneous

Senate Bill 843

Senate Bill 843 reviewed and discussed.

Application forms reviewed

Updated forms reviewed.

Miscellaneous

Client Relationships

T. Tubbergen and J. Bennett directed T. Tubbergen to look into social media to be added to the rules, technology standards with the ASWB & NASW. S. Euler to check with other state rules. E. Burkemper, F. Klahr, S. LaRose, T. Marty, K. Miller and T. Tubbergen voted in favor of the motion.

Looking to hire LCSW

A motion made by T. Tubbergen and seconded by K. Miller to send a letter to the individual with the Statutes and Rules. J. Bennett, E. Burkemper, F. Klahr, S. LaRose, T. Marty and S. Sorrell voted in favor of the motion.

Co-Signing

Follow the rules and statutes at the time of the settlement agreement/order.

Maternity leave while under supervision

During maternity leave supervision is on hold.

Grandfathered Licensee taking the Exam

To be reviewed at the September meeting.

Carry-Over CEU's

Carry over is effective immediately.

Mobility for Social Workers

Mobility for Social Workers discussed.

Election of Officers

Election of Officers to take place September 13, 2018.

Motion to Adjourn

A motion was made by J. Bennett and seconded by K. Miller to adjourn the meeting. E. Burkemper, F. Klahr, S. LaRose, T. Marty, S. Sorrell and T. Tubbergen voted in favor of the motion.

**Open Minutes
Telephone Conference
July 18, 2018**

**Missouri State Committee for Social Workers
Division of Professional Registration
3605 Missouri Blvd.
Jefferson City, MO 65109**

Members Present

Terri Marty – Chairperson
Justin Bennett – Secretary
Ellen Burkemper
Shelly LaRose
Kathie Miller
Sharon Sorrell
Tish Tubbergen
Frances Klahr – Absent

Guests Present

No guests present.

Call to Order – Terri Marty, Chairperson

The Missouri State Committee for Social Worker’s open session meeting was called to order by Terri Marty, Chairperson at 1:18 p.m. on July 18, 2018 at the Missouri Division of Professional Registration, 3605 Missouri Blvd, Jefferson City, MO 65109.

Approval of Agenda

A motion was made J. Bennett and seconded by K. Miller to approve of the open session agenda. E. Burkemper, S. LaRose, T. Marty, S. Sorrell and T. Tubbergen voted in favor of the motion.

Executive Director

As of this date 100 people have renewed online, 30 audited so far and 6 of which were rejected.

Technology Standards Review/Discussion

A motion was made by J. Bennett and seconded by T. Tubbergen to adopt language offered by Legal Counsel on technology standards. E. Burkemper, S. LaRose, T. Marty, K. Miller and S. Sorrell voted in favor of the motion.

Motion to Close

A motion was made by J. Bennett and seconded by T. Tubbergen to move to closed session agenda. E. Burkemper, S. LaRose, T. Marty, K. Miller and S. Sorrell voted in favor of the motion.

Motion to Adjourn

A motion was made by K. Miller and seconded by T. Tubbergen to adjourn the meeting. J. Bennett, E. Burkemper, S. LaRose, T. Marty and S. Sorrell voted in favor of the motion.

Election of Officers

2019 Meeting Dates

Executive Director Report

Giesing, Tiffany

From: Reichard, Tom
Sent: Friday, August 17, 2018 8:39 AM
To: Giesing, Tiffany
Subject: FW: Registration is now open!

FYI, I just sent this to the committee.

Tom Reichard
Executive Director
State Committee for Social Workers
State Committee of Dietitians
Office of Endowed Care Cemeteries
Interior Design Council
Missouri Department of Insurance, Financial Institutions & Professional Registration

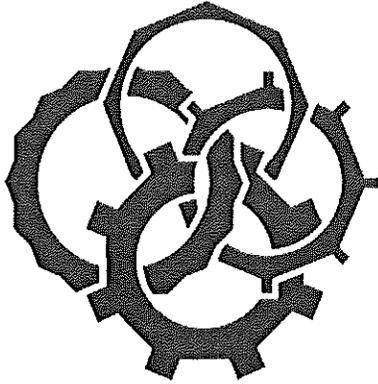
[REDACTED]

From: [REDACTED]
Sent: Friday, August 17, 2018 8:03 AM
To: [REDACTED]
Subject: Registration is now open!

Register NOW for the 2018 Annual Meeting!



The logo for the Association of Social Work Boards (ASWB) is displayed. It features a circular emblem on the left containing a stylized, interlocking design. To the right of the emblem, the letters "ASWB" are written in a large, serif font, with the full name "Association of Social Work Boards" in a smaller, sans-serif font underneath.



ANNUAL MEETING OF THE DELEGATE ASSEMBLY

November 15-17, 2018
San Antonio, Texas

Greetings,

Registration is now open for ASWB's 2018 Annual Meeting of the Delegate Assembly. In addition, ASWB members may **submit items** to be considered for the meeting's agenda.

Register online

The meeting will be held at the Westin Riverwalk in San Antonio, Texas, November 15-17, 2018.

Don't miss these important preconference sessions on Thursday, November 15!

- Administrators Forum, 9 a.m. to 3:45 p.m.
- Board Member Exchange, 9 a.m. to 3:45 p.m.
- New Attendee Orientation, 4 p.m. to 5 p.m.
- Leadership Orientation, 4 p.m. to 5 p.m.

Draft agenda

Pursuant to the ASWB bylaws, please see the link below for the DRAFT agenda for this meeting. The agenda will not be finalized until it is approved by the delegate assembly at the meeting. Member boards are invited to request additions to the annual meeting agenda. Items received no less than 60 days before the meeting will be considered for placement on the agenda by the

president in consultation with the chief executive officer and the Board of Directors. Requests may be submitted using the link below.

Review the draft agenda

Submit a request for the agenda

Funded attendees

ASWB covers the cost of travel, lodging, and meals for the following groups to attend the annual meeting:

- Delegates (**learn more about serving as a delegate**)
- 2018 committee/task force chairs
- 2018 Nominating Committee members
- Election candidates
- ASWB Board of Directors
- Award recipients
- Consultants/Speakers
- Scholarship recipients (see below)

If you **are not** a funded attendee, please **reserve your room online** or contact the Westin Riverwalk directly at 210.224.6500 and reference the ASWB Delegate Assembly.

If you **are** a funded attendee, please do not contact the hotel directly. You will receive instructions about making your travel arrangements after your registration has been processed.

Scholarships

ASWB is pleased to announce that the Board of Directors has approved seven scholarships for social work regulatory board members (two of the seven are designated for public members) and seven scholarships for administrators to attend the 2018 annual meeting. Selections will be made based on the following criteria:

- A member jurisdiction that has not been active with ASWB
- A board member or administrator who has not attended an ASWB annual meeting
- A newly appointed board member or administrator
- A member jurisdiction that is under financial or policy restrictions on travel (please note, this does not include jurisdictions that prohibit travel

paid for by other organizations, as ASWB cannot override these policies)

The **online application** must be completed and submitted by September 14, 2018.

Funded attendees who arrive Wednesday, November 14, 2018, will be required to attend either the Administrators Forum or the Board Member Exchange on Thursday, or they will be responsible for the cost of their Wednesday night lodging and any expenses incurred.

Association of Social Work Boards, 400 Southridge Parkway,
Suite B, Culpeper, VA 22701

[SafeUnsubscribe™ tom.reichard@pr.mo.gov](mailto:tom.reichard@pr.mo.gov)

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RULES REVIEW

Giesing, Tiffany

From: State Committee for Social Workers
Subject: RE: 2018 Legislation Update language for websites

HB 1769 (Filing of False Documents) Statement:

HB 1769, passed by the legislature, signed by the Governor and effective August 28, 2018, creates section 570.095, RSMo, the criminal offense of Filing of False Documents. Section 570.095.1(1), RSMo, identifies 15 categories of records for which someone could be charged with Filing of False Documents. <https://house.mo.gov/billtracking/bills181/hlrbillspdf/4534S.04T.pdf>. Please review the bill language in the event you file such documents as part of your licensed occupation.

HB 1719 Suicide Prevention Training and Education Requirements Statement:

<https://house.mo.gov/billtracking/bills181/hlrbillspdf/4489H.05T.pdf>

HB 1719, passed by the legislature, signed by the Governor and effective August 28, 2018, amends sections 337.020, 337.315, 337.507, 337.612, 337.618, 337.662, 337.712 and 337.718, RSMo, requires applicants to the State Committee of Psychologists, Behavior Analyst Advisory Board, Committee for Professional Counselors, State Committee of Social Workers and State Committee of Marital and Family Therapists to have “**completed two hours of suicide assessment, referral, treatment, and management training**” that meets the guidelines developed by their respective licensing authority. Applicants must include a statement confirming they have had the training with the application for licensure. The Division of Professional Registration and these licensing authorities are working on the implantation of these sections and will provide updates as they are available.

Additionally, HB 1719, passed by the legislature, signed by the Governor and effective August 28, 2018, creates section 324.046, RSMo. This section provides that any Missouri licensed healthcare professional may annually complete training in the areas of “suicide assessment, referral, treatment and management” which may qualify as part of the continuing education required by their licensing authority within the Division of Professional Registration for renewal of their license. For any additional questions or concerns, please contact your respective licensing authority within the Division of Professional Registration.

SB 843 Fee Waiver Statement:

The State of Missouri has made obtaining an occupational license more consumer friendly! On August 28, 2018, section 324.015, RSMo, will become effective. Section 324.015, RSMo, requires licensing authorities within the Division of Professional Registration to waive, upon request, all occupational fees associated with licensing requirements for a period of two years from the date the licensing authority approves the application. The waiver applies to two groups defined in the new statutory language: 1) military families; and 2) low-income individuals.

If you are a member of one of these groups and wish to request the waiver from your licensing authority, make that request to your licensing authority in writing and submit official documentation that you meet the statutory definitions of “military family” or “low-income individual” contained in 324.015.1(3) and (4), RSMo, set forth below. The licensing authority will review your request and determine whether you meet the requirements for the waiver as set forth in 324.015, RSMo. If you do not, the licensing authority will contact you and request the appropriate fees prior to reviewing your application for licensure.

The Division of Professional Registration and licensing authorities are working to promulgate a regulation to implement this section. Please contact your licensing authority for additional information.

324.015. 1. For purposes of this section, the following terms mean:

- (1) "Licensing authority", any agency, examining board, credentialing board, or other office with the authority to impose occupational fees or licensing requirements on any occupation or profession;**
- (2) "Licensing requirement", any required training, education, or fee to work in a specific occupation or profession;**
- (3) "Low-income individual", any individual:**
 - (a) Whose household adjusted gross income is below one hundred thirty percent of the federal poverty line or a higher threshold to be set by the department of insurance, financial institutions and professional registration by rule; or**
 - (b) Who is enrolled in a state or federal public assistance program including, but not limited to, Temporary Assistance for Needy Families, the MO HealthNet program, or the Supplemental Nutrition Assistance Program;**
- (4) "Military families", any active duty service members and their spouses and honorably discharged veterans and their spouses. The term "military families" includes surviving spouses of deceased service members who have not remarried;**
- (5) "Occupational fee", a fee or tax on professionals or businesses that is charged for the privilege of providing goods or services within a certain jurisdiction;**
- (6) "Political subdivision", any city, town, village, or county.**

- 2. All state and political subdivision licensing authorities shall waive all occupational fees and any other fees associated with licensing requirements for military families and low-income individuals for a period of two years beginning on the date an application is approved under subsection 3 of this section. Military families and low-income individuals whose applications are approved shall not be required to pay any occupational fees that become due during the two-year period.**
- 3. Any individual seeking a waiver described under subsection 2 of this section shall apply to the appropriate licensing authority in a format prescribed by the licensing authority. The licensing authority shall approve or deny the application within thirty days of receipt.**
- 4. An individual shall be eligible to receive only one waiver under this section from each licensing authority.**
- 5. The waiver described under subsection 2 of this section shall not apply to fees required to obtain business licenses.**
- 6. State licensing authorities and the department of insurance, financial institutions and professional registration shall promulgate rules to implement the provisions of this section. Any rule or portion of a rule, as that term is defined in section 536.010, that is created under the authority delegated in this section shall become effective only if it complies with and is subject to all of the provisions of chapter 536 and, if applicable, section 536.028. This section and chapter 536 are nonseverable, and if any of the powers vested with the general assembly pursuant to chapter 536 to review, to delay the effective date, or to disapprove and annul a rule are subsequently held unconstitutional, then the grant of rulemaking authority and any rule proposed or adopted after August 28, 2018, shall be invalid and void.**

Client Relationships

Miscellaneous

- I. Grandfathered Licensee's taking the ASWB Exam.

Grandfathered Licensee's taking the exam.

If someone was grandfathered in but would like to request to take the ASWB

Clinical exam:

Can they?

Will there be a time frame?

What if they fail?

Giesing, Tiffany

From: Reichard, Tom
Sent: Thursday, September 6, 2018 8:27 AM
To: Giesing, Tiffany
Subject: FW: Supervision question

Please add this to the closed portion.

Tom Reichard
Executive Director
State Committee for Social Workers
State Committee of Dietitians
Office of Endowed Care Cemeteries
Interior Design Council
Missouri Department of Insurance, Financial Institutions & Professional Registration
[REDACTED]

From: [REDACTED]
Sent: Wednesday, September 5, 2018 5:59 PM
To: Reichard, Tom [REDACTED]
Cc: [REDACTED]
Subject: Re: Supervision question

Hello Tom, We spoke last week about [REDACTED], LMSW and you asked me to send you an email about the question of whether or not she needs to remain under clinical supervision.

[REDACTED] has completed all of her hours for clinical licensure, the attestation has been sent in, and she has been approved to sit for the exam. This summer, [REDACTED] has been traveling back and forth out of state to help a family member who has serious health problems, and to attend a funeral of another family member. These events coincided with her plans to sit the clinical exam, and she has had to reschedule the exam twice.

Currently, [REDACTED] works for a hospice agency and was hired for a position at the LMSW level. She does a psycho-social assessment, provides active listening and emotional support, case management, resource and support planning, advocacy, and mandated reporting in her job duties. [REDACTED] will co-facilitate a family support group with the Chaplain starting Monday, 9/10.

Here are the definitions from the statute for convenience:

337.600. Definitions.

(2) "Clinical social work", the application of social work theory, knowledge, values, methods, principles, and techniques of case work, group work, client-centered advocacy, community organization, administration, planning, evaluation, consultation, research, psychotherapy and counseling methods and techniques to persons, families and groups in assessment, diagnosis, treatment, prevention and amelioration of mental and emotional conditions;

(11) "**Licensed master social worker**", any person who offers to render services to individuals, groups, families, couples, organizations, institutions, communities, government agencies, corporations, or the general public for a fee, monetary or otherwise, implying that the person is trained, experienced, and licensed as a master social worker, and who holds a current valid license to practice as a master social worker. A licensed master social worker may not treat mental or emotional disorders, provide psychotherapy without the direct supervision of a licensed clinical social worker, or diagnose a mental disorder;

(12) "**Master social work**", the application of social work theory, knowledge, methods, and ethics and the professional use of self to restore or enhance social, psychosocial, or biopsychosocial functioning of individuals, couples, families, groups, organizations, communities, institutions, government agencies, or corporations. The practice includes the applications of specialized knowledge and advanced practice skills in the areas of assessment, treatment planning, implementation and evaluation, case management, mediation, information and referral, counseling, client education, supervision, consultation, education, research, advocacy, community organization and development, planning, evaluation, implementation and administration of policies, programs, and activities. Under supervision as provided in this section, the practice of master social work may include the practices reserved to clinical social workers or advanced macro social workers for no more than forty-eight consecutive calendar months for the purpose of obtaining licensure under section 337.615 or 337.645;

The question we have is whether or not [REDACTED] needs to remain under clinical supervision - either for the support group, or for any other job function? Does the committee view working with bereaved family members and hospice patients as treatment of an "emotional condition"; or, as restoration or enhancement of psychosocial and bio-psychosocial functioning?

If not, I would like to formally terminate supervision, having attested to her qualifications to practice independently without reservation, since she does not need my services.

If she is to remain under clinical supervision, is there room in the regulations to reduce the amount of supervision required for LMSWs who have completed their clinical hours, and are ready to take the exam, but have not yet done so. I'm wondering if the supervision can be provided at a ratio of 1 hour of supervision for 10 hours of clinical work, for example. Many of the LMSWs do not provide 40 hours of clinical work / week, and most do less than 30 hours of clinical work / week.

Thank you for your help with this matter.

Regards,

Jane

[REDACTED]

2

[REDACTED]

[REDACTED]

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On Jul 5, 2018, at 9:47 AM, Reichard, Tom [REDACTED] wrote:

Jane,

Please see answers below.

Tom Reichard
Executive Director
State Committee for Social Workers
State Committee of Dietitians
Office of Endowed Care Cemeteries
Interior Design Council
Missouri Department of Insurance, Financial Institutions & Professional Registration
[REDACTED]

From: State Committee for Social Workers
Sent: Thursday, July 5, 2018 8:45 AM
To: Reichard, Tom [REDACTED]
Subject: FW: Supervision question

I am sending this to you for your review.

From: [REDACTED]
Sent: Wednesday, July 4, 2018 9:57 PM
To: State Committee for Social Workers <lcsw@pr.mo.gov>
Subject: Supervision question

Good evening, I have two questions about supervision.

1. Once I complete the attestation and the LMSW is approved to take the test, but is now performing work that does not require her to be under supervision, does the LMSW still need to meet for supervision until passing the test and license is in hand? And, would that be at the rate of 1 hour / week?

If the supervisee is not providing ANY clinical services, then no.

2. Once the LMSW has accumulated 3000 hours of work over 24 calendar months, but has less than 104 supervision hours, is the LMSW required to obtain a minimum of 104 supervision hours, even if the LMSW passes the test and has been issued a license?

The rules state one hour per week, so that would require 104 hours. We will not issue the license until the supervisor sends in the attestation stating they met at least one time per week for at least 24 months.

Case example: A LMSW has completed the 3000 hours and 24 months, but had less than 100 hours of supervision due to vacation, illness, etc over the two years. The LMSW also found another job and took a three week break between jobs. As the LMSW has not completed the exam, and does not have the clinical license, the LMSW remains under supervision, and we are completing a Change of Status form. However, by the time the LMSW starts the new job, requiring a clinical license or clinical supervision, the LMSW may have the clinical license in hand. My solution was to advise the LMSW to complete the change of status and to remain under supervision until accumulation of 104 hours and license is in hand; and, if LMSW fails to have the license by 104 hours, the LMSW will continue supervision meetings. In this case, the LMSW is being required to meet while in between jobs and not working in order to accumulate 104 supervision hours. Is this okay to do? There is always plenty of material to work on, but LMSWs want to meet only as required, and not pay for supervision hours that are not required by regulation. Again, if the supervisee is working clinically, they need to be under supervision. They could start meeting with you again after starting the new job if that is their preference. It would also be permissible for you do what you were proposing, short term.

I'd like to rewrite my supervision policy to state that the attestation will be completed and sent to the state committee for review by the time the LMSW has been under supervision for 24 months and has worked 3000 hours (per CSR) however, the LMSW must remain under supervision until they have a minimum of 104 hours of supervision and have their license in hand.

Thank your for your help with this.

Jane

<image001.png>

[REDACTED]