

DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS

DIRECTOR'S OFFICE

SOCIAL WORK - GENERAL RULES

(By authority conferred on the director of the department of licensing and regulatory affairs by sections 16145, 16148, 18516, and 18518 of 1978 PA 368, MCL 333.16145, 333.16148, 333.18516, and 333.18518 and Executive Order Nos. 1991-9, 1996-2, 2003-01, and 2011-4, MCL 338.3501, 445.2001, 445.2011, and MCL 445.2030)

PART 1. GENERAL PROVISIONS

R 338.2921 Definitions.

Rule 21. As used in these rules:

(a) "Board" means the Michigan board of social work.

(b) "Code" means 1978 PA 368, MCL 333.1101 to 333.25211.

(c) "Continuing education contact hour" means a 60-minute clock hour of instruction for the first hour, with no less than 50 minutes of uninterrupted instruction for every hour following the first hour.

(d) "Supervisory review" means individually meeting in person with a supervisor or in a group modality, during which active work functions and the work records of the supervisee are reviewed.

History: 2016 AACCS.

R 338.2923 Educational standards; adoption by reference.

Rule 23. (1) The board adopts by reference the standards of the Council on Social Work Education (CSWE) for the accreditation of social work education programs in the publication entitled, "Handbook of Social Work Accreditation Policies and Procedures," 2008 edition, updated 2016, which is available at no cost from the CSWE's website at www.cswe.org. A copy of the standards and procedures also is available for inspection and distribution at cost from the Board of Social Work, Bureau of Professional Licensing, Michigan Department of Licensing and Regulatory Affairs, Ottawa Building, 611 West Ottawa, P.O. Box 30670, Lansing, MI 48909.

(2) A social work education program accredited by CSWE is approved by the board. A social work education program that is not accredited by CSWE may be approved by the board if it is deemed substantially equivalent to the standards in subrule (1) of this rule, as determined by the board.

(3) The board adopts by reference the policies and procedures for recognizing accrediting organizations of the Council for Higher Education Accreditation (CHEA), effective June 28, 2010, and the procedures and criteria for recognizing accrediting agencies of the United States Department of Education, effective July 1, 2010, as contained in Title 34, Part 602 of the Code of Federal Regulations, 34 C.F.R. section

602.1 to 602.50 (2017). Copies of the policies and procedures of the CHEA and the procedures and criteria of the United States Department of Education are available for inspection and distribution at cost from the Board of Social Work, Bureau of Professional Licensing, Department of Licensing and Regulatory Affairs, Ottawa Building, 611 West Ottawa, P.O. Box 30670, Lansing, MI 48909. The CHEA recognition standards also may be obtained from the Council for Higher Education Accreditation, One Dupont Circle NW, Suite 510, Washington, DC 20036-1110, or from the CHEA's website at www.chea.org at no cost. The federal recognition criteria may be obtained from the United States Department of Education Office of Postsecondary Education, 1990 K Street, NW, Washington, DC 20006 or from the department's website at www.ed.gov/accreditation?src=accred at no cost.

(4) The board adopts by reference the standards of the following postsecondary accrediting organizations, which may be obtained from the individual accrediting organization at the identified cost or at cost from the Board of Social Work, Bureau of Professional Licensing, Department of Licensing and Regulatory Affairs, Ottawa Building, 611 West Ottawa, P.O. Box 30670, Lansing, MI 48909:

(a) The standards of the Middle States Commission on Higher Education, 3624 Market Street, Philadelphia, PA 19104, in the document entitled "Characteristics of Excellence in Higher Education: Requirements of Affiliation and Standards for Accreditation," twelfth edition, which is available free of charge on the association's website at www.msche.org.

(b) The standards of the New England Association of Schools and Colleges, Inc., Commission on Institutions of Higher Education, 3 Burlington Woods Drive, Burlington, MA 01803, in the document entitled "Standards for Accreditation," 2016 edition, which is available free of charge on the association's website at www.hlcommission.org.

(c) The standards of the Higher Learning Commission, 230 South LaSalle Street, Suite 500, Chicago, IL 60604, set forth in the document entitled "Criteria for Accreditation," 2012, which is available free of charge on the association's website at www.hlcommission.org.

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(d) The standards of the Northwest Commission on Colleges and Universities, 8060 165th Avenue NE, Suite 100, Redmond, WA 98052, in the document entitled "Accreditation Handbook," 2017 edition, updated January 27, 2017, and "Standards for Accreditation" (2010), which are available at no cost on the association's website at www.nwccu.org.

(e) The standards of the Southern Association of Colleges and Schools, Commission on Colleges, 1866 Southern Lane, Decatur, GA 30033, in the document entitled "Principles of Accreditation: Foundation for Quality Enhancement," 2012 edition, second printing with edits, which is available free of charge on the association's website at www.sacscoc.org.

(f) The standards of the Western Association of Schools and Colleges Senior College and University Commission, 985 Atlantic Avenue, Suite 100, Alameda, CA 94501, in the document entitled "2013 Handbook of Accreditation Revised," November 17, 2015, which is available free of charge on the commission's website at www.wascsenior.org.

(g) The standards of the Western Association of Schools and Colleges, Accrediting Commission for Community and Junior Colleges, 10 Commercial Blvd., Suite 204, Novato, CA 94949 set forth in the document entitled, "Accreditation Standards," (Adopted June 2014), which is available free of charge on the commission's website at www.accjc.org.

History: 2016 AACCS; 2019 AACCS.

R 338.2925 Examination adoption; passing scores.

Rule 25. (1) The board approves and adopts the examinations developed, maintained, and scored by the Association of Social Work Boards (ASWB), or its successor agency, hereafter referred to as the bachelor's examination, the advanced or the advanced generalist examination, or the clinical examination.

(2) Applicants shall achieve a passing score as defined by ASWB on the test required for the level of licensure sought.

(3) An exam may be approved by the board if it is deemed substantially equivalent to the examinations in subrule (1) of this rule, as determined by the board.

History: 2016 AACCS; 2019 AACCS 2019.

R 338.2929 Training standards for identifying victims of human trafficking; requirements.

Rule 29. (1) Pursuant to section 16148 of the code, MCL 333.16148, an individual seeking licensure or registration or who is licensed or registered shall complete training in identifying victims of human trafficking that meets the following standards:

(a) Training content shall cover all of the following:

(i) Understanding the types and venues of human trafficking in the United States.

(ii) Identifying victims of human trafficking in health care settings.

(iii) Identifying the warning signs of human trafficking in health care settings for adults and minors.

(iv) Resources for reporting the suspected victims of human trafficking.

(b) Acceptable providers or methods of training include any of the following:

(i) Training offered by a nationally-recognized or state-recognized health-related organization.

(ii) Training offered by, or in conjunction with, a state or federal agency.

(iii) Training obtained in an educational program that has been approved by the board for initial licensure or registration, or by a college or university.

(iv) Reading an article related to the identification of victims of human trafficking that meets the requirements of subdivision (a) of this subrule and is published in a peer review journal, health care journal, or professional or scientific journal.

(c) Acceptable modalities of training may include any of the following:

(A) Teleconference or webinar.

(B) Online presentation.

(C) Live presentation.

(D) Printed or electronic media.

(2) The department may select and audit a sample of individuals and request documentation of proof of completion of training. If audited by the department, an individual shall provide an acceptable proof of completion of training, including either of the following:

(a) Proof of completion certificate issued by the training provider that includes the date, provider name, name of training, and individual's name.

(b) A self-certification statement by an individual. The certification statement shall include the individual's name and either of the following:

(i) For training completed pursuant to subrule (1)(b)(i) to (iii) of this rule, the date, training provider name, and name of training.

(ii) For training completed pursuant to subrule (1)(b)(iv) of this rule, the title of article, author, publication name of peer review journal, health care journal, or professional or scientific journal, and date, volume, and issue of publication, as applicable.

(3) Pursuant to section 16148 of the code, MCL 333.16148, the requirements specified in subrule (1) of this rule shall apply for license or registration renewals beginning with the first renewal cycle after the promulgation of this rule and for initial licenses or registrations issued 5 or more years after the promulgation of this rule.

History: 2016 AACCS.

PART 2. SOCIAL SERVICE TECHNICIAN REQUIREMENTS

R 338.2931 Limited social service technician registration requirements.

Rule 31. (1) An applicant for a limited social service technician registration shall submit a completed application on a form provided by the department, together with the required fee. In addition to meeting the requirements of section 18507(2) of the code, MCL 333.18507(2), an applicant for the limited social service technician shall meet both of the following requirements:

(a) Successful completion of 2 years of college in any field from an accredited college meeting the standards of R 338.2923.

(b) Employment in human services or social services or the submission of documentation that the applicant has been made an offer of employment in the practice of social service work at an agency recognized by the board pursuant to subrule (2) of this rule.

(2) Agencies recognized by the board include those which employ social workers engaged in the practice of social work as defined in section 18501 of the code, MCL 333.18501.

(3) The limited social service technician registration is granted for 1 year and may be renewed only once, as specified in section 18507(2) of the code, MCL 333.18507(2).

History: 2016 AACCS; 2019 AACCS.

R 338.2933 Social service technician registration requirements.

Rule 33. (1) An applicant for social service technician registration shall submit a completed application on a form provided by the department, together with the required fee. Additionally, the applicant shall meet the requirements of section 18507(1) of the code, MCL 333.18507(1).

(2) Qualifying experience for an applicant for registration as a social service technician under section 18507 of the code, MCL 333.18507, means the delivery of social work services through any of the following:

(a) Interviewing clients to obtain information about a client's situation, providing information about available services, and providing specific assistance to help people utilize community resources.

(b) Conducting case-finding activities in the community and encouraging and providing linkages to available services.

(c) Monitoring a client's compliance with a program's expectations.

(d) Providing life skills training.

(3) The experience for a social service technician must comply with section 18507 of the code, MCL 333.18507, and the provisions described in subrule (4) of this rule.

(4) The experience must be completed under the supervision of a licensed bachelor's or a licensed master's social worker, or a under the supervision of a person who holds the equivalent license, certificate, or registration from the jurisdiction in which the experience was obtained. The supervisor shall hold his or her license, certificate, or registration in good standing during the period of supervision. The supervision must consist of all of the following:

(a) An applicant shall meet with his or her supervisor using any of the following methods:

(i) Individually and in person.

(ii) Individually using a telecommunications method that provides for live and simultaneous contact.

(iii) In a group modality, during which active work functions and records of the applicant are reviewed.

(b) Supervisory review must be conducted for at least 4 hours per month with at least 2 hours being conducted between the applicant and the supervisor on an individual basis either in person or using a telecommunication method that provides for live and simultaneous contact.

(c) Not more than 2,080 hours of acceptable experience must be accumulated in any 1 calendar year.

(d) Experience must be verified in writing by the supervisor. If the supervisor is not available, agency staff who are knowledgeable about the individual's work or another person who is knowledgeable about the individual's work, may provide the verification in writing.

History: 2016 AACCS; 2019 AACCS.

R 338.2935 Registration by endorsement.

Rule 35. (1) An applicant for registration by endorsement shall submit a completed application on a form provided by the department, together with the required fee. An

applicant for registration by endorsement who satisfies all of the requirements of these rules is deemed to meet the requirements of section 16186 of the code, MCL 333.16186.

(2) An applicant who holds a registration from another jurisdiction is eligible for registration if the requirements for registration are substantially equivalent to the requirements in this state, as determined by the board.

(3) The registration must be in good standing at the time of application.

(4) An applicant's registration must be verified by the registering agency of all other states of the United States in which the applicant holds a current registration or ever held a registration as a social service technician. If applicable, verification must include the record of any disciplinary action taken or pending against the applicant.

History: 2016 AACS; 2019 AACS.

R 338.2937 Reregistration of social service technician.

Rule 37. (1) An applicant whose registration has lapsed for less than 3 years may be reregistered, as provided under section 16201(3) of the code, MCL 333.16201(3), upon submitting a completed application on a form provided by the department, together with the required fee.

(2) An applicant whose registration has lapsed for more than 3 years may be reregistered, as provided under section 16201(4) of the code, MCL 333.16201(4), upon submitting a completed application on a form provided by the department, together with the required fee, and upon submission of documentation that the applicant has been made an offer of employment in the practice of social service work at an agency recognized by the board.

History: 2016 AACS.

PART 3. BACHELOR'S SOCIAL WORKER REQUIREMENTS

R 338.2939 Limited bachelor's social worker license requirements.

Rule 39. (1) An applicant for a limited bachelor's social worker license shall submit a completed application on a form provided by the department, together with the required fee. An applicant for a limited bachelor's license shall meet all of the following requirements:

(a) Graduation from a baccalaureate degree program from a school of social work that complies with the standards in R 338.2923 or certification from a school of the applicant's eligibility for graduation.

(b) Practice under the supervision of a licensed master's social worker.

(c) Compliance with the supervisory requirements in R 338.2941.

(d) Confinement of practice to an agency, health facility, institution, or other entity approved by the board. An agency is considered approved by the board where the agency utilizes master's social workers who engage in the practice of social work at the master's level as defined in section 18501 of the code, MCL 333.18501.

(2) A limited license is issued for 1 year and may be renewed for not more than 6 years, as specified in section 18509(2) of the code, MCL 333.18509.

(3) A limited license for supervised practice for relicensure pursuant to R 338.2945 is issued for 1 year and may be renewed for not more than 6 years.

History: 2016 AACCS; 2019 AACCS.

R 338.2941 Bachelor's social worker license by examination; requirements; graduates of schools in compliance with board standards; limited bachelor's social worker license.

Rule 41. (1) An applicant for a bachelor's social worker license by examination shall submit a completed application on a form provided by the department, together with the required fee. In addition to meeting the requirements of the code, an applicant for a bachelor's social worker license by examination shall meet all of the following requirements:

(a) Graduation from a baccalaureate degree program that complies with the standards in R 338.2923.

(b) Completion of at least 4,000 hours of post-degree social work experience accrued over not less than 2 years, as required in section 18509 of the code, MCL 333.18509, and described in subrules (2) and (3) of this rule.

(c) An applicant shall have passed the bachelor's examination as identified in R 338.2925.

(2) Qualifying experience for an applicant for licensure as a bachelor's social worker includes, but is not limited to, any of the following:

(a) Assessment, planning, and intervention with individuals, couples, families, or groups to enhance or restore the capacity for social functioning.

(b) Case management of health and human services.

(c) Providing information about and referring individuals to resources.

(d) Planning and collaborating with communities, organizations, or groups to improve their social or health services.

(e) Working with clients in accessing, coordinating, or developing resources to develop solutions for interpersonal or community problems.

(3) Qualifying experience in this state may be earned only in the limited license status. The experience for a bachelor's social worker license must meet all of the following requirements:

(a) The experience must be earned after completion of all the requirements for graduation as verified by the program. The license will not be issued until graduation from the program is verified.

(b) The experience must be completed under the supervision of a licensed master's social worker or a person who holds the equivalent license, certificate, or registration from the state in which the experience was obtained. The supervisor shall hold his or her license, certificate, or registration in good standing during the period of supervision.

(c) The applicant shall meet with his or her supervisor using any of the following methods:

(i) Individually and in person.

(ii) Individually using a telecommunications method that provides for live and simultaneous contact.

(iii) In a group modality that provides for 50% of the supervision to include individual contact during which active work functions and records of the applicant are reviewed.

(d) Supervisory review must be conducted for at least 4 hours per month with at least 2 hours being conducted between the applicant and the supervisor using either of the following methods:

(i) Individually and in person.

(ii) Individually using a telecommunications method that provides for live and simultaneous contact.

(e) Not more than 2,080 hours of acceptable experience must be accumulated in any 1 calendar year.

(f) The experience must be accumulated at not less than 16 hours per week but not more than 40 hours per week.

(g) The applicant shall function as a licensed bachelor's social worker using generally accepted applications of social work knowledge and techniques acquired during the applicant's education and training.

(h) The experience may be earned either in an employment or volunteer capacity.

History: 2016 AACCS; 2019 AACCS.

R 338.2943 Licensure by endorsement.

Rule 43. (1) An applicant for licensure by endorsement shall submit a completed application on a form provided by the department, together with the required fee. An applicant for licensure by endorsement who satisfies all of the requirements of these rules is deemed to meet the requirements of section 16186 of the code, MCL 333.16186.

(2) An applicant who holds a license from another jurisdiction is eligible for licensure if the requirements for licensure are substantially equivalent to the requirements in this state, as determined by the board.

(3) The license, whether currently active or expired, must be in good standing at the time of application.

(4) An applicant's license must be verified by the licensing agency of all other states of the United States in which the applicant holds a current license or ever held a license as a social worker. If applicable, verification must include the record of any disciplinary action taken or pending against the applicant.

History: 2016 AACCS; 2019 AACCS.

R 338.2945 Relicensure of bachelor's social worker.

Rule 45. (1) An applicant whose license has lapsed may be relicensed upon submission of the appropriate documentation as noted in the table below:

For a bachelor's social worker who has let his or her Michigan license lapse and is not currently licensed in another state.	Lapsed 0-3 years	Lapsed more than 3 years, but	Lapsed 7 years or more
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			less than 7 years	
(a)	Application and fee: submit a completed application on a form provided by the department, together with the required fee.	√	√	√
(b)	Good moral character: establish that he or she is of good moral character as defined under sections 1 to 7 of 1974 PA 381, MCL 338.41 to 338.47.	√	√	√
(c)	Fingerprints: submit fingerprints as required under section 16174(3) of the code, MCL 333.16174(3).		√	√
(d)	Continuing education: submit proof of having completed 45 hours of continuing education in courses and programs approved by the board, including at least 5 hours in social work ethics and 2 hours in pain and symptom management, as provided under R 338.2961, which was earned within the 3-year period immediately preceding the application for relicensure.	√	√	√
(e)	Supervised practice: completion of 1,000 hours of practice under the supervision of a licensed master's social worker of the same designation, where applicable, described in subrules (2) and (3) of this rule and R 338.2941(2).		√	√
(f)	Examination: passage of the examination adopted in R 338.2925 within 1 year prior to the application for relicensure.			√

(2) Supervised practice must be earned under a limited license pursuant to R 338.2939.

(3) A licensee with a limited license for supervised practice for relicensure shall comply with the supervisory requirements in R 338.2941(3)(b) to R 338.2941(3)(h).

History: 2016 AACCS; 2019 AACCS.

PART 4. MASTER'S SOCIAL WORKER REQUIREMENTS

R 338.2947 Limited master's social worker license requirements.

Rule 47. (1) An applicant for a limited master's social worker license shall submit a completed application on a form provided by the department, together with the required fee. In addition to meeting the requirements of the code and administrative rules promulgated under the code, an applicant for a limited license shall meet all of the following requirements:

(a) Graduation from a master's degree program from an accredited school of social work that complies with the standards in R 338.2923 or certification from the school of the applicant's eligibility for graduation.

(b) Practice under the supervision of a master's social worker.

(c) Compliance with the supervision requirements in R 338.2949.

(d) Confinement of practice to an agency, health facility, institution, or other entity pre-approved by the board under section 18506 of the code, MCL 333.18506. An agency is considered approved by the board where the agency utilizes licensed master's social workers who engage in the practice of social work at the master's level as defined in section 18501 of the code, MCL 333.18501.

(2) The limited license is issued for 1 year and may be renewed for not more than 6 years.

(3) A limited license for supervised practice for relicensure pursuant to R 338.2955 is issued for 1 year and may be renewed for not more than 6 years.

History: 2016 AACCS; 2019 AACCS.

R 338.2949 Master's social worker license requirements; generally.

Rule 49. (1) An applicant for a master's social worker license shall submit a completed application on a form provided by the department, together with the required fee. Additionally, the experience for a master's social worker license must meet all of the following requirements, in addition to meeting the requirements of either R 338.2951 or R 338.2953, or both, as applicable:

(a) The experience must be completed under the supervision of a Michigan-licensed master's social worker or a person who holds the equivalent license, certificate, or registration from the state in which the experience was obtained. The supervisor shall hold his or her license, certificate, or registration in good standing during the period of supervision.

(b) The applicant shall meet with his or her supervisor using any of the following methods:

(i) Individually and in person.

(ii) Individually using a telecommunications method that provides for live and simultaneous contact.

(iii) In a group modality that provides for 50% of the supervision to include individual contact during which active work functions and records of the applicant are reviewed.

(c) Supervisory review must be conducted for at least 4 hours per month with at least 2 hours being conducted between the applicant and the supervisor using either of the following methods:

(i) Individually and in person.

(ii) Individually using a telecommunications method that provides for live and simultaneous contact.

(d) Not more than 2,080 hours of acceptable experience must be accumulated in any 1 calendar year.

(e) The experience must be accumulated at not less than 16 hours per week but not more than 40 hours per week.

(f) The applicant shall function as a master's social worker using generally accepted applications of social work knowledge and techniques acquired during the applicant's education and training.

(2) An applicant for licensure or a licensee may add a second master's level social work specialty designation by completing both of the following requirements:

(a) The applicant shall complete an additional 2,000 hours of post-degree social work experience, accrued over not less than 1 year, in the second specialty designated area with at least 50 hours of supervisory review.

(b) In addition to the experiential requirement in subdivision (a) of this subrule, an applicant for licensure or a licensee may add a second master's level social work designation by completing and passing the appropriate examination for that designation. This subdivision takes effect 1 year after promulgation of this rule.

History: 2016 AACS; 2019 AACS.

R 338.2951 Master's social worker license; macro designation.

Rule 51. (1) An applicant for the license with a macro designation shall meet all of the following requirements:

(a) Graduation from a master's or doctoral degree program from an accredited school of social work that complies with the standards in R 338.2923. The experience must be earned after completion of all the requirements for graduation as verified by the program. The license shall not be issued until graduation from the program is confirmed.

(b) Successful completion of the advanced generalist examination in R 338.2925.

(c) Completion of at least 4,000 hours of post-degree social work experience accrued over not less than 2 years, as required in section 18509 of the code, MCL 333.18509.

(d) Qualifying experience for the macro designation must be completed in either or both of the following areas:

(i) Administration, management, and supervision of human service organizations, including the translating of laws and administrative rulings into organizational policy and procedures; collaboration, coordination, mediation, and consultation between and among organizations, disciplines and communities; community organizing and development; research and evaluation; the seeking of social justice through the legislative process or the social action and advocacy processes; the improvement of social conditions through social planning and policy formulations; and, social work education and training.

(ii) The advanced application of macro social work processes and systems to improve the social or health services of communities, groups, or organizations through planned interventions.

History: 2016 AACS; 2019 AACS.

R 338.2953 Master’s social worker license; clinical designation.

Rule 53. An applicant for licensure with a clinical practice designation shall meet all of the following requirements:

- (a) Graduation from a master's or doctoral degree program from an accredited school of social work that complies with the standards in R 338.2923.
- (b) Successful completion of the clinical examination in R 338.2925.
- (c) Completion of at least 4,000 hours of post-degree social work experience accrued over not less than 2 years, in accordance with section 18509 of the code, MCL 333.18509.
- (d) Completion of qualifying experience for the clinical practice designation must include 1 or more of the following activities: assessment, treatment, and intervention methods that utilize a specialized and formal interaction between a social worker and an individual, a couple, a family, or a group in which a professional relationship is established; advocating for care; protecting the vulnerable; providing forensic practice functions; increasing social well-being; providing education, and resources; providing psychotherapy; providing case management for complex and high-risk cases; serving on community committees; and, providing clinical supervision or direction of clinical programs.

History: 2016 AACCS; 2019 AACCS.

R 338.2955 Relicensure of master's social worker.

Rule 55. (1) An applicant whose license has lapsed may be relicensed upon submission of the appropriate documentation:

For a licensed master’s social worker who has let his or her Michigan license lapse and is not currently licensed in another state.		Lapsed 0-3 years	Lapsed more than 3 years, but less than 7 years	Lapsed 7 years or more
(a)	Application and fee: submit a completed application on a form provided by the department, together with the required fee.	√	√	√
(b)	Good moral character: establish that he or she is of good moral character as defined under sections 1 to 7 of 1974 PA 381, MCL 338.41 to 338.47.	√	√	√
(c)	Fingerprints: submit fingerprints as required under section 16174(3) of the code, MCL 333.16174(3).	√	√	√
(d)	Continuing education: submit proof of having completed 45 hours of	√	√	√

	continuing education in courses and programs approved by the board, including at least 5 hours in social work ethics and 2 hours in pain and symptom management, as provided under R 338.2961, which was earned within the 3-year period immediately preceding the application for relicensure.			
(e)	Supervised practice: completion of 1,000 hours of practice under the supervision of a licensed master's social worker of the same designation, where applicable, described in subrules (2) and (3) of this rule, R 338.2951, and R 338.2953.		√	√
(f)	Examination: passage of the applicable examination adopted in R338.2925 within 1 year before application for relicensure.			√

(2) Supervised practice must be earned under a limited license pursuant to R 338.2947.

(3) A licensee with a limited license for supervised practice for relicensure shall comply with the supervisory requirements in R 338.2949(1)(a) to R 338.2949(1)(f).

History: 2016 AACCS; 2019 AACCS.

R 338.2957 Licensure by endorsement.

Rule 57. (1) An applicant for licensure by endorsement shall submit a completed application on a form provided by the department, together with the required fee. An applicant for licensure by endorsement who satisfies all of the requirements of this rule is deemed to meet the requirements of section 16186 of the code, MCL 333.16186.

(2) An applicant who holds a license from another jurisdiction is eligible for licensure if the requirements are substantially equivalent to the requirements in this state, as determined by the board.

(3) The license, whether currently active or expired, must be in good standing at the time of application.

(4) An applicant's license must be verified by the licensing agency of all other states of the United States in which the applicant holds a current license or ever held a license as a social worker. If applicable, verification must include the record of any disciplinary action taken or pending against the applicant.

History: 2016 AACCS; 2019 AACCS.

PART 5. CONTINUING EDUCATION

R 338.2961 License renewals; continuing education requirements.

Rule 61. (1) An applicant for license renewal who has been licensed for the 3-year period immediately preceding the expiration date of the license shall accumulate not less than 45 continuing education contact hours that are approved by the board under R 338.2963 during the 3 years immediately preceding the date of renewal. At least 5 of the 45 continuing education contact hours in each renewal period must be in ethics and 2 continuing education contact hours in each renewal period must be in pain and pain symptom management. Continuing education contact hours in pain and pain symptom management may include, but are not limited to, courses in behavior management, psychology of pain, behavior modification, and stress management.

(2) Submission of an application for renewal constitutes the applicant's certification of compliance with the requirements of these rules. A licensed master's or licensed bachelor's social worker shall retain documentation of meeting the requirements of this rule for a period of 4 years from the date of applying for license renewal. The board may require an applicant or licensee to submit evidence to demonstrate compliance with this rule. Failure to comply with this rule is a violation of section 16221(h) of the code, MCL 333.16221(h).

(3) The department shall receive a request for a waiver under section 16205 of the code, MCL 333.16205, before the expiration date of the license.

History: 2016 AACCS; 2019 AACCS.

R 338. 2963 Acceptable continuing education; limitations.

Rule 63. (1) One half of the required continuing education contact hours must be completed in person using live, synchronous contact. The remaining continuing education contact hours may be completed in any other approved format.

(2) The board shall consider any of the following as acceptable continuing education:

ACCEPTABLE CONTINUING EDUCATION		
(a)	Attendance at a continuing education program that complies with the standards in R 338.2965. If audited, a licensee shall submit a copy of a letter or certificate of completion showing the licensee's name, number of credits earned, sponsor name or the name of the organization that approved the program or activity for continuing education credit, and the date or dates on which the program was held or activity completed.	Contact hours may be earned without limitation under this subrule.

(b)	<p>Presentation of a continuing education program that is not part of the licensee's regular job description which complies with the standards in R 338.2965.</p> <p>If audited, a licensee shall submit a letter from the program sponsor confirming the licensee as the presenter and the presentation date and time, or a copy of the presentation notice or advertisement showing the date of the presentation, the licensee's name listed as a presenter, and the name of the organization that approved or offered the presentation for continuing education credit.</p>	<p>Three continuing education contact hours may be earned for each 60 minutes of presentation.</p> <p>Credit may be earned for the same program only once in each renewal period. A maximum of 15 continuing education contact hours may be earned per licensure cycle.</p>
(c)	<p>Academic courses related to the practice of social work offered in an educational program approved by the board under R 338.2923.</p> <p>If audited, the licensee shall submit an official transcript documenting successful completion of the course.</p>	<p>Five continuing education contact hours earned for each semester credit. 3 continuing education contact hours may be earned for each quarter credit earned. Contact hours may be earned without limitation.</p>
(d)	<p>Attendance at a continuing education program that has been granted approval by another state board of social work or the ASWB-ACE.</p> <p>If audited, a licensee shall submit a copy of a letter or certificate of completion showing the licensee's name, number of credits earned, sponsor name or the name of the organization that approved the program or activity for continuing education credit, and the date or dates on which the program was held or activity completed.</p>	<p>Continuing education contact hours may be earned without limitation.</p>
(e)	<p>Attendance at a continuing education program related to the practice of social work offered by an educational program approved by the board under R 338.2923.</p>	<p>Continuing education contact hours may be earned without limitation.</p>

	If audited, a licensee shall submit a copy of a letter or certificate of completion showing the licensee's name, number of credits earned, sponsor name or the name of the organization that approved the program or activity for continuing education credit, and the date or dates on which the program was held or activity completed.	
(f)	<p>Publication in a peer reviewed journal or textbook of an article or chapter related to the practice of social work.</p> <p>If audited, a licensee shall submit a copy of the publication that identifies the licensee as the author of the chapter or a publication acceptance letter.</p>	Ten continuing education contact hours may be earned for publication in a journal or textbook, with a maximum of 10 contact hours per licensure cycle.

History: 2016 AACCS; 2019 AACCS.

R 338.2965 Continuing social work education programs; methods of approval.

Rule 65. (1) The board approves and adopts by reference the standards of the ASWB for approved continuing education (ACE) providers set forth in the publication entitled "Approved Continuing Education Program ACE Provider Guidelines," revised June, 15, 2016, which is available for inspection and distribution at cost from the Board of Social Work, Bureau of Professional Licensing, Department of Licensing and Regulatory Affairs, Ottawa Building, 611 West Ottawa, P.O. Box 30670, Lansing, MI 48909, or from the ASWB, 400 Southridge Parkway, Suite B, Culpeper, VA 22701 and at no cost on the association's website at www.aswb.org.

(2) The board approves and adopts by reference the standards of the ASWB for approved continuing education co-sponsorship set forth in the publication entitled "ACE Resource Co-Sponsorship Policy," effective September 1, 2017, which is available for inspection and distribution at cost from the Board of Social Work, Bureau of Professional Licensing, Department of Licensing and Regulatory Affairs, Ottawa Building, 611 West Ottawa, P.O. Box 30670, Lansing, MI 48909, or from the Association of Social Work Boards, 400 Southridge Parkway, Suite B, Culpeper, VA 22701 and at no cost on the association's website at www.aswb.org.

(3) The board approves any continuing education contact hours offered by a school of social work meeting the requirements of R 338.2923 and meeting the standards of subrule (1) of this rule.

(4) A course or program may be reviewed and approved by the board or any organization that has been authorized by the board to approve such courses or programs.

(5) A course or program reviewed and approved by the board or its designee must comply with the following program requirements:

(a) The content or activity of a course or program must cover 1 or more of the following topics:

(i) Theories and concepts of human behavior in the social environment.

(ii) Social work practice, knowledge, and skills.

(iii) Social work research, program evaluation, or practice evaluation.

(iv) Social work agency management or administration.

(v) Development, evaluation, or implementation of social policy.

(vi) Social work ethics and standards of professional practice.

(vii) Current issues in clinical or macro social work practice.

(viii) Cultural competence and diversity.

(b) An outline of the course or program must be provided.

(c) The qualifications of individuals presenting a course or program must be provided.

(d) The method used to deliver the course or program must be described.

(e) Measurements of pre-knowledge and post-knowledge or skill improvements must be defined.

(f) The monitoring of attendance at a course or program must be required.

(g) Records of course attendance that show the date of a program or course, its location, the credentials of the presenters, rosters of individuals who were in attendance, and continuing education contact hours awarded to each attendee must be maintained.

(h) A program or course shall award a participant a certificate or written evidence of attendance at a program or course that indicates the participant's name, date and location of program, sponsor or program approval number, and hours of continuing education earned.

History: 2016 AACCS; 2019 AACCS.