ALABAMA STATE BOARD OF SOCIAL WORK EXAMINERS
ADMINISTRATIVE CODE

CHAPTER 850-X-8
CONTINUING EDUCATION

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850-X-8-.01 Continuing Education

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(1) This rule defines continuing education, continuing education unit (CEU), contact hour, the types of activities which are acceptable for fulfillment of requirements, the documentation required, and the amount of continuing education required for a renewal period for each category of licensure. This rule shall be published by the Board and made available to licensed social workers.

(2) Continuing Education means education which fosters the enhancement of general or specialized social work practice, values, skills or knowledge.

(3) CEUs are defined on the basis of ten contact hours per CEU and may be earned in whole or a fraction thereof. Contact hour means one clock hour of organized learning experience. One clock hour means a sixty minute clock hour of instruction, not including coffee breaks or lunch.

(4) The contact hour requirements for each category of licensure are as follows:

(a) A licensed bachelor social worker must submit proof of thirty (30) contact hours of continuing education, of which 10 hours must be a live classroom event and 3 hours must be in ethics.

(b) A licensed master social worker must submit proof of thirty (30) contact hours of continuing education, of which 10 hours must be a live classroom event and 3 hours must be in ethics. A licensed master social worker with a clinical designation must also have 3 hours in clinical.

(c) A licensed independent clinical social worker must submit proof of thirty (30) contact hours of continuing education, of which 10 hours must be a live classroom event, 3 hours in ethics and 6 hours in clinical, 3 of which must be a comprehensive review of the current version of the Diagnostic

and Statistical Manual. Proof of this must be mailed or electronically mailed to the Board at the time of renewal.

(d) A licensee providing supervision under an approved contract for supervision is required to obtain three (3) contact hours in supervision.

(e) It is recommended that all licensees and applicants complete the mandatory Child Abuse and Neglect Report training. This is a one-time recommendation.

(5) The following types of continuing education activities are acceptable for fulfillment of continuing education requirements:

(a) Regionally accredited university or college academic courses in social work or related social work disciplines. One undergraduate academic semester hour successfully completed shall be equivalent to ten contact hours per semester hour. One graduate academic semester hour successfully completed shall be equivalent to fifteen contact hours per semester hour. Five contact hours may be received for auditing an academic course from a related discipline.

(b) Continuing education programs sponsored by university or college social work programs.

(c) Board approved workshops, institutes or conferences sponsored by official national, regional, or state social work or social welfare related organizations. Sponsoring organizations are responsible for obtaining approval for contact hour credit prior to conducting the activity. A list of annual conferences and/or sponsoring organizations will be made available to licensed social workers upon request.

(d) Board approved public or private agency staff development programs that contribute to the enhancement of social work practice, skills or knowledge. Agencies are to submit quarterly projections of programs to the Board which could include outlines of specific programs and vitae of presenters. To update files, agencies may provide to the Board brochures and other literature on completed programs.

(e) Workshops or presentations not under the auspices of any organized agency. This section refers to activities planned by individuals working independently. Contact hours will be approved from the information submitted prior to the activity.

(f) Publication of a professional social work paper. The initial publication shall be acceptable for twenty contact hours. Presentation of a professional social work paper for the first time at a Board approved professional conference shall be acceptable for fifteen contact hours. Participating as a panel member for a Board approved workshop or conference

shall be acceptable for two times the approved contact hours for the session. Facilitating, moderating, or leading a Board approved workshop or conference shall be acceptable for the approved contact hours for the session.

(g) Self-directed learning project (maximum twenty contact hours). Projects intended to increase knowledge shall be documented by means of a paper, annotated bibliography, etc. Projects intended to increase skill development by means of audio or audio-visual tapes shall be documented. Credit for self-directed learning projects may be granted provided the project is completed and approved prior to the current license expiration. Projects not completed and approved by the license expiration date can be considered for the licensee's next renewal period. The Board recommends that self-directed learning project proposals be submitted at least nine months prior to the expiration date of licensure to provide sufficient time for review, project completion, and approval. Reading a book, preparing a paper in a graduate course, or case consultation shall not meet the requirements for this activity.

(6) Documentation means dated evidence of participation in continuing education activities. Evidence such as receipts of registration, copy of publication or program listing the presentation is considered documentation. Continuing education documentation must be submitted on a form provided by the Board and accompanied by the licensee's application for renewal.

(7) The Board may request verification of credits submitted, including information regarding content, certification, and attendance. It is the responsibility of the licensee to obtain records to substantiate credits. Failure to substantiate credits submitted or to submit documentation of sufficient continuing education credits may result in refusal by the Board to renew a license.

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