

1 21 NCAC 63 .0102 is readopted with changes as follows:

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**21 NCAC 63 .0102 DEFINITIONS**

Whenever used in this Chapter, the definitions set forth in G.S. 90B-3 are herein incorporated by reference. The following definitions apply in this Chapter:

~~(4)~~ (6) NCSWCLB - this designation represents the North Carolina Social Work Certification and Licensure Board.

~~(2)~~ (2) CSW - this designation represents the certified social worker level of certification.

~~(3)~~ (1) CMSW - this designation represents the certified master social worker level of certification.

~~(4)~~ (3) CSWM - this designation represents the certified social work manager level of certification.

~~(5)~~ (4) LCSW - this designation represents the licensed clinical social worker level of certification.

~~(6)~~ (5) LCSWA - this designation represents the licensed clinical social worker associate level of certification.

~~(7)~~ (14) Reprimand. Reprimand is a public rebuke and sanction by the Board for practice misconduct. A reprimand typically is given for less severe offenses and may require specific follow-up actions by the social worker.

~~(8)~~ (7) Censure. Censure is an act involving severe condemnation and a sanction by the Board for practice misconduct. Censuring is typically for severe offenses and may require specific follow-up actions by the social worker.

~~(9)~~ (13) Probation. Probation ~~is a stay of revocation or suspension allowing limited practice within preconditions established by the Board. Violations of these conditions may result in revocation. is a period of time in which a license or certification is subject to specific practice conditions determined by the board. The individual is permitted to continue practice subject to compliance with the conditions set forth in the order determining the probation status. A violation of the conditions of probation can result in additional disciplinary action taken by the board.~~

~~(10)~~ (17) Suspension. Suspension is the withdrawal of privilege to practice for a specific period of time.

~~(11)~~ (15) Revocation. Revocation is the withdrawal of privilege to practice as a certified or licensed social worker in the State of North Carolina.

~~(12)~~ (11) Clinical Social Work Experience. As it relates to the work experience required for LCSW licensure, two years of clinical social work experience in direct practice means the professional application of master or doctoral social work theory, knowledge, methods, ethics, and the professional use of self to restore or enhance social, psychosocial, or biopsychosocial function. Clinical social work experience requires the application of specialized clinical knowledge and advanced clinical skills in the areas of assessment, diagnosis, and treatment, including the use of psychotherapy, or to treat one or more of the following disorders or conditions: mental, emotional, addictive, behavioral, or developmental disorders and conditions. In addition, the clinical social work experience may also include clinical case management, information and referral, mediation,

1 client education, clinical supervision and clinical consultation that is directly related to the  
2 treatment plan or personal care plan of a client or consumer.

3 ~~(13)~~ (12) Diagnosis. In the context of licensed clinical social work practice diagnosis is the process of  
4 distinguishing, beyond the general social work assessment, among one or more of the following:  
5 mental, emotional, addictive, behavioral, or developmental disorders and conditions within a  
6 psychosocial framework on the basis of their similar and unique characteristics consistent with  
7 American Psychiatric Association or World Health Organization classification systems.

8 ~~(14)~~ (10) Clinical Case Management. A comprehensive approach to care integrating a broad array of  
9 interventions to include planning, implementation and management of care for clients with one or  
10 more of the following: mental, emotional, addictive, behavioral, or developmental disorders and  
11 conditions. Interventions by the clinical case manager shall involve face-to-face contact with the  
12 client on a regular basis, shall be grounded in clinical social work theory, and shall be guided by  
13 the client's treatment plan or personal care plan.

14 ~~(15)~~ (18) Treatment. Clinical social work intervention, including individual, couples, family, or group  
15 psychotherapy, that is empirically grounded and used to help resolve symptoms of one or more of  
16 the following: mental, emotional, addictive, behavioral, or developmental disorders and  
17 conditions.

18 (16) Surrender. Surrender is the voluntary relinquishment of a certification or license by its holder. The  
19 surrender of a certification or license shall be accepted only by Consent Order with the Board.

20 ~~(17)~~ (8) Client. Client means the individual, couple, family, group, organization, or community that seeks  
21 or receives social work services. Client status is not dependent on billing or payment of fees for  
22 such services. A power of attorney, legal guardian or person who is responsible for making  
23 decisions relative to the provision of social work services for a minor or adult is also deemed a  
24 recipient of social work services as part of the client system.

25 ~~(18)~~ (9) Client system. Client system means the client and those in the client's environment who are  
26 potentially influential in contributing to a resolution of the client's issues.

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28 *History Note: Authority G.S. 90B-3; 90B-6;*  
29 *Eff. August 1, 1987;*  
30 *Temporary Amendment Eff. October 1, 1999;*  
31 *Amended Eff. October 1, 2012; July 1, 2011; January 1, 2009; July 1, 2000;*  
32 *Readopted Eff. February 1, 2017.*

1 21 NCAC 63 .0204 is readopted with changes as follows:

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3 **21 NCAC 63 .0204 REFERENCES**

4 (a) Applicants for the LCSW and CSWM classifications shall have a minimum of three references related to the  
5 applicant's experience, as required by G.S. 90B-7(d) and (e). Applicants for other classifications shall have a  
6 minimum of three references. ~~The Board shall not accept references by relatives, Relatives of applicants,~~ clients, or  
7 subordinates of ~~applicants may not submit references for~~ applicants. A current Board member shall not submit a  
8 reference for an applicant unless ~~he/she he or she~~ is the applicant's current or only social work supervisor. In such a  
9 case the Board member may submit a reference, but ~~he/she he or she~~ shall excuse ~~himself/herself himself or herself~~  
10 from review of that ~~particular~~ applicant.

11 (b) All references ~~must shall~~ come from individuals who have or had a professional association with the applicant  
12 and have knowledge of the applicant's professional experience in the practice of social work.

13 (c) For applicants for LCSWA licensure, ~~One at least one~~ reference ~~must shall~~ be from one who has been or is  
14 currently ~~a supervisor supervising the applicant~~ in a social work setting.

15 (d) ~~For applicants from other jurisdictions seeking certification or licensure by comity, in accordance with G.S.~~  
16 ~~90B-8, at least one reference shall be from a registered, certified, or licensed social worker who has been or is~~  
17 ~~currently practicing in a social work setting.~~

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19 *History Note: Authority G.S. 90B-6; 90B-7;*  
20 *Eff. August 1, 1987;*  
21 *Temporary Amendment Eff. October 1, 1999;*  
22 *Amended Eff. January 1, 2009; April 1, 2001;*  
23 *Readopted Eff. February 1, 2017.*

1 21 NCAC 63 .0211 is readopted with changes as follows:

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3 **21 NCAC 63 .0211 WORK EXPERIENCE**

4 (a) ~~For~~ **Qualifications as required by G.S. 90B-7(d)(s) for** the Licensed Clinical Social Worker **(LCSW)** credential:

5 (1) Two years of post-MSW clinical social work experience shall mean 3,000 clock hours of work or  
6 employment for a fee or salary while engaged in the practice of clinical social ~~work~~, work as  
7 defined in this Chapter. The 3,000 hours shall be accumulated over a period of time not less than  
8 two years nor more than six consecutive years. Practicum or internship experience gained as part  
9 of any educational program shall not be included. Pursuant to N.C.G.S. 93B-15.1(a), military  
10 applicants may receive credit for military occupational specialty experience obtained post MSW  
11 degree and deemed substantially equivalent to clinical social work practice as defined in this  
12 Chapter.

13 (2) Appropriate supervision shall mean supervision ~~in person~~ by ~~an~~ a MSW who is also a Licensed  
14 Clinical Social Worker and who is in good standing with the Board. A supervisor **formally**  
15 disciplined by any professional credentialing body or professional organization, or who has  
16 violated the provisions of an occupational licensing Board may not provide supervision to an  
17 associate licensee without the written permission of the Board. The Licensed Clinical Social  
18 Worker Associate's (LCSWA) clinical social work supervisor shall have an additional two years of  
19 clinical social work experience post LCSW licensure.

20 (3) Appropriate supervision shall be that which is provided on a regular basis, conducted no less than  
21 once every two (2) weeks, with at least one hour of supervision during every 30 hours of  
22 experience. A minimum of 100 hours of supervision is required. ~~Unless otherwise preapproved~~  
23 ~~by the Board, no more than 20 hours of supervision may be provided through the use of~~  
24 ~~technology. All supervision provided through the use of technology shall be synchronous, involve~~  
25 ~~visual and audio interaction throughout the entire session, and shall take place in such a manner as~~  
26 ~~to maintain the confidentiality of the communication. It is the professional responsibility of the~~  
27 **The** clinical supervisor ~~to~~ **shall** make the initial determination whether ~~or not~~  
28 experience meets the definition of clinical social work ~~practice~~, **in accordance with the Rules of**  
29 **this Chapter**. The Board shall make the final determination whether or not the applicant's work  
30 experience meets the definition of clinical social work practice. Appropriate supervision may be  
31 individual or group supervision. Individual supervision shall mean one on one, ~~in person~~, face-to-  
32 face supervision by ~~an~~ a MSW who is also ~~an~~ a LCSW where the supervisor reviews and discusses  
33 clinical social work ~~eases~~, cases, reviews documentation, and provides evaluative comments and  
34 direction to the LCSWA. Group supervision shall mean face-to-face supervision provided by ~~an~~ a  
35 MSW who is also ~~an~~ a LCSW in a group setting, during which the supervisor reviews and  
36 discusses clinical social work ~~eases~~ cases, reviews documentation, and provides feedback and

1 direction to each LCSWA in the group. A maximum of 25 hours of group supervision may be  
2 applied toward meeting the supervision requirements for the LCSW.

3 (4) Unless otherwise preapproved by the Board, no more than 20 hours of supervision may be  
4 provided through the use of technology. The clinical supervisor may seek approval by providing a  
5 written request to the Board. The request shall include the parties' information, including name,  
6 license number, and business address; and the circumstances for which the additional hours are  
7 needed. Approval of the request shall be determined on a case by case basis, based upon the  
8 circumstances provided in the request. All supervision provided through the use of technology  
9 shall be synchronous, involve visual and audio interactions throughout the entire session, and shall  
10 take place in such a manner as to maintain the confidentiality of the communication.

11 (b) ~~For~~ Qualifications as required by G.S. 90B-7(e)(2) for the Certified Social Work Manager (CSWM) credential:

12 (1) Two years of post social work degree experience shall mean 3,000 clock hours of employment for  
13 a salary while engaged in administrative social work duties including, policy and budgetary  
14 development and implementation, supervision and management, program evaluation, planning,  
15 and staff development. Such duties shall be carried out in an administrative setting where social  
16 work or other mental health services are delivered. The 3,000 hours shall be accumulated over a  
17 period of time not less than two years nor more than six consecutive years. Practicum or  
18 internship experience gained as part of any educational program shall not be included.

19 (2) Appropriate supervision shall mean face-to-face supervision ~~in person~~ by a social work  
20 administrator certified or licensed by the Board on at least one level who has a minimum of ~~five~~  
21 two (2) years of administrative experience in a social work or mental health setting. Appropriate  
22 supervision shall be that which is provided on a regular basis basis, conducted no less than once  
23 every two (2) weeks throughout the applicant's two years of administrative social work  
24 experience. A minimum of 100 hours of supervision is required. A maximum of 50 hours of  
25 group supervision may be applied toward meeting the supervision requirements for the CSWM.  
26 No more than 20 hours of supervision may be provided through the use of technology. All  
27 supervision provided through the use of technology shall be synchronous, involve visual and audio  
28 interaction throughout the entire session, and shall take place in such a manner as to maintain the  
29 confidentiality of the communication.

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31 *History Note: Authority G. S. 90B-6; 90B-7;*  
32 *Temporary Adoption Eff. October 1, 1999;*  
33 *Eff. July 1, 2000;*  
34 *Amended Eff. October 1, 2012; January 1, 2009; September 1, 2005;*  
35 *Readopted Eff. February 1, 2017.*

1 21 NCAC 63 .0214 is adopted with changes as follows:

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3 **21 ~~MCAC NCAC~~ 63 .0214 CERTIFICATION AND LICENSURE FOR MILITARY PERSONNEL**  
4 **AND MILITARY SPOUSES**

5 (a) Upon receipt of a request for certification or licensure pursuant to G.S. 93B-15.1 from an applicant with military  
6 training and experience, the Board shall issue a certificate or license upon the applicant's satisfying the following  
7 conditions:

8 (1) Has completed and submits to the Board, application information as described in Rules .0202,  
9 .0203, and .0204;

10 (2) Has provided to the Board written documentation to satisfy conditions set out in G.S. 93B-15.1(a)  
11 and (c); and

12 (3) Has passed the qualifying examination for the level of certification or licensure for which the  
13 applicant is applying.

14 (b) Upon receipt of a request for certification or licensure pursuant to G.S. 93B-15.1 from a military spouse, the  
15 Board shall issue a certificate or license upon the applicant's satisfying the following conditions:

16 (1) Has completed and submits to the Board, application information as described in Rules .0202,  
17 .0203, and .0204;

18 (2) Has provided written documentation to satisfy conditions set out in G.S. 93B-15.1(b) and (c); and

19 (3) Has passed the qualifying examination for the level of certification or licensure for which the  
20 applicant is applying.

21 ~~(c) Any military trained applicant or military spouse applicant who meets the requirements of G.S. 93B-15.1 and is~~  
22 ~~currently licensed, certified, or registered in another jurisdiction may apply for certification or licensure under G.S.~~  
23 ~~90B-8.~~

24 ~~(1) Applicants for certification and licensure by comity shall have passed an examination in the~~  
25 ~~country, state, or territory in which he or she is currently licensed, certified, or registered that is determined~~  
26 ~~by this Board to be equivalent to the qualifying examination required for the level of certification or license~~  
27 ~~for which the applicant is applying.~~

28 ~~(c)(2)~~ Military trained applicants and military spouse applicants needing to expedite the licensing process in order  
29 to secure employment may apply for a temporary license as described in Rule .0213. A temporary license  
30 shall apply only to clinical licensure and requires the following:

31 (A) Submission of an application and official written verification of equivalent licensure,  
32 certification, or registration in good standing from the jurisdiction under which the applicant is  
33 currently licensed, certified, or registered;

34 (B) Payment of the applicable temporary license fee;

35 (C) Prior to the expiration of the temporary license, the applicant shall fulfill all requirements  
36 for documentation of education, experience, training, and examination, and pay any additional  
37 application fee as described in Rule .0202. Upon receipt of all required documentation and

1                   applicable fees, the Board shall issue the appropriate clinical license for a period not to exceed two  
2                   years.

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4    *History Note:*    *Authority G.S. 90B-6(h); G.S. 93B-15.1*

5                   *Eff. February 1, 2017.*

21 NCAC 63 .0401 is readopted with changes as follows:

### 21 NCAC 63 .0401 CONTINUING EDUCATION REQUIREMENTS

(a) Continuing education for certification or licensure renewal ~~is shall be~~ required to maintain professional knowledge and technical competency. Renewal of certification or licensure ~~requires shall require~~ 40 contact hours of continuing education credits approved by the Board within each two year renewal cycle. ~~However, if~~ ~~If~~ a certification or licensure is for less than a full two-year period, then 30 contact hours of continuing education credits ~~are shall be~~ required. ~~One unit of credit is equal to one contact hour. One academic course hour of credit is equal to 15 contact hours. Credit for auditing an academic course shall be for actual clock hours attended during which instruction was given with one clock hour equal to one contact hour of credit. Continuing education credits shall be~~ awarded as follows:

- (1) ~~Continuing education units awarded that do not reflect contact hours or clock hours of instruction shall be awarded at the rate of one contact hour of credit for each continuing education unit;~~
- (2) ~~One academic course hour of credit shall be equal to 15 contact hours; and~~
- (3) ~~Credit for auditing an academic course shall be for clock hours of instruction attended with one clock hour equal to one contact hour of credit.~~

(b) During each renewal period all certified and licensed social workers shall engage in a minimum of four contact hours of continuing education focused on ethics related to social work practice and ethical decision-making.

(c) The following activities ~~may shall~~ be approved for continuing ~~education; education; education;~~

- (1) ~~academic~~ Academic social work courses taken for credit or ~~audit; audit; audit;~~
- (2) ~~agency-based~~ Agency-based staff development, seminars, institutes, workshops, mini courses or conferences oriented to social work practice, values, skills and ~~knowledge; knowledge.~~ knowledge;
- (3) ~~cross-disciplinary~~ Cross-disciplinary offerings from medicine, law and the behavioral/social sciences or other disciplines, if such offerings are related to social work practice, values, skills and ~~knowledge; knowledge; knowledge;~~
- (4) ~~distance~~ Distance learning activities including online courses and home study courses ~~which that~~ have been pre-approved by the Association of Social Work Boards (ASWB) or the North Carolina Chapter of the National Association of Social Workers (NASW-NC). A list of approved distance learning courses and providers are available online at [www.aswb.org](http://www.aswb.org) and [www.naswnc.org](http://www.naswnc.org). The maximum continuing education credit granted for distance learning activities is one half of the required hours, up to a maximum of 20 contact hours per renewal period. Live synchronous audio-video broadcasts allowing for real time interaction between the instructor and participants attending through electronic means ~~are not shall not be~~ considered distance learning activities. activities; and



1 (5) ~~study~~ Study groups A group of professionals within the health and human services or related fields  
2 organized to come together to study a particular topic focusing on social work practice provided  
3 the following can be documented:

- 4 (A) study topic;
- 5 (B) study material;
- 6 (C) facilitator; and
- 7 (D) date and hours of attendance.

8 (d) (6) Continuing education focusing on practitioner self-care and well-being shall not exceed 6 six  
9 contact hours of credit during a single renewal cycle.

10 (e) (7) No more than 5 Up to five contact hours of credit may be acquired shall be granted per during a  
11 single renewal cycle for presenting a formal training focused on social work practice provided the  
12 following information can be provided and verified: that:

- 13 (A) The Board receives confirmation Confirmation from the organization for which the  
14 licensee presented that which identifies the licensee as the presenter, confirms the title and date of  
15 the presentation, the length of the presentation, and number of attendees; and
- 16 (B) The the dates of the presentation shall fall occur within the renewal cycle;

17 (f) (4) Credit shall not be granted for:

- 18 (1) identical programs completed within the same renewal period;
- 19 (2) ~~job orientation;~~ orientation or training directed at procedural mandates such as as, but not limited  
20 to health and safety practices, new hire training, and compliance training; or
- 21 (3) ~~on the job training; or~~
- 22 (4)(3) supervision and case consultation.

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25 *History Note: Authority G.S. 90B-6; 90B-9;*  
26 *Eff. August 1, 1987;*  
27 *Amended Eff. September 1, 1993;*  
28 *Temporary Amendment Eff. October 1, 1999;*  
29 *Amended Eff. January 1, 2009; September 1, 2005; April 1, 2001.*  
30 *Readopted Eff. February 1, 2017.*

1 21 NCAC 63 .0610 is adopted with changes as follows:

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3 **21 NCAC 63 .0610 CONTINUANCES**

4 (a) All motions for continuance shall be addressed to the ~~Chair or the designated presiding officer of the contested~~  
5 ~~case hearing.~~ Chair.

6 (b) Motions for a continuance of a hearing may be granted in accordance with the ~~Rules of Civil Procedure, North~~  
7 ~~Carolina Rules of Civil Procedure as set forth in G.S. 1A-1.~~ The Board is not required to grant a motion to continue.

8 ~~(c)~~(d) Motions for a continuance shall be in writing and shall be received in the office of the Board no less than  
9 seven calendar days before the hearing date.

10 ~~(d)~~(c) In determining whether good cause exists, the presiding officer ~~may~~ shall consider the ability of the party  
11 requesting a continuance to proceed ~~effectively~~ without a continuance.

12 (e) A motion for a continuance filed less than seven calendar days from the date of the hearing shall be denied if a  
13 continuance has been previously granted unless the reason for the motion could not have been ascertained earlier.

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15 *History Note:* G.S. 90B-6(h); G.S. 150B-38(h).

16 Eff. February 1, 2017.