THE VIRGINIA BOARD OF SOCIAL WORK
CREDENTIALS COMMITTEE MEETING
MINUTES
Thursday, June 23, 2011

The Credentials Committee of the Virginia Board of Social Work convened at 1:10 p.m. on Thursday, June 23, 2011 at the Department of Health Professions, 9960 Mayland Drive, Richmond, Virginia. Catherine Moore called the meeting to order.

COMMITTEE MEMBERS PRESENT:

Catherine Moore
David Boehm
Yvonne Haynes
Arthur Mayer
Charles Chambers

STAFF PRESENT:

Patricia Larimer, Dep. Executive Director – Discipline
Catherine Chappell, Dep. Exec Director – Licensing
Sarah Georgen, Administrative Assistant
Gregory Stolcis, Credentials Reviewer

CALL TO ORDER:

Ms. Moore welcomed the Committee members and called the meeting to order.

APPROVAL OF MINUTES:

The minutes from the April 6, 2011 Credentials Committee meeting were approved as written.

DISCUSSION OF STAFF CONCERNS:

The Committee discussed that the high volume and complexity of registrations and applications can be attributed to several factors, including but not limited to:

1. Medicaid and DBHDS changes in requirements as to who can provide mental health services to children;
2. Economic uncertainty that has cause many non-licensed individuals in the exempt setting to now seek licensure;
3. Apparent lack of opportunity for supervisees to find positions that will offer a rich clinical experience.

The Committee discussed that the Board looks to its licensees *who are supervising* to ensure that an appropriate experience is being obtained. However, employers have expressed frustration with the time needed to process requests for supervision.

The Committee acknowledged that the turnaround time on requests for registration of supervision has increased but noted that incomplete information is often submitted by applicants and their supervisors, and staff must then follow up with applicants to obtain missing information or clarification. Often the job descriptions submitted do not detail the specific clinical work to be provided and often do not match the description of services to be provided as noted on the supervisory contract. However, those applications and registration forms that are complete and properly documented are processed within 2 weeks. Only those files that are problematic require additional processing time. Staff will revise the registration form in an effort to obtain clearer, concise responses from applicants.

CLOSED SESSION:

Ms. Haynes moved that the Committee convene in Closed Meeting pursuant to Section 2.2-3711(4) in accordance with Section 2.2-3704(A) and 54.1-108 of the Code of Virginia to discuss applications for licensure. She moved that Catherine Chappell, Sarah Georgen, and Gregory Stolcis attend the Closed Meeting because their presence in the Closed Meeting was deemed necessary and would aid the Committee in its deliberations.

OPEN SESSION:

Ms. Haynes moved that pursuant to Section 2.2-3712 of the Code of Virginia that the Committee heard, discussed or considered only those public business matters lawfully exempted from open meeting requirements under the Freedom of Information Act and only such public business matters as identified in her motion by which the closed meeting was convened.

DISCUSSION:

The Committee considered 12 licensure requests.

DECISION:

The Credentials Committee made the following determinations:

1. The Committee requested additional information on three (3) files
2. Referred one (1) file back to the Credentials Reviewer for consideration of educational documentation
3. Denied three (3) applications for examination
4. Approved one (1) supervision request and one (1) application for examination
5. Denied one (1) request to waive examination requirements
6. Denied one (1) request to waive coursework requirements.
7. Two (2) requests to backdate supervision start dates were denied.
8. One (1) file was not acted upon because the request was incomplete.

ADJOURNMENT

There being no further business to come before the Credentials Committee Meeting adjourned at 4:35 p.m.

Catherine Moore

Catherine Moore, Chair

Catherine Chappell

Catherine Chappell, Deputy Executive Director - Licensing