

DEPARTMENT OF COMMUNITY HEALTH

DIRECTOR'S OFFICE

SOCIAL WORK - GENERAL RULES

(By authority conferred on the director of the department of community health by sections 16145(3) and 18501 of 1978 PA 368, MCL 333.16145(3) and 333.18501 et seq. and Executive Order Nos. 1996-1, 1996-2, and 2003-018, MCL 330.3101, 445.2001 and 445.2011)

R 338.2901 Definitions.

Rule 1. (1) As used in these rules:

(a) "Act" means 1978 PA 368, MCL 333.1101 and known as the public health code.

(b) "Approved supervisor" means a licensed social worker who has met the qualifications to work in that field of practice. Only a licensed master's social worker may act as an approved supervisor for a licensed bachelor's social worker, a licensed master's social worker, a limited licensed bachelor's social worker, and a limited licensed master's social worker. Either a licensed master's social worker or a licensed bachelor's social worker may act as an approved supervisor for a social service technician.

(c) "Approved provider of continuing education" means an individual, group, professional association, school, institution, organization, or agency approved by the board of social work to conduct educational programs.

(d) "Bachelor's degree" means a degree awarded by a social work education program that meets the educational standards set forth in R 338.2906.

(e) "Board" means the board of social work.

(f) "Case management" means a method to plan, provide, evaluate, and monitor services from a variety of resources on behalf of and in collaboration with a client.

(g) "Client" means the individual, couple, family, group, organization, or community that seeks or receives social work services.

(i) "Clinical social work practice" means the use of assessment, and 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. Clinical social work practice may include 1 or more of the following: 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.

(j) "Consultation" means a problem-solving and/or educational process in which expertise is offered to an individual, group, agency, organization, or community.

(k) "Continuing education" means education and training that are oriented to maintain, improve, or enhance social work knowledge, values, and skills.

(l) "Continuing education contact hour" means a 60-minute clock hour of instruction and does not include breaks or meals.

(m) "Macro social work" means the term in section 18501(g)(ii) of the act and includes, but is not limited to, community organizing; program planning and development; administration of community services or programs; assessment of client needs for macro community programs or services; coordination and/or evaluation of service delivery; advocacy on behalf of persons or groups with unmet service needs; analysis and development of social welfare policy; organizational analysis; and, provision of training about community needs and problems.

(n) "Master's degree" means a degree awarded by a social work education program that meets the educational standards set forth in R 338.2906.

(o) "Private practice" means the provision of social work services by a licensed master's social worker who assumes responsibility and accountability for the nature and quality of the services provided to the client in exchange for direct payment or third-party reimbursement.

(p) "Psychosocial assessment" means a mutual process between a social worker and a client to gather and organize information and to draw inferences from that information to develop a plan of treatment or action that will maximize client strengths and lead toward effective client-generated solutions.

(q) "Psychotherapy" means the assessment, diagnosis, or treatment of mental, emotional, or behavioral disorders, conditions, addictions, or other bio-psychosocial problems and may include the involvement of the intrapsychic, intrapersonal, or psychosocial dynamics of individuals.

(r) "Under the supervision of a licensed bachelor's or a licensed master's social worker" means an interactional professional relationship between a supervisor and a supervisee that provides evaluation and direction over the supervisee's practice of social work and promotes continued development of the social worker's knowledge, values, skills, and abilities to engage in the practice of social work in an ethical and competent manner.

(2) As used in section 18507 of the act, "an associate degree in social work at a college approved by the board that includes supervised instructional field experience" means an associate degree from a program that requires completion of not less than 18 semester hours or not less than 27 quarter hours of social work courses and the completion of a social work field placement or internship of not less than 350 hours under the supervision of a licensed bachelor's or licensed master's social worker. This subrule takes effect October 8, 2004.

(3) As used in section 18507 of the act, "successfully completed 2 years of college" means the completion of 60 semester or 90 quarter hours of college-level courses, while maintaining a cumulative grade point average of at least 2.0. This subrule takes effect January 1, 2006.

History: 1979 AC; 1992 AACCS; 2003 AACCS; 2005 AACCS.

R 338.2902 Rescinded.

History: 1979 AC; 1990 AACCS; 1997 AACCS.

R 338.2903 Rescinded.

History: 1979 AC; 1990 AACCS; 1997 AACCS.

R 338.2904 Rescinded.

History: 1979 AC; 1990 AACCS; 1997 AACCS.

R 338.2905 Rescinded.

History: 1979 AC; 2003 AACCS.

R 338.2906 Educational standards; adoption by reference.

Rule 6. (1) The board adopts by reference in these rules the standards of the council on social work education for the accreditation of social work education programs set forth in the publication entitled "Handbook of Accreditation Standards and Procedures," fifth edition, February 2003, which is available for inspection and distribution at cost from the Board of Social Work, Bureau of Health Professions, Michigan Department of Community Health, 611 West Ottawa, Lansing, MI 48909, or from the Council on Social Work Education, 1725 Duke Street, Suite 500, Alexandria, VA 22314-3457 at a cost of \$40.95 as of the time of adoption of these rules. A copy of this publication may be purchased from the council on social work education by calling 1-703-683-8080 or via the council's internet website at <http://www.cswe.org>. Completion of an accredited social work education program at the level required by the act shall be evidence of completion of a program acceptable to the department and approved by the board. Any other program that is submitted by an applicant shall be evaluated by the board to determine the program's equivalence to the standards of an accredited program.

(2) The board adopts by reference the recognition standards and criteria of the council for higher education accreditation (chea), effective January 1999, and the procedures and criteria for recognizing postsecondary accrediting agencies of the U.S. department of education, effective July 1, 2000. Copies of the standards and criteria of the council for higher education accreditation and the U.S. department of education are available for inspection and distribution at cost from the Board of Social Work, Bureau of Health Professions, Department of Community Health, 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 council's website at <http://www.chea.org> at no cost. The federal recognition criteria may be obtained from the U.S. Department of Education Office of Postsecondary Education, 1990 K Street, NW, Washington, DC 20006 or from the department's website at <http://www.ed.gov/about/offices/list/OPE/index.html> at no cost.

(3) 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:

(a) The standards of the Middle States Commission on Higher Education, 3624 Market Street, Philadelphia, PA 19104, set forth in the document entitled "Characteristics of Excellence in Higher Education: Eligibility Requirements and Standards for Accreditation," 2002 edition, which is available free of charge on the association's website at <http://www.msche.org> or for purchase at a cost of \$7.40 as of the time of adoption of these rules.

(b) The standards of the New England Association of Schools and Colleges, Inc., Commission on Institutions of Higher Education, 209 Burlington Road, Bedford, MA 07130, set forth in the document entitled "Standards for Accreditation," 2001 edition, which is available free of charge on the association's website at <http://www.neasc.org>.

(c) The standards of the North Central Association of Colleges and Schools, the Higher Learning Commission, 30 North LaSalle Street, Suite 2400, Chicago, IL 60602, set forth in the document entitled "Handbook of Accreditation," 2003 edition, which is available for purchase through the association's website at <http://www.ncahigherlearningcommission.org> at a cost of \$30.00 as of the time of adoption of these rules.

(d) The standards of the Northwest Association of Schools, Colleges, and Universities, the Commission on Colleges and Universities, 8060 165th Avenue NE, Suite 100, Redmond, WA 98052, set forth in the document entitled "Accreditation Handbook," 2003 edition, which is available for purchase through the association's website at <http://www.nwccu.org> at a cost of \$20.00 as of the time of adoption of these rules.

(e) The standards of the Southern Association of Colleges and Schools, Commission on Colleges, 1866 Southern Lane, Decatur, GA 30033, set forth in the document entitled "Principles of Accreditation: Foundation for Quality Enhancement", January 2004, which is available free of charge on the association's website at <http://www.sacscoc.org> or for purchase at a cost of \$12.00 for members and \$24.00 for nonmembers as of the time of adoption of these rules.

(f) The standards of the Western Association of Schools and Colleges, the Accrediting Commission for Senior Colleges and Universities, 985 Atlantic Avenue, Suite 100, Alameda, CA 94501, set forth in the document entitled "2001 Handbook of Accreditation," which is available free of charge on the commission's website at <http://www.wascweb.org> or for purchase at a cost of \$15.00 for member institutions and \$20.00 for nonmember institutions as of the time of adoption of these rules.

(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 Reference Handbook", July 2003, which is available free of charge on the commission's website at <http://www.wascweb.org>.

History: 1979 AC; 1992 AACCS; 2003 AACCS; 2005 AACCS.

R 338.2906a Rescinded.

History: 1992 AACCS; 2003 AACCS; 2005 AACCS.

R 338.2907 Rescinded.

History: 1979 AC; 1990 AACCS.

R 338.2907a Limited social service technician registration requirements.

Rule 7a. (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 requisite fee. In addition to meeting the requirements of the code and administrative rules promulgated under the code, an applicant for the limited social service technician shall meet all of the following requirements:

(a) Successful completion of 2 years of college in any field from an accredited college that complies with the standards in R 338.2906 (2) or (3).

(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

(c) Employment includes the application of social work values, ethics, principles, and skills during the practice of human service work and under the supervision of a licensed bachelor's or a licensed master's social worker.

(2) The limited social service technician registration shall be issued for 1 year and may be renewed only once.

History: 2005 AACCS.

R 338.2907b Social service technician registration requirements.

Rule 7b. (1) An applicant for social service technician registration shall submit a completed application on a form provided by the department, together with the requisite fee. In addition to meeting the requirements of the code and administrative rules promulgated under the code, an applicant for a social service technician registration shall meet 1 of the following requirements:

(a) Completion of at least 2,000 hours of social work experience accrued over not less than 1 year and under the supervision of a licensed master's or licensed bachelor's social worker as well as current employment in human services or

social services during which social work values, ethics, principles, and skills have been applied.

(b) Successful completion of 2 years of college as defined in R 338.2901(3) that included at least 4 courses relevant to human service needs and current employment in human services or social services during which social work values, ethics, principles, and skills have been applied.

(c) Successful completion of an associate degree in social work from an accredited college or university that complies with the standards in R 338.2906(1).

(2) Qualifying experience for an applicant for registration as a social service technician under section 18507 of the act 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 shall comply with section 18507 of the act and the provisions described in subrule (4) of this rule.

(4) The experience shall be completed under the supervision of a licensed bachelor's or 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. The supervision shall consist of all of the following:

(a) An applicant shall meet individually and in person with his or her supervisor, or in a group modality, during which active work functions and records of the applicant are reviewed. In cases of extreme hardship where an approved supervisor is not available, an alternative supervision arrangement by a related health practitioner may be approved by the board. Before use of an alternate supervisor, an applicant shall submit a request with a proposed plan and documented willingness by the alternate supervisor. The board shall approve the alternative supervision arrangement before the arrangement is implemented.

(b) Supervisory review shall be conducted for at least 4 hours per month.

(c) Not more than 2,000 hours of acceptable experience shall be accumulated in any 1 calendar year.

(d) Experience shall 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: 2005 AACCS.

R 338.2908 Rescinded.

History: 1979 AC; 2003 AACCS; 2005 AACCS.

R 338.2908a Rescinded.

History: 2003 AACCS; 2005 AACCS.

R 338.2908b Rescinded.

History: 2003 AACCS; 2005 AACCS.

R 338.2908c Rescinded.

History: 2003 AACCS; 2005 AACCS.

R 338.2908d Rescinded.

History: 2003 AACCS; 2005 AACCS.

R 338.2908e Limited bachelor's social worker license requirements.

Rule 8e. (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 requisite fee. In addition to meeting the requirements of the code and administrative rules promulgated under the code, 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 338.2906 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 338.2908f.

(d) Confinement of practice to an agency, health facility, institution, or other entity pre-approved by the board under section 18506 of the act.

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

History: 2005 AACCS.

R 338.2908f Bachelor's social worker license by examination; requirements; graduates of schools in compliance with board standards; limited bachelor's social worker license.

Rule 8f. (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 requisite fee. In addition to meeting the requirements of the code and

administrative rules promulgated under 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 338.2906.

(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 act and described in subrules (2) and (3) of this rule.

(c) An applicant shall have passed the basic or bachelor's examination as identified in R 338.2908i.

(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) Social casework 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, as defined in R 338.2901(1)(g), in accessing, coordinating, or developing resources to develop solutions for interpersonal or community problems.

(3) Effective September 1, 2005, experience in this state may be earned only in the limited license status. The experience for a bachelor's social worker license shall meet all of the following requirements:

(a) The experience shall 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) The experience shall 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 individually and in person with his or her supervisor, or in a group modality that includes individual contact, during which active work functions and records of the applicant are reviewed. In cases of extreme hardship where an approved supervisor is not available, an alternative supervision arrangement by a related health practitioner may be approved by the board. Before use of an alternate supervisor, the applicant shall submit a request with a proposed plan and documented willingness by the alternate supervisor. The board shall approve the alternative supervision arrangement before the arrangement is implemented.

(d) Supervisory review shall be conducted for at least 4 hours per month with at least 1 hour being conducted between the applicant and the supervisor on an individual basis.

(e) Not more than 2,000 hours of acceptable experience shall be accumulated in any 1 calendar year.

(f) The experience shall 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.

History: 2005 AACCS.

R 338.2908g Limited master's social worker license requirements.

Rule 8g. (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 requisite 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 338.2906 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 338.2908h.

(d) Confinement of practice to an agency, health facility, institution, or other entity pre-approved by the board under section 18506 of the act.

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

History: 2005 AACCS.

R 338.2908h Master's social worker license by examination; requirements; graduates of schools in compliance with board standards; limited master's social worker license.

Rule 8h. (1) An applicant for a master's social worker license by examination shall submit a completed application on a form provided by the department, together with the requisite fee. In addition to meeting the requirements of the code and administrative rules promulgated under the code, an applicant for a master's social worker license by examination shall be issued a license with a designation indicating the practice area in which the applicant earned his or her qualifying experience, such as macro social work, clinical social work practice, or both.

(2) An applicant for the license with a macro or administrative 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 338.2906. The experience shall 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 338.2908i. This subdivision takes effect July 1, 2006.

(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 act and

described in subrules (2)(d) and (5) of this rule. Effective September 1, 2005, experience in this state may be earned only in the limited license status.

(d) Qualifying experience for the macro designation shall be completed in at least 1 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. Macro social work services include, but are not limited to, those services specified in R 338.2901(1)(m).

(3) 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 338.2906.

(b) Successful completion of the clinical examination.

(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 act and described in subrules (2)(d) and (5) of this rule.

(d) Completion of qualifying experience for the clinical practice designation shall include 1 or more of the activities specified in R 338.2901(1)(i).

(4) An applicant for licensure or a licensee may add the second master's level social work specialty designation by completing 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.

(5) The experience for a master's social worker license shall meet all of the following requirements:

(a) The experience shall 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 individually and in person with his or her supervisor, or 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. In cases of extreme hardship where an approved supervisor is not available, an alternative supervision arrangement by a related health practitioner may be approved by the board. Before use of an alternate supervisor, the applicant shall submit a request with a proposed plan and documented willingness by the alternate supervisor. The board shall approve the alternative supervision arrangement before the arrangement is implemented.

(c) Supervisory review shall be conducted for at least 4 hours per month with at least 1 hour being conducted between the applicant and the supervisor on an individual basis.

(d) Not more than 2,000 hours of acceptable experience shall be accumulated in any 1 calendar year.

(e) The experience shall 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.

History: 2005 AACCS.

R 338.2908i Examination; adoption; passing scores.

Rule 8i. The board approves and adopts the examinations developed by the association of social work boards, or its successor agency, hereafter referred to as the basic or bachelor's examination; the advanced or the advanced generalist examination; or the clinical examination or an equivalent examination as determined by the board. Applicants shall achieve a passing score on the test required for the level of licensure sought. The passing score on any of the required examinations shall be a converted score of not less than 75.

History: 2005 AACCS.

R 338.2908j Registration or licensure by endorsement.

Rule 8j. (1) An applicant for registration or licensure by endorsement shall submit a completed application on a form provided by the department, together with the requisite fee. An applicant for licensure by endorsement who satisfies all of the requirements of this rule shall be deemed to meet the requirements of section 16186 of the code.

(2) An applicant who holds a registration or license from another jurisdiction is eligible for registration or licensure if the requirements were substantially equivalent to the requirements in Michigan.

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

History: 2005 AACCS.

R 338.2908k Reregistration of social service technician.

Rule 8k. (1) An applicant whose registration has lapsed for less than 3 years may be reregistered, as provided under section 16201(3) of the act, upon submitting a completed application on a form provided by the department, together with the requisite fee.

(2) An applicant whose registration has lapsed for more than 3 years may be reregistered, as provided under section 16201(4) of the act, upon submitting a completed application on a form provided by the department, together with the requisite 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: 2005 AACCS.

R 338.2908l Relicensure of bachelor's or master's social worker.

Rule 8l. (1) An applicant whose license has lapsed may be relicensed upon submission of the appropriate application, fee, and documentation of completing 45 hours of approved continuing education within 3 years immediately preceding the application for licensure. If the applicant is registered or licensed in any other state or states, the applicant shall submit documentation that the registration or license is unrestricted and in good standing at the time of application

History: 2005 AACCS.

R 338.2908m License renewals and relicensure; continuing education requirements.

Rule 8m. (1) An applicant for license renewal who has been licensed for the 3-year period immediately preceding the expiration date of the license or an applicant for relicensure shall accumulate not less than 45 continuing education contact hours that are approved by the board, under R 338.2908o, during the 3 years preceding an application for renewal or relicensure. At least 5 of the 45 continuing education contact hours in each renewal period shall be in ethics and 1 continuing education contact hour in each renewal period shall 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 or relicensure shall constitute the applicant's certification of compliance with the requirements of this rule. 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 or relicensure. Failure to comply with this rule shall be a violation of section 16221(h) of the code.

History: 2005 AACCS.

R 338. 2908n Acceptable continuing education; limitations.

Rule 8n. (1) The board shall consider any of the following as acceptable continuing education:

(a) One continuing education contact hour, without limitation, may be earned for each 60 minutes of attendance at a continuing education program that complies with the standards in R 338.2908o.

(b) Three continuing education contact hours may be earned for each 60-minute presentation of a continuing education program that is not a part of the licensee's regular job description that complies with the standards in R 338.2908o. 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 under this subdivision.

(c) Five continuing education contact hours may be earned for each semester credit earned for academic courses related to social work practice offered in an educational program approved by the board under R 338.2908o.

(d) Three continuing education contact hours may be earned for each quarter credit earned for academic courses related to social work practice offered in an educational program approved by the board under R 338.2908o.

(e) One continuing education contact hour may be granted for each 60 minutes of program attendance, without limitation, at a continuing education program that has been granted approval by another state board of social work or the association of social work boards.

(f) One continuing education contact hour may be granted for each 60 minutes of attendance, without limitation, at a continuing education program related to social work practice offered by an educational program approved by the board R 338.2908o.

(g) Not more than 10 continuing education contact hours may be granted for publication, in a social work journal or textbook, of an article or chapter related to the practice of social work.

(h) A maximum of 10 continuing education contact hours may be earned for completion of online computer programs pertaining to social work.

History: 2005 AACCS.

R 338.2908o Continuing social work education programs; methods of approval.

Rule 8o. (1) The board approves and adopts by reference in these rules the standards of the association of social work boards for approved continuing education (ace) providers set forth in the publication entitled "ACE Provider Guidelines," effective April 12, 2004, which is available from the Association of Social Work Boards, 400 South Ridge Parkway, Suite B, Culpeper, VA 22701 at no cost on the association's website at www.aswb.org/ace_guide.pdf. A copy of the guidelines also is available for inspection and distribution at cost from the Michigan Board of Social Work, Department of Community Health, 611 West Ottawa, P.O. Box 30670, Lansing, MI 48909.

(2) 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.

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

(a) The content or activity of a course or program shall 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, and/or implementation of social policy.
- (vi) Social work ethics and standards of professional practice.
- (vii) Current issues in clinical or macro social work practice.
- (b) An outline of the course or program shall be provided.
- (c) The qualifications of individuals presenting a course or program shall be provided.
- (d) The method used to deliver the course or program shall be described.
- (e) Measurements of pre-knowledge and post-knowledge or skill improvements shall be defined.
- (f) The monitoring of attendance at a course or program shall 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 shall be maintained.
- (h) A participant shall be awarded 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: 2005 AACCS.

R 338.2909 Prohibited conduct.

Rule 9. Prohibited conduct includes, but is not limited to, the following acts or omissions by any individual covered by these rules:

- (a) Willful or negligent failure to provide or arrange for provision of continuity of necessary service.
- (b) Refusing to provide professional service to a person because of the person's race, creed, color, national origin, age, sex, sexual orientation, or disability.
- (c) Involvement in a dual relationship with a client or a former client and/or a client's or former client's immediate family in which there is a risk of exploitation or harm to the client.
- (d) Involvement in a conflict of interest that interferes with the exercise of professional discretion or makes a client's interests secondary.
- (e) Taking advantage of any professional relationship or exploiting others to further the social worker's personal, religious, political, and/or business/financial interests.
- (f) Involvement in or soliciting a sexual relationship with a client or member or members of the client's immediate family.
- (g) Involvement in or soliciting a sexual relationship with a former client or member or members of a former client's family within 3 years of the termination of treatment, irrespective of whether the actions are consensual or forced. Disciplinary action is not precluded against a person who becomes involved in a sexual relationship with a former client or member or members of a former client's family more than 3

years after the termination of treatment when there is a risk of exploitation or harm to the client.

History: 1979 AC; 2003 AACS; 2005 AACS.

R 338.2910 Unprofessional advertising.

Rule 10. Unprofessional advertising by a social worker consists of preparing or consenting to the preparation by action or inaction public announcements that fail to conform to the following professional standards:

(a) Cards or announcements concerning social work practice shall be limited to a statement of the name, highest relevant degree, registration, licensure or diplomate status, address and telephone number, office hours, field of specialization, and job title.

(b) Brochures, catalogs, or other forms of advertising media which bear the name of the licensed master's social worker, licensed bachelor's social worker, or registered social service technician announcing any services, fees or fee ranges being offered shall describe the services accurately, but shall not claim or imply superior professional competence.

History: 1979 AC; 2003 AACS; 2005 AACS.

R 338.2911 Rescinded.

History: 1979 AC; 1990 AACS.

R 338.2912 Rescinded.

History: 1979 AC; 1990 AACS.

R 338.2913 Rescinded.

History: 1979 AC; 1990 AACS.

R 338.2914 Rescinded.

History: 1979 AC; 1990 AACS.

R 338.2915 Rescinded.

History: 1979 AC; 1990 AACS.