

**ALABAMA STATE BOARD OF SOCIAL WORK EXAMINERS  
100 NORTH UNION STREET SUITE 736  
PO BOX 301620  
MONTGOMERY AL 36130-1620  
334/242-5860**

**APPLICATION FOR CONTINUING EDUCATION PROVIDERS**

**INSTRUCTIONS**

The Alabama State Board of Social Work Examiners approves continuing education for social workers based on the following criteria:

“Continuing Education means education which fosters the enhancement of general or specialized social work practice, values, skills or knowledge”, excerpt from the Alabama Administrative Code 850-X-8.

Please answer all questions on the provider form. If the question is not relevant to you or your organization please state so. **Beginning October 21, 2016, there is a \$150.00 fee for the Provider Status unless you provide CE to Social Workers for free.** (A statement to this effect must be provided). All payments must be in the form of a cashier’s check, money order or business check; we cannot accept personal checks or credit cards.

Once you become an approved provider with us, we require that you submit to our agency by postal mail a listing every six months of the programs you provided.

A copy of Chapter 850-X-8 Continuing Education can be obtained on our web site [www.socialwork.alabama.gov](http://www.socialwork.alabama.gov) listed under “Laws & Rules”, Alabama State Board of Social Work Examiners Administrative Code.

Providers are generally approved for not more than two (2) years. When the agreement expires it is the responsibility of the provider to obtain another application in a timely manner.

You may use our contact verification forms available on our website to issue CE hours to licensees. Or, if you prefer, you can issue your own CE Certificates. However, please make sure to state on the certificate whether or not total CE hours contain any ***ethics, clinical or supervision*** CE hours and how many of each category.

If you have any questions you may reach our office at the number listed above.

ALABAMA STATE BOARD OF SOCIAL WORK EXAMINERS  
100 N UNION STREET SUITE 736  
MONTGOMERY AL 36104

SOCIAL WORK CONTINUING EDUCATION  
APPLICATION FOR AGENCIES PROVIDING  
CONTINUING EDUCATION ACTIVITIES

NAME OF AGENCY OR DEPARTMENT: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

BOARD USE ONLY	
DATE RECEIVED: _____	
DATE REVIEWED: _____	
APPROVED: _____	YEARS: _____
RENEWAL DATE: _____	
DENIED: _____	
\$150.00 Fee Paid: _____	

TELEPHONE NUMBER: \_\_\_\_\_ DIRECTOR OF CE: \_\_\_\_\_

SOCIAL WORKER RESPONSIBLE FOR CE: \_\_\_\_\_

PLEASE CHECK ONE: \_\_\_\_\_ NEW APPLICATION \_\_\_\_\_ RENEWAL APPLICATION

PLEASE ADDRESS THE FOLLOWING AS COMPLETELY AS POSSIBLE AND ATTACH ALL REQUIRED INFORMATION.

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ORGANIZATION PLAN: Statement of Purpose

- 1) What is your continuing education program's statement of purpose with regard to:
  - A. The relationship of your program to social work practice, skills, knowledge, and /or values enhancement?
  
  
  
  
  
  
  
  
  
  
  - B. The purpose of continuing education?

C. A plan to identify and promote current knowledge and needs in social work practice?

ADMINISTRATION:

1) Does your organization structure indicate authority to a continuing education director to implement your goals and objectives of presentation planning? (If appropriate, provide an organizational chart showing the relationship of the program director to your agency/organization's structure.)

\_\_\_\_\_ yes      \_\_\_\_\_ no

2) List the names, titles, and academic degrees of individuals responsible for establishing you CE programs' scheduling:

Name

Title

Degree

3) How is the overall CE program schedule determined?

4) Is there permanent staff available for the planning and monitoring of the presentation?

\_\_\_\_\_ yes      \_\_\_\_\_ no

5) What methods will be used in individual program presentations (i.e., lectures, audio-visual, testing, etc.)?

6) What physical facilities are primarily used for CE presentations (space, equipment, etc.)?

7) Describe the record keeping systems for:

A. Verifying each individual participating in each individual presentation.

B. Documenting each individual presentation in full including agenda, instruction(s), evaluation, etc.

8) Describe the evaluation procedures for the presentations (including copy if possible).

9) How many individuals attend your presentations yearly?

10) Approximately how many presentations do you offer yearly?

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**ATTESTATION:**

I affirm that the information in this application is true and accurate and that if the application is accepted, our programs will follow the requirements of Alabama statute and rule and regulations regarding the provision of continuing education for social workers in the State of Alabama. I understand that failure to do so may result in withdrawal of approved-provider status and/or invalidation of CE credits for individual participants in one or more of this provider's offerings.

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Date

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Signature of Director of CE Programs

# **Information Regarding: Content needed for Continuing Education in Clinical Social Work and for Supervisors**

## **Continuing Education in Clinical Social Work**

Continuing education of Clinical social work teaches the enhancement and maintenance of psychosocial functioning of individuals, families, and small groups. Continuing education in Clinical social work practice can also teach the professional application of social work theory and methods for the treatment and prevention of psychosocial dysfunction, disability, or impairment, including emotional and mental disorders. It uses knowledge of one or more theories of human development within a psychosocial context. The perspective of person-in-situation is central to clinical social work practice.

Continuing education of Clinical social work services consists of assessment; diagnostic impression; treatment, including psychotherapy and counseling; client-centered advocacy; and evaluation. It includes direct client intervention, client centered supervision and client centered consultation. It involves the scientific, artful, ethical application of social work theories and methods of assessment, opinions, diagnostic impression, prevention and treatment. Assessment of interpersonal relationships, mental health status, family dynamics, environmental stresses and supports, social systems and the impact of physical, emotional and mental illness and disability on the clients functioning.

Continuing education of Clinical social work also includes crisis intervention, case management and client centered advocacy. Education to help the social worker to design treatment methods to provide the client opportunity to express himself or herself, and fostering an atmosphere of candid self-observation, expectations of change and amenability to facilitate such change.

Clinical Social Work focus on the needs, interests and welfare of the client. The goal of clinical social work practice is to relieve a client's psychosocial distress; to help the client to modify barriers preventing them from realizing their potentials.

## **Continuing Educational for Supervisors**

Continuing education in supervision focuses on professional concerns and relates to specific cases. It helps the supervisor to provide the supervisees a better understand social work philosophy, to become more self-aware, and refine their knowledge and skills. Continuing education in supervision focuses on staff development and the training needs of a social worker to a particular caseload. It includes activities in which the supervisor learns how to guide the supervisee through understanding of assessment, treatment and intervention, identification and resolution of ethical issues, and evaluation and to understand when it's best to terminate services.