

WV BOARD OF SOCIAL WORK EXAMINERS

FY-2004

“ANNUAL REPORT” JULY 1, 2003 THROUGH JUNE 30, 2004

OVERVIEW OF BOARD ACTIVITY

Board members met throughout the year *to*: address the needs and concerns of the general public, licensees, employers, and potential license candidates; resolve complaint matters; render decisions in matters of legislative regulations, professional standards, and practice issues; and to address goal setting standards to enhance the profession of social work in West Virginia.

SPECIFIC ACTIVITIES OF THE BOARD INCLUDED BUT NOT LIMITED TO:

- The revised edition of the “Professional Manual for Licensed Social Workers” was completed and mailed to over four-thousand licensees. All elements of licensing, supervision and continuing education policies are organized into one resource material.
- The Board’s Continuing Education Committee members presented a workshop at the annual social work conference in April 2004 in which they provided materials and information to current and potential providers of social work programs in WV.
- The Board Director conducted two networking sessions at the Annual Social Work Conference in April 2004 which a variety of professional and technical issues and goals.
- The Board implemented a page on the existing website to post individually approved social work programs. The existing certified provider database is being expanded to link up to all provider websites to better communicate activity to the social work public..
- Technical Goals: The existing website is scheduled to begin a major overhaul. Together with the board’s technical consultant, the entire website will be remodeled to incorporate on-line license verification as well as other features that will improve the entire license process and better address consumer needs.

BOARD MEMBERS

The Board is made up of six licensed social workers and one public representative all of whom are appointed by the Governor.

<i>Members of the Board</i>	<i>Term of Membership</i>
Chairperson: Rita M. Brown, MSW, LSW:	01/28/98-09/28/05
Vice Chair: Brenda Wamsley, Ph.D., LCSW:	10/28/98-09/28/04
Secretary: Lucy Eates, LSW:	10/28/98-09/28/04
Jody Gottlieb, MSW, LCSW:	10/21/99-09/28/05
Barbara Heasley, MSW, LICSW:	06/16/03-09/28/05 (1 st Term)
Renee Ellenberger, MSW, LGSW:	06/16/03-09/28/05 (1 st Term)
Patricia O’Reilly, Ph.D., Public Representative:	08/11/03-09/28/05 (1 st Term)

ADMINISTRATION

The staff continues to operate from the office that was established at the State Capitol since 1990. The following individuals are responsible for the day to day operation of the agency at the will and pleasure of the Board as set forth within the West Virginia Code:

Agency Staff

Judith K. Williams, Director

Kimberly M. Morris, Administrative Services Assistant

Linda Dempsey, Part-Time Clerk

Carl Edward Farmer, Jr., Complaint Investigator

Staff continues to serve the public by processing applications, continuing education records, provider materials, emails, calls, general correspondence and faxes on a daily basis. With the addition of an after hours email address and another Capitol email address, we are better able to serve the public in an expeditious and manner.

ADHERENCE TO LEGISLATIVE REQUIREMENTS

The Annual Report for fiscal year ending June 30, 2003 was distributed to the Secretary of State, Governor, members of the Legislature, and other State offices during the 2004 legislative session. The roster of actively licensed social workers was prepared and presented to the Secretary of State in April 2004. The annual election of Board officers was held in September 2003. The Secretary of State was notified in advance of all scheduled Board meetings. Records for public information were delivered upon request and within the prescribed time period as set forth within the Freedom of Information Act.

AFFILIATIONS:

The Board is a member of the Association of Social Work Boards (hereinafter referred to as ASWB). ASWB is the organization that provides the state social work examination for licensure to all member jurisdictions in the United States and Canada; ASWB serves as our reporting agent for disciplinary actions with the Health Integrity Practitioners Data Base (HIPDB); ASWB provides educational meetings and forums to all member jurisdictions that aid in improving and refining the protection of the public, agency operation, laws and rules, and the quality of social work practice and it's practitioners.

The Board participates as a member of the WV Association of Licensing Boards. All members share ideas and common goals for the professions and the consumer we serve in West Virginia.

VOLUNTEER COMMITTEES:

The *Continuing Education Committee* continues to conduct monthly meetings to review continuing education provider applications, re-certification, and to assist the Board in developing new and improved continuing education policies & procedures.

LICENSING STATISTICS: JULY 1, 2003 - JUNE 30, 2004

<u>Current Number of <i>Active</i> Licensees by License Level/Category:</u>	
Social Work Permits: (BSW/MSW)	145
Temporary Licensed Social Workers:	670
Social Workers (LSW):	2492

Graduate Social Workers (LGSW):	296
Certified Social Workers (LCSW):	406
Independent Clinical Social Workers (LICSW):	217

Total Number of Active License Records: 4,226 (As of June 30, 2004)

** numbers fluctuate on a daily basis as activity occurs*

Miscellaneous Statistics: July 1, 2003 through June 30, 2004

<u>New Issuance FY 2004</u>		
New Conditional Temporary Licenses Issued :	196	
New Provisional Permits Issued (BSW/MSW Students):	171	
New Regular Licenses Issued to BSW/MSW:	154	
<u>License Renewal FY 2004</u>		
Regular Licenses Due for 2-Year Renewal:	1575	
Regular License Renewals Completed:	1091	(-484)
Temporary Licenses Due to Renew:	320	
Temporary Licenses Completed Renewal Process:	131	(-189)
<u>Temporary to Regular LSW Conversion</u>		
Temporary Licenses Due to Convert to LSW:	513	
Actual Number Completed Process:	134	(-379)

DISCIPLINARY ACTION/COMPLAINT STATISTICS FY 2004:

The Board is represented by counsel assigned from the Attorney General

Statistics:

Number of new complaints received from July 1, 2003 through June 30, 2004: 8

Number of complaints under investigation from previous year: 6

*Number of new complaints **red-flagged** for future action* 3

Complaint Resolutions: July 1, 2003-June 30, 2004

Dismissed/Caution (available under F.O.I.A.): 3

Disciplined by sanctions/revocation or suspension: 3

Dismissed due to insufficient evidence: 2

Conditional Surrender 2

Under investigation as of June 30, 2004: 4

***Red-Flagged*:** *If the respondent ceases active social work in WV before the complaint has been resolved, the file remains subject to re-opening upon his/her return and is recorded in the Red-Flag Database.*

FISCAL REPORT:

The Board is completely self-supporting by the collection of professional fees. All expenditures are approved and monitored by the State Auditor and activity is also audited by the Legislative Auditors Performance Evaluation and Review Division at a time determined by that agency.

Revenue & Expenditure Detail: July 1, 2003 through June 30, 2004-FY 2004

<i>Cash Balance Operating Funds Available July 1, 2003:</i>	<i>\$93,714</i>
<i>Revenue: Fees Collected July 1, 2003-June 30, 2004:</i>	<i>\$138,087</i>
<i>Line Item Expenditures: 07/01/03 through 06/30/04</i>	
Salaries & Per Diem (Board Members-7 Staff-4)	\$63,294
DOP/PEIA Fees	444
Federal Taxes	4,645
PEIA/Workers Comp/PERS	14,352
Printing/Copies/Internal Supplies/Toners, Etc	20,333
Office Lease Payments	5,686
Rental Fees Other	450
Telecommunications/Utilities	2,355
Legal and Professional Fees	8,169
Travel (Meetings/Conference)	1,579
Service Fees State	1,350
Association Dues	1,245
Liability Ins.	3,384
Equipment Maintenance Fees	949
Postage	8,699
Computer Supplies & Equipment	4,489
	Total Expenditures: -\$141,423
	An Operating Cash Balance June 30, 2004 of: + \$90,378

CONTACT AND COMMUNICATION INFORMATION

Web: www.wvsocialworkboard.org Capitol Email: admin@wvsocialworkboard.org
Capitol: General Issues & Request for Service: kmorris@mail.state.wv.us
After Hours 24/7 (Director): bswe2@charter.net
Physical: State Capitol-Main Bldg.-West Basement-Room WB9
Mailing Address: PO Box 5459-Charleston, WV 25361
Telephone: Main: (304) 558-8816 Ext. 5 for Staff: Fax: (304) 558-4189
Message Option Available On All Menu Options: Staff Records in Call Log Daily

Thank you for taking a few moments to review the WVBSWE annual report FY04

Final Draft: 03/06/05