

**ARKANSAS BUDGET SYSTEM  
AGENCY PROGRAM COMMENTARY  
1999 - 2001**

The Social Work Licensing Act provides for the examination of applicants for social work licensure, licensing of qualified social workers and regulation of social work practice. Since the inception of the Board in 1981, the duties of the Social Work Licensing Board has continuously increased.

The Board has reviewed over 4,800 applications for social work licensure. Approximately 250 - 275 applicants are approved to take the examination each year.

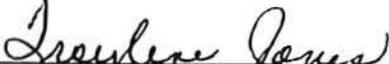
The Board receives 15 -20 written complaints against social workers each year. A substantial amount of time is spent investigating the complaints. During the last two years, the Board investigated seventeen complaints against social workers. One of the complaints resulted in revocation of the social worker's license, one resulted in a one year probation following a one year suspension of a social worker's license, one social worker was given a letter of reprimand, twelve of the complaints were dismissed due to lack of evidence and two complaints are still under investigation. The administrative hearings held as a result of the complaints takes a considerably amount of time and monies. However, it is a necessity and imperative for the Board to accomplish our mandate of protecting the public and regulating the field of social work practice.

Six of the nine board members live outside of Pulaski County. While the Board advocates appointments from others areas, the travel expenses to the monthly board meetings is a major expenditure in the general operations of the Board.

During the past fiscal year, the extra help position was changed to a full-time position. The change was necessary due to the increased number of new applications being received, the number of complaints being investigated and the increased workload created by the passage of Act 1317 of 1997. Act 1317 requires criminal background checks for all new applicants for social work licensure and criminal history checks for all currently licensed social workers.

In accordance with this year's budget planning procedures, as well as, the Board's desire to increase and enhance its information technology, an information technology plan was developed. The plan was designed to improve accessibility, to increase office operating efficiency, to reduce expenditures and to gain immediate access to local, state and national databases. It is the Board's recommendation that some information be made available to the public on a social work website. The website would include a directory of currently licensed social workers, the names and terms of board members and information regarding the application process for licensure. Additionally, information could readily be obtained from other State Social Work Boards, the Disciplinary Action Reporting System of the American Association of State Social Work Boards and ACT who administers the social work licensure examinations. The Board developed this plan with the assistance of the staff at Division of Information Services.

It is important to note that all of our income is derived from special revenues and used solely for the operation of the Social Work Licensing Board. The Board has a history of, as well as, being mandated to conduct all activities from monies collected from application and renewal fees. Therefore, the monies to implement this information technology plan are readily available from the fund balance of our special revenue account.

<b>AGENCY</b> Social Work Licensing Board	<b>DIRECTOR</b> Troylene Jones 	<b>AGENCY PROGRAM COMMENTARY</b> BR21	<b>PAGE</b> 345
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ARKANSAS SOCIAL WORK LICENSING BOARD  
 SUMMARY OF AUDIT FINDINGS AND RECOMMENDATIONS  
 FOR THE YEAR ENDED JUNE 30, 1996

Assets					Liabilities			Total Equity	
Cash and Investments	Fixed	Other	Total	Current	Long-Term	Total			
\$ 86,888	\$ 12,971	\$ 1,515	\$ 101,374	\$ 36,143	\$ 1,030	\$ 37,173	\$ 64,201		

Revenues				Expenditures				Other Sources (Uses)		
Inter-governmental	Federal	Licenses and Fees	Other	Total	Salaries and Matching	Grants and Aid	Capital	Other Operating	Total	
\$ 0	\$ 0	\$ 42,985	\$ 1,145	\$ 44,130	\$ 21,198	\$ 0	\$ 578	\$ 19,851	\$ 41,627	\$ 25

Findings

one.

Recommendations

None.

ARKANSAS BUDGET SYSTEM  
EMPLOYMENT SUMMARY  
AS REQUIRED BY ACT 358 OF 1993

AGENCY TITLE 254 Social Work Licensing Board

	MALE	FEMALE	TOTAL	PERCENTAGE OF TOTAL
WHITE EMPLOYEES	<u>0</u>	<u>1</u>	<u>1</u>	<u>100%</u>
BLACK EMPLOYEES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0%</u>
EMPLOYEES OF OTHER RACIAL MINORITIES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0%</u>
TOTAL EMPLOYED AS OF			<u>0</u>	<u>0%</u>
<u>8/8/98</u> DATE			<b>TOTAL MINORITIES</b>	
			<u>1</u>	<u>100%</u>
			<b>TOTAL EMPLOYEES</b>	

Troylene Jones  
AGENCY DIRECTOR

**ARKANSAS BUDGET SYSTEM  
ANALYSIS OF BUDGET REQUEST  
1999 – 2001**

The Social Work Licensing Board's appropriation is funded from fees collected, as authorized by Arkansas Code §17-46-205. Base Level of \$78,103 for FY00 and \$84,011 for FY01 includes an increase of 22.3% each year over the FY99 salary levels for its Executive Director and supporting Operating Expenses. The Board requested an increase in Operating Expenses of \$4,749 in FY00 and \$3,749 in FY01 to offset the inflation rate as well as to publish a newsletter. In addition, an increase of \$350 in FY00 for Professional Fees and Services is for a data processing services contract. The Board also requested \$7,640 in FY00 for Capital Outlay to replace office furniture and to purchase data processing equipment.

The Executive Recommendation provides for the Agency Request, except the Salary Level was recommended at standard 2.8% each year over the FY99 levels.

<b>AGENCY</b> Name: Social Work Licensing Bd  Code: 254	<b>APPROPRIATION:</b> Name: Social Work Licensing Bd  Code: 2KZ	<b>TREASURY FUND</b> Name: Social Work Licensing Fund  Code: SSW	<b>ANALYSIS OF BUDGET REQUEST</b>  BR20	<b>PAGE</b>  348
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ARKANSAS BUDGET SYSTEM

CHARACTER TITLE	-----EXPENDITURES-----			-----99-00 FISCAL YEAR-----			-----00-01 FISCAL YEAR-----			-----R E C O M M E N D A T I O N S-----			
	97-98	98-99	98-99							EXECUTIVE		LEGISLATIVE	
	ACTUAL	BUDGETED	AUTHORIZED APPRO	BASE	CHANGE LEVEL	TOTAL REQUEST	BASE	CHANGE LEVEL	TOTAL REQUEST	99-00	00-01	99-00	00-01
REGULAR SALARIES	24,843	27,352	27,025	33,450	0	33,450	38,468	0	38,468	28,658	29,460		
NUMBER OF POSITIONS	1	1	1	1	0	1	1	0	1	1	1		
PERSONAL SERV MATCHING	4,265	8,072	7,999	9,152	0	9,152	10,042	0	10,042	8,304	8,446		
OPERATING EXPENSES	17,192	17,996	17,996	17,996	4,749	22,745	17,996	3,749	21,745	22,745	21,745		
CONF FEES & TRAVEL	0	300	300	300	0	300	300	0	300	300	300		
PROF FEES & SERVICES	1,143	16,405	17,378	16,405	350	16,755	16,405	0	16,405	16,755	16,405		
CAPITAL OUTLAY	0	0	0	0	7,640	7,640	0	0	0	7,640			
REFUNDS/REIMBURSEMENTS	485	800	800	800	0	800	800	0	800	800	800		
<b>TOTAL</b>	<b>47,948</b>	<b>70,925</b>	<b>72,298</b>	<b>78,103</b>	<b>12,739</b>	<b>90,842</b>	<b>84,011</b>	<b>3,749</b>	<b>87,760</b>	<b>85,202</b>	<b>77,156</b>		
<b>PROPOSED FUNDING SOURCES</b>			*****										
FUND BALANCES	90,753	85,906	*****	69,981		69,981	24,139		24,139	69,981	29,779		
GENERAL REVENUES			*****										
SPECIAL REVENUES	43,101	55,000	*****	32,261	12,739	45,000	51,251	3,749	55,000	45,000	55,000		
FEDERAL FUNDS			*****										
STATE CENTRAL SERVICES FUND			*****										
NON-REVENUE RECEIPTS			*****										
CASH FUNDS			*****										
OTHER			*****										
<b>TOTAL FUNDING</b>	<b>133,854</b>	<b>140,906</b>	*****	<b>102,242</b>	<b>12,739</b>	<b>114,981</b>	<b>75,390</b>	<b>3,749</b>	<b>79,139</b>	<b>114,981</b>	<b>84,779</b>		
EXCESS APPRO/ (FUNDING)	( 85,906)	( 69,981)	*****	( 24,139)		( 24,139)	8,621		8,621	( 29,779)	( 7,623)		
<b>TOTAL</b>	<b>47,948</b>	<b>70,925</b>	*****	<b>78,103</b>	<b>12,739</b>	<b>90,842</b>	<b>84,011</b>	<b>3,749</b>	<b>87,760</b>	<b>85,202</b>	<b>77,156</b>		

DEPT 007 REGULATORY BOARDS AND COMMISSIONS  
 AGY 254 SOCIAL WORK LICENSING BOARD  
 APPRO 2KZ SOCIAL WORK LICENSING BOARD  
 FUND SSW SOCIAL WORK LICENSING FUND-(254)

The FY99 Budgeted amounts in Regular Salaries and/or Personal Services Matching may exceed the Authorized amounts due to the implementation of the pay plan during the 1997-99 biennium.

APPROPRIATION SUMMARY  
 BR 215

ARKANSAS BUDGET SYSTEM

PROGRAM/SERVICE INFORMATION LIST

RANK BY APPROPRIATION

01	02	03	04	05	06	07	08	09	10	11	12	13	14	15	16	17	18	19
RANK	PROGRAM DESCRIPTION	FUND	ACCOUNTING INFORMATION	D E S	EXPENDITURES		1999 - 01 BIENNIUM REQUESTS						RECOMMENDATIONS					
					ACTUAL	BUDGETED	FY 1999 - 00			FY 2000 - 01			EXECUTIVE		LEGISLATIVE			
					97-98	98-99	REQUEST	REQUEST	REQUEST	REQUEST	1999-00	2000-01	1999-00	2000-01				
000		SSW	254 2KZ	B	47,948 1	70,925 1	70,103 1					84,011 1			72,463 1	73,407 1		
001		SSW	254 2KZ	C01			3,069 0					3,069 0			3,069	3,069		
<p>Due to the passage of Act 1317 of 1997 which requires criminal background checks for social workers, the expenses for postage, printing, and office supplies have increased significantly. Additional funds are needed to offset the increases. Additional funds are also needed for anticipated increases in rent, equipment repairs and mileage reimbursement for out-of-town board members.</p>																		
002		SSW	254 2KZ	C02			500 0					0 0			500			
<p>Funds are being requested to replace a desk chair and to purchase file cabinets.</p>																		

DEPT 007 REGULATORY BOARDS AND COMMISSIONS  
 AGY 254 SOCIAL WORK LICENSING BOARD  
 APPRO 2KZ SOCIAL WORK LICENSING BOARD  
 FUND SSW SOCIAL WORK LICENSING FUND-(254)

RANK BY APPROPRIATION  
 BR 264

ARKANSAS BUDGET SYSTEM

PROGRAM/SERVICE INFORMATION LIST

RANK BY APPROPRIATION

01	02	03	04	05	06	07	08	09	10	11	12	13	14	15	16	17	18	19
RANK	PROGRAM DESCRIPTION	FUND	ACCOUNTING INFORMATION	D E S	-----EXPENDITURES-----		-----1999 - 01 BIENNIIUM REQUESTS-----						-----R E C O M M E N D A T I O N S-----					
					---ACTUAL---	---BUDGETED---	-----FY 1999 - 00-----		-----FY 2000 - 01-----				-----EXECUTIVE-----		-----LEGISLATIVE-----			
					97-98	98-99	REQUEST-----		REQUEST-----				1999-00	2000-01	1999-00	2000-01		
003		SSW	254 2KZ	C08			9,170				680				9,170	680		
							0				0							

Funds are needed to implement the Board's information technology plan. Our current computer system is not equipped for the Year 2000. Approval of the funds will allow us to purchase and install the new equipment prior to January 2000.

DEPT 007 REGULATORY BOARDS AND COMMISSIONS  
 AGY 254 SOCIAL WORK LICENSING BOARD  
 APPRO 2KZ SOCIAL WORK LICENSING BOARD  
 FUND SSW SOCIAL WORK LICENSING FUND-(254)

RANK BY APPROPRIATION

BR 264