

SOCIAL WORK LICENSING BOARD

Enabling Laws

Act 88 of 2007
A.C.A. §17-103-201

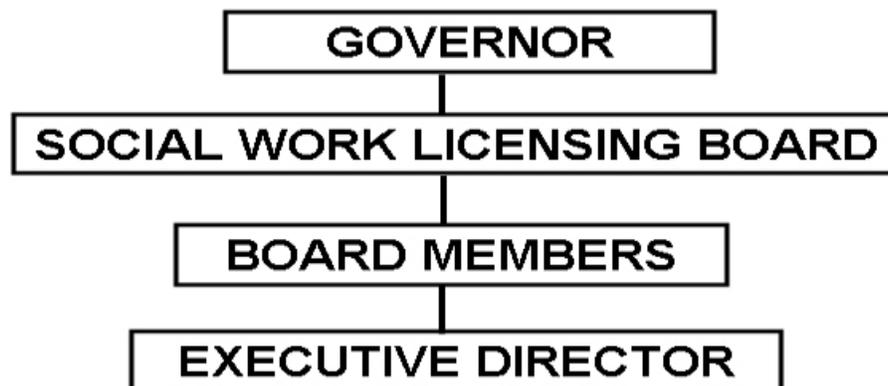
History and Organization

Act 791 of 1981 created the Social Work Licensing Board and dissolved the Board of Social Work Registration. All records and equipment were transferred from the Board of Social Work Registration to the Social Work Licensing Board. The Social Work Licensing Board, which became fully operational in 1982, is funded solely by the collection of fees.

Act 760 of 1987 made state employees with job classifications of Family Service Worker and Social Service Worker exempt from licensure. Act 40 of 1989 increased fees for the operation of the Social Work Licensing Board. Act 1317 of 1997 mandated state and national criminal background checks for all new applicants for social work licensure and all currently licensed social workers. Act 1481 of 2001 increased fees for the Social Work Licensing Board, Act 1274 of 2003 requires Licensed Certified Social Workers in the private/independent practice of social work to display their licenses, and Act 281 of 2005 extended the provisional license for social workers to one year.

In February 2000, the Board's web site became operational as a means of communication to the public and to the 2,538 currently licensed social workers. The Board has nine members and one full-time employee.

The mission of the Social Work Licensing Board is to protect the public by setting standards of qualification, training and experience for those who seek to represent themselves to the public as social workers and by promoting high standards of professional performance for those engaged in the practice of social work.



Agency Commentary

The Social Work Licensing Board is responsible for issuing licenses and regulating the practice of social work. Funding for this appropriation is from special revenues derived by the collection of application and license renewal fees.

In addition to Base Level, the Board is requesting the following:

An increase in the Operating Expenses line item of \$5,050 in FY2010 and \$5,150 in FY2011 to cover anticipated increases in rent, rent of office equipment, office supplies, and encryption software.

Increases in Conference and Travel Expenses of \$700 in FY2010 and \$900 in FY2011 to cover expected travel expense cost related to national meetings including meals and lodging, parking fees, airfare and car rental.

An increase in Professional Fees of \$9,200 in each year of the biennium to cover additional costs needed to hire a professional investigator for complaints received against social workers and additional cost to print licenses.

Increases of \$2,000 in FY2010 and \$3,000 in FY2011 in Extra Help and related Personal Services Matching appropriation to assist the Executive Director with the day-to-day operations of the Board.

The Board is requesting an amendment to A.C.A. §17-103-201 to allow Arkansas Social Work Licensing Board members to receive stipends and an amendment to A.C.A. §25-16-904 to include Social Work Licensing Board members. Appropriation in the amount of \$9,180 with related Personal Services Matching is needed each year to pay the stipends. The Board has nine (9) members who meet a minimum of twelve (12) times per year.

Audit Findings

DIVISION OF LEGISLATIVE AUDIT
AUDIT OF :
ARKANSAS SOCIAL WORK LICENSING BOARD

FOR THE YEAR ENDED JUNE 30, 2007

Findings	Recommendations
None	None

Employment Summary

	Male	Female	Total	%
White Employees	0	1	1	100 %
Black Employees	0	0	0	0 %
Other Racial Minorities	0	0	0	0 %
			Total Minorities	0 %
			Total Employees	1 100 %

Publications

A.C.A. 25-1-204

Name	Statutory Authorization	Required for		# of Copies	Reason(s) for Continued Publication and Distribution
		Governor	General Assembly		
Annual Report	ACA 17-103-203(6)	N	N	50	Required by Law for Public Use
Board Meeting Minutes	ACA 25-1-204	N	N	20	Required by Regulations for Public Use
Code of Ethics / Standards for practice	ACA 17-103-203(4)	N	N	0	An updated Social Work Licensing Law and Regulations booklet that includes the Code-of Ethics/Standards for Practice is published when there is a change in law or regulations. (ONLINE)
Financial Report	ACA 17-103-203(8)	N	N	50	Required by Law for Public Use.
Newsletter	ACA 25-1-204	N	N	2,600	A newsletter is published several times a year as a means for communicating with licensed social workers.

Agency Position Usage Report

FY2006 - 2007						FY2007 - 2008						FY2008 - 2009					
Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused
	Filled	Unfilled	Total	Total			Total	Total	Filled	Unfilled			Total	Total	Filled	Unfilled	
1	1	0	1	0	0.00 %	1	1	0	1	0	0.00 %	1	1	0	1	0	0.00 %

Analysis of Budget Request

Appropriation: 2KZ - Social Work Licensing

Funding Sources: SSW - Social Work Licensing Fund

The Social Work Licensing Law (A.C.A. §17-103-201 et seq.) requires individuals who practice social work or represent themselves to the public as social workers to be licensed.

"Social work practice" is defined as a professional service which effects change in social conditions, human behavior, and emotional responses of individuals, couples, families, groups and organizations. "Social work practice" can only be performed with specialized knowledge and skills related to human development, the potential for human growth, the availability of social resources, and the knowledge of social systems. The disciplined application of social work knowledge and skills includes, but is not restricted to, the following:

- *Counseling with individuals, couples, families, and groups for purposes of assessment and enhancement of the problem-solving and coping capacities of people; and*
- *The application of social work knowledge and skills in social planning, administration and research.*

The operations of the Social Work Licensing Board are funded from special revenues derived by the collection of application and license renewal fees authorized by A.C.A. §17-103-205.

Base Level salaries for classified positions reflect the recommendations of the Pay Plan Study and unclassified positions reflect similar adjustments in line item salaries. A 2.3% Cost of Living Allowance is reflected in the second year of the biennium. The Base Level request for Regular Salaries may include board member Stipend payments and Career Service payments for eligible employees. Personal Services Matching includes a \$75 increase in the monthly contribution for State employee's health insurance for a total State match per budgeted employee of \$425.

The Board's total Base Level request for the 2009-2011 Biennium is \$110,831 in FY2010 and \$111,805 in FY2011.

The Change Level requests of the Board total \$26,987 in FY2010 and \$28,364 in FY2011. The following delineates the agency request:

- \$9,180 each year of the biennium in Regular Salaries with related Personal Services Matching appropriation to allow Board members to receive stipend payments. To execute this, the Board is requesting an amendment to A.C.A. §17-103-201 to allow Arkansas Social Work Licensing Board members to receive stipends and an amendment to A.C.A. §25-16-904 to include Social Work Licensing Board members.
- \$2,000 in FY2010 and \$3,000 in FY2011 in Extra Help with related Personal Services Matching appropriation to assist in processing during the demanding times of the year when license renewals are due and end of year support is needed.
- \$5,050 in FY2010 and \$5,150 in FY2011 in Operating Expenses to cover increases in office supplies, rent of office equipment, the purchase of encryption software, and a potential increase in rent for needed additional office space.

- \$700 in FY2010 and \$900 in FY2011 in Conference and Travel Expenses for increases in travel expenses related to national meetings including meals and lodging, airfare, car rental, and parking fees.
- \$9,200 each year of the biennium in Professional Fees for a professional investigator needed due to the increasing complexity and number of complaints filed against Social Workers. This was previously done by Board Members who no longer have adequate resources to conduct the investigations. This request was also made to cover increases in court reporter fees for administrative hearings associated with the complaints.

The Executive Recommendation provides for the Agency Request.

Appropriation Summary

Appropriation: 2KZ - Social Work Licensing

Funding Sources: SSW - Social Work Licensing Fund

Historical Data

Agency Request and Executive Recommendation

Commitment Item	2007-2008	2008-2009	2008-2009	2009-2010			2010-2011		
	Actual	Budget	Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries 5010000	42,886	35,195	50,996	35,722	44,902	44,902	36,543	45,723	45,723
#Positions	1								
Extra Help 5010001	6,323	10,000	10,000	10,000	12,000	12,000	10,000	13,000	13,000
#Extra Help	1								
Personal Services Matching 5010003	12,306	12,235	14,142	12,559	13,416	13,416	12,712	13,646	13,646
Operating Expenses 5020002	26,071	37,050	37,050	37,050	42,100	42,100	37,050	42,200	42,200
Conference & Travel Expenses 5050009	1,303	2,300	2,300	2,300	3,000	3,000	2,300	3,200	3,200
Professional Fees 5060010	2,718	12,000	12,000	12,000	21,200	21,200	12,000	21,200	21,200
Data Processing 5090012	0	0	0	0	0	0	0	0	0
Refunds/Reimbursements 5110014	395	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200
Capital Outlay 5120011	0	0	0	0	0	0	0	0	0
Total	92,002	109,980	127,688	110,831	137,818	137,818	111,805	140,169	140,169
Funding Sources									
Fund Balance 4000005	280,764	312,955		332,975	332,975	332,975	324,157	324,157	324,157
Special Revenue 4000030	124,193	130,000		102,013	129,000	129,000	102,636	131,000	131,000
Total Funding	404,957	442,955		434,988	461,975	461,975	426,793	455,157	455,157
Excess Appropriation/(Funding)	(312,955)	(332,975)		(324,157)	(324,157)	(324,157)	(314,988)	(314,988)	(314,988)
Grand Total	92,002	109,980		110,831	137,818	137,818	111,805	140,169	140,169

Change Level by Appropriation

Appropriation: 2KZ - Social Work Licensing
Funding Sources: SSW - Social Work Licensing Fund

Agency Request

Change Level		2009-2010	Pos	Cumulative	% of BL	2010-2011	Pos	Cumulative	% of BL
BL	Base Level	110,831	1	110,831	100.0	111,805	1	111,805	100.0
C01	Existing Program	26,987	0	137,818	124.3	28,364	0	140,169	125.4

Executive Recommendation

Change Level		2009-2010	Pos	Cumulative	% of BL	2010-2011	Pos	Cumulative	% of BL
BL	Base Level	110,831	1	110,831	100.0	111,805	1	111,805	100.0
C01	Existing Program	26,987	0	137,818	124.3	28,364	0	140,169	125.4

Justification

C01	The Board is requesting appropriation in the amount of \$9,180 each year of the biennium in Regular Salaries with related Personal Services Matching to pay board member stipends. The Board is also requesting an increase in Extra Help appropriation with related Personal Services Matching of \$2000 in FY2010 and \$3000 in FY2011. The Board is requesting \$5,050 in FY2010 and \$5,150 in FY2011 for Operating Expenses to cover increases in rent, office supplies, rent of office equipment, and encryption software. An increase is needed in Conference and Travel Fees of \$700 in FY2010 and \$900 in FY2011 to cover increases in food, lodging, and travel expenses. Finally the Board requests an increase in Professional Fees of \$9,000 each year of the biennium for a professional investigator, court reporter fees and \$200 for an increase in calligraphy fee for licenses.
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