

TENNESSEE BOARD OF SOCIAL WORKER LICENSURE MINUTES

DATE: July 8, 2014

TIME: 9:00 a.m., CDT

LOCATION: Poplar Room, Ground Floor
665 Mainstream Drive
Nashville, TN 37243

BOARD MEMBERS

PRESENT: Michelle Horton, LAPSW, Chair
Teresa Housteau, LCSW
Adrienne Newman, LAPSW
Amy Smith, LBSW
Julia Axley, LBSW
Kenya Anderson, LMSW

BOARD MEMBERS

ABSENT: Tara Watson, LMSW
Pamela Sams, LCSW
Georgia Alexander, LCSW
Vicki Gardine Williams, LAPSW
Karen A. Armstrong, Citizen Member

STAFF PRESENT:

James Hill, Board Administrator
Christi Stacey, Board Administrator
Teddy Wilkins, Unit Director
Johanna Barde, Assistant General Counsel

Ms. Horton called the meeting to order at 9:10 a.m. A roll call was conducted and a quorum was present.

Ms. Johanna Barde from Office of General Counsel reviewed the Conflict of Interest policy.

Under the Office of General Council, Jeremy Davis from the Legislative Liaison office gave his report on general session for the year. He gave a report of bills that had recently passed that would have an impact on the social work board. The first Senate Bill 1629 (public chapter) This bill would allow online application for new applicants. The bill would also allow online viewing of annual inspections done at hospitals, pharmacies, and other all health facilities the state licenses.

The second, Bill 2050 has to do with the practice of "Tele Health". This bill was targeted at

insurance payers. It states those insurance companies cannot deny reimbursement solely of the fact that it was done on “Tele medicine” basis which should help with getting services into rural areas. This Bill goes into effect January 1, 2015.

Lastly, Senate Bill 1674 which has to do with civil immunity in certain circumstances. The current allowance states that if you’re providing your services pro bono/volunteer type work at a clinic that charges on a sliding scale, the clinic has to be designated as a “sliding scale clinic”. There are civil immunities for practitioners that go in there and provide their services, however there were no such provisions in place if it were a “free” clinic. It did not apply to those clinics... So this Bill provides those civil immunities for those services as well. The Bill became effective March 28, 2014.

He also brought up an issue that tangentially applied to the social work board. Representative Regan had shown an interest in counseling in the school setting. He has a real concern in school violence, and in identifying it early. He wanted the school counselors and the licensed professional counselors (LPC) board to get together to come up with recommendations for him how they could better ensure continuity of care, referrals and things along those lines. The LPC board voted to try and form a “blue ribbon task force” of all interested parties in the mental health setting, which social worker that are in the school setting would include. It was decided to get all mental health areas together that “might” see these children e.g. LPC Board, Social Work, Psychology Board, and board of medical examiners, along with the school counselors. To bring them to the table along with some representatives from mental health to form that task force in order to give suggestions to representative Regan to go after some of his concerns. He asked the board to appoint one of its members to be on that panel if that was something they would be interested in being a part of.

Ms. Newman made the motion to appoint Ms. Housteau to serve on the blue ribbon task force.

Ms. Axley seconded the motion, the motion carried.

There were no current cases in the Office of General Counsel.

Ms. Barde asked that the board again sponsor her at the “FARB” (attorney specific regulatory law) conference in October in Annapolis, to be approved for \$2500.00.

Ms. Axley made a motion to approve Johanna to go, seconded by Ms. Housteau, the motion carried.

Investigative Report Denise Moran gave the investigative report with 15 LCSW cases currently open, with the majority pending review. (1) One LAPSW that is open, pending second review, returned from the field as investigated. (16) LMSW cases currently open pending review. They are awaiting word from the complaint coordinator to get someone to review the cases. She gave a tentative date of August 25th for the next consultant to review. She also asked the board to keep in mind someone who could come in to review their cases and to please make her aware of that person. She could verify their qualifications to look at these cases. They prefer that the reviewer be an LCSW. Ms. Moran introduced one of her new disciplinary coordinators for her department, Rachel Talley.

Applicant Interviews

Kelly Bivens was requested to appeared before the Board to discuss her application for Licensed Clinical Social Worker regarding issues with the clinical supervision, (her supervisor was present) clinical contact hours submitted, and scope. Ms. Housteau made a motion, seconded by Ms. Newman to approve her to sit for the exam. The motion carried.

Julie Johnsons letter was presented to the Board as she could not be present, having just had a baby. Ms. Newman, Ms. Watson and the board went over her file and letter for application for Licensed Clinical Social Worker reviewing her clinical supervision, clinical contact hours submitted, and scope. The suggestion to table it momentarily was made, and to phone her after the lunch break. *

Melanie Rankin appeared before the Board to discuss her application for Licensed Clinical Social Worker regarding issues with the clinical supervision, clinical contact hours submitted, and scope. Ms. Housteau made a motion, seconded by Ms. Axley to approve the applicant to sit for the LCSW exam. The motion carried.

Raphall Woodall appeared before the Board to discuss his application for Licensed Clinical Social Worker regarding issues with high number of hours, clinical supervision, clinical contact hours submitted, and scope. Ms. Ms. Axley made a motion, seconded by Ms. Anderson to approve the applicant to sit for the LCSW exam. The Motion carried.

Carol Nathaniel was scheduled for a phone interview. She had been asked to come in for the previous board meeting, and could not make it. Nor could she come to this (July's) meeting. She had submitted additional paperwork sent over night to the board for review. The board reviewed her file, and placed a call to her. They were unable to reach her. After trying an additional time to reach her, Ms. Axley made a motion to request her to come before the board one last time, at the October meeting. Ms. Smith seconded the motion, Ms. Anderson recused herself. The motion carried.

Returned to address tab #2: Address the consideration and approval of the minutes. May's minutes were not completed, nothing to report.

Consent Orders: There were no consent orders, or agreed orders or requests for order modifications to present.

Agreed Citations: Lapsed license for Ms. Moody and Ms. Ojo, both had met requirements to activate the license. The motion was made by Ms. Newman and seconded by Ms. Smith to ratify. The motion carried. None opposed.

Discuss reduction in Board Fees: Motion to discuss the amount of a reduction that should be applied to the Social Work renewals, and verification letter fees. With the projected revenue for 2014 currently being \$175,000.00 surplus a fee reduction is required. Based on the projected deduction amounts presented, Ms. Newman made a motion to reduce the renewal fees in the

amount of \$25.00 and to remove the verification letter fee. Ms. Axley seconded the motion. Roll call vote, all approved. None opposed. Motion carried.

Administrative Report The total numbers of active licensees for all professions regulated by the Board of Social Worker Licensure as of June 30, 2014. There were; 799 licensed Baccalaureate Social Workers, 2398 licensed Master Social Workers, 314 licensed Advanced Practice Social Workers and 2359 licensed Clinical Social Workers

ASWB Annual Meeting dates November 13 – 15 to be held in Boise, Idaho. The suggestion to have Tennessee represented there was presented. The Boise meeting would consist of business related topics. Ms. Newman, Ms. Axley and Ms. Anderson expressed interest in attending. With the possibility of one staff member providing justification is approved.

The upcoming dates for the next board meeting would fall at the same dates, and may be rescheduled to October 30 and 31st pending availability of rooms.

Ms. Anderson also expressed a desire to attend the next available board member training meeting.

Adjourned for lunch: 12:00

Called to Order: 1:24

***Interview call made to Julie Johnson** The board went over her file and letter for application for Licensed Clinical Social Worker reviewing her clinical supervision, and clinical contact hours. Ms. Johnson was asked her to explain her high number of hours reported in the time period in which it was logged. Motion to approve her to sit for the exam was made by Ms. Newman, seconded by Ms. Smith. The decision to accept or deny called for a roll call vote.

Amy Smith – Yes

Adrienne Newman – Yes

Michelle Horton – No

Kenya Anderson - No

Terry Housteau – No

Julia Axley – No

The motion did not carry. Johanna Barde gave advisement to what the board could offer her. The motion was made to table the decision until the October board meeting and to give her the opportunity to submit additional documentation of supervised clinical hours at the time.

Ms. Housteau made the motion to table the application decision until October board meeting with Ms. Johnson submitting additional documents, and logs appropriate for the time period required by the board. Ms. Axley seconded the motion. Agreed four, opposed two.

The motion carried.

Newly Licensed LMSW Ms. Housteau made a motion to accept the newly licensed LMSW list. Ms. Newman second, none opposed. The motion carried.

Brittany Adams

Sarah Adams

Phylcia A. Alexander

Brandon Bailey

Janet Heilbronn

Lindsay Hester

Mary Kay Hiatt

Sandra L. Hines

Maria Y. Bailey
Jared S. Barker
Ashley Blackmon
Tina O'Keefe Booher
Kathy Boykin
Tara Braden
Rebecca A. Bradley
Lisa Brooks
Andria Burgoon
Laura Judd Burns
Allison Carson
Emily L. Cecil
Kimberly E. Cockrell
Ann Cooper
Martha Louise Dean
Deborah Kay Defrieze
Rachael Fulks
Rachel E. Hale
Leslie Halpern
Leyla Haverlock
Kelly F. Zachary

Carina Homann
Shirley Carter Key
Malissa B. Konner
Autumn N. Lowry
Lee G. Lowry
Joelle Marlin
Courtney Matthews
Lawanda T. McCurry
Amanda Messer
Julie Moran
Heather T. Moses
Amber Rice
Kelly Richardson
Ashley Schwartz
Sarah Simpson
Travis Smith
Elena Tanase
Michelle Walraven
Marco Watson
Amy Willingham
Shirley Ziser

Newly Licensed LBSW Ms. Housteau made a motion to accept the newly licensed LBSW list.
Ms. Newman second, none opposed. The motion carried.

Alice Edis
Alicia M. Goodman

Casey Ann Taylor
Dustin L. Wright

Newly Licensed LCSW Ms. Housteau made a motion to accept the newly licensed LCSW list.
Ms. Newman second, none opposed. The motion carried.

Melissa Ann Bagnall
Christine Carey
Patricia Cunningham
Gretchen R. Dickerson
Emily Edwards
Sandra E. Halsey
Evelyn S. Lower
Jonathan McCollum

Joshua L. Owens
Shayla T. Peterson
Valerie L. Shaw
Dana R. Taylor
Sherri L Thompson
Alicia Weather
William Weathers

Initially Approved to sit for the exam:

Ms. Housteau made a motion, seconded by Ms. Anderson to approve the following list of applicants initially approved to sit for the Licensed Clinical Social Worker exam.

Amy Jones

Latrice Thomas

Candace Eubanks
Daniel Laman
Erin King
George Ruccio
Holly Russell-Pritchard
Jennifer Phillips
Jessica Llewellyn
Kimberly Trotter

Marabeth Smith
Megan Canady
Mykah Weston
Olivia Bolden
Sarah McNamara
Sherry Bougard
Tammy Dorsey-Davis

File Reviews The Board reviewed the file of **Charles Frith** Applying for licensure as a Licensed Clinical Social Worker by reciprocity from Louisiana, having passed the “ ASWB Advanced Generalist“. The Board did not feel he met the requirements for licensure at the clinical level, but would for qualify at the LAPSW level. The test for Clinical level, and rules that pertained to licensure at that period was not available for comparison. Stating that if he wants licensure here as an LCSW, it would have to be by exam. The decision to deny he be approved by reciprocity was made by Ms. Smith, seconded by Ms. Housteau. Ms. Anderson was opposed. The motion carried.

The Board reviewed the file of **Tangela Allison** for licensure as a Licensed Clinical Social Worker. Ms. Newman made a motion seconded by Ms. Housteau to request additional information regarding the clinical setting, supervision, and clinical contact hours. The motion also request that this application be tabled until the next board meeting at which time she “appear” via telephone to explain. The motion carried.

The Board reviewed the file of **Brisa Samudio** for licensure as a Licensed Clinical Social Worker by reciprocity from California. Ms. Anderson made a motion, seconded by Ms. Smith to accept the application by reciprocity for LCSW licensure. The motion carried.

The Board discussed in length the possibility of including a jurisprudence test as part of the licensing procedure and or an attestation that they have read the rules and regulations of the social worker licensure. Discussion pertaining to use of funds, e.g. usage of surplus funds in educating the prospective applicants with webinars, seminar’s (that would include continuing education credits)

Reinstatement Applications The Board was presented the list of reinstate applicants for each level of licensure.

LMSW:

Thomas E. Bissonette
Joy A. Denny
Stephanie Rose Miller Pugh

Shawnn A. Moore
Johnna Ojo
Caroline M Scholer

LMSW - Ms. Housteau made a motion to accept / Ms. Axley seconded the motion.

LAPSW:

Tunisia B. London

LAPSW - Ms. Housteau made a motion to accept / Ms. Axley seconded the motion

LBSW:

Terry Durham

LBSW - Ms. Housteau made a motion to accept / Ms. Axley seconded the motion

LCSW:

Amy Elizabeth Blackmon

Catherine Lyn Clanton

LCSW - Ms. Housteau made a motion to accept / Ms. Axley seconded the motion

All motions carried, none opposed.

Letters of Correspondence The Board reviewed letters from the following individuals

Brittany Tipton - Ms. Tipton wanted clarification of contradicting wording in the licensing requirements as to the 100 hours of supervision being included in the 3000 hours, or in addition to the 3000, as it could be interrupted either way. The Board thanked Ms. Tipton for her letter. In response the Board stated it was aware of the wording issues and was currently working on their clarification. The Board made a motion to respond to Ms. Tipton, stating they understood the wording issues and acknowledged her confusion. That she would have to submit by the standard we've held other applicants to, which is the 100 hours outside of the 3000. Ms. Smith made the motion, Ms. Axley seconded. None opposed.

Michelle Childs - Ms. Childs wanted clarification to what does and does not count in the supervision, in trying into achieve the 3000/100 hours within a two year period. She also expressed confusion of the wording concerning two different things in two different places. Expressing the Board is less stringent on what counts because of the time it would take someone to achieve the time if accurately counting. The Boards interpretation of the rule is that the 100 hours is outside of the 3000. In response to her letter the Board wanted to express their appreciation of her concern, and let her know they are currently working on the rules, policies, and corrections in wording to the application process. That it's not our expectation that most people would complete the process in the two year period, but it is our expectation that people would take 3 to 4 years to complete the hours.

Tess Luther - Ms. Luther's requested the Board allow her to count her supervision and clinical hours while her license was in an expired status. Ms. Housteau made a motion to deny her request of counting the hours while her license was expired. Ms. Axley seconded the motion. None opposed, the motion carried.

Beth Czajka - She was grandfathered in another state (Ohio) and is requesting to be licensed here, and although she does not hold a degree in social work. So by virtue of title protection cannot call herself a social worker. Ms. Newman made a motion to deny the request, Ms. Housteau seconded. The motion carried.

Continuing Education Waiver

Angela Moore - She had previously had a waiver for completing all continuing education requirements through multi-media. She's requesting that same type of waiver again for the 2015-2016 dates due to plans of going back to Indonesia to do missionary work. The board feels that if she returns to the states in the latter part of 2015 (per her letter) that it would be possible to complete 2016 requirements in the traditional way. Ms. Newman made a motion to accept the request of completing all 2015 (only) CE requirements via multi-media. Ms. Axley seconded the motion, the motion carried.

Ms. Horton called the meeting adjourned for the day at 4:16, to reconvene at 9:00 Wednesday July 9, 2014

DATE: July 9, 2014
TIME: 9:00 a.m., CST
LOCATION: Poplar Room, Ground Floor
665 Mainstream Drive
Nashville, TN 37243

BOARD MEMBERS

PRESENT: Michelle Horton, LAPSW, Chair
Teresa Housteau, LCSW
Adrienne Newman, LAPSW
Amy Smith, LBSW
Julia Axley, LBSW
Kenya Anderson, LMSW

BOARD MEMBERS

ABSENT: Tara Watson, LMSW
Pamela Sams, LCSW
Georgia Alexander, LCSW
Vicki Gardine Williams, LAPSW
Karen A. Armstrong, Citizen Member

STAFF PRESENT: James Hill, Board Administrator

Christi Stacey, Board Administrator
Teddy Wilkins, Unit Director
Johanna Barde, Assistant General Counsel

Ms. Horton called the meeting to order at 9:08 a.m. A roll call was conducted and a quorum was present. Continuing from where they had adjourned.

The Board opened with discussion of rulemaking hearings, rule amendments, and policies. Discuss revisions to the Board of social worker licensure rules.

In recapping Monday's task force meeting discussion, and given the board had been presented with materials to review. One of the considerations that had been discussed was providing a registry of supervisors for applicants. Perhaps adding a modifier on a person's license that showed they had met the requirements to provide supervision, from which a list could be posted on the website. Not recommending one over another but just as a complied listing.

Comparison of other states were reviewed and discussed considering certain aspects of their application, and supervision requirements. Discussion was made of Texas supervision plan, and the responsibility that it gave both on applicant and supervisor, for reading the rules and following the rules. Perhaps having a supervision "plan" to help individuals on the front end recognize their settings, and activities within their setting that are really going to be something the board views as clinical experience.

Ms. Barde went over the items that were immediate suggestions. Making changes in the website that would make the steps for licensure easier to understand. Clarifying the difference in the levels of licensure not being one higher than the other, but encompass different types of work. The definition of clinical supervision was discussed extensively. The scopes of practice to be more descriptive rather than the jobs you may qualify for. The examples of jobs fitting the schools social worker area better. The idea was proposed of a supervision contract between supervisor and supervisee, a "supervisor plan". To possibly include it in the Masters level application to avoid delays in the clinical application process. Including the job description, the name of the supervisor, the setting, the duties the person would be performing, to clarify what may or may not count. Removing the "and/or" in the description wouldn't give them the choice of completing all their hours in one descriptive area, but may keep some of the individuals from attaining that type of hours because it may not be offered in their current employment. To clarify the interpretation to applicants what in your reported hours completed fulfill the categories of assessment, evaluation, diagnosis, and treatment involving the psychotherapy process.

A motion was made by Ms. Housteau to adopt the policy statement to be added to the website immediately as help to define the clinical experience and definition. That would be drafted directly from our current rules, and to reiterate "the experience must take place in a two to six year period. Because most social work positions include many hours of administrative and other work that does not fall within the above definitions, the Board has the expectation that most applicants *will be unable to obtain 3000 hours of clinical experience in two years*, while working in a forty hour a week full-time position." Ms. Smith seconded the motion.

Changes in the application itself were also discussed, and the suggestion to place the supervision

logs as a separate document on the website, and for possibly including the log pages within the master's application. Changes to the layout of the log pages themselves to simplify how the information is logged were discussed extensively.

Adjourned for lunch: 12:20

Called to Order: 1:37

Discussion of the Rules - Changes - Revisions

Definition of the "clinical hour" and making it clear in the wording of our rules that seemed to be confusing applicants. Trying to define the clinical contact hour considering that the 45 minute time amount, and the range of time as considered by the insurance companies, Medicare etc. Changes in the definition of the clinical experience to better clarify what is and is not to be considered as legitimate log time. Suggested wording of "Clinical experience is designated as the actual time spent in providing direct services to clients, then break that down by saying that 2000 of those must be in treatment, assessment, diagnosis". With the other 1000 hours making use of the skills of clinical hours more appropriately, this may include engagement, assessment, planning, and interventions. Reference was made to the way it was originally, when all the hours had to be psychotherapy. The Board agreed that they just wanted the applicants to understand what was required, to have clarification. That they needed to be able to document their work they had been doing some type of assessment and diagnosis of treatment. With the main issues being in the scope of practice, and that it should have never been the scope for someone working "towards" the LCSW.

Ms. Barde presented the board with highlighted areas of the existing rules where changes were suggested. With some areas to be omitted completely, and some that needed to be reworded. The Board went through each section and reviewed the rules as they are currently, and the proposed changes with their input to the wording issues, e.g. in use of title, retiring of license and statues. All agreed the minimum time the 3000 hours can be completed should be changed to three years, and with it being included/mentioned multiple times. There were comparisons made to other states of their rules and supervision provisions. Some of the states that held wording that the board especially liked were portions of Texas, and California. The Board especially noting the wording within the scope of practice.

Ms. Barde took into consideration all suggested changes and would draft all the proposed changes, and finalizing the revisions to hopefully be voted on in the next board meeting.

Also the repercussions of changes in the rules would have on the licensing procedure.

The dates for the next board meeting for October 30-31, 2014 were confirmed, and that November's dates had been canceled. The Board adjourned at 4:53