

CHAPTER 44G**STATE BOARD OF SOCIAL WORK EXAMINERS****Authority**

N.J.S.A. 45:15BB-11.

Source and Effective Date

R.1993 d.23, effective January 4, 1993.
See: 24 N.J.R. 2523(a), 25 N.J.R. 191(a).

Executive Order No. 66(1978) Expiration Date

Chapter 44G, State Board of Social Work Examiners, expires on January 4, 1998.

Chapter Historical Note

Chapter 44G, State Board of Social Work Examiners, became effective with Subchapter 14, Fees. See: Source and Effective Date. Subchapters 1 through 5, 7 and 8 were adopted as R.1994 d.189, effective April 4, 1994. See: 25 N.J.R. 3081(a), 26 N.J.R. 1524(a).

CHAPTER TABLE OF CONTENTS**SUBCHAPTER 1. PURPOSE AND SCOPE; DEFINITIONS**

- 13:44G-1.1 Purpose and scope
- 13:44G-1.2 Definitions
- 13:44G-1.3 Persons requiring licensure; persons requiring certification

SUBCHAPTER 2. AGENCY ORGANIZATION AND ADMINISTRATION

- 13:44G-2.1 Description of the Board
- 13:44G-2.2 Office location and mailing address

SUBCHAPTER 3. AUTHORIZED PRACTICE

- 13:44G-3.1 Practice as a clinical social worker; scope
- 13:44G-3.2 Practice as a licensed social worker; scope
- 13:44G-3.3 Practice as a certified social worker; scope

SUBCHAPTER 4. APPLICANT QUALIFICATIONS; BOARD-APPROVED EXAMINATION

- 13:44G-4.1 Eligibility requirements; licensed clinical social worker
- 13:44G-4.2 Eligibility requirements; licensed social worker
- 13:44G-4.3 Eligibility requirements; certified social worker
- 13:44G-4.4 Refusal to issue, suspension or revocation of license or certification

SUBCHAPTER 5. LICENSURE WITHOUT EXAMINATION; CERTIFICATION WITHOUT PROOF OF EDUCATIONAL CRITERIA; ENDORSEMENT

- 13:44G-5.1 Licensure without examination; clinical social worker
- 13:44G-5.2 Licensure without examination; licensed social worker
- 13:44G-5.3 Certification without baccalaureate degree in social work
- 13:44G-5.4 Endorsement

SUBCHAPTER 6. (RESERVED)**SUBCHAPTER 7. LICENSE AND CERTIFICATION RENEWALS**

- 13:44G-7.1 Biennial license and certification renewal

13:44G-7.2 Reinstatement

SUBCHAPTER 8. CLINICAL SUPERVISION

13:44G-8.1 Clinical supervision

SUBCHAPTERS 9 THROUGH 13. (RESERVED)**SUBCHAPTER 14. FEES**

13:44G-14.1 Fees

SUBCHAPTER 1. PURPOSE AND SCOPE; DEFINITIONS**13:44G-1.1 Purpose and scope**

(a) The rules contained in this chapter implement the provisions of the Social Workers' Licensing Act of 1991, P.L. 1991, c.134, and regulate the profession of social work within the State of New Jersey.

(b) Except as set forth in (c) below, this chapter shall apply to all individuals who render clinical social work services and social work services, as hereinafter defined, and to anyone within the jurisdiction of the Board of Social Work Examiners.

(c) This chapter shall not apply to those individuals exempt from the provisions of the Act pursuant to N.J.S.A. 45:15BB-5, including an individual acting within the scope of a profession or occupation licensed by this State and doing work of a nature consistent with the person's training, as long as the person does not hold himself or herself out to the public as possessing a license or certificate issued pursuant to the Act.

13:44G-1.2 Definitions

The following words and terms, as used in this chapter, shall have the following meanings, unless the context clearly indicates otherwise:

"Clinical social work" means the professional application of social work methods and values in the assessment and psychotherapeutic counseling of individuals, families, or groups.

"Clinical social work services" mean social work services which may be performed only by a licensed clinical social worker or a licensed social worker under supervision pursuant to N.J.A.C. 13:44G-8. Clinical social work services include, but are not limited to, the following:

1. Clinical assessment, defined as the process of evaluation in which a licensed clinical social worker or a licensed social worker conducts a differential, individualized and accurate identification of the psycho-social/behavioral problems existing in the life of the individual

client, the family or group for the purpose of establishing a plan to implement a course of psychotherapeutic counseling. A clinical social work assessment includes, but is not limited to, a mental status examination and a psychosocial history. The clinical social worker may utilize currently accepted diagnostic classifications including, but not limited to, the American Psychiatric Association's Diagnostic and Statistical Manual of Mental Disorders, Third Edition, Revised (DSM-III-R), as amended and supplemented.

2. Clinical consultation, defined as ongoing case discussion and evaluation focusing on, but not limited to, clinical social work data, clinical goals and treatment plans for the implementation of psychotherapeutic counseling with individuals, groups and families. Clinical consultation may also include intervention with appropriate individuals and entities;

3. Psychotherapeutic counseling, defined as ongoing interaction between a social worker and an individual, family or group for the purpose of helping to resolve symptoms of mental disorder, psychosocial stress, relationship problems or difficulties in coping with the social environment;

4. Client centered advocacy, defined as the service in which, as part of the psychotherapeutic process, the social worker functions on behalf of individuals, families or groups to bring about or influence change to improve the quality of life, enhance empowerment and assure the basic rights of the client; and

5. Clinical supervision of individuals pursuant to the standards set forth in N.J.A.C. 13:44G-8.1.

"Social work" means the activity directed at enhancing, protecting or restoring a person's capacity for social functioning, whether impaired by physical, environmental, or emotional factors.

"Social work services" mean services which may be performed only by a Board licensee or certificate holder. Social work services include, but are not limited to, the following:

1. "Social work assessment," defined as identifying problems and gathering sufficient information to make referrals and to determine and implement a plan of social care and action;

2. "Social work consultation," defined as discussion and evaluation focusing on data, goals and objectives, including intervention with individuals, agencies, businesses, organizations, groups and communities for purposes of problem solving;

3. "Social work planning," defined as specifying future objectives, evaluating the means for achieving them, including identifying appropriate resources, and making deliberate choices about appropriate courses of action in order to enhance social well-being;

4. "Social work community organization," defined as the process of social interaction and the method of social work concerned with meeting broad needs and bringing about and maintaining adjustment between needs and resources in a community or other areas; helping people to deal more effectively with their problems and objectives by helping them develop, strengthen and maintain qualities of participation, self-direction and cooperation; and bringing about changes in community and group relationships and in the distribution of decision-making power. The community which is the primary client may be an organization, neighborhood, city, county, state or national entity;

5. "Social work policy," defined as the practice concerned primarily with translating laws, technical knowledge and administrative rulings into organizational goals and operational policies to guide organizational behavior; designing organizational structure and procedures or processes through which social work goals can be achieved; securing resources in the form of material, staff and clients; and obtaining the public support necessary for attaining social work goals;

6. "Social work administration," defined as applying specialized social work knowledge, skills and techniques to the coordinated totality of activities in a social welfare organization in order to transform policies into services; also, a method of practice by which the social worker plans, assigns, coordinates, evaluates and mediates the interdependent tasks, functions, personnel, and activities that are called upon to achieve the mission of the organization;

7. "Social work research," defined as the formal organization and the methodology of data collection and the analysis and evaluation of data; and

8. "Social work client-centered advocacy," defined as the service in which the social worker functions on behalf of individual clients, groups, or other entities including, but not limited to, social work and governmental agencies, and specific issues related to those organizations. The purpose of client centered advocacy is to bring about or influence change to improve the quality of life, enhance empowerment and assure the basic rights of the entity or individual being served by the social worker.

13:44G-1.3 Persons requiring licensure; persons requiring certification

Unless exempted from licensure or certification pursuant to N.J.S.A. 45:15BB-5, a person whose activities are within the scope of practice of N.J.A.C. 13:44G-3.1 is required to be licensed as a clinical social worker; a person whose activities are within the scope of practice of N.J.A.C. 13:44G-3.2 is required to be licensed as a social worker; and a person whose activities are within the scope of practice of N.J.A.C. 13:44G-3.3 is required to be certified as a social worker.

SUBCHAPTER 2. AGENCY ORGANIZATION AND ADMINISTRATION

13:44G-2.1 Description of the Board

(a) The State Board of Social Work Examiners, created in the Division of Consumer Affairs, Department of Law and Public Safety, pursuant to P.L. 1991, c.134, shall consist of nine members as follows:

1. Two public members;
2. The Commissioner of Human Services, or his or her designee;
3. Three individuals who have been actively engaged in the practice of social work for at least five years immediately preceding their appointment and, except for members first appointed, licensed or certified pursuant to P.L. 1991, c.124, as follows:

- i. A licensed clinical social worker;
- ii. A licensed social worker; and
- iii. A certified social worker; and

4. Three individuals who, except for members first appointed, shall be licensed or certified pursuant to P.L. 1991, c. 124, as follows:

- i. A social work educator representing a baccalaureate level program;
- ii. A social work educator representing a master's level program; and
- iii. A social worker with a doctorate level degree.

(b) The Governor shall appoint all Board members other than the Commissioner of Human Services or his or her designee. Except for members first appointed, all Board members shall be appointed for three-year terms.

(c) The Director of the Division of Consumer Affairs shall appoint an Executive Director and may hire any assistants as are necessary to administer the work of the Board.

13:44G-2.2 Office location and mailing address

The offices of the Board are located at 124 Halsey Street, Newark, New Jersey 07102. The mailing address of the Board is Post Office Box 45033, Newark, New Jersey 07101.

SUBCHAPTER 3. AUTHORIZED PRACTICE

13:44G-3.1 Practice as a clinical social worker; scope

(a) The scope of practice of a licensed clinical social worker includes, but is not limited to:

1. Clinical social work services. Clinical social work services include, but are not limited to, clinical assessment, clinical consultation, psychotherapeutic counseling, client centered advocacy, and clinical supervision of individuals pursuant to the standards set forth in N.J.A.C. 13:44G-8.1. These terms are more specifically defined in N.J.A.C. 13:44G-1.2; and

2. Social work services. Social work services include, but are not limited to, social work assessment, social work consultation, social work planning, social work community organization, social work policy, social work administration, social work research, and social work client-centered advocacy. These terms are more specifically defined in N.J.A.C. 13:44G-1.2.

13:44G-3.2 Practice as a licensed social worker; scope

(a) The scope of practice of a licensed social worker includes, but is not limited to:

1. Social work services. Social work services include, but are not limited to, social work assessment, social work consultation, social work planning, social work community organization, social work policy, social work administration, social work research, and social work client-centered advocacy. These terms are more specifically defined in N.J.A.C. 13:44G-1.2; and

2. Clinical social work services, under the supervision of a licensed clinical social worker pursuant to the clinical supervision standards set forth in N.J.A.C. 13:44G-8.1. Clinical social work services include, but are not limited to, clinical assessment, clinical consultation, psychotherapeutic counseling and client centered advocacy. A licensed social worker may not, however, provide clinical supervision. These terms are more specifically defined in N.J.A.C. 13:44G-1.2.

i. For a three-year period commencing April 4, 1994, a licensed social worker may practice clinical social work under the supervision of any other supervisor acceptable to the Board pursuant to N.J.S.A. 45:15BB-6(a)(2) and N.J.A.C. 13:44G-8.1(c).

ii. Subsequent to April 4, 1997, a licensed social worker shall practice clinical social work only under the supervision of a licensed clinical social worker.

13:44G-3.3 Practice as a certified social worker; scope

(a) The scope of practice of a certified social worker includes, but is not limited to, social work services. Social work services include, but are not limited to, social work assessment, social work consultation, social work planning, social work community organization, social work policy, social work administration, social work research, and social work client-centered advocacy. These terms are more specifically defined in N.J.A.C. 13:44G-1.2.

(b) A certified social worker shall not engage in clinical social work services.

**SUBCHAPTER 4. APPLICANT QUALIFICATIONS;
BOARD-APPROVED EXAMINATION**

**13:44G-4.1 Eligibility requirements; licensed clinical
social worker**

(a) For purposes of this section, "two years of full-time clinical social work" means 1,920 hours of face-to-face client contact over any three consecutive year period under direct supervision pursuant to the standards set forth in N.J.A.C. 13:44G-8.1.

(b) An applicant for licensure as a clinical social worker shall submit the following, on forms provided by the Board.

1. A completed application form, which requests information concerning the applicant's educational and experiential background;

2. The application fee set forth in N.J.A.C. 13:44G-14.1;

3. An official transcript indicating that the applicant:

i. Received a master's degree in social work from an educational program accredited, or in candidacy for accreditation, by the Council on Social Work Education; or a doctorate degree in social work from an accredited institution of higher education;

ii. Completed 12 semester hours of graduate level course work in methods of clinical social work practice, exclusive of field placement, from an educational program accredited, or in candidacy for accreditation, by the Council on Social Work Education. The applicant shall obtain 12 credits in any of the following areas of study:

(1) Human behavior and the social environment;

(2) Diagnosis and assessment in social work practice;

(3) Models of psychotherapy or clinical practice (for example, psychodynamic, behavioral, cognitive therapies, task-centered, psychosocial, crisis intervention approaches, etc.);

(4) Clinical supervision and consultation; and/or

(5) Intervention with special populations;

4. A supervisor's certification or the applicant's affidavit in lieu of supervisor's certification indicating that the applicant has engaged in full-time clinical social work under supervision for at least two years as defined in (a) above; and

5. Proof that the applicant has successfully completed the clinical examination administered by the American Association of State Social Work Boards, unless the applicant is applying for licensure without examination pursuant to the provisions of N.J.A.C. 13:44G-5.1.

Cross References

Exemption, see N.J.A.C. 13:44G-5.4.

**13:44G-4.2 Eligibility requirements; licensed social
worker**

(a) An applicant for licensure as a social worker shall submit the following, on forms provided by the Board:

1. A completed application form, which requests information concerning the applicant's educational and experiential background;

2. The application fee set forth in N.J.A.C. 13:44G-14.1;

3. An official transcript indicating that the applicant has received a master's degree in social work from an educational program accredited, or in candidacy for accreditation, by the Council on Social Work Education; or a doctorate in social work from an accredited institution of higher education; and

4. Proof of successful completion of the intermediate examination administered by the American Association of State Social Work Boards, unless the applicant is applying for licensure pursuant to the provisions of N.J.A.C. 13:44G-5.2.

Cross References

Exemption, see N.J.A.C. 13:44G-5.4.

**13:44G-4.3 Eligibility requirements; certified social
worker**

(a) An applicant for certification as a social worker shall submit the following, on forms provided by the Board:

1. A completed application form, which requests information concerning the applicant's educational and experiential background;

2. The application fee set forth in N.J.A.C. 13:44G-14.1; and

3. An official transcript indicating that the applicant has received a baccalaureate degree in social work from an educational program accredited, or in candidacy for accreditation, by the Council on Social Work Education, unless the applicant is applying for certification pursuant to the provisions of N.J.A.C. 13:44G-5.3.

13:44G-4.4 Refusal to issue, suspension or revocation of license or certification

The Board may refuse to issue or renew or may suspend or revoke any license or certification issued by the Board, after an opportunity for a hearing pursuant to the Administrative Procedure Act, N.J.S.A. 52:14B-1 et seq., for any of the reasons set forth in N.J.S.A. 45:1-21.

SUBCHAPTER 5. LICENSURE WITHOUT
EXAMINATION; CERTIFICATION
WITHOUT PROOF OF EDUCATIONAL
CRITERIA; ENDORSEMENT

13:44G-5.1 Licensure without examination; clinical social worker

(a) Until December 1, 1994, an individual who has not completed the board-approved examination may qualify for licensure as a clinical social worker upon submission of the following, on forms provided by the Board:

1. A completed application form, which requests information concerning the applicant's educational and experiential background;
2. The application fee set forth in N.J.A.C. 13:44G-14.1;
3. An affidavit indicating that the applicant has acquired at least three years of full time clinical social work experience during any consecutive five-year period during the period May 6, 1986 through May 5, 1994;
4. A supervisor's certification or, if the supervisor is unavailable, the applicant's affidavit in lieu of supervisor's certification indicating that the applicant has acquired at least two years of supervised full time clinical social work experience, defined as 1,920 hours of direct face-to-face client contact over any consecutive three-year period; and
5. An official transcript indicating that the applicant completed the educational requirements set forth in N.J.A.C. 13:44G-4.1.

(b) For purposes of this section, "three years of full-time clinical social work experience" means 2,880 hours of direct client contact; the providing of clinical supervision; or the teaching of clinical social work courses subsequent to earning a master's degree in social work. The applicant shall have provided the clinical supervision pursuant to the standards set forth in N.J.A.C. 13:44G-8.1.

Amended by R.1994 d.320, effective June 20, 1994.
See: 26 N.J.R. 1604(b), 26 N.J.R. 2590(b).

13:44G-5.2 Licensure without examination; licensed social worker

(a) Until December 1, 1994, an individual who has not completed the Board-approved examination may qualify for licensure as a social worker upon submission to the Board of the following, on forms provided by the Board:

1. A completed application form, which requests information concerning the applicant's educational and experiential background;
2. The application fee set forth in N.J.A.C. 13:44G-14.1;
3. An affidavit indicating that the applicant has acquired three years of full time social work experience during any consecutive five-year period during the period May 6, 1986 through May 5, 1994; and
4. An official transcript indicating that the applicant completed the educational requirements set forth in N.J.A.C. 13:44G-4.2.

(b) For purposes of this section, "three years of full time social work experience" means 4,800 hours of social work practice or the teaching of social work courses subsequent to earning a master's degree in social work.

Amended by R.1994 d.320, effective June 20, 1994.
See: 26 N.J.R. 1604(b), 26 N.J.R. 2590(b).

13:44G-5.3 Certification without baccalaureate degree in social work

(a) Until December 1, 1994, an individual who has not received a baccalaureate degree in social work may qualify for certification as a social worker upon submission to the Board of the following, on forms provided by the Board:

1. A completed application form, which requests information concerning the applicant's educational and experiential background;
2. The application fee set forth in N.J.A.C. 13:44G-14.1; and
3. An affidavit indicating that the applicant has acquired two years of full-time social work experience during any consecutive five year period during the period May 6, 1986 through May 5, 1994.

(b) For purposes of this section, "two years of full time social work experience" means 3,200 hours of social work practice.

Amended by R.1994 d.320, effective June 20, 1994.
See: 26 N.J.R. 1604(b), 26 N.J.R. 2590(b).

13:44G-5.4 Endorsement

(a) An applicant who is licensed or registered under the laws of a state, territory or jurisdiction of the United States and who otherwise meets the requirements of N.J.A.C.

13:44G-4.1 and 4.2 may be exempted from the examination requirements of N.J.A.C. 13:44G-4.1 and 4.2 provided that:

1. The educational and experiential requirements of the state, territory or jurisdiction are substantially the same as the requirements of the Social Workers' Licensing Act of 1991; and
2. The applicant has taken an examination similar to the Board-approved examination.

(b) An applicant for licensure pursuant to this section shall submit the following to the Board:

1. A completed application form, which requests information concerning the applicant's educational and experiential background;
2. The application fee set forth in N.J.A.C. 13:44G-14.1;
3. The documentation required pursuant to N.J.A.C. 13:44G-4.1 or 4.2 relative to educational and experiential requirements for the type of licensure sought; and
4. Examination results.

SUBCHAPTER 6. (RESERVED)

SUBCHAPTER 7. LICENSE AND CERTIFICATION RENEWALS

13:44G-7.1 Biennial license and certification renewal

(a) Prior to the expiration of the current biennial period, the licensee or certificate holder shall complete and sign the biennial renewal notice form provided by the Board and shall return the form to the Board together with the biennial renewal fee.

(b) If the licensee fails to renew his or her license or certification on or before the date specified in the biennial renewal notice, the license or certification shall automatically expire and the individual shall immediately cease practice.

13:44G-7.2 Reinstatement

(a) If a license or certificate expires due to nonpayment of the biennial renewal fee, it may be reinstated within five years upon application to the Board, payment of the biennial license or certification fee and the reinstatement fee as set forth in N.J.A.C. 13:44G-14, and demonstration that any other requirements for license renewal have been met.

(b) The Board will not renew a license or certificate if the renewal application is submitted to the Board more than five years after the date of license or certificate expiration. In such event, the individual shall be required to apply for an initial license and to take the Board-approved examination or to apply for initial certification.

SUBCHAPTER 8. CLINICAL SUPERVISION

13:44G-8.1 Clinical supervision

(a) An applicant for licensure as a clinical social worker shall be required to document at least two years of full time, supervised clinical social work experience, as defined in N.J.A.C. 13:44G-4.1, in accordance with the following clinical supervision standards:

1. Clinical supervision shall consist of contact between a social worker and a supervisor during which at least the following occurs:

- i. The social worker apprises the supervisor of the diagnosis and treatment of each client;
- ii. The social worker's cases are discussed;
- iii. The supervisor provides the social worker with oversight and guidance in diagnosing and treating clients;
- iv. The supervisor regularly reviews and evaluates the professional work of the social worker; and

v. The supervisor provides at least one hour of face-to-face individual clinical supervision per week.

2. Clinical supervision may be rendered by:

- i. A clinical social worker licensed by this State;
- ii. A Board certified psychiatrist licensed by the New Jersey Board of Medical Examiners;
- iii. A psychologist licensed by the New Jersey Board of Psychological Examiners; or

iv. Any other supervisor the Board may deem acceptable.

3. All applicants, except those applying pursuant to the provisions of N.J.A.C. 13:44G-5, shall obtain the Board's prior written approval of any person rendering supervision other than a person identified in (a)2i through iii above.

4. The supervisor shall retain responsibility for the standards of clinical social work practice with respect to treatment being rendered to the client.

SUBCHAPTERS 9 THROUGH 13. (RESERVED)

SUBCHAPTER 14. FEES

13:44G-14.1 Fees

(a) Charges for licensure, certification and other services are:

1. Application fee	\$ 75.00
2. Initial clinical license fee:	
i. If paid during the first year of a biennial renewal period	220.00

ii. If paid during the second year of a biennial renewal period	\$110.00
3. Initial license fee:	
i. If paid during the first year of a biennial renewal period	160.00
ii. If paid during the second year of a biennial renewal period	80.00
4. Initial certification fee:	
i. If paid during the first year of a biennial renewal period	100.00
ii. If paid during the second year of a biennial renewal period	50.00
5. Clinical license renewal fee, biennial	220.00
6. License renewal fee, biennial	160.00
7. Certification renewal fee, biennial	100.00
8. Late renewal fee	100.00
9. Reinstatement fee	150.00
10. Endorsement fee	75.00
11. Duplicate wall certificate	40.00
12. Change of address	25.00
13. Verification of licensure/certification	40.00
14. Verification of continuing education credits	40.00