PROFESSIONAL CREDENTIALS IN SOCIAL WORK

Certification & Licensing for Social Workers

2010
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CREDENTIALS

There are many professional credentials available to social workers. Some emphasize clinical practice and specific fields of practice may require specific credentials. Some are available for Bachelor’s level social workers, for Masters and some extend beyond the Masters degree; and some are available for workers in both direct and indirect practice roles. Each has differing criteria for obtaining them. This document is an overview of the various credentialing programs available to social workers across the country and particularly in the State of Wisconsin.

It is important to recognize that organizations independent of university social work programs developed the various credentialing programs. As a result, Schools of Social Work generally had no input into the requirements nor are obligated to provide courses specifically designed to meet requirements of any one particular credentialing program. However, understanding these programs early can offer guidance for course selection during the undergraduate or graduate program.
State of Wisconsin Programs

Certification/Licensure

The State of Wisconsin offers undergraduate, graduate and two types of post-graduate level certifications/licenses described below. No person may use the title “Social Worker” in the State of Wisconsin without the appropriate certification or license.

Certified Social Worker (CSW)
The CSW title is granted to those who have: 1) a Bachelor’s degree in social work from a CSWE accredited school of social work; and 2) pass the social work exam determining minimum competence to practice as a social worker. A certified social worker may not practice psychotherapy. The state defines a “Certified Social Worker” as the entry-level classification of social worker. A certified social worker may evaluate and assess difficulties in psychosocial functioning, develop a plan to alleviate those difficulties, and either carry out the plan or refer clients to other qualified resources for assistance.

Certified Advanced Practice Social Worker (CAPSW)
The CAPSW title is granted to those who have: 1) received a Masters degree in social work from a CSWE accredited school of social work; and 2) passed the social work exam determining minimum competence to practice as an advanced practice social worker. An advanced practice social worker may engage in psychotherapy if properly certified. The state defines a “Certified Advanced Practice Social Worker” as someone who may evaluate and intervene in complex difficulties in psychosocial functioning. Intervention plans may include psychosocial evaluation, counseling of individuals, families, and groups; referral to community resources, advocacy, and facilitation of organizational change to meet social needs. A certified advanced practice social worker may engage in psychotherapeutic activities only under the supervision of a person authorized by the board or by DHFS in a clinic setting and supervised clinical experience to qualify a person for clinical licensure must be supervised requires certain types of supervisors.

Certified Independent Social Worker (CISW)
The CISW title is granted to those who: 1) hold a Masters degree from a CSWE accredited school of social work; 2) have engaged in the equivalent of at least 2 years of full time supervised social work practice; and 3) pass the social work exam determining minimum competence to practice as an independent social worker. A certified Independent Social Worker may practice psychotherapy if properly supervised. A certified independent social worker may evaluate and intervene in complex difficulties in psychosocial functioning. A certified independent social worker may engage in psychotherapeutic activities only under the supervision of a person authorized by the board or by DHFS to supervise the practice of clinical social work in a clinic setting.

Licensed Clinical Social Worker (LCSW)
The LCSW is granted to those who: 1) hold a Masters degree from a CSWE accredited school of social work with a clinical concentration including supervised clinical practice field training; 2) have engaged in the equivalent of 3000 hours of full time supervised clinical social work practice since receiving an advanced degree; and 3) pass the social work examination determining minimum competence to practice as an independent clinical social worker. A Licensed Clinical Social Worker may engage in psychotherapy without supervision. A licensed clinical social worker may provide services without supervision for the diagnosis, treatment, and prevention of mental and emotional disorders in individuals, families, and groups to restore, maintain, and enhance social
functioning through treatment interventions which may include, but are not limited to, psychosocial evaluation, counseling of individuals, families and groups; referral to community resources; advocacy; and facilitation of organizational change to meet social needs; and individual, marital, and group psychotherapy, all based on psychosocial evaluation. A licensed clinical social worker may engage in psychotherapeutic activities without supervision.

For information about fees, examinations, applications and requirements for certification contact: Department of Regulation and Licensing, Examining Board of Social Workers, Marriage and Family Therapists, and Professional Counselors, P.O. Box 8935, Madison, WI, 53708-8935. (608) 266-2112. The web site is: http://drl.wi.gov

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**State of Wisconsin Requirements for Clinical Social Work Licensure**

Effective November 1, 2002 those who wish to be licensed as clinical social workers (LCSW) in the State of Wisconsin must meet the following requirements:

1. Complete a Masters level “Clinical Social Work Concentration.”

   - This requirement is met through the Mental Health Concentration.

2. State Statutes require that 40% of non-field credits in a masters program be comprised of “clinical courses . . . .with a primary focus on resolving intrapsychic and interpersonal problems by means of direct contact with clients at the individual, small group and family level.” Effective April, 2005 this means students must complete:

   - At least one course must be in Psychopathology (SW 712); **AND**

   - A minimum of two courses from the Advanced Social Work Practice Concentrations document. Course offerings vary each academic year.

3. Statutes require that “…field training must be in a primary clinical setting and must include at least two semesters of field placement where more than 50% of the practice is to assess and treat interpersonal and intrapsychic issues in direct contact with individuals, families or small groups.”

   - This requirement is generally met through the Mental Health Field Units:

   - Some field units from the list below have placements which qualify (contact the field instructor for more information):
     - Social Work Practice in Child and Family Welfare
     - Social Work Practice in Juvenile and Criminal Justice Systems
     - Social Work Practice in Developmental Disabilities
     - Social Work Practice in Health Care Settings
     - Social Work Practice with Older Adults

4. After graduation become certified as an Advanced Practice Social Worker (CAPSW).

5. After graduation and certification, engage in 3000 hours “clinical” practice including at least 1,000 hours face-to-face client contact under the supervision of an LCSW or LCSW who has engaged in the equivalent of 5 years full-time clinical social work, psychologist or psychiatrist.

6. Pass the LCSW Exam
Drug and Alcohol Credentials

Substance Abuse Counselor in Training

The Substance Abuse Counselor in Training, formerly known as the Registered Alcohol and Drug Abuse Counselor I (RADC I) is an entry-level designation for Substance Abuse Counselors in Wisconsin. This certificate allows an individual to work under the supervision of a Clinical Supervisor to gain the necessary supervised experience in performing the eight practice dimensions and completing the required education to qualify for the substance abuse counselor certification.

This certificate does not assure competence to practice. A substance abuse counselor in training may provide services in any of the core functions, except counseling, only if authorized by their clinical supervisor. A clinical supervisor may only authorize a substance abuse counselor in training to provide counseling after this requirement has been met: the substance abuse counselor in training has completed 300 hours of supervised training or supervised work experience in the core functions.

Substance Abuse Counselor-Credentials

Requirements include:

- The applicant must have a high school diploma (HSED or GED) and must attend and complete 360 hours of specialized education in substance use disorder counseling covering the content areas (assessment, counseling, case management, education, professional responsibility, and electives within the performance domains {60 hours in each}) or in a degree program approved by the department in a field with an addiction emphasis or concentration. Total number of contact hours submitted must equal at least 360.
- Take and successfully complete the following examinations:
  - International Certification and Reciprocity Consortium (ICRC) Counseling Examination
  - Online open-book examination on the Wisconsin Statutes and Administrative Code (if not completed in last 5 years)
  - Completion of approved experience—submit verification of completion of 4,000 of patient counseling experience performing the 8 practice dimensions as a substance abuse counselor. Four thousand hours of work experience shall include the following: 2,000 hours performing the 8 practice dimensions with patients who have primary substance use disorder diagnosis; 1,000 hours in substance use disorder counseling with at least 500 hours in a one on one individual modality setting; a minimum of 200 hours of counseling during the 12 month period immediately preceding the date of application, of which 100 hours shall have been completed using individual modality setting.

Educational equivalencies—Clinical Substance Abuse Counselor. Successful completion of education resulting in a degree approved by the department in a field with an addiction emphasis or concentration from a clinical program approved by the department. The following degrees shall be exchanged for experience at the following rate: an associate degree will equal 500 hours of supervised experience, a bachelor degree will equal 1,000 hours of supervised experience, a master or doctoral degree will equal 2,000 hours of supervised experience.

If you have questions, please contact the Department of Regulation and Licensing at (608) 266-2112. Web site http://drl.wi.gov/prof/saci/cred.htm
Clinical Practice Reimbursement Credentials

Requirements for Individual Provider Status Approval

To qualify as a master's level psychotherapy provider, persons employed by outpatient psychotherapy clinics must meet the following requirements:

1. An acceptable and appropriate Master's degree from an accredited college or university:
   - A social worker with a Master's degree from a graduate school of social work accredited by the Council on Social Work Education (with clinical emphasis, rather than administrative, research or other course emphasis);
   - Master's degree in psychiatric mental health nursing from a graduate school of nursing accredited by the National League for Nursing;
   - Master's degree and course work in psychology, clinical psychology, school psychology, counseling and guidance, counseling psychology, or another behavioral sciences or related field. (Master's degree in behavioral sciences or related fields include a minimum of 60%, or 28 semester hours of graduate course credit in mental health theory and supervised clinical practicum that is documented in the official transcript)

2. Three thousand (3,000) hours of supervised clinical experience is required for all master's degreed individuals. This experience shall have been gained after the granting of the master's degree (or before if the individual had an appropriate bachelor's degree and was in a paid position as a mental health employee (social worker in an inpatient psychiatric unit or in a community support program). The clinical experience must have been gained providing psychotherapy to clients diagnosed as mentally ill under DSM-IV. Experiences providing AODA counseling to clients will count ONLY if clients were diagnosed using DSM-IV criteria. A maximum of 750 hours may be earned providing AODA services as a CADC II or CADC III. All other requirements must be met before these hours will be counted.

3. The clinical experience must be supervised by qualified staff, e.g., psychiatrist, licensed psychologist, MSW or a master's degreed psychiatric nurse.

Outpatient psychotherapy clinics certified under s. HFS 61.91, WI Admin Code, must maintain the minimum personnel and service requirements specified in s. HFS 61.96 and s. HFS 61.97. WI Admin Code. Staff meeting those requirements may also qualify as a provider for purposes of third party insurance, under s. 632.89, Wisconsin Statutes, for mandated benefits, and under s. 51.42, Stats., for community service payments made to county-contracted providers.

Note: On August 31, 2004 the Department of Health and Family Services issued a statewide variance through memo DDES-BQA-04-027. This memo recognizes requirements established in 2001 Wisconsin Act 80, published May 1, 2002 for licensure for Marriage and Family Therapists, Professional Counselors and Social Workers. The Department has extended a "variance" to all clinics whose current and prospective staff possess the Department of Regulation and Licensing (DRL) approval. These professionals do not need to complete the Individual Provider Status application as long as evidence of current licensure is available for review at the certified clinic.

For further information and forms contact: Program Certification Unit, Division of Supportive Living, 2917 International Lane #300, Madison, WI 53704 (608)-243-2025 or fax (608) 243-2045.

Forms are available on-line by going to www.wisconsin.gov. In the search box type in the words: individual provider status application. The application may be printed in two parts and must also include the supervisor affidavit identified on the first page of the application.
Medicaid Provider Number

Providers interested in becoming Wisconsin Medicaid certified should request a certification packet which includes an application. Providers may request a Medicaid packet by contacting Provider Services at (800)-947-9627 or (608)221-9883. The Web site is www.dhfs.state.wi.us/medicaid. You may also send a request in writing to Wisconsin Medicaid, Provider Maintenance, 6406 Bridge Road, Madison, WI 53784.

Prevention Credentials

The prevention credential designed by the WI Department of Health and Social Services and the Wisconsin Certification Board (1994) to develop skill and competency standards for community prevention specialists. The program includes two levels of registration to serve as a career ladder to the certified prevention professional as follows:

Registered Prevention Worker (RPW) requires:

- 25 hours of education and training covering all six domains

Registered Prevention Specialist (RPS) requires:

- 1000 hours experience within the prevention field
- 50 hours minimum training covering the domains
- 25 Hours minimum in the public policy domain

Certified Prevention Professional (CPP) requires:

- Must pass the IC & RC examination
- 2,000 hours experience working in the prevention field
- 100 hours training covering the domains
- Minimum 50 hours training in public policy domain

Fees are: RPW $25, RPS $50, CPP $100.

If you have questions, please contact the Department of Regulation and Licensing. Their number is (608) 266-2112.
School Social Work License

The **School Social Worker License** is required for any social worker in the State of Wisconsin who wishes to be a social worker in the Wisconsin school systems. The certification standards and processes are based upon Wisconsin State Statutes and the Code of the Department of Public Instruction.

**State of Wisconsin Requirements for Licensed School Social Workers**

Effective August 31, 2004 applicants for licensure as a School Social Worker in the State of Wisconsin must meet the following requirements:

1. **Curriculum & Course Requirements**

   - **Foundation Year Courses or Equivalent (from other accredited schools of social work)**

     | Required Course Sequences | UW-Madison Courses for School SW License |
     |---------------------------|------------------------------------------|
     | Social Welfare Policies & Services | SW 605 & SW 606 |
     | Human Behavior & Social Environment | SW 711 & SW 640 |
     | Social Work Practice | SW 440, 441, 442 |
     | SW Research | SW 650 |
     | Field & Int. Seminars I & II | SW 400/401 Human Services, Child & Family Welfare, Developmental Disabilities Units or other placements with children and youth |

   - **Child, Youth and Family Welfare Concentration**

     | M.S.W. Requirements | UW-Madison Courses for School SW License |
     |--------------------|------------------------------------------|
     | Concentration Advanced Practice Course | SW 741 |
     | Concentration Policies & Services Course | SW 920 or 921 |
     | Concentration Elective | SW 742 |
     | Concentration Field & Int. Seminars III & IV | SW 800/801 SW in Educational Settings |
     | Macro Practice Elective | SW 840 |
     | Elective | SW 644 or 934 (when offered) |
     | Elective | SW 624 or any elective relevant for School SW Practice |

2. **Portfolio**

   Applicants for certification must demonstrate “proficient performance in the knowledge, skills and dispositions” of following three areas by means of a Portfolio they keep.

   - 8 School Social Worker Standards
   - 7 Pupil Services Standards
   - 10 Teacher Standards

   Examples of evidence are: course syllabi, major course assignments (papers or other graded written work); written field evaluations from faculty and supervisors. May also include any documented outcomes from workshops and conferences relevant to the three areas.

3. **M.S.W. Degree**

4. **National Praxis II School Social Work exam** is now a requirement.

For further information, fees, forms and processing contact Bill Heiss at the School of Social Work.
(608) 263-7147  waheiss@wisc.edu
Other States

Most other states have some form of licensure requirement in order to practice social work. However, there are no uniform requirements; regulations will be different in each state. Therefore, it is a good idea to know in advance where you might like to practice after graduation and obtain a list of that state(s) license requirements. Below is a website that will direct you to a list of State Licensing Boards’ websites. Another resource is the American Association of State Social Work Boards at www.aswb.org.

Many states require completion of a form requesting provision of degree information bearing the university seal. The School of Social Work cannot provide this information. However, the University can. Students should send the form directly to: University of Wisconsin-Madison, Records Certification, 21 N. Park St., Suite 7223, Madison, WI 53715. Staff at Records Certification will complete the form, stamp it with the University Seal and return it to the student.

Directory of State Licensing Boards

https://www.datapathdesign.com/ASWB/Laws/Prod/cgi-bin/LawBoardWebsiteDLL.dll/EXEC/0/0Ir1lro1huwzfo17fabe91kje0ze

Other Programs

American Association for Marriage and Family Therapy (AAMFT)

The American Association for Marriage and Family Therapy (AAMFT) is the professional association for the field of marriage and family therapy. AAMFT believes that therapists with specific education and training in marriage and family therapy provide the most effective mental health care to couples and families. Certification as AAMFT marital and family therapist is available as an Associate Member.

Associate Member You must have completed a qualifying graduate degree in marriage and family therapy, or related mental health field and be in the process of earning the clinical experience necessary for AAMFT Clinical membership, and/or licensure as a marriage and family therapist. You may remain in this category a maximum of 5 years or until you have completed the requirements for AAMFT Clinical Membership, whichever comes first.

COAMFTE (Commission on Accreditation for Marriage and Family Therapy Education) Graduate Requirements:

- Masters or Doctoral degree in MFT or a related field from a regionally accredited institution
- Those who have graduated from a COAMFTE accredited program have met all 11 required courses as outlined in the AAMFT Curriculum Guidelines
- Those who have graduated from a COAMFTE program have met the supervised clinical practicum requirement
Non-COAMFTE Program Graduate Requirements:

- Masters or Doctoral degree in MFT or related field from a regionally accredited institution
- Must successfully complete any 8 out of the 11 required courses outlined in the AAMFT Curriculum Guidelines, either during the graduate program, or in a post-degree training program accepted by the AAMFT. Applicants can complete the remaining 3 courses while holding Associate Membership.
- Must complete a minimum of 1 year 300 hours supervised direct client Clinical Practicum which includes direct client contact with individuals, couples and families.

For more information http://www.aamft.org/

**Association of Traumatic Stress Specialists (ATSS)**

The ATSS is a nonprofit international organization founded in 1989 to provide professional education and certification to those who are actively involved in crisis intervention, trauma response, management, treatment, and healing and recovery of those affected by traumatic stress. There are three distinct certifications to individuals providing support, education, intervention and treatment in the field of traumatic stress:

**Certified Trauma Specialist (CTS)**

The CTS designation was created for counselors, clinicians, and treatment specialists who provide individual, group and/or family counseling, therapy or support. Please ask for information regarding types of group services. Minimum requirements are:

- 2,000 hours providing counseling, therapy, group treatment, support group facilitation specific to trauma
- A minimum of 240 clock hours of education and training in trauma and trauma treatment (Ninety hours of the 240 hours can be satisfied by a graduate transcript documenting degrees related to counseling or a copy of both, malpractice insurance, and a professional license)
- Acknowledgment of 50 hours of own personal counseling
- Current vitae with experience in trauma counseling documented
- CTS sponsor
- Recommendations from sponsor and 3 colleagues
- Application fee of $250 (must be an ATSS member)
- Completed application with sponsor’s signature

Note: Re-certification is required every 3 years. There is a $175 re-certification fee and 30 hours of trauma specific continuing education (10 hours can be from training you provide).

**Certified Trauma Responder (CTR)**

The CTR designation was created for those who provide immediate trauma intervention through critical incident stress debriefing/management, peer counseling, and trauma response. Minimum requirements are:

- One year of experience on a crisis or critical incident response team and 40 response hours
- Copy of high school diploma or GED or AA degree (or higher) and transcript
- 72 hours or crisis response, crisis intervention, critical incident response training, and advance disaster response. Documentation should include certificates of attendance or transcripts
- Current resume with documented experience in trauma service field
- CTS OR CTR Sponsor
- Sponsor letter
- Letter of recommendation from supervisor must state that person has completed one year of experience, 40 hours of which are serving on a critical incident stress debriefing, response, or management team
- Application fee—$200 (Must be an ATSS member or $75 (volunteer and must be an ATSS member)
- Completed application with sponsor’s signature

Note: Re-certification is required every 3 years with 30 hours of trauma specific continuing education (10 hours can be from training you provide). The fees are: $100 for ATSS members and $50 for ATSS member volunteers.

**Certified Trauma Service Specialist (CTSS)**

The CTSS designation was created for those who provide immediate trauma intervention, crisis support, advocacy, or victim assistance. Minimum requirements are:

- One year experience in trauma related field providing crisis intervention
- A copy of your college or university degree or a copy of your high school diploma or GED
- 72 hours of training and education in trauma services and support
- CTSS or CTS sponsor
- Letter of recommendation from supervisor documenting one year of experience in crisis intervention
- Letter of recommendation from sponsor
- Current resume with documented experience in trauma service field
- Completed CTSS application with sponsor’s signature. The fees are $200 (must be an ATSS member) or $50 volunteer (must be an ATSS member)

Note: Re-certification is required every 3 years with 30 hours of trauma specific continuing education (10 hours can be from training you provide). The fees are: $100 for ATSS members and $50 for ATSS member volunteers. For further information, applications and fees contact the Association of Traumatic Stress Specialists, P. O. Box 246, Phillips, ME 04966 Tel: 800-991-2877, Fax: 207-639-2434, E-mail: admin@atss.info Website www.atss.info/links.htm

### National Programs

**Academy of Certified Social Workers (ACSW)**

The ACSW was established in 1960 and remains the most widely recognized and respected social work credential. Social workers who hold the ACSW are qualified providers of social services. Social workers who hold the ACSW have:

- A current NASW membership
- A Masters degree in social work from a school accredited by the Council on Social Work Education (CSWE)
- Documented two years of postgraduate social work employment and professional supervision by an MSW credentialed supervisor
- Provided professional evaluations that validate their knowledge, understanding, and application of social work principles and values from an MSW supervisor and two social work colleagues
- Verified 20 hours of relevant continuing education and
- Agreed to adhere to the NASW Code of Ethics and NASW Standards for Continuing Professional Education, and are subject to the NASW adjudication process.

For more information: [http://www.naswdc.org/credentials/credentials/acsw.asp](http://www.naswdc.org/credentials/credentials/acsw.asp)
Clinical Social Work Credentials

**Qualified Clinical Social Worker (QCSW)**

QCSW recognizes those social workers who have met national standards of knowledge and experience in clinical social work practice and who have agreed to abide by the NASW Code of Ethics, the NASW Standards for the Practice of Clinical Social Work, and the NASW Continuing Education Standards. Applicants for the QCSW credential must:

- Have current membership in NASW
- Have earned a Masters degree in social work from a school accredited by the Council on Social Work Education (CSWE)
- Document two years (3,000 hours) postgraduate supervised clinical experience in an agency or organized setting, supervised by an experienced clinical social worker
- Hold a current state social work license or certification based on an examination that requires a MSW or DSW/Ph.D. in social work and demonstrates a body of knowledge that qualifies them to practice social work, or is a current member of the Academy of Certified Social Workers (ACSW).

For more information: [http://www.socialworkers.org/credentials/credentials/qcsw.asp](http://www.socialworkers.org/credentials/credentials/qcsw.asp)

**Diplomate in Clinical Social Work (DCSW)**

Social workers who hold the DCSW are recognized by the social work profession as providers of behavioral health care. The NASW Diplomate in Clinical Social Work is the highest distinction bestowed on clinical social workers. NASW Diplomates are listed in the NASW Register of Clinical Social Workers, both in the CD-ROM version and online version ([www.socialworkers.org/register](http://www.socialworkers.org/register)). Diplomates in clinical social work have:

- A current NASW membership
- A masters or doctoral degree in social work from a university accredited by the Council on Social Work Education (CSWE)
- Documented five years of postgraduate clinical social work experience
- Completed 20 hours of clinical course work
- Provided professional evaluations that validate their interpersonal skills, clinical practice skills, and ethical standards of social work practice from an MSW supervisor and social work colleague
- A current membership in the Academy of Certified Social Workers (ACSW) or hold a current state clinical license and
- Agreed to adhere to the NASW Code of Ethics, NASW Standards for the Practice of Clinical Work, and NASW Standards for Continuing Professional Education, and are subject to the NASW adjudication process.

For more information [http://www.socialworkers.org/credentials/credentials/dcsw.asp](http://www.socialworkers.org/credentials/credentials/dcsw.asp)

**Board Certified Diplomate in Clinical Social Work (BCD)**

The BCD credential is a national hallmark of quality practice, recognized by payor systems, professionals, courts, and consumers. The BCD is issued to those who have demonstrated high levels of practice competency. Eligibility criteria are as follows (summarized):

- Five years and 7,500 hours of post-graduate clinical practice (including 3,000 hours under supervision)
- A masters degree in social work from a program accredited by the Council on Social Work Education
The highest state license(s) available
Successful completion of the BCD examination process

For more information: [http://www.abecsw.org/bcd-app.html](http://www.abecsw.org/bcd-app.html)

**Case Management Credentials**

**Certified Advanced Social Work Case Manager (C-ASWCM)**
The C-ASWCM is a specialty certification for the experienced MSW Social Work Case Manager. The requirements are:
- A current NASW membership
- An MSW degree from an institution accredited by the Council on Social Work Education (CSWE)
- Documented one (1) year and 1,500 hours of paid, supervised, post-MSW work experience
- Provided an evaluation from an approved supervisor
- Provided a reference from an MSW colleague
- One of the following: current ACSW, DCSW, and/or a current state exam-based social work license or a passing score on the ASWB exam and
- Agreed to adhere to the *NASW Code of Ethics*, the *NASW Standards for Social Work Case Management*, and the *NASW Standards for Continuing Professional Education*, and are subject to the NASW adjudication process.

**Certified Social Work Case Manager (C-SWCM)**
The C-SWCM is a specialty certification for the experienced BSW Social Work Case Manager. The requirements are:
- Active NASW membership in good standing
- BSW degree from a Council on Social Work Education (CSWE) accredited institution
- 1 year (1,500 hours) post BSW paid supervised work experience
- Provide an evaluation from an approved supervisor.
- Provide a reference from a BSW or MSW colleague.
- One of the following: NASW ACBSW credential, current state BSW-level license, or a passing score on the ASWB Basic Exam.
- Agree to adhere to NASW Code of Ethics, the NASW Standards for Social Work Case Management, & NASW Standards for Continuing Professional Education and are subject to NASW adjudication process.

For more information [http://www.naswdc.org](http://www.naswdc.org)

**Gerontology Credentials**

**Clinical Social Worker in Gerontology (CSW-G)**
Requirements include:
- NASW membership in good standing
- An MSW Degree from an institution accredited by the Council on Social Work Education(CSWE)
- Documented no less than two (2) years (equivalent of 3,000 hours) of experience working with older adults
- Completed twenty (20) contact hours of continuing education relevant to work with older adults, or proof of an aging/gerontology concentration via transcripts or certificate
- Provided a reference from either a supervisor or social work colleague
- One of the following: ACSW or current exam-based state clinical-level license or certification and
- Agreed to adhere to the NASW Code of Ethics, the NASW Standards for Social Work Services in Long-Term Care Facilities, and the NASW Standards for Continuing Professional Education, and are subject to the NASW adjudication process.

For more information http://www.socialworkers.org/credentials/specialty/csw-g.asp

**Advanced Social Worker in Gerontology (ASW-G)**

Requirements include:
- NASW membership in good standing
- An MSW degree from an institution accredited by the Council on Social Work Education (CSWE)
- Documented no less than two (2) years (equivalent of 3,000 hours) of experience working with older adults
- Completed twenty (20) contact hours of continuing education relevant to work with older adults, or provided proof of an aging/gerontology concentration via transcripts or certificate
- Provided a reference from a supervisor or social work colleague
- One of the following: ACSW, current state master's level or advanced generalist-level license or passing score on the ASWB (Association of Social Work Boards) master’s level or advanced generalist-level exam and
- Agreed to adhere to the NASW Code of Ethics, the NASW Standards for Social Work Services in Long-Term Care Facilities, and the NASW Standards for Continuing Professional Education, and are subject to the NASW adjudication process.

For more information http://www.socialworkers.org/credentials/specialty/asw-g.asp

**Social Worker in Gerontology (SW-G) for BSW Graduates**

Requirements include:
- NASW membership in good standing
- A BSW degree from an accredited U.S. College or University
- Documented no less than two (2) years (equivalent of 3,000 hours) of experience working with older adults under social work supervision
- Completed twenty (20) contact hours of continuing education relevant to work with older adults, or proof of an aging/gerontology concentration via transcripts or certificate
- Provided approved documentation of social work supervision
- Provided a reference from a social work colleague
- One of the following: ACBSW, current state BSW-level license, ASWB (Association of Social Work Boards) BSW-level exam passing score, or one (1) additional year of experience and ten (10) additional contact hours of continuing education; and
- Agreed to adhere to the NASW Code of Ethics, the NASW Standards for Social Work Services in Long-Term Care Facilities, and the NASW Standards for Continuing Professional Education, and are subject to the NASW adjudication process.

For more information http://www.socialworkers.org/credentials/specialty/sw-g.asp
Child, Youth and Family Credentials

**Certified Advanced Children, Youth and Family Social Worker (C-ACYFSW)**

The C-ACYFSW recognizes masters level social workers who promote the well-being of children and families. Recipients hold:

- A current NASW membership
- An MSW degree from an institution accredited by the Council on Social Work Education (CSWE)
- Twenty (20) contact hours of population-specific education
- Documented one (1) year and 1,500 hours of paid, supervised, post-MSW children, youth and family social work experience
- Provided an evaluation from an approved supervisor
- Provided a reference from an MSW colleague
- One of the following: ACSW, DCSW, and/or current state MSW-level license or an ASWB MSW-level exam passing score and
- Agreed to adhere to the *NASW Code of Ethics* and the *NASW Standards for Continuing Professional Education*, and are subject to the NASW adjudication process.

For more information [http://www.socialworkers.org/credentials/specialty/C-ACYFSW.asp](http://www.socialworkers.org/credentials/specialty/C-ACYFSW.asp)

**Certified Children, Youth, and Family Social Worker (C-CYFSW)**

The C-CYFSW is available at the BSW level. Requirements are that the Social Worker holds:

- A current NASW membership
- A BSW degree from an institution accredited by the Council on Social Work Education (CSWE)
- Twenty (20) contact hours of population-specific education; documented one (1) year and 1,500 hours of paid, supervised, post-BSW children, youth, and family social work experience
- Provided an evaluation from an approved supervisor; provided a reference from a BSW or MSW colleague
- One of the following: current NASW ACBSW credential, current state BSW-level license, or an ASWB basic exam passing score
- And agreed to adhere to the *NASW Code of Ethics* and the *NASW Standards for Continuing Professional Education*, and are subject to the NASW adjudication process

For more information [http://www.socialworkers.org/credentials/specialty/C-CYFSW.asp](http://www.socialworkers.org/credentials/specialty/C-CYFSW.asp)

**Health Credentials**

**Certified Social Worker in Health Care (C-SWHC)**

Social workers who hold the C-SWHC have:

- A current NASW membership
- An MSW degree from an institution accredited by the Council on Social Work Education (CSWE)
- Documented two (2) years and 3,000 hours of paid, supervised, post-MSW health care social work experience
- Provided an evaluation from an approved supervisor
- Provided a reference from an MSW colleague
One of the following: ACSW, DCSW, and/or current state MSW-level license or an ASWB MSW-level exam passing score and
Agreed to adhere to the NASW Code of Ethics and the NASW Standards for Continuing Professional Education, and are subject to the NASW adjudication process.
For more information http://www.socialworkers.org/credentials/specialty/C-SWHC.asp

Drug and Alcohol Credentials

At the national level, the NAADAC - The Association for Addiction Professionals’ Certification Commission operates as an independent body managing NAADAC’s credentials and education. The NAADAC Certification Commission deals with test administration, fees, ethics and rules of procedure. Established in 1990, the NAADAC Certification Commission instituted credentials specifically for alcoholism and drug abuse counselors.

National Certified Addiction Counselor Level I (NCAC I)
To be eligible for this credential you must:
- Have a current state certification/licensure as an alcohol and/or drug abuse counselor
- Have three years of full time or 6,000 hours of supervised experience as an alcohol and/or drug abuse counselor
- Have 270 contact hours of education and training in alcoholism and drug abuse or related counseling subjects, including six hours of ethics training and six hours of HIV/AIDS training.
- Have received a passing score on the NCAC I written examination within four years of application.

National Certified Addiction Counselor Level II (NCAC II)
To be eligible for this credential you must:
- Have a Bachelor’s degree from a regionally accredited institution of higher learning
- Hold current state certification/licensure as an alcohol and/or drug abuse counselor
- Have five years full time or 10,000 hours of supervised experience as an alcohol and/or drug abuse counselor
- Have 450 contact hours of education and training in alcoholism and drug abuse or related counseling subjects, including six hours of ethics training and six hours of HIV/AIDS training
- Receive a passing score on the NCAC II written examination within four years of application

Master Addiction Counselor (MAC)
To be eligible for this credential you must:
- Hold a master’s degree in the healing arts or related field with in-depth subjects applicable to the alcohol and drug abuse treatment arena, by a regionally accredited institution of higher learning.
- Hold a current state certification/licensure in alcohol and/or drug abuse counseling or a related healing art.
- Have 500 contact hours of specific alcohol and drug abuse counseling training, including six hours of ethics training and six hours of HIV/AIDS training.
- Have three years full-time or 6,000 hours of supervised experience, two years or 4,000 hours of which is post master’s degree.
- Have a passing score on the MAC written examination within four years of application.

For more information http://www.naadac.org/images/ncc09guidetocertification_web.pdf
Certified Clinical Alcohol, Tobacco, and Other Drugs Social Worker (C-CATODSW)

Social Workers who hold the C-CATODSW have:
- A current NASW membership
- An MSW degree from an institution accredited by the Council on Social Work Education (CSWE)
- One hundred eighty (180) contact hours of ATOD-specific education
- Documented two (2) years and 3,000 hours of paid, supervised, post-MSW clinical social work experience
- Documented 3,000 hours of paid, supervised, post-MSW ATOD-specific counseling experience
- Provided an evaluation from an approved supervisor
- Provided a reference from an MSW colleague
- One of the following: current ACSW, DCSW, and/or current highest-level state clinical social work license and
- Agreed to adhere to the NASW Code of Ethics and the NASW Standards for Continuing Professional Education, and are subject to the NASW adjudication process.

For more information http://www.socialworkers.org/credentials/specialty/c-catodsw.asp

School Social Work Credentials

Certified School Social Work Specialist (C-SSWS)

Social Workers who hold the C-SSWS have:
- A current NASW membership
- An MSW degree from an institution accredited by Council on Social Work Education (CSWE)
- Documented two (2) academic years of paid, supervised post-MSW experience as a school social worker in a school setting
- Provided an evaluation from an approved supervisor
- Provided a reference from an MSW colleague
- One of the following: current ACSW, DCSW, current state exam-based social work license, current state exam-based school social work license/certification, or passing score on ASWB exam
- Agreed to adhere to the NASW Code of Ethics, the NASW Standards for School Social Work Practice, and the NASW Standards for Continuing Professional Education, and are subject to the NASW adjudication process.

For more information http://www.socialworkers.org/credentials/specialty/c-ssws.asp

EAP Certificate Program in Employee Assistance

EAPA (Employee Assistance Professionals Association) provides a process of certification for those interested in becoming a CEAP (Certified Employee Assistance Professional). Please note that this certification is NOT offered by the University. To receive information on the requirements for certification please contact the International Employee Assistance Professional Association at 703-387-1000 X311 or 318. The website is: www.eap-association.org Email address: certmgr@eap-association.org Mailing address: 4350 N. Fairfax Dr., Suite 410, Arlington, VA 22203.