

## State Board of Clinical Social Workers

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## Money, Money, Money

That's right,...we want money from YOU! Every year when you renew your License or Certificate, the Board requires that you send money before they will send you a License or Certificate for the coming year.

But simply requiring payment for the renewal of a License or Certificate is hardly newsworthy. We are a state agency, solely funded by our licensee base. So what is newsworthy is that this year, you will need to send us a little more money to renew your License or Certificate than you did last year.

As the Board worked with the Governor's staff to develop the July, '05 – June, '07 budget, we all realized that there would need to be slight increase in the License and Certificate renewal fees. This was due to some significant increases in a few budget items over which the Board had no control. The budget has now been approved by the Legislature and signed by the Governor.

What this means to you is that with this year's renewal process, LCSW's will owe \$90 instead of \$75. That's an increase of \$15 per year. CSWA's will owe \$60 instead of \$55. That amounts to an increase of only \$5 per year.

It's a **very small** increase for the licensee base. Since there are just over 3,000 people in the data base at this time, these minor increases will have a major impact on the Board's ability to meet it's mission of public protection while providing excellent customer service.

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## Board Takes Disciplinary Actions, 2004-05

### Robert A. F. White, MSW (LCSW #1098)

Stipulation for Voluntary Permanent Surrender of License in Lieu of Revocation and Final Order (July 20, 2005). Violation of ORS 675.510(2) related to submitting false claims for health care payment for mental health services he did not render. White paid the full restitution of \$169,620.59, and permanently surrendered his Clinical Social Worker License.

### Kathleen R. Boeve, MSW (LCSW #1460)

Final Stipulated Order, Letter of Reprimand for Additional Continuing Education and Assessment of Costs (April 27, 2005). Violation of OAR 877-030-0070(3) related to dual relationships with clients.

### Kathleen L. Prieto, MSW (LCSW #2391)

Final Order by Default, One year Probation and Assessment of Costs (April 15, 2005). Violation of OAR 877-030-0070(1) related to dual relationship with agency client.

### Donald L. Mann, MSW (LCSW #943)

Stipulated Order of Reprimand (February 8, 2005). Violation of OAR 877-030-0070(14)(c) related to failure to provide reasonable access to client files by custodial parent.

### Stanley J. Marcus, MSW (LCSW #3349)

Final Order by Default, Letter of Reprimand and Assessment of Costs (January 20, 2005). Violation of OAR 877-030-0070(14) related to disclosure of confidential information (one instance) and OAR 877-030-0070(17) related to soliciting clients from agency for private practice (one instance).

### M. Diane Wade, MSW (LCSW #2778)

Stipulation for Voluntary Surrender of License in Lieu of Revocation and Final Order (November 6, 2004). Violation of OAR 877-030-0070(4) related to sexual relationship with a client within three years of providing clinical services

### Polly A. Morrow, MSW (CSWA #A1451)

Final Order Accepting Stipulation for Voluntary Surrender of Clinical Social Work Associate Certificate in Lieu of Revocation (June 16, 2004). Violation of OAR 877-030-0040(2) related to dishonesty, fraud, deceit, or misrepresentation, and OAR 877-030-0070(4) regarding sexual conduct and related behavior with a former client.

### Robert M. Clark, MSW (LCSW 751)

Stipulated Order of Probation (February 13, 2004). Violation of OAR 877-030-0070(14) related to disclosure of confidential client information. One year of probation under supervision of a Board-approved LCSW supervisor, and 15 hours of continuing education on client confidentiality. (Note: As of February 13, 2005, Mr. Clark had successfully completed the terms of the probation.)

## Supervisor's E-mail Network

It's not too late to participate in the great CSWA Supervisor's Support Network list-serve. All you need to do is have a current confidential e-mail address, be currently supervising a Clinical Social Work Associate toward licensure, and be interested in asking your questions and sharing your wisdom with other supervisors on the list-serve. To sign up, e-mail Scott Manchester at: [sm@nasworegon.org](mailto:sm@nasworegon.org).



Acting on several suggestions submitted to the Board in the last year, when the Board goes through the Rule Change process this fall (see article, "Rule Changes" on page 3), one of the changes will be the amount that LCSW's on inactive status pay to renew their licenses annually. Currently, they pay the same rate as active LCSW, which is going up from \$75 to \$90 per year (see article "Money, Money, Money" on page 1). With the upcoming renewal season, LCSW's on inactive status will be charged \$48 to renew their License annually. The Board made this decision based on the reality that since person's on Inactive Status do not submit a Continuing Education Report, processing their renewals takes less Board and Staff time.

## Rule Changes

Mark your calendars now for the Board meeting scheduled for Tuesday, November 15, 2005. That's the day when the Board will be receiving public comment on many changes to the Rules which the Board will be submitting for comment.

For the last year, the Board has been carefully reviewing all the Rules which govern licensure in Oregon. Many of the proposed changes are basically "housekeeping" and will clean up the language in several areas where it has been unclear. Additionally, there are several more substantive changes that might be of interest to you. There are three areas in particular you might want to peruse:

1. **Birth Month Renewal.** Hopefully you read the last "Mini-News" (June, '05) and are aware that when you renew your Certificate or License this November, your renewed document will be good until your birth month whenever it occurs between July, '06 and June, '07. There aren't that many changes to the Rules to implement this law. However it ushers in a significant change to the renewal process.
2. **Slight Fee Increase.** As indicated in the "Money, Money, Money" article on page 1 of this Newsletter, the Rules will be changed to affect a slight increase in the annual renewal of Licenses and Certificates. Once again this only affects a few places in the Rules, which is appropriate since it truly is a slight fee increase. LCSW's will go from \$75 - \$90 per year and CSWA's will go from \$55 - \$60 per year.
3. **DUII/Substance Abuse Reporting.** Currently people report any DUII's or substance abuse issues on the renewal form each year. The Board realizes that to appropriately protect the public, they need information about DUII's and substance abuse more timely. The new Rule will require reporting of such issues within 30 days of any incident.

In a separate mailing in a couple weeks, you will receive the proposed rule changes and the necessary forms explaining the process. You will have until 2:00 p.m. on Tuesday, November 15, 2005, to provide feedback to the Board about any of the proposed Rule changes. You can even propose a Rule change that the Board is not considering.

There are lots of ways you can provide the Board with your feedback:

- **Postal Service.** Yes, the Board still gets mail service, Monday – Friday. If you wish, you can mail your ideas to the Board at:  
3218 Pringle Rd. SE, Ste. 240  
Salem, OR 97302-6310
- **FAX.** You can fax us your ideas to 503-373-1427.
- **E-mail.** Send your feedback to the following e-mail address:  
[Jon.Langewalter@state.or.us](mailto:Jon.Langewalter@state.or.us)
- **Attend the Board Meeting.** That's right, most of every Board meeting is open to the public,...that means **YOU!** On Tuesday, November 15, 2005, the Board will have time for public comments on the proposed Rule changes from 1:00 – 2:00 p.m. You are more than welcome to come to the Board meeting, which takes place in the First Floor Conference Room at the Pringle Road address in Salem. You need not make reservations,...just show up and share your ideas about any of the changes being proposed by the Board.

If you provide feedback through mail, fax, or e-mail, please be sure it is legible, that you have included your name, and have provided your daytime and evening phone numbers so that we can contact you for clarification if needed.

Remember, these are the Rules which govern your practice as a Clinical Social Worker, so if you have any feedback or suggestions at all, it's up to you to

*get involved!*

## Best Practice for Child Custody Evaluations

Last year, the Board asked the National Association of Social Workers/Oregon Chapter, to develop a “best practice” document for the area of child custody evaluations. The Board made that request since this is the area of social work practice that generates the greatest number of complaints the Board resolves each year.

A Committee at NASW/OR worked diligently to craft a document that identifies the current best practice in the many areas of work involved in child custody evaluations. The proposed document was on the NASW/OR website for a couple of months to solicit comments and several changes were made. At a recent meeting, the NASW/OR Board approved the document. It can be viewed at the NASW/OR website: [www.nasworegon.org/](http://www.nasworegon.org/)

The Board of Clinical Social Workers encourages all licensees who do child custody evaluations to use the document as a guideline for their important work in this challenging area of social work practice.

## Fingerprints ‘R Us,...

The legislature passed and the Governor signed a bill (House Bill 2157) that allows many state agencies to require an FBI national background fingerprint check on people with whom the agency does business. This Board was one of those included in the legislation.

Starting in January, 2006, the Board will require all applicants to get an FBI national background check using the person’s fingerprint. This will affect all those who are coming from another jurisdiction and wish to be an Oregon LCSW, as well as those who apply to become an Oregon CSWA. It will also affect all those who are currently CSWA’s and who have completed their Plan of Supervision and aren’t yet Licensed. Prior to the transition from CSWA to LCSW, you will be required to get the FBI background check. This is a very simple procedure and can be done at your local civic, county, or state law enforcement office.

## Name this Newsletter

The Board is excited to sponsor a “Name the Newsletter” competition! While the familiar “Mini-News” is very appropriate for the one-page flyer that gets distributed two or three times a year, the Board believes there can be a catchy (in a classic kind of way) name for the two or more pages that comes out once or twice a year. Thus the Board invites you to submit one or more ideas for a name for the Newsletter! Please submit your suggestion(s) no later than September 30, 2005 to be considered.

The winner will get to have lunch with the Board at an upcoming meeting of your choice (on a day when you are in Salem during one of the regularly scheduled Board meetings). In addition to lunch, you can also sit in on the public portion of the Board meeting for that day. Truly, it just can’t get any better than this!



Additionally, the Board has the ability to require an FBI national background fingerprint check of anyone involved in the complaint process, the impaired professional process, or any other licensee. It is certainly not the Board’s intention to require a fingerprint background check of every licensee in our data base. In fact, the Board’s current intention is to require background checks only on people applying for licensure and licensees in the complaint or impaired process where the circumstances involved indicate that such a check is important.

## Website Migration

The Board's website is no longer accessible through [www.bcsw.or.us](http://www.bcsw.or.us). If that is the address you have in your "favorites" folder, you need to change it to the new address which is:

<http://www.oregon.gov/bcsw>.

That's where you'll find the Board's homepage which is now located in with other agencies in the overall Oregon.gov website. As part of the process of migration, the Board has added some additional disciplinary information that was not available on the old website. Also, if you wish to search for a colleague, that function is now a lot easier.

When you visit the website, if there is additional information that you would like to see available, please let us know. The Board's goal is to have the website be as user-friendly, and as used as possible.

Why not get on the website now and check it out. You might especially look at the information that is available in the directory when you click your own name.

## Suggestions for Future Newsletter Information

Are you getting the information you need through the normal Board Newsletters and *Mini-News*? If not, what kind of information would you like to see in the newsletter either on a one-time basis or on a frequent basis?

The Board is hopeful that you find these communications helpful. If you have any suggestions for topics in future Newsletters, or ideas that would make the Newsletter more interesting to you, please let us know.

Send your requests, suggestions, and wonderful ideas to: [Jon.Langenwalter@state.or.us](mailto:Jon.Langenwalter@state.or.us). Or you can write the Board at the Board office in Salem, or fax your ideas to 503-373-1427.

Thanks for your help in improving the Newsletter!

## By the #'s

Ever wonder how many LCSW's and CSWA's there are under the Board's jurisdiction? As of the date of this Newsletter we had 2,646 LCSW's on our roster. Of those, 2,407 are Active and 239 are Inactive.

There are 357 CSWA's currently in a Plan of Supervision and an additional 73 CSWA's who have completed their Plan but have yet to pass the Exam.

These numbers change slightly on a weekly basis as people pass the Exam and move from the CSWA ranks to the list of LCSW's. The numbers also change each month at the Board meeting as the Board approves people's original Plan of Supervision and they start their process as a CSWA. Additionally each month the Board approves applicants who are licensed in other jurisdictions and wish to become licensed in Oregon.

## CE Reports for the Upcoming Renewal Process

Following the distribution of the last "*Mini-News*" this past June, the Board staff received numerous calls about the CE reporting for this year.

**Please note:** When you get your renewal packet the first week of November, 2005, the CE reporting requirements will be the same as always. That means that since this report is as of December 31, 2005, if the last number on your License is an "odd" number, you will need to report 40 hours of accredited CE if you have been licensed for more than two years. If the last digit of your License is an "odd" number and you were licensed as an Oregon LCSW for the first time anytime since October 1, 2004, you need not report any CE hours. If you were licensed sometime between October 1, 2003 and September 30, 2004, you will need to report 20 hours of CE credits.

If the last number on your License is an "even" number, you won't get a CE report form in your packet and consequently don't need to report this year.

## Birth-Month Renewal Preview

Please don't lose sleep over the change of renewal times: **it's going to be easy for you!**

When renewal packets are sent out the first week of November, 2005, your packet will be individually geared to your specific situation. The renewal form will clearly state the exact amount you need to submit for renewal this time. It will range from \$35 - \$90 for CSWA's depending on when you'll celebrate your next birthday between July, '06 and June, '07. For LCSW's the renewal rates will range from \$52.50 - \$135 depending on when you'll celebrate your next birthday between July, '06 and June, '07. Your form will clearly identify the exact amount you need to send in for this upcoming licensure period.

There will be the normal, mandatory questions about practice that you answer every year. There will also be the customer service survey to complete. People wishing to go on, or stay on Inactive Status will need to fill out that specific part of the form, like always.

In terms of CE reports, see the article, "CE Reports for the Upcoming Renewal Process" on page 5 that clearly explains what people whose last number of the license is "odd" need to do, and how those of you with an "even" last number on your license don't have to worry until you renew in 2006.

Also, please note that after you send in your renewal packet and it has been accepted by the Board, we will send you your renewed License or Certificate. **And** we will also send along a very bright colored piece of paper that clearly spells out exactly when your next renewal packet will be sent to you, when you need to have your next renewal in to avoid late fees or lapse, exactly how much your next renewal will cost (\$60 for CSWS's, \$90 for Active LCSW's, and \$48 for Inactive LCSW's) and when you will need to report CE hours again and how many hours will be required with that next report. All clearly spelled out. All on one sheet.

Truly, it will be **super simple**. So let go of any anxiety you might have going over this whole thing and know that it's going to be a smooth transition.

Know that the Board and staff are really into



## E-mail Glitch Creates Confusion

The Board and the staff are hoping to accomplish more work through e-mail. The staff has been adding people's e-mail addresses as they have been provided. Last month, we ran a "test" of the system to see how a mass e-mail would work.

The short answer is: "Not well." The test was sent from Pam Johansen's computer through "Outlook". When people chose the "reply" option to send a message saying they had received the e-mail, it did not get back to Pam's machine. It is our understanding that the computer guru has now fixed the problem. We will be sending out a second test by the end of this month.

For those of you who desire to receive some of the mailings from the Board through e-mail, and you haven't received anything by the end of August, that means we either do not have your e-mail address at all, or it has been entered incorrectly (which would explain the 63 responses Pam did get back saying the message was "undeliverable" at the address we had). If you want to be in the e-mail link with the Board, please e-mail a note to Ms. Johansen at [Pam.Johansen@state.or.us](mailto:Pam.Johansen@state.or.us) from whatever e-mail account you wish to receive Board items. The more business we can accomplish via e-mail, the more cost-effectively the Board can operate.

# *Supervisors Needed!!*

If you are an Oregon LCSW who has been licensed by this Board for two or more years and if you practice in any are of the state outside of the Portland metro, Salem, Eugene, or Bend areas, the Board invites you to consider becoming a Board-approved Supervisor.

Right now there is a pressing need for a couple additional supervisors in the Madras, Prineville, Redmond and Warm Springs areas. So if you are an LCSW living or working in those areas, please consider taking the coursework to be an approved Supervisor. Be sure to send the completion certificate to the Board office when you are done with the class so we will know that you are qualified.

For those LCSW's living outside of the Portland-Eugene corridor, please consider taking a class so you are a current approved supervisor. The Board never knows where in this great state the next request for licensure will come. And if you take the class and never supervise anyone, it's still counts as part of your CE requirement.

The Board greatly appreciates those of you who are already approved as supervisors and who live in the less-populated regions of the state. Please keep current with your educational requirements. That involves taking at least six hours of approved supervisory continuing education every five years.



# *Supervisor's Smart Sheet*

The temptation is to call it a “Cheat” Sheet. But we really think it is a “Smart” Sheet. It’s a sheet that the Board will soon be sending to all of the approved supervisors who are listed in our data base.

The sheet provides tips and reminders to supervisors so that they can avoid the Board returning an application, six-month report, or plan change form to them or their CSWA supervisee because some information has been left off of the form, or incorrectly given.

Over the years there seem to be some specific areas of the various forms that either get completely missed a lot of the time or incorrectly reported. When this happens, it causes more work for the supervisee, the supervisor, and the Board and slows the whole process down.

What you’ll find on the “Smart” Sheet are reminders to:

- Make sure all forms are properly signed in all the places that needs to happen.
- Use a calculator when figuring out the cumulative totals for the Six-Month Evaluation Report.
- And many more excellent tips!

These sheets will be sent to all Supervisors in the next couple weeks. Or you can see the sheet on our website, on the “Supervision” page.

# Welcome!

The Board was pleased to welcome Toniya Villalobos, LCSW (Portland) at a recent meeting. Ms. Villalobos is finishing out the remainder of Wayne Price's term of office. Mr. Price needed to relinquish his position due to increased job responsibilities.

Ms. Villalobos comes to the Board with a broad background in social work. Most of her professional life has been spent in the field of medical social work/case management with specialized focus in oncology and hospice.

Ms. Villalobos is also an active member of the National Association of Social Workers/Oregon Chapter, serving most recently on the Events Committee.

# Farewell!

After serving for four years as a Public Member of the Board, Kent Kanipe of Corvallis, has chosen to resign from the Board.

During his four years on the Board, Mr. Kanipe served on the Consumer Protection Committee and the Test Committee. As a Certified Drug and Alcohol Counselor, he also shared expertise from that discipline in those situations when the Board needed that information.

***Interested in serving on the Board?***

***Contact the Board Office:***

***1-866-355-7050***