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<http://www.socialwork.state.mn.us/>

AT A GLANCE

Licensing Services (FY 2013: July 1, 2012-June 30, 2013)

- 12,872 Total licensees
- 5722 Licensed Social Workers
- 1796 Licensed Graduate Social Workers
- 772 Licensed Independent Social Workers
- 4582 Licensed Independent Clinical Social Workers
- 116 Temporary licenses issued
- 1814 License applications received
- 1120 New licenses issued
- 5183 License renewals received

Complaint Resolution Services

- 169 New complaints received
- 190 Complaints resolved
- 21 Corrective and disciplinary actions

Education Outreach Services

- 40 Educational sessions

Staff to Licensee Ratio

- 1:1250 10.3 staff to 12,872 licensees

PURPOSE

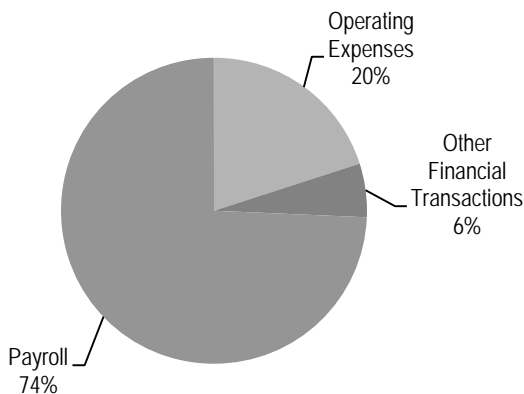
The mission of the Minnesota Board of Social Work (BOSW) is to ensure residents of Minnesota quality social work services by establishing and enforcing professional standards. Fifteen volunteer Board Members, including five public members, provide oversight to make certain we meet the needs of citizens and promote a diverse and qualified workforce.

The Board keeps **Minnesotans safe** by 1) licensing qualified social workers, 2) investigating complaints when services do not meet standards, and 3) providing outreach and education. The demand for our services has grown in response to an increased number of licensees and complaints.

We collaborate with state and federal agencies, utilize technology to streamline business processes, and offer online services. Regular strategic planning sets outcome-based priorities and promotes **efficient and accountable services**.

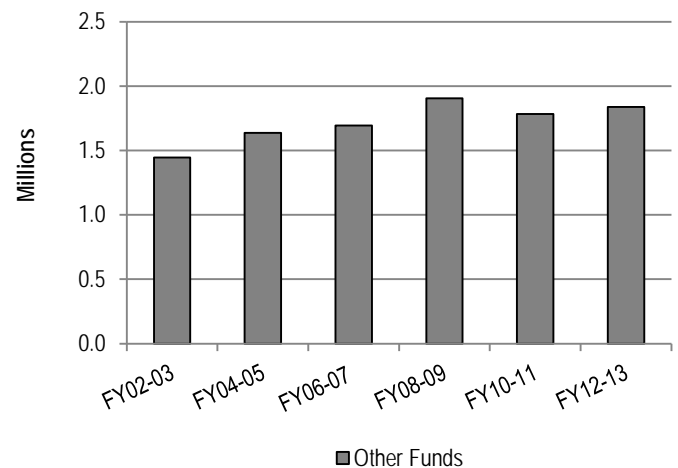
BUDGET

Spending by Category  
FY 13 Actual



Source: SWIFT

Historical Spending



Source: Consolidated Fund Statement

The Board's appropriation in fiscal year 2013 was \$1,053,000. The Board is entirely fee supported and receives no General Fund dollars to provide services. Fees collected to cover direct and indirect expenditures are deposited as non-dedicated revenue into the State Government Special Revenue Fund (SGSRF). The Board is granted authority to use these fees by the Minnesota Legislature to pay for expenses.

## STRATEGIES

Key strategies utilized to keep Minnesotans safe and provide efficient services include:

### 1. License qualified social work professionals

- Establish and enforce requirements for education, national examination, criminal background checks, supervision, continuing education, and ethical standards of practice
- Issue bachelor and graduate degree licenses: Licensed Social Worker (LSW), Licensed Graduate Social Worker (LGSW), Licensed Independent Social Worker (LISW), and Licensed Independent Clinical Social Worker (LICSW)
- Eliminate licensing exemptions (excluding county exemptions) to promote licensure of social workers regardless of practice setting
- Provide a time-limited grandfathering period to expand the number of licensed social workers in the workforce and to license more social workers from diverse populations
- Issue temporary licenses to expedite employment of new graduates, military personnel, and licensees relocating to Minnesota from other states

### 2. Investigate and resolve complaints in a fair and timely manner

- Ensure that licensed social workers are accountable to the people they serve
- Collaborate with the Office of the Attorney General and the Health Professionals Services Program (for impaired professionals) to investigate, resolve complaints, and take action when appropriate. Results show that when the Board takes action against a licensee, a future complaint is rare.

### 3. Provide education and outreach to the public, professionals, and academic institutions

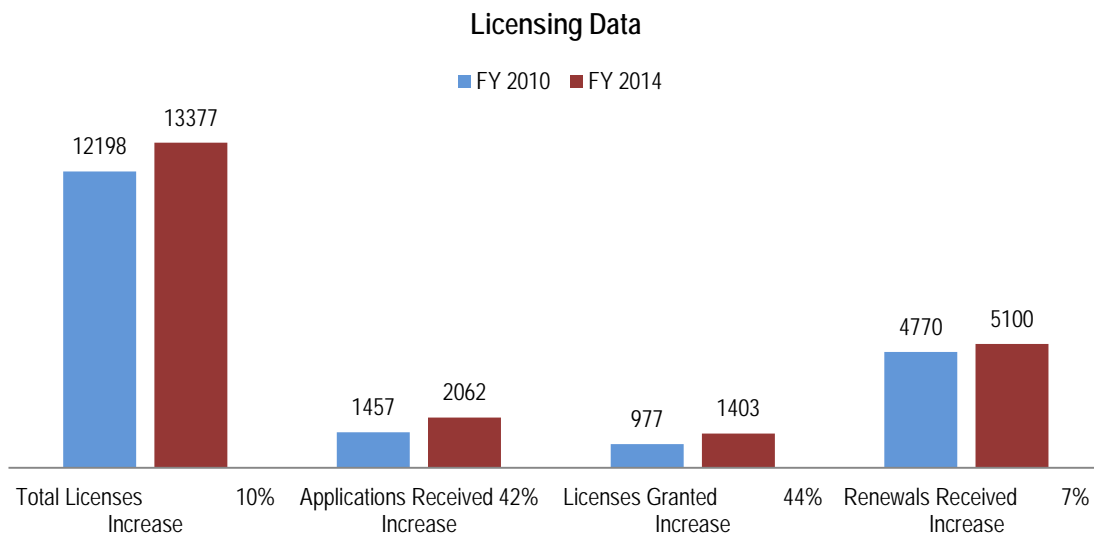
- Educate the public, social work students, faculty, and organizations about licensing responsibilities, ethical practice standards, and the complaint resolution process
- Continue to reach out to wider audiences: the general public, employers, and ethnically diverse populations
- Create a “jurisprudence” examination to better educate licensees

### 4. Maximize technology, online services, “paperless” meetings, and electronic records

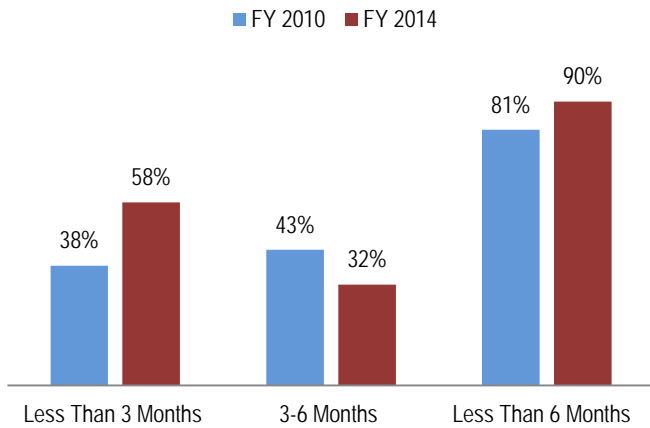
- Use technology to maximize efficiencies, improve customer service, increase data security, and decrease costs. Strategies to decrease costs include “paperless” meetings and electronic records.
- Provide free, 24/7 online application and renewal services, license look-up, and access to public data on adverse license actions

## RESULTS

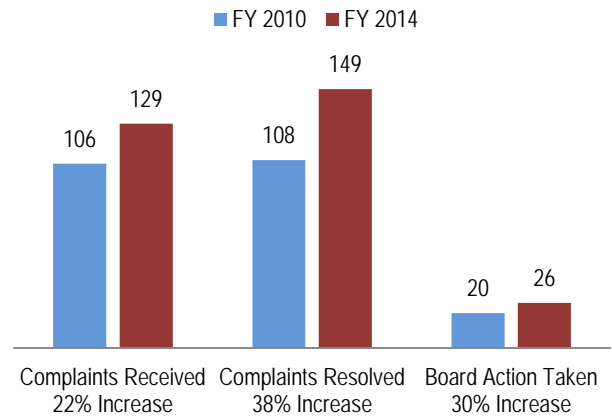
The results in the charts show the increased “quantity” of licensing and complaint resolution services provided and the “quality” of these services in terms of processing or resolution time.



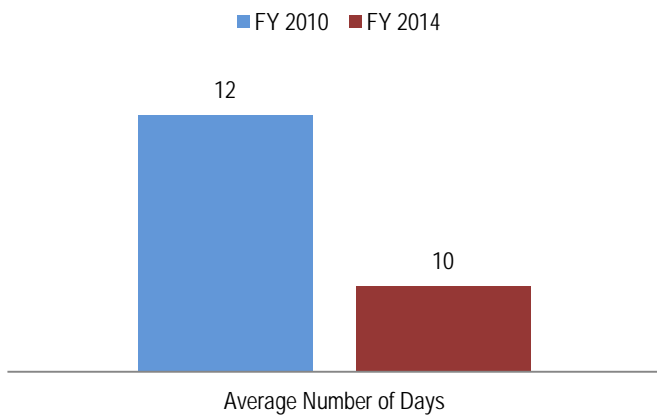
### Application Processing Time



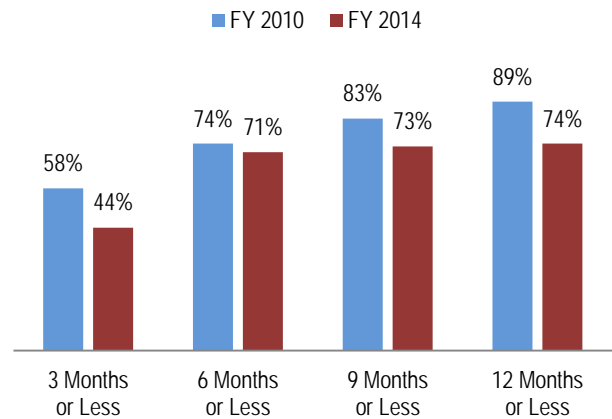
### Complaint Data



### Renewal Processing Time



### Complaint Resolution Time



Board of Social Work Legal Authority:

MS 148E.001-148E.290 [Minnesota Social Work Practice Act](https://www.revisor.mn.gov/statutes/?id=148e) (https://www.revisor.mn.gov/statutes/?id=148e)

MS 148D.061-148D.063 [Minnesota Social Work Practice Act Additional Provision 148D.061](https://www.revisor.mn.gov/statutes/?id=148d.061)

(https://www.revisor.mn.gov/statutes/?id=148d.061);

[Additional Provision 148D.062](https://www.revisor.mn.gov/statutes/?id=148d.062) (https://www.revisor.mn.gov/statutes/?id=148d.062);

[Additional Provision 148D.063](https://www.revisor.mn.gov/statutes/?id=148d.063) (https://www.revisor.mn.gov/statutes/?id=148d.063)

[MS 214 Minnesota Statute Chapter 214, Governing Examining and Licensing Boards](https://www.revisor.mn.gov/statutes/?id=214) (https://www.revisor.mn.gov/statutes/?id=214)

**Expenditures By Fund**

	Actual		Actual	Estimate	Forecast Base		Governor's Recommendation	
	FY12	FY13	FY14	FY15	FY16	FY17	FY16	FY17
1201 - Health Related Boards	835	975	970	1,269	1,145	1,145	1,159	1,173
2000 - Restricted Misc Special Rev	12	14	16	28	15	15	15	15
<b>Total</b>	<b>847</b>	<b>989</b>	<b>986</b>	<b>1,297</b>	<b>1,160</b>	<b>1,160</b>	<b>1,174</b>	<b>1,188</b>
<i>Biennial Change</i>				447		37		79
<i>Biennial % Change</i>				24		2		3
<i>Governor's Change from Base</i>								42
<i>Governor's % Change from Base</i>								2

**Expenditures by Program**

Program: Social Work Board of	847	989	986	1,297	1,160	1,160	1,174	1,188
<b>Total</b>	<b>847</b>	<b>989</b>	<b>986</b>	<b>1,297</b>	<b>1,160</b>	<b>1,160</b>	<b>1,174</b>	<b>1,188</b>

**Expenditures by Category**

Compensation	692	735	711	778	807	819	821	847
Operating Expenses	155	198	275	520	353	341	353	341
Other Financial Transactions	1	56						
Capital Outlay-Real Property	0	0						
<b>Total</b>	<b>847</b>	<b>989</b>	<b>986</b>	<b>1,297</b>	<b>1,160</b>	<b>1,160</b>	<b>1,174</b>	<b>1,188</b>

**Full-Time Equivalents**

	<b>10.6</b>	<b>10.4</b>	<b>9.9</b>	<b>9.9</b>	<b>9.9</b>	<b>9.9</b>	<b>9.9</b>	<b>9.9</b>
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(Dollars in Thousands)

**1201 - Health Related Boards**

	Actual		Actual FY 14	Estimate FY15	Forecast Base		Governor's Recommendation	
	FY12	FY 13			FY16	FY17	FY16	FY17
Balance Forward In		211		139				
Direct Appropriation	1,036	1,067	1,109	1,130	1,127	1,127	1,141	1,155
Open Appropriation	8	0	0	0	18	18	18	18
Cancellations		303						
<b>Expenditures</b>	<b>835</b>	<b>975</b>	<b>970</b>	<b>1,269</b>	<b>1,145</b>	<b>1,145</b>	<b>1,159</b>	<b>1,173</b>
Balance Forward Out	209		139					
<i>Biennial Change in Expenditures</i>				429		51		93
<i>Biennial % Change in Expenditures</i>				24		2		4
<i>Gov's Exp Change from Base</i>								42
<i>Gov's Exp % Change from Base</i>								2
FTEs	10.6	10.4	9.9	9.9	9.9	9.9	9.9	9.9

**2000 - Restricted Misc Special Rev**

	Actual		Actual FY 14	Estimate FY15	Forecast Base		Governor's Recommendation	
	FY12	FY 13			FY16	FY17	FY16	FY17
Balance Forward In	10	11	12	13				
Receipts	13	15	18	15	15	15	15	15
<b>Expenditures</b>	<b>12</b>	<b>14</b>	<b>16</b>	<b>28</b>	<b>15</b>	<b>15</b>	<b>15</b>	<b>15</b>
Balance Forward Out	11	12	13					
<i>Biennial Change in Expenditures</i>				18		(14)		(14)
<i>Biennial % Change in Expenditures</i>				67		(32)		(32)
<i>Gov's Exp Change from Base</i>								0
<i>Gov's Exp % Change from Base</i>								0

# Social Work, Board of

## FY16-17 Biennial Budget Change Item

### Change Item: Operating Adjustment

Fiscal Impact (\$000s)	FY 2016	FY 2017	FY 2018	FY 2019
General Fund				
Expenditures	0	0	0	0
Revenues	0	0	0	0
Health Related Boards Fund				
Expenditures	14	28	28	28
Revenues	0	0	0	0
Net Fiscal Impact = (Expenditures – Revenues)	14	28	28	28
FTEs	0	0	0	0

### Recommendation:

The Governor recommends additional funding for compensation related costs associated with the delivery of agency services. This amount represents an annual increase of 1.8% for General Fund compensation costs.

### Rationale/Background:

Each year, compensation costs rise due to labor contract settlements, and changes in employer-paid contributions for insurance, FICA, Medicare, retirement, and other factors. Absorbing this increase in compensation costs within existing agency base appropriations results in reduced staffing and/or reduced non-compensation spending.

### Proposal:

The Governor recommends increasing agencies' general fund budgets for employee wage and benefit costs by 1.8% per year for FY 2016-17. Agencies were instructed to include a 1.8% increase to total compensation each year in their base budgets, based upon the compound annual compensation spending rate increase per FTE over the last ten years for executive branch employees. This recommendation is intended to allow agencies to maintain their current level of agency operations.

For non-General Fund direct appropriated funds, the Governor's budget recommendations also include an adjustment of 1.8% per year, where the amount can be supported by the source of revenue.

### Results:

This proposal is intended to allow agencies to continue to provide current levels of service and information to the public.

### Statutory Change(s):

N.A.

# Social Work, Board of

## FY16-17 Biennial Budget Change Item

### Change Item: Fee Adjustments

Fiscal Impact (\$000s)	FY 2016	FY 2017	FY 2018	FY 2019
General Fund				
Expenditures	0	0	0	0
Revenues	0	0	0	0
Other Funds				
Expenditures	0	0	0	0
Revenues	\$3	\$3	\$3	\$3
Net Fiscal Impact = (Expenditures – Revenues)	(\$3)	(\$3)	(\$3)	(\$3)
<b>FTEs</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

### Recommendation:

The Governor recommends that licensing fees assessed by the Board of Social Work (BOSW) be adjusted as described in the "Proposal" section of this change item. These adjustments are expected to generate an additional \$3,000 per year in fee revenue. This represents a 0.2% increase in the board's anticipated fee collections.

### Rationale/Background:

The mission of the Minnesota Board of Social Work (BOSW) is to ensure quality social work services by establishing and enforcing professional standards. Fifteen volunteer board members, including five public members, provide oversight to make certain the BOSW meets the needs of citizens and promotes a diverse and qualified workforce. The board is entirely fee supported. Fees are collected and deposited as non-dedicated revenue into the State Government Special Revenue (SGSR) Fund. BOSW is granted authority to use these fees by the Minnesota Legislature to pay for direct and indirect expenses.

### Proposal:

The Governor recommends that Minnesota Statutes be amended to: 1) create a new Emeritus Active license, 2) create a new license late fee, and 3) repeal the Temporary License ineligibility provision.

- 1. Create a new Emeritus Active license:** Amend MS 148E.075 "Inactive Licenses" to create a new "active retired" license that authorizes pro bono and limited paid practice. Data projections show an increased number of professional social workers planning to retire, exacerbating mental health workforce and licensing supervisor shortages across the state. Establishing an active retired license would provide an opportunity for retired social workers to engage in pro bono or volunteer social work practice and/or paid social work practice not to exceed 240 billable hours per year for the exclusive purpose of licensing supervision.

The proposed Emeritus Active license is intended to:

- Provide another licensing option for experienced, "seasoned" professionals to continue to be engaged in the workforce, rather than retiring and discontinuing social work practice
- Increase access to social work licensing supervisors and social work services
- Respond to mental health workforce shortages

- 2. Create a new license late fee:** Amend MS 148E.180, subd. 5 to add a new "license late fee" in subdivision 5. This fee would give the board another tool to address unlicensed practice cases and promote greater business process efficiencies.

The proposed license late fee is intended to:

- Provide an administrative fee mechanism, in addition to the Board's complaint resolution and disciplinary authority, to resolve unlicensed practice cases
- More appropriately balance the type of enforcement action with the severity of the violation
- Expedite the unlicensed practice resolution process
- Reduce expenditures incurred in the complaint resolution and disciplinary process for Board member time, Attorney General legal fees, and Office of Administrative Hearings fees



3. **Repeal the “Ineligibility” provision from the Temporary License:** Amend MS 148E.060 by repealing subdivision 12. This would increase the number of social workers who are eligible to practice under a temporary license. It would also expedite the issuance of temporary licenses, getting qualified social workers who meet standards into the workforce more quickly.

Repealing the ineligibility provision from the temporary license is intended to:

- Expedite licensure and authorized practice for a greater number of new graduates, members of the military, and professionals moving to Minnesota from other states
- Eliminate the current regulatory “gap” or unintended consequence of automatic denial of a temporary license, which results in non-regulated practice, when an applicant has begun social work practice in Minnesota prior to submitting the temporary license application

**Fiscal Impact**

Fee Name	Current Amount	New Amount	Current Revenue	New Revenue	Difference
New Emeritus Active fee (Amend MS 148E.180, subd 2)	N/A - New fee	One-half of license renewal fee	6,000 for fully renewed active practice licenses projected to utilize the Emeritus Active	3,000 (estimate 200 applications)	(3,000)
New license late fee (Amend MS 148E.180, subd 5)	N/A – New fee	Flat fee of \$100, plus prorated share of license fee specified in subd 2 for the number of months during which the individual practiced social work without a license	0	5,000	5,000
Temporary license fee (MS 148E.180, subd.1 remains unchanged)	50	Same 50	5000	5,500	500
<b>TOTAL Fiscal Impact</b>					2,500

**Results:**

These fee changes would address workforce shortages by increasing the number of licensed social workers, expediting license approval and compliance response times, and reducing legal expenses incurred by the board.

**Statutory Change(s):**

- Amend MS 148E.075 “Inactive Licenses” to create a new “Emeritus Active License” which authorizes pro bono and limited paid practice
- Amend MS 148E.180 to add a new “License Late Fee” in subdivision 5
- Amend MS 148E.060 by repealing subdivision 12