

PROGRAM APPLICATION CRITERIA

Continuing Education Committee

Oregon Chapter, NASW

OVERVIEW

The NASW Continuing Education Program certifies post MSW level workshops, conferences or seminars that contribute substantially to social work knowledge in all areas of practice (mental health, health, child/family services, administration, etc.). Since inception, the goal of the program has been to encourage the continuing education of all social workers throughout the State (and beyond) and to establish a professional standard of excellence in those continuing education offerings.

To maximize consistency in quality among those granted CE credit, all proposals must center upon a didactic presentation, although portions may be allocated to group response, discussion, breakout sessions, etc.

Applications are expected to include subject matter, content outline, goals of the presentation, credentials of presenters and timetables.

Ongoing seminars, workshops, staff development series, etc. may be included for CE credit if the sponsors submit the aforementioned information and criteria.

Applicability of NASW CE credits by conference attendees for Oregon LCSW use can and should only be determined by the State Board of Clinical Social Work. Continuing education must relate to the licensee's work practice and the field of clinical social work.

EVALUATION CRITERIA FOR PROGRAM APPLICATIONS

1) Topic Information

The topic must be relevant to social work clinical practice, as defined in ORS 675.510 (2).¹ The implications to clinical work and/or program operations are to be clear, logical and defensible, and must be relevant to post master's level of practice.

Applications must contain sufficient information to identify goals/objectives, conference intent, topic content and speaker qualifications. If the submitted information is insufficient, additional information is solicited from the conference sponsor before rendering a final decision.

Topics solely based on religious or political dimensions as the predominant theme will not be considered for continuing education credit. Religious or political content may be acceptable, however, if the program's focus is on clinical social work as defined in ORS 675.510 (2), and if the program is consonant with social work values, including client self-determination and social action. See, for example, sections 1.02 and 6.04 of the NASW Code of Ethics.² Also, note that the statutory definition of clinical social work includes "Modifying ... external conditions that affect a client's behavior, emotions, thinking, or intrapersonal processes" (ORS 675.510 (2)(d)).

Topics must have substance and value and reflect contemporary issues and clinical practice. Topics must be well within the Code of Ethics of NASW. Applicants are strongly encouraged to address diversity, cultural competence, social justice, and/or anti-oppressive practice.

Case consultation or peer supervision provided as a part of regular on-the-job activities are not considered appropriate for CE credit.

Workshops which focus on self-help or personal growth will be considered if the application clearly shows the clinical relevance of the material being presented. The applicant should show how the material presented will be tied to use in clinical practice.

Conferences which are open to 'consumers' and the public as well as professionals will be considered for approval if the application clearly shows how the subject matter will be tied to social work practice.

Conferences which include break-out sessions or portions which do not meet the criteria for CE credit will be reviewed and partial credit will be approved for the relevant portions.

Courses which include language study: These courses will be reviewed and CE credit given for the portions which include content relevant in a clinical setting such as information about cultural values, considerations in treatment decisions, understanding from a cultural context in making clinical assessments. CE credit will not be given for the study of vocabulary.

¹ "Clinical social work" means the professional practice of applying principles and methods with individuals, couples, families, children and groups, which include, but are not restricted to: (a) Providing diagnostic, preventive and treatment services of a psychosocial nature pertaining to personality adjustment, behavior problems, interpersonal dysfunctioning and deinstitutionalization; (b) Developing a psychotherapeutic relationship to employ a series of problem solving techniques for the purpose of removing, modifying, or retarding disrupted patterns of behavior, and for promoting positive personality growth and development; (c) Counseling and the use of psychotherapeutic techniques such as disciplined interviewing which is supportive, directive or insight oriented depending on diagnosed problems, observation and feedback, systematic analysis and recommendation; (d) Modifying internal and external conditions that affect a client's behavior, emotions, thinking, or interpersonal processes; (e) Explaining and interpreting the psychosocial dynamics of human behavior in order to facilitate problem solving; and (f) Supervising, administering or teaching clinical social work practice.

² Section 1.02 states, in part, that "Social workers respect and promote the right of clients to self-determination and assist clients in their efforts to identify and clarify their goals." Section 6.04 states, in part, that "Social workers should be aware of the impact of the political arena on practice and should advocate for changes in policy and legislation to improve social conditions in order to meet basic human needs and promote social justice." It also says that social workers should act to expand choice and opportunity, promote conditions that encourage respect for cultural and social diversity, and act to prevent and eliminate discrimination.

2) Presenter Information

Speakers are regarded as qualified to present the topic based on the following factors. A brief paragraph covering the following biographical information will be required with each application:

- a) Credentials (academic/professional) and/or;
- b) Publishing history (on the proposed topic) and/or;
- c) Public speaking history (on the proposed topic) and/or;
- d) Professional practice experience that reflects knowledge and/or use of the proposed topic and/or;
- e) Demonstrated expertise in the topic to be presented.

3) Organizational Base/Conference Arrangements

The application must reflect that sufficient planning has been made for the forthcoming conference. This is reflected in completion of as many of the following items as possible:

- a) Selection of the site;
- b) Completion of speaker selection (as opposed to “proposed”);
- c) A detailed agenda with time frames for each topic.

4) Record Keeping

The applicant must keep and maintain records of the names of individuals receiving NASW Continuing Education certificates. Certificates are to be distributed at the conclusion of the educational program

5) Video Tapes, Audio Tapes, Internet, and Home Study Courses

- a) The video/audio tape or home study course meets the content requirements established for other forms (e.g. workshops, seminars and conferences) of continuing education established by the committee.
- b) An appropriate monitoring mechanism exists to assure the home study materials are actually reviewed and learned, or that the tapes are actually viewed or listened to by those receiving continuing education certificates. This may be accomplished by:
 - i) Having a proctor present to take attendance and issue NASW continuing education certificates at the conclusion of the program, or
 - ii) Have a post test (of at least 5 questions, 80% of which must be answered correctly) submitted to the granting authority prior to the granting of the NASW continuing education certificates.
- c) In the case of a home study course, the applicant must describe how the number of continuing education credit hours to be granted will be calculated, and the method used to calculate these credit hours must be approved by the committee. The number of continuing education hours for a home study course will not exceed the number of hours granted for a one day workshop.
- d) All other record keeping requirements for other forms of continuing education are met.

- e) No credit will be given for time spent taking the post test in home study audio, video, and internet courses.
 - f) No credit will be given for time spent watching 'Hollywood' type movies when included in a conference.
- 6) Study Groups and Case Consultation
- a) Applications for CE credit for study groups and case consultation groups will be reviewed using the above criteria (completeness of application, topic relevance, monitoring of participation).
 - b) The group must contain a minimum of 5 and a maximum of 10 licensed mental health professionals who meet for a minimum of an hour on a scheduled basis to discuss topics directly related to the field of clinical social work.
 - c) The focus of the group meeting must be a presentation or discussion of a book or article published by a professional body.
 - d) The topics of the group discussion must be directly related to established mental health care and relevant to good practice.
 - e) A maximum of two hours may be credited for a group meeting.
- 7) Fees, Retroactive Credit, and Refunds
- a) Fee schedule attached
 - b) No retroactive credit will be given for conferences when applications are received after the date of the conference.
 - c) If requested applicants may receive a refund of 50% of their application fee in the event of cancellation of a training.

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