

Chapter SFC 8

CONTINUING EDUCATION

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SFC 8.01 Continuing education required for certification renewal. On or before July 1 of every odd-numbered year every social worker, advanced practice social worker, independent social worker, and independent clinical social worker certificate holder shall, as part of his or her application for renewal, submit proof of having met the continuing education requirements specified in this chapter on forms provided by the department.

History: Cr. Register, May, 1999, No. 521, eff. 6-1-99.

SFC 8.02 Continuing education requirements for certificate holders. (1) Unless granted a postponement or waiver under sub. (7), every social worker, advanced practice social worker, independent social worker, and independent clinical social worker certificate holder shall complete at least 30 education hours in each 2-year certification period which begins on July 1 of each odd-numbered year as specified in s. 457.20 (2), Stats.

(a) The 30 continuing education hours shall be in courses and programs specified in this chapter.

(b) Of the 30 required hours, at least 4 hours shall be in the subject area of social work ethics. At least 2 of the 4 hours shall be in issues concerning professional boundaries. The section may require that up to 2 continuing education hours in each 2-year certification period be acquired within other specified topic areas.

(c) In this chapter "continuing education hour" or "CEH" means a period of continuing education consisting of not less than 50 minutes.

(2) Continuing education hours shall apply only to the certification period in which the hours are acquired. A certificate holder who applies for renewal after the renewal date specified in s. 457.20 (2), Stats., shall submit proof to the section that he or she has completed at least 30 continuing education hours during the 2 years immediately preceding the date of application for renewal and meet the requirements for late renewal specified in s. 440.08 (3), Stats. Continuing education hours submitted to satisfy this requirement for late renewal shall not be used to satisfy continuing education requirements for a subsequent renewal.

(3) Every certificate holder shall retain original documents showing attendance at programs and completion of self-developed programs for at least 4 years from the time that credit is claimed for the continuing education program under s. SFC 8.01. At the request of the section, certificate holders shall deliver their original documents to the section.

(4) Unless granted a postponement or waiver under sub. (7), a certificate holder who fails to meet continuing education requirements by the renewal deadline shall cease and desist from using a social worker title protected under ch. 457, Stats.

(5) During the time between initial certification and commencement of a full 2-year certification period, a new certificate holder shall not be required to meet continuing education requirements for the first renewal of his or her certification.

(6) Applicants from other states applying under s. 457.15 (1), Stats., shall submit proof of completion of at least 30 continuing education hours substantially meeting the requirements of this chapter within the 2-year certification period prior to application.

(7) A certificate holder may apply to the section for a postponement or waiver of the requirements of this chapter on grounds of prolonged illness or disability, or on other grounds constituting extreme hardship. The section shall consider each application individually on its merits, and the section may grant a postponement, partial waiver or total waiver as deemed appropriate in the circumstances.

(8) The section may grant an exemption from the requirements of this chapter to a certificate holder who certifies to the section that he or she has permanently retired and no longer uses a social worker title protected under ch. 457, Stats. in any professional practice.

(9) A certificate holder who has been granted an exemption from the requirements of this chapter based on retirement from the active practice of social work may not return to the active practice of social work without submitting evidence satisfactory to the section that the holder completed at least 30 continuing education hours during the 2 years immediately preceding the date of application to return to active practice and meets the requirements for late renewal specified in s. 440.08, Stats.

History: Cr. Register, May, 1999, No. 521, eff. 6-1-99; am. (1) (intro.), (a) and (c), (2), (6) and (9), Register, January, 2001, No. 541, eff. 2-1-01.

SFC 8.03 Continuing education programs. (1) The acceptability of a continuing education program depends on the subject matter of the program rather than the program's title. The subject matter of a program in social work ethics should address one or more of the topics in ch. SFC 20. A continuing education program may be used to satisfy the requirements of this chapter if the subject matter of the continuing education program is one or more of the following:

- (a) Social work practice, knowledge and skills.
- (b) A field or subject area allied with and relevant to the practice of social work.
- (c) Theories and concepts of human behavior and the social environment.
- (d) Social work research, social policy and program evaluation, or social work practice evaluation.
- (e) Social policy and program administration or management.
- (f) Social work ethics.
- (g) Professional boundaries.
- (h) A subject of current importance as designated by the section.

Note: The following are examples of acceptable programs if the program covers subject matter described in this section: programs provided by public and private agencies as ongoing in-house training and development programs which meet agency mission requirements; programs by accredited college and university schools of social work; and, programs sponsored or provided by local or national professional social work associations.

(2) A continuing education program may take any of the following forms, with credit granted as follows:

(a) Formal presentations of relevant professional material at seminars, workshops, programs or institutes, which may include formal presentation and directed discussion of videotaped material: 1 CEH per hour of continuing education for attendees, 2 CEHs per hour of continuing education for presenters, but no additional CEHs will be granted for subsequent presentations of the same material.

(b) University, college or vocational technical adult education courses, which may include formal presentation and directed discussion of videotaped instruction: 10 CEHs per semester credit or 6.6 CEHs per quarter credit for students, 20 CEHs per semester hour or 13.2 CEHs per quarter hour for instructors, but no additional CEHs will be granted for subsequent presentations of the same material.

(c) Educational sessions at state and national conferences: 1 CEH per hour of continuing education for attendees; 2 CEHs per hour of continuing education for presenters, but no additional CEHs will be granted for subsequent presentations of the same material.

(d) Educational telephone network (ETN) courses: 1 CEH per hour of continuing education for attendees, 2 CEHs per hour of continuing education for presenters, but no additional CEHs will be granted for subsequent presentations of the same material, and ETN courses may not be used to satisfy the social work ethics requirement.

(e) Interactive internet learning courses offered by an accredited university or preapproved by the ASWB: 1 CEH per .1 CEU of instruction, but no more than 16 CEHs for interactive internet

courses will be accepted in any biennium.

(f) Self-study courses approved by the association of social work boards, including courses via the internet: 1 CEH per credit completed, but self-study courses may not be used to satisfy the social work ethics requirement, and a maximum of 5 CEHs for self-study courses will be accepted in any biennium unless an exception is granted in advance by the section based on hardship or other extenuating circumstances.

(g) Authorship of a published textbook or professional resource book: 20 CEHs.

(h) Authorship of a published chapter in a textbook or professional resource book, or a professional journal article: 8 CEHs.

(i) Development of alternative media, computer software, videotapes, or audiotapes: 8 CEHs.

History: Cr. Register, May, 1999, No. 521, eff. 6-1-99; **renum. (intro.) to be (1) (intro.) and (1) to (8) to be (1) (a) to (h), cr. (2), Register, January, 2001, No. 541, eff. 2-1-01.**

SFC 8.04 Compliance. The section may conduct audits or investigations to monitor or determine compliance by certificate holders with this chapter.

History: Cr. Register, May, 1999, No. 521, eff. 6-1-99.