

**HEALTH REGULATION AND LICENSING ADMINISTRATION
&
HEALTH OCCUPATIONS BOARDS**

BOARD OF SOCIAL WORK
AUTHORITY FOR GUIDANCE

NOVEMBER 2012
DATE OF POLICY

12-001
POLICY NO.

POLICY STATEMENT

**GUIDANCE ON DUAL SUBJECT CONTINUING EDUCATION COURSES FOR FULFILLING
ETHICS AND HIV TRAINING REQUIREMENTS**

This policy statement is being issued by the District of Columbia Board of Social Work to clarify how the Board will calculate dual subject continuing education course credits presented by an applicant/licensee as proof of meeting his or her ethics and HIV continuing education requirements for renewal or as part of a continuing education audit.

Pursuant to Title 17 of the District of Columbia Municipal Regulations § 7008.4,

7008.4 Beginning with the renewal period ending July 2013, all applicants for renewal of a license shall have completed forty (40) hours of approved continuing education credit during the two (2)-year period preceding the date the license expires, which shall include:

- (a) **A minimum of six (6) hours of continuing education credits in live, face-to-face ethics course(s);**
- (b) **A minimum of three (3) hours of continuing education credits in Human Immunodeficiency Virus (HIV) training;**
- (c) ~~Completion of the Mandatory DC Social Work Laws and Regulations Review Course;~~ **(Waived for the 2013 renewal)** and
- (d) A maximum of twelve (12) continuing education hours in independent home studies, distance learning continuing education activities, or internet courses.

A live continuing education course cannot award an applicant credit for more hours than the applicant actually attended no matter how many subjects are covered during the course.

If an applicant attends a six (6) credit hour, live, face-to-face course that focuses on ethics and HIV training, the Board may count the course as satisfying both requirements (ethics and HIV training); but the applicant will only receive a total of six (6) credits for the course. Likewise, if an applicant attends a three (3) credit hour, live, face-to-face course that focuses on ethics and HIV training, the Board may count the course as satisfying the applicant's HIV training requirement and three (3) of the required six (6) credits in ethics, but the applicant will only receive a total of three (3) credits for the course.

Please contact Ms. Mavis Azariah, Health Licensing Specialist for the Board, at (202) 442-4782 with any questions.