

To: Approved Provider Applicant

From: NDBSWE State Office

Subject: Application for Approved Provider Status

Approved providers are defined as those organizations, schools of higher education, or individuals which are approved by the Board to provide continuing education without the need for prior Board review on a program by program basis. An approved provider may provide an unlimited number of programs each year for a \$100 annual fee.

Continuing education must contribute directly to the professional competency of the social worker and must be directly related to the skills and knowledge required to implement social work principles and methods. Continuing education program content must relate to theories and concepts of human behavior and the social environment, social work knowledge and skills, social work research or practice evaluation, social work ethics, or cross disciplinary courses directly relevant to social work practice or specialty.

Non acceptable topics include, but are not limited to, those contrary to the code of ethics, as well as topics such as marketing, business, personal enrichment, time management, supervisory sessions, technology enhancement, staff orientation, agency or other meetings regarding procedural issues, CPR classes, etc.

Internet and homestudy courses are not acceptable if offered by an approved provider. Those courses are only acceptable if offered by a provider possessing ASWB or NASW provider status.

The approved provider must report the licensee's completion of continuing education programs to the Board within 30 days from the date of the program presentation. Failure to do so may result in the loss of approved provider status.

To obtain approved provider status you must complete the enclosed application for approved provider status and include with it presenters' credentials and/or supporting data. When forwarding the completed application, be sure to enclose the \$100.00 processing fee. Checks may be made payable to the North Dakota Board of Social Work Examiners. To maintain status as an approved provider, additional guidelines will need to be followed.

If you have any questions, please feel free to contact the board office. Thank you for your interest in providing continuing education for the social work profession!

Enclosure