

TO: Program Provider Applicant

FROM: NDBSWE, State Office

SUBJECT: Application for Program Approval

An Approved Program can be presented an unlimited number of times each year for a \$25 per year 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.

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 meetings regarding procedural issues, etc.

The approved program 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 program provider status.

When forwarding the completed application be sure to enclose the \$25.00 processing fee. Make checks payable to the North Dakota Board of Social Work Examiners.

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

Enclosure

