

	PAGE
Small Agency Profile	2
Agency Fiscal Page (Gov Rec)	4
Change Summary	5
Agency Change Items	
↻ Fee Reduction And Changes	6
Appendix	
Agency Revenue Summary Fiscal Page.....	10

↻ Designates that this item is a change item

Agency Purpose

The Board of Social Work was established in 1987 and is mandated by Minnesota Statutes 214 and 148D.001-148D.290 to promote and protect the public health, safety, and welfare through the licensure and regulation of persons who practice social work in this state. The Board’s mission is to *ensure residents of Minnesota quality social work services by establishing and enforcing professional standards*. The Board’s vision is to *protect the public through licensure of qualified social workers and to provide timely and impartial resolution of complaints against social workers*.

Core Functions

The Board accomplishes its regulatory mission by:

- ◆ setting and administering minimum educational, supervision, and examination requirements for initial licensure as a social worker, and setting and administering requirements for renewal of licensure;
- ◆ setting and enforcing standards of ethical practice; and responding to inquiries, complaints and reports regarding applicants, licensees, temporary license holders, and unlicensed practitioners;
- ◆ investigating complaints of alleged violations of statutes, holding educational and disciplinary conferences, and taking legal action when appropriate against licensees who fail to meet minimum standards of practice;
- ◆ approving continuing education providers; and
- ◆ providing information about licensure and standards of practice, through public education outreach efforts, the Board’s website, online license verification services, brochures, and telephone and email inquires.

Operations

- ◆ The Board benefits and affects the public safety by ensuring minimum standards of competence and ethical practice of persons licensed as social workers, by enforcing the Board’s Social Work Practice Act, 148D.
- ◆ The Board consists of 10 social work licensees, and five public members appointed by the governor.
- ◆ The Board normally meets six times per year, although additional Board committees meet as needed.
- ◆ The Board does not provide any direct social work services to consumers or clients, but provides regulatory services of social workers, to ensure public protection to the residents of Minnesota.
- ◆ The Board provides services to the general public, social work applicants and licensees, and stakeholder groups including academic programs, employers, supervisors, other state and local agencies, and state and national professional social work associations.
- ◆ Current issues affecting the Board are posted on the Board’s website.

Key Goals

The Board strives to achieve key goals, including initiatives that will 1) ensure and promote public protection through standards for practice, 2) meet the diverse needs of the residents of Minnesota, and 3) maintain a cost-effective, efficient operation to meet its mandate, while providing excellent customer service.

- ◆ The Board is conducting a study to promote greater access to persons licensed as social workers for consumers from diverse and underserved groups. A Board committee is working with stakeholder and community groups to comply with the 2007 Legislative mandate to “study and make recommendations to the legislature by 12-15-08, on how to increase the numbers of licensed social workers serving underserved communities and culturally and ethnically diverse communities, and also explore alternative paths to licensure that does not include a standardized examination.”
- ◆ The Board is implementing its Strategic Plan, with emphasis on promoting licensure and providing leadership through public information and outreach, increasing the number and quality of diverse licensed social workers, streamlining operations, increasing online services, reviewing Board governance operations, promoting ongoing education of Board members and promoting diversity.
- ◆ The Board is implementing increased clinical and other licensing standards, in response to directives from the legislature to the Department of Human Services (DHS). DHS was charged to “evaluate qualifications of all licensed mental health professionals...”. DHS Task Force recommendations established a baseline of clinical

At A Glance

Statistics For the Period 7-1-2007 – 6-30-2008

Total new licenses issued:	925
Total licenses renewed:	4,525
Total licensees:	10,314
Total new complaints received:	121
Total complaints resolved:	111
Staff FTE:	10.6

standards for coursework, supervised practice, and the report "Baseline of Competency: Common Licensing Standards for Mental Health Professionals" (A Report to the Minnesota Legislature – 1-15-2007).

- ◆ The Board is implementing a regular review of its compliance process, to ensure effective and timely resolution of complaints against licensees and their practice, and increasing methods to report pertinent data.

Key Measures

- ◆ Public Protection – The Board's website offers services to the public including 24,535 online verifications since 2006; viewing disciplinary orders; information on the complaint process; obtaining forms and information regarding how to file a complaint; viewing individual licensee disciplinary history; and a compliance video.
- ◆ Complaint Resolution – The Board is mandated to receive, investigate and resolve complaints against licensees and their practice. During FY 2007, 107 new complaints were received, and 94 complaints were resolved. During FY 2008, 121 new complaints were received, and 111 complaints were resolved. Complaints received increased 16% percent from FY 2006 to FY 2007, and increased 13% from FY 2007 to FY 2008. Complaints are generally resolved within two to four months. Complex cases may take longer.
- ◆ Licensing Services – The Board received 1,231 applications for licensure during FY 2006; 1,333 during FY 2007; and 1,418 during FY 2008. The Board granted 748 new licenses during FY 2006, an increase of 9% from the previous fiscal year, for a total of 8,552 current status licensees; 881 during FY 2007, an increase of 18% from the previous fiscal year, for a total of 9,389 current status licensees; and 925 during FY 2008, an increase of 5% from the previous fiscal year, for a total of 10,314 current status licensees. The Board renewed 3,945 licenses during FY 2007; and 4,604 licenses during FY 2008. The Board received and processed 1,010 supervision plan forms during FY 2007; and 1,141 during FY 08. The Board received and processed 1,686 supervision verification forms during FY 2007; and 1,719 during FY 08. The Board received and processed 266 continuing education provider applications during FY 2007; and 255 during FY 2008.
- ◆ Online Services – The Board offers online services to applicants and licensees including license verifications, address changes, license renewals and license application services, and license requirement information. Online license renewal services have increased from 4% to 67% since 2004. Online licensure application services have increased from 45% to 69% since mid-2006.
- ◆ Public Education – The Board provides information regarding licensing requirements and standards of practice to the public and stakeholder groups. Board members and staff provided approximately 26 public education programs during FY 2008 at state and national conferences, and presentations to bachelors and masters social work academic programs throughout the state.

Budget

The Board expects to collect \$2.020 million in FY 2008-09, which is deposited as non-dedicated revenue into the state government special revenue fund. All revenue is collected from fees charged to applicants, licensees, and providers of continuing education programs. Total direct and indirect expenditures for FY 2008-09 are estimated to be \$2.559 million, which includes 10.6 FTE employees. The Board receives a direct appropriation for direct expenditures including salaries, rent and other operating expenditures. Indirect expenditures include costs for services received by the Attorney General's Office, Health Professional Services Program, Office of Mental Health Program and the Administrative Services Unit. The Board is responsible to collect sufficient revenue to cover both direct and indirect expenditures.

Contact

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Dollars in Thousands

	Current		Governor Recomm.		Biennium 2010-11
	FY2008	FY2009	FY2010	FY2011	
<u>Direct Appropriations by Fund</u>					
State Government Spec Revenue					
Current Appropriation	997	1,022	1,022	1,022	2,044
Recommended	997	1,022	921	921	1,842
Change		0	(101)	(101)	(202)
% Biennial Change from 2008-09					-8.8%
 <u>Expenditures by Fund</u>					
Carry Forward					
State Government Spec Revenue	55	251	0	0	0
Direct Appropriations					
State Government Spec Revenue	824	1,195	921	921	1,842
Open Appropriations					
State Government Spec Revenue	12	18	18	18	36
Statutory Appropriations					
Miscellaneous Special Revenue	10	24	12	12	24
Total	901	1,488	951	951	1,902
 <u>Expenditures by Category</u>					
Total Compensation	703	746	696	692	1,388
Other Operating Expenses	198	742	255	259	514
Total	901	1,488	951	951	1,902
 <u>Expenditures by Program</u>					
Social Work, Board Of	901	1,488	951	951	1,902
Total	901	1,488	951	951	1,902
 Full-Time Equivalent (FTE)	 10.8	 11.0	 10.1	 9.7	

<i>Dollars in Thousands</i>				
	FY2009	Governor's Recomm.		Biennium
		FY2010	FY2011	2010-11
<i>Fund: STATE GOVERNMENT SPEC REVENUE</i>				
FY 2009 Appropriations	1,022	1,022	1,022	2,044
Technical Adjustments				
Program/agency Sunset		(101)	(101)	(202)
Subtotal - Forecast Base	1,022	921	921	1,842
Total Governor's Recommendations	1,022	921	921	1,842
<i>Fund: STATE GOVERNMENT SPEC REVENUE</i>				
Planned Open Spending	18	18	18	36
Total Governor's Recommendations	18	18	18	36
<i>Fund: STATE GOVERNMENT SPEC REVENUE</i>				
Planned Statutory Spending	251	0	0	0
Total Governor's Recommendations	251	0	0	0
<i>Fund: MISCELLANEOUS SPECIAL REVENUE</i>				
Planned Statutory Spending	24	12	12	24
Total Governor's Recommendations	24	12	12	24
<u>Revenue Change Items</u>				
<i>Fund: STATE GOVERNMENT SPEC REVENUE</i>				
Change Items				
Fee Reduction and Changes	0	(351)	(351)	(702)

SOCIAL WORK BOARD

Change Item: Fee Reduction and Changes

Fiscal Impact (\$000s)	FY 2010	FY 2011	FY 2012	FY 2013
General Fund				
Expenditures	\$0	\$0	\$0	\$0
Revenues	0	0	0	0
State Government Special Revenue Fund				
Expenditures	0	0	0	0
Revenues	(351)	(351)	(351)	(351)
Net Fiscal Impact	\$351	\$351	\$351	\$351

Recommendation

The Governor recommends that the Board of Social Work fees be reduced in the amounts of \$351,000 in FY 2010 and \$351,000 in FY 2011. A temporary fee reduction has been in effect since 1/01/2006, and it is scheduled to sunset 1/30/2009. The recommended decrease consists of 1) both the continuation of 1/01/2006, fee reduction of \$259,000, and 2) an additional reduction of 10% or \$91,000. The Board's fees should be changed:

- ◆ to reflect reduced expenditures for the Attorney General's Office and other items in the Board's operations budget, implemented over the last two biennia; and
- ◆ to comply with the M.S. 16A.1285, subd. 2 requirement that revenues must be set at a level that neither significantly over recovers nor under recovers all costs in providing the services.

Background

The Board of Social Work, like the other health-related licensing boards, is a fee-supported agency that receives no general fund dollars. While the legislature approves the Board's appropriation levels, the fees assessed to the various licensees of the agency cover all of the agency's direct and indirect expenditures.

The Board's revenues are derived entirely from applicants, licensees, license verifications and other miscellaneous services. After a necessary fee increase in FY 2001, revenues did not drop off as anticipated. The Board's surplus continued to increase. After careful analysis in FY 2004, the Board determined that the only effective way to reduce the accumulating surplus was to reduce fees. The Board proposed a fee reduction during the 2005 legislative session which was enacted. The temporary fee reduction of 18.87% took effect 1/01/2006 and will sunset 1/30/2009. Without action by the legislature to approve a fee reduction during the 2009 session, the Board's fees will revert back to the higher fees in effect prior to 1/01/2006.

Even with the 2006 temporary fee reduction, the Board's revenues have exceeded expenditures, and the Board's accumulating surplus has increased for a number of reasons. The number of licensees and applicants continues to gradually increase, creating additional revenues. Expenditures have decreased in licensure, compliance and administrative operations due to effective fiscal management, increased usage of online services, and continued streamlining of operations and processes. In addition, the Board has reduced expenditures for the Attorney General. The decrease in expenditures has resulted in the over recovery of fees, even with reduced fees.

Relationship to Base Budget

The recommended changes will gradually reduce the Board's accumulated surplus, but not have an impact on the Board's expenditures. The Board's ability to offer services to licensees, applicants and Minnesota residents will not be jeopardized.

In Total:

Estimated Revenue (complete details can be obtained from the Board)	
7/1/2009 – if fees revert back to the higher rate (sunset of 1/12006 fee reduction)	\$1,310,000
7/1/2009 – if fees remain at the current reduced rate (effective 1/1/2006)	\$1,051,000
7/1/2009 – if fees are reduced an additional 10% (based on 1/1/2006 rates) as proposed	\$ 959,000

SOCIAL WORK BOARD

Change Item: Fee Reduction and Changes

The \$351,000 yearly decrease consists of 1) both the continuation of 1/01/2006, fee reduction in the amount of approximately \$259,000, and 2) and a further fee reduction of 10%, in the amount of approximately \$91,000.

The table listed below identifies:

- ◆ A list of all fees that will be changing – the name and current statute;
- ◆ The current amount of all fees that will be changing;
- ◆ The current anticipated revenue collected each fiscal year;
- ◆ The proposed percent of the fee change;
- ◆ The proposed amount of each fee;
- ◆ The total number anticipated to pay under the proposed changes;
- ◆ The new proposed anticipated revenue; and
- ◆ The difference in revenue.

CURRENT FEE INFORMATION Rate as of 1/1/2006				PROPOSED NEW FEE INFORMATION 10% Reduction of 1/1/2006 Rate				
Fee Name	Statute	Current Fee Amount	Current FY 2008-09 Anticipated Revenue Budget each year	Proposed % of the Fee Change - Reduction	Proposed New Fee Amount	Number Paying under new proposals	Proposed FY 2010-11 Anticipated Revenue Budget each year	Difference in Revenue anticipated to be collected
Endorsement Application (6980)	MS 148D.180	\$85.00	\$8,500	0%	No Change Remain \$85.00	100	\$8,500	\$0
Initial License Charge – LSW Level (6992)	MS 148D.180	\$90.00	\$35,100	10%	\$81.00	390	\$31,590	\$(3,510)
Initial License Charge – LGSW Level (6993)	MS 148D.180	\$160.00	\$40,000	10%	\$144.00	250	\$36,000	\$(4,000)
Initial License Charge – LISW Level (6994)	MS 148D.180	\$240.00	\$3,600	10%	\$216.00	15	\$3,240	\$(360)
Initial License Charge – LICSW Level (6995)	MS 148D.180	\$265.00	\$26,500	10%	\$238.50	100	\$23,850	\$(2,650)
Emeritus Charge (6998)	MS 148D.180	\$43.20	\$1,944	0%	No Change Remain \$43.20	45	\$1,944	\$0
LSW Temporary Leave (6997)	MS 148D.180	\$90.00	\$2,700	10%	\$81.00	30	\$2,430	\$(270)
LGSW Temporary Leave (6988)	MS 148D.180	\$160.00	\$1,600	10%	\$144.00	10	\$1,440	\$(160)
LISW Temporary Leave (6987)	MS 148D.180	\$240.00	\$0	10%	\$216.00	0	\$0	\$(0)
LICSW Temporary Leave (6986)	MS 148D.180	\$265.00	\$3,975	10%	\$238.50	15	\$3,578	\$(397.50)
License Renewal Charge – LSW Level (6996)	MS 148D.180	\$90.00	\$200,070	10%	\$81.00	2,223	\$180,063	\$(20,007)
License Renewal Charge – LGSW Level (7001)	MS 148D.180	\$160.00	\$75,200	10%	\$144.00	470	\$67,680	\$(7,520)
License Renewal Charge – LISW Level (7002)	MS 148D.180	\$240.00	\$72,000	10%	\$216.00	300	\$64,800	\$(7,200)

SOCIAL WORK BOARD

Change Item: Fee Reduction and Changes

CURRENT FEE INFORMATION Rate as of 1/1/2006				PROPOSED NEW FEE INFORMATION 10% Reduction of 1/1/2006 Rate				
Fee Name	Statute	Current Fee Amount	Current FY 2008-09 Anticipated Revenue Budget each year	Proposed % of the Fee Change - Reduction	Proposed New Fee Amount	Number Paying under new proposals	Proposed FY 2010-11 Anticipated Revenue Budget each year	Difference in Revenue anticipated to be collected
License Renewal Charge – LICSW Level (7003)	MS 148D.180	\$265.00	\$400,150	10%	\$238.50	1,510	\$360,135	\$(40,015)
LSW License Late Renewal Fee (7006)	MS 148D.180	\$30.00	\$3,600	32%	\$20.25	120	\$2,430	\$(1,170)
LGSW License Late Renewal Fee (7007)	MS 148D.180	\$53.33	\$1,120	32%	\$36.00	21	\$756	\$(363.93)
LISW License Late Renewal Fee (7008)	MS 148D.180	\$80.00	\$400	32%	\$54.00	5	\$270	\$(130)
LICSW License Late Renewal Fee (7009)	MS 148D.180	\$88.33	\$4,505	32%	\$59.63	51	\$3,041.13	\$(1,464)
Supervision Plan Late Fee	MS 148D.180	\$40.00	\$2,000	0%	No change Remains \$40.00	50	\$2,000	\$0
LSW Reactivation from Temporary Leave (6972)	MS 148D.180	\$90.00	\$3,150	10%	\$81.00	35	\$2,835	\$(315)
LGSW Reactivation from Temporary Leave (6970)	MS 148D.180	\$160.00	\$1,600	10%	\$144.00	10	\$1,440	\$(160)
LISW Reactivation from Temporary Leave (6974)	MS 148D.180	\$240.00	\$480	10%	\$216.00	2	\$432	\$(48)
LICSW Reactivation from Temporary Leave (6976)	MS 148D.180	\$265.00	\$1,325	10%	\$238.50	5	\$1,192.50	\$(133)
LSW Reactivation from Expiration (6971)	MS 148D.180	\$135.00	\$5,130	10%	\$121.50	38	\$4,617	\$(513)
LGSW Reactivation from Expiration (6977)	MS 148D.180	\$240.00	\$3,120	10%	\$216.00	13	\$2,808	\$(312)
LISW Reactivation from Expiration (6973)	MS 148D.180	\$360.00	\$1,800	10%	\$324.00	5	\$1,620	\$(180)
LICSW Reactivation from Expiration (6975)	MS 148D.180	\$397.50	\$7,950	10%	\$357.75	20	\$7,155	\$(795)
Total			\$907,519				\$815,846	\$(91,673)

Key Goals and Measures

The Board will monitor revenues and expenditures closely to ensure that deficit spending does not occur in the near future. The Board will also monitor and assess the phased reduction of the surplus to ensure that the budget could absorb an unanticipated expense, such as a contested case hearing.

The fee reduction will fulfill broader goals and measures which include compliance with the Board's mandate to simplify, streamline and cut costs. This strategy also ensures compliance with state policy that revenues should closely match expenditures.

The recommended fee change will allow the Board to remain fiscally responsible while continuing to fulfill its mission of ensuring public protection to the residents of Minnesota.

Alternatives Considered

Without a change in fees, the Board would not be able to comply with state law that requires that revenues should closely match expenditures. If fees were to revert back to the increased rates in effect prior to 1/01/2006, revenues would increase significantly and would greatly exceed expenditures. Other options, such a rebate on fees already paid, would be difficult to structure and implement.

Statutory Change: M.S. 48D.180