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# BOARD BULLETIN

MINNESOTA BOARD OF SOCIAL WORK NEWSLETTER

## COMPLIANCE TOOLKIT

*The Compliance Toolkit is a regular feature of the Board Bulletin that will provide you with tools for handling common ethical dilemmas and issues related to the [Standards of Practice](#) found in the Minnesota Social Work Practice Act. Consider the following scenario:*

**I am an LICSW employed as a Mental Health Professional at an agency providing Children’s Therapeutic Services and Supports (CTSS). I have had an MSW student intern working as a mental health practitioner for the last few months and would like to hire my intern full time after graduation. Can they work under my license until they pass the exam?**

No. While this individual can work in this position without a license while a current MSW student, once the student graduates, a social work license is required. Unlike some other mental health professions, there is no provision in the Social Work Practice Act that allows someone with a social work degree to practice social work without a license even under the supervision of another licensee. If a person with a social work degree begins working in a position that meets the [definition of social work practice](#), a license is required unless that person is employed by a county. Also, passing the exam does NOT authorize someone to practice and is NOT the equivalent of being licensed. An individual is not licensed until the Board approves the license and receives the initial licensure fee. See [Application Action Steps](#) for more information.

The Board has a number of initiatives to assist individuals in getting licensed as quickly as possible to facilitate employment soon after graduation.

- **Apply Early:** Students are able to apply for licensure and can be approved to take the ASWB licensing exam prior to graduation. The Board recommends applying approximately six months prior to the anticipated date of graduation.
- **Attend Board Training:** Board staff provide training to graduating students at every social work program in Minnesota each year regarding licensure and the application process. Students and educators are encouraged to take advantage of this opportunity.
- **Temporary License:** If a student has applied for a license, passed the exam, completed all degree requirements, and submitted fingerprints for the required [criminal background check](#), they are eligible for a [temporary license](#). The temporary license authorizes the individual to practice social work under supervision for up to six months.

You can contact the Board to confirm that someone is an applicant for licensure. (Details about the application, other than the individual’s name and mailing address are classified as [private data](#) under the Minnesota Government Data Practices Act.) If an individual is licensed with the Board, they will be listed on the Board’s [Public License Lookup](#). Take the time to educate yourself about [when a social work license is required](#) and the [application process](#) to avoid unlicensed practice.