

H 600.6  
B63  
2003/sp.

Government Publications  
as State Documents

# board bulletin



REFERENCE

The Texas State Board of Social Worker Examiners - Spring 2003

## Get to Know Your Board Board Members

Steve Roberts, LMSW-ACP, was appointed to the Texas State Board of Social Worker Examiners by (then) Governor Bush in June 2000. He currently serves as Chairperson of the Committee on Licensing Standards and Qualifications and as a member of the Ethics, Professional Development, and Licensing Revision Committees.



**John S. Roberts**  
LMSW-ACP  
Austin

Steve received his Bachelor of Science from Sam Houston State University in 1973, attended one year at Southwestern Baptist Theological Seminary ('73 - '74) and then obtained his Master of Social Work from the University of Houston in 1981.

After receiving his MSW, Steve served as Associate Director of the Academic Advising Center and Coordinator of New Student Orientation at the University of Houston ('81 - '85) and then as President and CEO of Centers for Families and Children in Midland ('85 - '90). He spent six years working in a residential facility for children first as a child care worker at Buckner Baptist Children's Home in Dallas, where he and his wife took care of 18 twelve year old boys, and later as Resident Supervisor at DePelchin Children's Center in Houston.

From 1990 to 2002, Steve taught Social Work and Social Welfare classes at Midland College, offered individual and marital therapy in private practice, presented seminars at the community and

state levels as a CEU provider and offered supervision for those seeking their ACP credential.

As a presenter, he has given seminars at both the local and state level for professional groups and for numerous area churches and civic organizations in West Texas. Steve speaks on the topics of depression, anxiety, stress management, marriage enrichment and the ethical interaction between social work and spirituality.

Steve has served as the Chair of the West Texas Chapter of NASW Texas ('87 - '89) and participated on the state level as both a Board and Committee on Inquiry member. He is a regular member of the National Association of Social Workers, the American Association of Christian Counselors, and the North American Association of Christians in Social Work and the Christian Counselors of Texas.

Continued on Page 2.

### inside:

- Get to Know Your Board page 1
- Ethics Check page 2
- New Way to Report Child Abuse and Neglect page 3
- Message from the Board Chair page 3
- TSBSWE Hires New Assistant Executive Director page 4
- How to Find Any Texas Law or State Agency Rule page 5
- Helpful Hints from Board Staff page 6
- Board Solicits Feedback from Licensees page 7

Joan Culver, LMSW-ACP  
Austin

Dorothy "Dee" Stewart-Bridges  
Public Member  
Tomball

John S. Roberts, LMSW-ACP  
Austin

Jamie B. Ward, SWA  
Tyler

Lt. Willie McGee, Jr.  
Public Member  
Plainview

Jeannie M. McGuire, LSW  
College Station

Julia Dunaway, LMSW-ACP  
Ft. Worth

Holly Anawaty  
Public Member  
Houston

Beatrice Mireles, LSW  
Amarillo Texas



# ↳ Ethics Check

*Scenario: One of your clients reveals to you that he or she had a sexual relationship with his or her former therapist during their therapeutic relationship. The client also reveals the name of the therapist. What do you do?*

If a licensee has reasonable cause to suspect that a client has been sexually exploited by a mental health services provider during the course of treatment or if the client alleges sexual exploitation by a mental health services provider during the course of treatment, Chapter 81 of the Texas Civil Practice and Remedies Code, specifically §81.006, requires licensees to report the alleged sexual exploitation.

The report must be made within 30 days to: 1) the prosecuting attorney in the county in which the alleged sexual exploitation occurred and 2) to the state licensing board that has responsibility for the mental health provider's licensing.

Before making the report, the reporter must inform the alleged victim of the reporter's duty to report and determine if the alleged victim wants to remain anonymous.

The report should:

- 1) Identify the reporter;
- 2) Identify the alleged victim, unless the alleged victim has requested anonymity;
- 3) Express suspicion that sexual exploitation, sexual contact or therapeutic deception occurred; and
- 4) Provide the name of the alleged perpetrator.

If the client is a minor, a report should also be made to Child Protective Services in accordance with Chapter 261 of the Family Code.

Once the report is filed with the board, the complaint is reviewed by board staff and then referred to the Investigations Unit.

Failure to report sexual exploitation is a violation of state law and board rules. Please contact the board with any questions regarding the obligation of licensed social workers to report such matters. □

Did you know...

781.312(f) A licensee who offers social work services on the Internet must include a statement that the licensee is licensed by the State of Texas and provide a copy of the code of ethics with the information on how to contact this board by mail or telephone. (New 6/7/99)

## Get to Know Your Board, Continued

In addition to his professional activities, Steve has served as Treasurer for the Christian Counselors of Texas, Inc., a non-profit professional counseling organization for 5 years. He was an active volunteer at First Baptist Church Midland, where he taught both Bible study classes and gave workshops on mental health issues.

After 17 years as a Midland resident, Steve has relocated to Austin. He is reopening his practice while his wife of 30 years, Jerri, works as the Vice President of Development for the Alzheimer's Association, Greater Austin Chapter. He is the proud father of two wonderful daughters and grandfather of three robust grandsons. □

Visit  
TSBSWE  
on the  
Internet at

Find useful information such as:

- Social Work Law - Occupations Code, Ch. 505
- Social Work Rules - Texas Administrative Code, Title 22, Part 34, Chapter 781
- Forms

- Roster of Current Social Workers
- Code of Ethics (English/Spanish)
- Consumer Information Guides (English/Spanish)
- Frequently Asked Questions about social worker licensing and renewal
- Newsletter

[www.tdh.state.tx.us/hcqs/plc/lsw/lsw\\_default.htm](http://www.tdh.state.tx.us/hcqs/plc/lsw/lsw_default.htm)



# New Way to Report Child Abuse and Neglect

The Texas Department of Protective and Regulatory Services (PRS) has developed a SECURE website designed specifically for use **only** by professionals who are required by the Texas Family Code 261.101 to report child abuse and neglect. Professionals are encouraged to use this new process to report **non-emergency** situations of child abuse/neglect to the statewide hotline.

To access the website, professionals are required to have a “user name” and “password.” The user name

and password are the same for all professionals to access the website.

The link to the reporting website is <https://reportabuse.ws>

Users will then be prompted for a user name and password.

The user name is: professional  
The password is: report1

Use of the website should not be a substitute for reporting life-threatening/emergency situations. If you feel that immediate intervention is needed to protect a child, please call the

hotline at 1-800-252-5400. Call your local law enforcement agency or 911 if the situation is life threatening.

Once you have filed a report through the Internet reporting system, Statewide Intake (SWI) staff will send you an email response acknowledging receipt of the information and will provide the PRS identification number of the intake or I&R for your files. SWI will also attach a survey link to elicit your opinions about the Internet reporting process. □

## Message from the Board Chair

Joan Johnson Culver,  
LMSW-ACP

One day as my young grandson watched me leave for a Texas State Board of Social Worker Examiners (TSBSWE) Board meeting, he asked, “Mimi, what do social workers do?” As I drove to the meeting, that question gave me pause for thought. Not just what do social workers do – we all know the multitude of ways and settings in which we, as social workers, work. I was thinking more of “What do social work regulators do and what is the role of the Board and of us as Board members?”

The Board is mandated to regulate the practice of social work in the public interest. As a new Board member six years ago, the first thing that I remember being said to me was that our most fundamental role is to protect the public. The public, not the licensees, are the clients of the Board. The Board has three primary functions:

1. To establish the minimum standards for qualification for licensure and use of the title of social worker.

2. To assure compliance of licensees with the law, rules, Code of Ethics and Standards of Practice of the Board.

3. To establish, levy and enforce sanctions for non-compliance of licensees with the law, rules, Code of Ethics and Standards of Practice of the Board.

As Board members who work in the public interest, much of our time involves working with practitioners who fail to meet the minimum qualifications for licensure and/or are accused of misconduct, incompetence or incapacity. At each of our quarterly Board and committee meetings, the Board hears cases involving complaints against licensees’ professional conduct, reviews applications for minimum qualifications for licensure of licensees and discusses professional development issues. Action taken by the Board regarding a specific licensee is done with the interest and protection of the public in mind at all times.

Confusion often occurs when licensees think the Board functions in ways similar to an association. Licensees are not “members” and do not pay a membership fee. Licensing fees (both initial and renewal fees) are not based on membership. Rather the fee is based on

an individual meeting the minimum criteria for licensure and minimum criteria for continued licensure. Individual licensees are not customers of the Board; instead they are consumers of Board services such as receiving and maintaining a license through annual renewal.

Additionally, the Board is not an advocacy organization for social workers (licensees). Rather, the Board acts as a resource to provide information to licensees, legislative and government officials, employers, vendors and the public with regard to professional social work standards and conduct in the state.

Nine members appointed by the governor carry out the functions of the Board. Six of the members are social workers (at various levels of licensure) and three are public members. We all take our job very seriously and, while we are dedicated to the preservation and advancement of our profession of social work, it is accomplished with the interest and protection of the public at the forefront.

After thinking about it and writing this, I think my answer to my grandson’s question (What does a social worker do?) would be that social workers work to help people, never hurt or harm them. Even at his young age, he will understand that. □



TSBSWE welcomes Carrie Yeats, LMSW as the new Assistant Executive Director. Carrie joined the Board in September.

Carrie earned her Bachelor of Arts in Social Work from Baylor University in 1997. She then worked for the Missouri Division of Family Services as a social service worker, delivering case management and referral services, investigating reports of child abuse and neglect, and monitoring adoptive and foster home placements. Carrie later accepted a position as a social worker with Lutheran Family and Children's Services (LFCS) in Columbia, Missouri. Her experience with LFCS included work with birthparents and foster and adoptive families as well as co-leading adoptive and foster parent trainings.

In 2000, Carrie obtained her Master of Science in Social Work from the University of Texas at Austin.

After graduating, she concurrently worked as a medical social worker at Brackenridge Hospital and as a research analyst for Austin/Travis County Health and Human Services. As a research analyst, she had the opportunity to work on the agency's 2001 Community Health Assessment.

Carrie later worked as the newsletter editor for Family Forward of Austin and as a Program Development Consultant at LifeSteps, a substance abuse program located in Georgetown.

Carrie has been active in the National Association of Social Workers since 1997. For two years, she served on the Austin Unit's Newsletter Committee and was responsible for layout and design as well as soliciting articles, editing, coordinating advertisements and printing the newsletter.

One of Carrie's primary duties with the Board is the review and acceptance of application materials for licensure. She reviews an average of 75 supervision plans or supervision verification forms for SWA/LMSW-ACP/LMSW-AP applications weekly, generating the appropriate correspondence with regard to the plan's acceptance or denial. Additionally, Carrie reviews all employment histories for licensure. She also prepares appeals of the denial of material submitted for review and action by the Licensing Standards and Qualification Committee of the Board at their quarterly meetings.

Carrie is also taking a lead in revising the Board's current publications. "We look forward to some positive changes in our publications and educational materials," said Dee Stewart-Bridges at a recent meeting of the Professional Development Committee. "Carrie has some new ways to look at modifying our publications to make them more appealing and useful. She will be looking at the current status of items published by the Board and make recommendations to the Board for possible modification and revision. We are excited about the changes she has already made and look forward to future change recommendations," Stewart-Bridges added. Look for some exciting new things to happen with publications in the future.

Carrie has been married to her husband Dave for six years and has a two-year-old daughter, Addie.

The Board is excited to welcome Carrie to our staff. □

# TSBSWE Hires New Assistant Executive Director

## TSBSWE Meeting Schedule

December 5-6, 2003  
Austin

February 27-28, 2004  
TBA

June 4-5, 2004  
Austin

June 6-7, 2003  
Austin

September 3-4, 2004  
TBA

September 5-6, 2003  
TBA

December 3-4, 2004  
Austin

### Copying a Social Worker License

In the last newsletter, there was an article about the board rule which does not allow a license to be copied. Several licensees responded to this article with concern because they are required to copy their license for their practice. As a result, the Licensing Standards and Qualifications Committee discussed the rule at their March meeting. The Board's policy remains the same, however, the Board mandates that if a licensee chooses to copy his or her license, the licensee bears full responsibility for the copy. □



# how to

## Find Any Texas Law or State Agency Rule

The advent of the Internet has significantly improved access to state laws and agency rules. A wealth of up-to-date information has been placed on the State of Texas website, including the ability to locate, search, view, and obtain printed copies of all Texas laws and state agency rules.

1. Go to [www.state.tx.us](http://www.state.tx.us)
2. Select the link entitled “Government” on the left side of the page.
3. Select the link entitled “Law, Codes, and Statutes.”

For state laws, select the link entitled “Texas Statutes.”

- Use the site’s “Search” feature to search the statutes for keywords or phrases. Once you locate a page with your keyword, use your web browser’s “Find” feature to quickly locate the keyword on the page.
- Scroll through the Table of Contents to view specific laws. Texas laws are organized into “codes”, which are broad categories of law relating to a particular topic. For example, laws establishing the regulation of health, allied health, and mental health professionals, including licensed social workers, are found in the Occupations Code.
- Use your web browser’s “Print” feature to print information.

For state agency rules, follow steps 1-3 above and then select the link entitled “Texas Administrative Code.”

- To view or print agency rules, select the link on the right side of the page entitled “TAC Viewer.”
- Scroll through the Table of Contents to view agency rules and follow links as you go. Texas agency rules are organized into “titles”, which are broad categories of agency rules relating to a particular topic. For example, rules of regulatory boards of allied and mental health professionals, including social workers, are found in Title 22, Examining Boards.
- After you have selected the appropriate title, scroll through the secondary Table of Contents to select the state agency you are seeking. After making the appropriate agency selection, select the chapter number assigned to the agency for a Table of Contents of the agency’s rules. Rules are organized into subchapters and sections, each with clickable links.
- Use your web browser’s “Print” feature to print information. □

## Laws that Affect Social Work Practice

### Family Code - Chapter 32

Consent to treatment of child by non-parent or child

### Family Code - Chapter 261

Abuse or neglect of children

### Family Code - Chapter 107

Court ordered social studies

### Human Resource Code - Chapter 48

Abuse, neglect or exploitation of elderly or disabled persons

### Health and Safety Code - Chapter 161, 161.131 et seq.

Abuse, neglect, and illegal, unprofessional conduct in an inpatient mental health facility, chemical dependency treatment facility or a hospital providing comprehensive medical rehabilitation services

### Health and Safety Code - Chapter 611

Mental health records

### Civil Practice and Remedies Code - 81.006

Sexual exploitation by a mental health services provider

### Occupations Code - Chapter 505

Social work law

### Texas Administrative Code - Title 22, Part 34, Chapter 781

Social work rules



# Helpful Hints

from Board Staff

## **If you have lost your renewal coupon:**

1. Visit the TSBSWE website for a renewal form.
2. Include a check or money order for the renewal payment.

## **When you are being audited:**

1. Remember that you can only complete 1.0 CEU (10 hours) of home study CEUs.
2. We do not keep the originals CEU certificates or related documentation that is submitted.

## **Timely submission of renewal:**

1. Call the Board early in your birth month if you have not received your renewal notice.
2. Don't forget to contact the board when your address changes.
3. Don't assume that late fees will be waived because you did not receive a renewal notice.



## **ACP/AP Supervision Mistakes**

- 1.** The supervisor is not board approved.
- 2.** The supervision plan was never sent to the board office.
- 3.** The supervision plan was not sent in within 30 days of the supervision start date.
- 4.** An agency approval letter was not sent in with the plan (if using an outside supervisor).
- 5.** The supervision plan was not completely filled out.
- 6.** The supervision plan was not signed.

---

## **To avoid delays in the renewal process:**

1. Complete the back of the coupon.
2. Remember to include the ethics CEUs in the total number of CEUs obtained.
3. Use the CEU number (decimal point) rather than the number of hours.
4. Always complete the back of the coupon, even when attaching documentation.

---

## **When calling the board:**

1. Be prepared with your license number or social security number.
2. Be sure to ask as specific a question as possible.



# Board Solicits Feedback from Licensees

Starting October 2002, TSBSWE began sending out customer survey cards to licensees with their renewal sticker. The hope of the board is to obtain feedback, both positive and negative, from licensees on the quality of the services that the board provides. Once received the board can use your feedback to identify areas of strength and weakness.

TSBSWE received 435 completed postcards from licensees who renewed their license in October, November, December, January, and February.

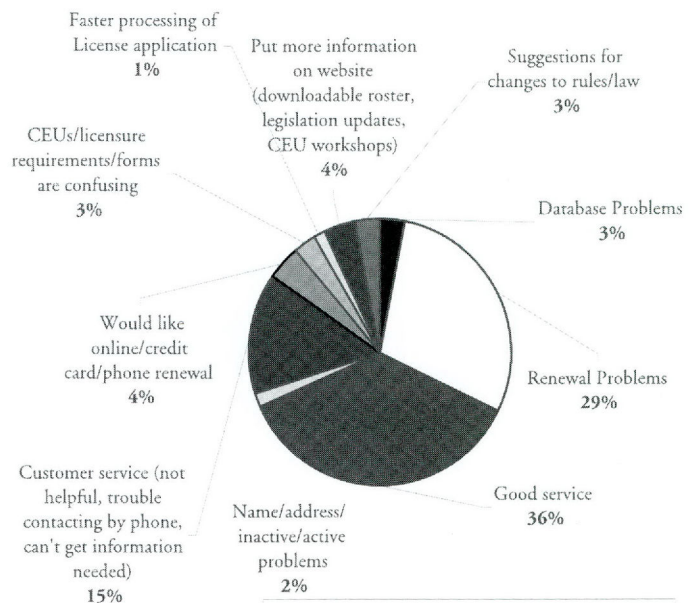
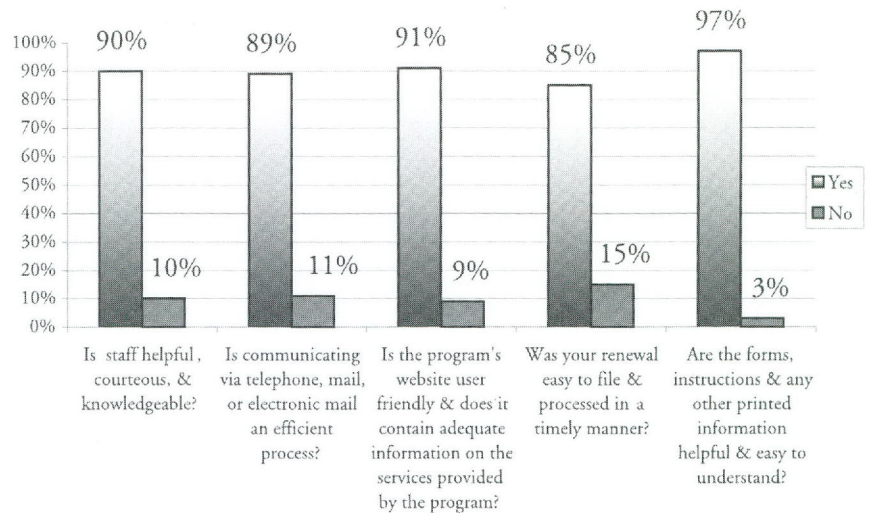
Overall, licensees have rated the board highly on all questions asked. The renewal process received the lowest rating.

The survey postcards also included a "Comments" section. Although less than half of the postcards had comments written on them, the comments received were grouped into categories. The pie chart illustrates the results. □

**Did you know that the Board will only accept 10 hours of independent study courses per renewal year?**

781.513 (6) Credit hours may be earned by successful completion of an independent study program directly related to social work offered or approved by an approved provider. With the exception of persons residing outside the United States, a maximum of 10 credit hours (1.0 CEU) for independent study programs will be accepted per renewal period.

## Customer Survey Responses October 2002 - February 2003



**Comments From Licensees  
October 2002 - February 2003**



# Contact TSBSWE:

Government Publications  
010601  
Dallas Public Library

## Website

[www.tdh.state.tx.us/hcqs/plc/lsw/lsw\\_default.htm](http://www.tdh.state.tx.us/hcqs/plc/lsw/lsw_default.htm)

## Email

[lsw@tdh.state.tx.us](mailto:lsw@tdh.state.tx.us)

## Phone

800-232-3162 (Texas)

512-719-3521 (Austin/Outside of Texas)

## Fax

512-834-6677

## Mail

1100 West 49th St.

Austin, TX 78756 (Correspondence only)

PO Box 12197

Capitol Station

Austin, TX 78711 (Fees only)

## Consumer Complaints

PO Box 141369

Austin, TX 78714

## Physical Location

Exchange Building

8407 Wall St., S-420

Austin, TX 78754

The *Board Bulletin* is published by the Texas State Board of Social Worker Examiners. Publication number 77-10805.