



**VIRTUAL/TELECONFERENCE
SOCIAL WORKER SECTION
MARRIAGE AND FAMILY THERAPY, PROFESSIONAL COUNSELING, AND
SOCIAL WORK EXAMINING BOARD
Virtual, 4822 Madison Yards Way, Madison
Contact: Brad Wojciechowski (608) 266-2112
January 25, 2022**

The following agenda describes the issues that the Section plans to consider at the meeting. At the time of the meeting, items may be removed from the agenda. Please consult the meeting minutes for a description of the actions of the Section.

AGENDA

12:30 P.M.

(OR IMMEDIATELY FOLLOWING THE MPSW EXAMINING BOARD MEETING)

OPEN SESSION – CALL TO ORDER – ROLL CALL

- A. Adoption of Agenda (1-4)**
- B. Approval of Minutes of May 11, 2021 (5-10)**
- C. Reminders: Conflicts of Interest, Scheduling Concerns
- D. Introductions, Appointments and Recognition – Discussion and Consideration**
 - a. Introductions:
 - 1. Terrance C. Erickson, Social Worker Public Member (Succeeds: Sanyaolu) - 7/1/2025
 - 2. Shawna R. Hansen, Social Worker Member (Succeeds: Unzueta Saiz) – 7/1/2022
 - 3. Sheng Lee Yang, Social Worker Member (Succeeds: Coates) -7/1/2023
 - b. Recognition of Candance E. Coates, Social Worker Member (Resigned 9/30/2021)
- E. Administrative Matters – Discussion and Consideration**
 - 1) Department, Staff and Board Updates
 - 2) Election of Officers, Appoints of Liaisons and Alternates, Delegation of Authorities
(11-19)
 - 3) Board Member – Term Expiration Date
 - a. Adell, Cynthia C. – 7/1/2023
 - b. Erickson, Terrance C. – 7/1/2025
 - c. Hansen, Shawna R. – 7/1/2022
 - d. Krueger, Elizabeth A. – 7/1/2020
 - e. Lee Yang, Sheng – 7/1/2023
- F. Administrative Rule Matters – Discussion and Consideration (20-21)**
 - 1) Pending and Possible Rulemaking Projects

G. COVID-19 – Discussion and Consideration

H. Discussion and Consideration of Items Added After Preparation of Agenda

- 1) Introductions, Announcements and Recognition
- 2) Administrative Matters
- 3) Election of Officers
- 4) Appointment of Liaisons and Alternates
- 5) Delegation of Authorities
- 6) Education and Examination Matters
- 7) Credentialing Matters
- 8) Approval(s) for Psychometric Testing
- 9) Practice Matters
- 10) Administrative Rule Matters
- 11) Legislative and Policy Matters
- 12) Liaison Reports
- 13) Board Liaison Training and Appointment of Mentors
- 14) Informational Items
- 15) Division of Legal Services and Compliance (DLSC) Matters
- 16) Presentations of Petitions for Summary Suspension
- 17) Petitions for Designation of Hearing Examiner
- 18) Presentation of Stipulations, Final Decisions and Orders
- 19) Presentation of Proposed Final Decisions and Orders
- 20) Presentation of Interim Orders
- 21) Petitions for Re-Hearing
- 22) Petitions for Assessments
- 23) Petitions to Vacate Orders
- 24) Requests for Disciplinary Proceeding Presentations
- 25) Motions
- 26) Petitions
- 27) Appearances from Requests Received or Renewed
- 28) Speaking Engagements, Travel, or Public Relation Requests, and Reports

I. Public Comments

CONVENE TO CLOSED SESSION to deliberate on cases following hearing (s. 19.85(1)(a), Stats.); to consider licensure or certification of individuals (s. 19.85(1)(b), Stats.); to consider closing disciplinary investigations with administrative warnings (ss. 19.85(1)(b), and 440.205, Stats.); to consider individual histories or disciplinary data (s. 19.85(1)(f), Stats.); and to confer with legal counsel (s. 19.85(1)(g), Stats.).

J. Credentialing Matters

- 1) **Application Review**
 - a. Mary Fleming, Social Work Training Certificate (SWTC) Applicant **(22-53)**
 - b. Katy Paczkowski, Social Work Training Certificate (SWTC) Applicant **(54-112)**

K. Deliberation on DLSC Matters

- 1) **Administrative Warnings**
 - a. 19 SOC 083 – A.M.W. **(113-115)**
 - b. 19 SOC 085 – J.F.M. **(116-118)**
 - c. 20 SOC 019 – L.S.V. **(119-120)**

- d. 21 SOC 024 – H.H.G. **(121-122)**
- e. 21 SOC 034 – C.M.S. **(123-124)**
- f. 21 SOC 055 – R.J.E. **(125-126)**
- 2) **Case Closings**
 - a. 21 SOC 003 – T.T.B **(127-130)**
 - b. 21 SOC 005 – S.K.R. **(131-141)**
- 3) **Proposed Stipulations, Final Decisions and Orders**
 - a. 19 SOC 006 – Julie A. Shoemaker, S.W. **(142-147)**
 - b. 19 SOC 042 – Amanda M. Rue, L.C.S.W. **(148-153)**
 - c. 19 SOC 056 – Ashley M. Bright, S.W. **(154-159)**
 - d. 19 SOC 058 – Yolanda Garber, S.W. **(160-166)**
 - e. 19 SOC 069 – Erica C. Maurer, L.C.S.W. **(167-172)**
 - f. 19 SOC 072 – Scott A. Ebert, L.S.W. **(173-179)**
 - g. 19 SOC 073 – Steve R. Hallett, S.W. **(180-185)**
 - h. 19 SOC 077 – Jake T. Prichard, S.W. **(186-191)**
 - i. 20 SOC 018 – Pamela P. Olson, L.C.S.W. **(192-198)**
 - j. 20 SOC 040 – Whitney J. Hays, S.W. **(199-207)**
 - k. 20 SOC 044 – Steven S. Kassof, L.C.S.W. **(208-215)**
 - l. 20 SOC 055 – Ashley M. Volovsek, A.P.S.W. **(216-221)**
 - m. 20 SOC 056 – Jodi L. Gustke, L.S.W. **(222-227)**
 - n. 21 SOC 009 – Brittany N. Larscheid, L.C.S.W. **(228-234)**
 - o. 21 SOC 031 – Robert E. Hanson, L.C.S.W. **(235-242)**
- 4) **Monitoring Matters**
 - a. Jennifer Wenger – Requesting Termination of Psychotherapy Treatment **(243-264)**
 - b. Linda Yanak, L.C.S.W. – Requesting Termination of Treatment Reporting Requirement **(265-287)**

L. Deliberation on Proposed Final Decisions and Orders

- 1) Michael E. Dux, L.S.W., Respondent (DHA Case Number SPS-21-0043/DLSC Case Number 19 SOC 046) **(288-307)**
- 2) Orlesia G. Gooseberry-Bell, S.W., Respondent (DHA Case Number SPS-21-0003/DLSC Case Number 18 SOC 057) **(308-318)**

M. Deliberation on Matters Relating to Costs/Orders Fixing Costs

- 1) Daniel D. Cousins, Sr., A.P.S.W., C.S.A.C., C.S.-L.T., Respondent (DHA Case Number SPS-19-0055/DLSC Case Number 17 SOC 030 and 18 SOC 017) **(319-363)**

N. Deliberation of Items Added After Preparation of the Agenda

- 1) Education and Examination Matters
- 2) Credentialing Matters
- 3) DLSC Matters
- 4) Monitoring Matters
- 5) Professional Assistance Procedure (PAP) Matters
- 6) Petitions for Summary Suspensions
- 7) Petitions for Designation of Hearing Examiner

- 8) Proposed Stipulations, Final Decisions and Orders
- 9) Proposed Interim Orders
- 10) Administrative Warnings
- 11) Review of Administrative Warnings
- 12) Proposed Final Decisions and Orders
- 13) Matters Relating to Costs/Orders Fixing Costs
- 14) Case Closings
- 15) Board Liaison Training
- 16) Petitions for Assessments and Evaluations
- 17) Petitions to Vacate Orders
- 18) Remedial Education Cases
- 19) Motions
- 20) Petitions for Re-Hearing
- 21) Appearances from Requests Received or Renewed

O. Consulting with Legal Counsel

- 1) Report on 19 SOC 054 – Michael C. Bryant, APSW (364-369)

RECONVENE TO OPEN SESSION IMMEDIATELY FOLLOWING CLOSED SESSION

P. Vote on Items Considered or Deliberated Upon in Closed Session, if Voting is Appropriate

Q. Open Session Items Noticed Above Not Completed in the Initial Open Session

ADJOURNMENT

NEXT MEETING: APRIL 19, 2022

 MEETINGS AND HEARINGS ARE OPEN TO THE PUBLIC, AND MAY BE CANCELLED WITHOUT NOTICE.

Times listed for meeting items are approximate and depend on the length of discussion and voting. All meetings are held at 4822 Madison Yards Way, Madison, Wisconsin, unless otherwise noted. In order to confirm a meeting or to request a complete copy of the board's agenda, please call the listed contact person. The board may also consider materials or items filed after the transmission of this notice. Times listed for the commencement of disciplinary hearings may be changed by the examiner for the convenience of the parties. Requests for interpreters for the deaf or hard of hearing, or other accommodations, are considered upon request by contacting the Affirmative Action Officer, 608-266-2112, or the Meeting Staff at 608-266-5439.

**VIRTUAL/TELECONFERENCE
SOCIAL WORKER SECTION
MEETING MINUTES
MAY 11, 2021**

PRESENT: Cynthia Adell, Candace Coates, Nancy Unzueta Saiz

EXCUSED: Elizabeth Krueger

STAFF: Christine Poleski, Executive Director; Jameson Whitney, Legal Counsel; Kevyn Radcliffe, Administrative Rules Coordinator; Kimberly Wood, Program Assistant Supervisor-Adv.; and other DSPS Staff

CALL TO ORDER

Candace Coates, Chairperson, called the meeting to order at 1:01 p.m. A quorum was confirmed with three (3) members present.

ADOPTION OF AGENDA

MOTION: Nancy Unzueta Saiz moved, seconded by Cynthia Adell, to approve the Agenda as published. Motion carried unanimously.

APPROVAL OF MINUTES OF JANUARY 27, 2021

MOTION: Candace Coates moved, seconded by Cynthia Adell, to approve the Minutes of January 27, 2021 as published. Motion carried unanimously.

INTRODUCTIONS, APPOINTMENTS, AND RECOGNITION

Recognition of Abike Sanyaolu, Public Member

MOTION: Candace Coates moved, seconded by Nancy Unzueta Saiz, to recognize and thank Abike Sanyaolu for her service to the Social Worker Section, MPSW Examining Board and State of Wisconsin. Motion carried unanimously.

ADMINISTRATIVE MATTERS

Delegation of Authorities

Delegation to DSPS When Applicant's History Has Been Previously Reviewed

MOTION: Candace Coates moved, seconded by Nancy Unzueta Saiz, to delegate authority to Department staff to approve applications where criminal background checks have been approved for a previous social work credential and there is no new conviction record. Motion carried unanimously.

Delegation of Authority for Reciprocity Reviews

Reciprocity Reviews – Social Workers:

- MOTION:** Candace Coates moved, seconded by Nancy Unzueta Saiz, to delegate authority to the Department Attorneys to review and approve reciprocity applications for Social Workers where the other state requires:
- A bachelor's or master's degree in social work from a program accredited by, or a preaccreditation program of, the council on social work education or a doctorate degree in social work, or program found to be equivalent by the other state's credentialing authority, and
 - Passes one or more examinations approved by the Social Worker Section.
- Motion carried unanimously.

Reciprocity Reviews – Advanced Practice Social Workers:

- MOTION:** Candace Coates moved, seconded by Nancy Unzueta Saiz, to delegate authority to the Department Attorneys to review and approve reciprocity applications for Advanced Practice Social Workers where the other state requires:
- A master's degree in social work from a program accredited by, or a preaccreditation program of, the council on social work education or a doctorate degree in social work, or program found to be equivalent by the other state's credentialing authority, and
 - Passes one or more examinations approved by the Social Worker Section.
- Motion carried unanimously.

Reciprocity Reviews – Independent Social Workers:

- MOTION:** Candace Coates moved, seconded by Nancy Unzueta Saiz, to delegate authority to the Department Attorneys to review and approve reciprocity applications for Independent Social Workers where the other state requires:
- A master's degree in social work from a program accredited by, or a preaccreditation program of, the council on social work education or a doctorate degree in social work, or program found to be equivalent by the other state's credentialing authority,
 - Has engaged in the equivalent of at least 2 years of full-time supervised social work practice approved by the Social Worker Section, and
 - Passes one of the examinations approved for WI Ind. Social Worker applicants.
- Motion carried unanimously.

Reciprocity Reviews – Licensed Clinical Social Workers:

MOTION: Candace Coates moved, seconded by Nancy Unzueta Saiz, to delegate authority to the Department Attorneys to review and approve reciprocity applications for Licensed Clinical Social Workers where the other state requires:

- A master’s degree in social work from a program accredited by, or a preaccreditation program of, the council on social work education or a doctorate degree in social work, or program found to be equivalent by the other state’s credentialing authority;
- Completing a clinical social work concentration and supervised practicum or field training;
- Completing, after receiving a master’s or doctorate degree, the equivalent of at least 3,000 hour of clinical social work practice, including at least 1,000 hours of direct client contact, supervised by an individual approved by the other state’s credentialing authority; and
- Passing one of the examinations approved for WI Licensed Clinical Social Worker applicants.

Motion carried unanimously.

Delegated Authority for Application Denial Reviews

MOTION: Cynthia Adell moved, seconded by Nancy Unzueta Saiz, to delegate authority to the Department’s Attorney Supervisors to serve as the Section’s designee for purposes of reviewing and acting on requests for hearing as a result of a denial of a credential. Motion carried unanimously.

Delegation of Authority to DSPS for Social Worker Training Certificates

MOTION: Candace Coates moved, seconded by Cynthia Adell, to delegate to DSPS staff the authority to approve education under Option 1 and Option 2, in form # 2998, for Social Worker Training Certificates. Motion carried unanimously.

Pre-Screening Delegation to Open Cases

MOTION: Candace Coates moved, seconded by Nancy Unzueta Saiz, to delegate pre-screening decision making authority to the Department screening attorney for opening cases as outlined below:

1. OWIs of 3 or more that occurred in the last 5 years.
2. Reciprocal discipline cases.
3. Impairment and/or diversion at work that includes a positive drug/alcohol test or admission by respondent.
4. Conviction of a misdemeanor or felony that the attorney believes is substantially related and is not otherwise excluded from consideration via Wis. Stat. ch. 111.
5. No response from the respondent after intake requested a response (case would be opened for the failure to respond issue as well as the merits).

Motion carried unanimously.

Pre-Screening Delegation to Close Cases

MOTION: Candace Coates moved, seconded by Cynthia Adell, to delegate pre-screening decision making authority to the Department screening attorney for closing cases as outlined below:

1. One OWI that is non-work related and if AODA assessment completed, assessment does not indicate dependency.
2. Complaints that even if allegations are true, do not amount to a violation of law or rules.

Motion carried unanimously.

Voluntary Surrenders

MOTION: Candace Coates moved, seconded by Nancy Unzueta Saiz, to delegate authority to the assigned case advisor to accept or refuse a request for voluntary surrender pursuant to Wis. Stat. § 440.19 for a credential holder who has a pending complaint or disciplinary matter. Motion carried unanimously.

Education and Examination and ASWB Liaison(s) Delegation

MOTION: Candace Coates moved, seconded by Cynthia Adell, to delegate authority to the Education, Examinations, and ASWB Liaison(s) to address all issues related to education, examinations, and ASWB matters. Motion carried unanimously.

Continuing Education Liaison(s) Delegation

MOTION: Candace Coates moved, seconded by Cynthia Adell, to delegate authority to the Continuing Education Liaison(s) to address all issues related to continuing education matters. Motion carried unanimously.

Authorization for DSPS to Provide Section Member Contact Information to National Regulatory Related Bodies

MOTION: Candace Coates moved, seconded by Cynthia Adell, to authorize the Department staff to provide national regulatory related bodies with all section member contact information that the Department retains on file. Motion carried unanimously.

Travel Liaison(s) Delegation

MOTION: Candace Coates moved, seconded by Cynthia Adell, to delegate authority to the Travel Liaison(s) to approve any board member travel. Motion carried unanimously.

COVID-19

MOTION: Candace Coates moved, seconded by Nancy Unzueta Saiz, to express the support and encouragement of the Section for its licensees to receive a COVID-19 vaccine as soon as they are eligible to do so, and the vaccine is available to them. Motion carried unanimously.

CLOSED SESSION

MOTION: Candace Coates moved, seconded by Cynthia Adell, to convene to closed session to deliberate on cases following hearing (s. 19.85(1)(a), Stats.); to consider licensure or certification of individuals (s. 19.85 (1)(b), Stats.); to consider closing disciplinary investigation with administrative warning (ss. 19.85(1)(b), Stats. and 440.205, Stats.); to consider individual histories or disciplinary data (s. 19.85(1)(f), Stats.); and, to confer with legal counsel (s. 19.85(1)(g), Stats.). Candace Coates, Chairperson, read the language of the motion. The vote of each member was ascertained by voice vote. Roll Call Vote: Cynthia Adell-yes; Candace Coates-yes; and Nancy Unzueta Saiz-yes. Motion carried unanimously.

The Section convened into Closed Session at 1:29 p.m.

CREDENTIALING MATTERS

Application Review

Carlee Turgeon, Social Work Training Certificate (SWTC) Applicant

MOTION: Candace Coates moved, seconded by Nancy Unzueta Saiz, to deny the Social Work Training Certificate application of Carlee Turgeon. **Reason for Denial:** The educational program submitted does not satisfy the requirements of MPSW 3.13(1)(a)2.b. Motion carried unanimously.

DIVISION OF LEGAL SERVICES AND COMPLIANCE MATTERS

Case Closings

19 SOC 068 – M.K.D.

MOTION: Candace Coates moved, seconded by Cynthia Adell, to close DLSC Case Number 19 SOC 068 against M.K.D., for No Violation. Motion carried unanimously.

Proposed Stipulations, Final Decisions and Orders

19 SOC 054 – Michael C. Bryant, APSW

MOTION: Candace Coates moved, seconded by Nancy Unzueta Saiz, to delegate to DSPS Chief Legal Counsel the Board's authority to preside over and resolve the matter of disciplinary proceedings against Michael C. Bryant, APSW, DLSC Case Number 19 SOC 054. Motion carried unanimously.

20 SOC 020 – Pamela J. Eitland, LSW

MOTION: Candace Coates moved, seconded by Cynthia Adell, to adopt the Findings of Fact, Conclusions of Law and Order in the matter of disciplinary proceedings against Pamela J. Eitland, LSW, DLSC Case Number 20 SOC 020. Motion carried unanimously.

Monitoring Matters

Tanya Kraege – Requesting Termination of Direct Supervision

MOTION: Candace Coates moved, seconded by Nancy Unzueta Saiz, to grant the request of Tanya Kraege for termination of direct supervision. Motion carried unanimously.

Jennifer Wegner – Compliance Review

MOTION: Candace Coates moved, seconded by Cynthia Adell, to amend Section 2.b.iii of the Order for Jennifer Wenger dated 6/29/2020, to allow the Respondent to have client contact with direct supervision and/or a chaperone. Motion carried unanimously.

RECONVENE TO OPEN SESSION

MOTION: Candace Coates moved, seconded by Cynthia Adell, to reconvene into Open Session. Motion carried unanimously.

The Section reconvened into Open Session at 1:49 p.m.

VOTING ON ITEMS CONSIDERED OR DELIBERATED ON IN CLOSED SESSION

MOTION: Candace Coates moved, seconded by Nancy Unzueta Saiz, to affirm all motions made and votes taken in closed session. Motion carried unanimously.

(Please be advised that any recusals or abstentions reflected in the closed session motions stand for the purposes of the affirmation vote.)

ADJOURNMENT

MOTION: Candace Coates moved, seconded by Nancy Unzueta Saiz, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 1:50 p.m.

**State of Wisconsin
Department of Safety & Professional Services**

AGENDA REQUEST FORM

1) Name and title of person submitting the request: Katlin Schwartz, Bureau Assistant		2) Date when request submitted: 12/13/2021 Items will be considered late if submitted after 12:00 p.m. on the deadline date which is 8 business days before the meeting									
3) Name of Board, Committee, Council, Sections: Social Worker Section											
4) Meeting Date: 1/25/2022	5) Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page? Administrative Matters <ul style="list-style-type: none"> • Election of Officers, Appointment of Liaisons and Alternates, Delegation of Authorities 									
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session	8) Is an appearance before the Board being scheduled? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	9) Name of Case Advisor(s), if applicable: N/A									
10) Describe the issue and action that should be addressed: 1) The Board, Council or Section should conduct Election Officers: Chairperson, Vice Chairperson & Secretary 2) The newly elected Chairperson should review and appoint/reappoint Liaisons and Alternates as appropriate 3) The Board should review and then consider its existing delegated authorities including any modification of these delegations and any proposals for additional delegations.											
11) Authorization <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%; border-bottom: 1px solid black;">Katlin Schwartz</td> <td style="width: 30%; border-bottom: 1px solid black; text-align: right;">12/13/2021</td> </tr> <tr> <td style="border-bottom: 1px solid black;">Signature of person making this request</td> <td style="border-bottom: 1px solid black; text-align: right;">Date</td> </tr> <tr> <td style="border-bottom: 1px solid black;">Supervisor (Only required for post agenda deadline items)</td> <td style="border-bottom: 1px solid black; text-align: right;">Date</td> </tr> <tr> <td style="border-bottom: 1px solid black;">Executive Director signature (Indicates approval for post agenda deadline items)</td> <td style="border-bottom: 1px solid black; text-align: right;">Date</td> </tr> </table>				Katlin Schwartz	12/13/2021	Signature of person making this request	Date	Supervisor (Only required for post agenda deadline items)	Date	Executive Director signature (Indicates approval for post agenda deadline items)	Date
Katlin Schwartz	12/13/2021										
Signature of person making this request	Date										
Supervisor (Only required for post agenda deadline items)	Date										
Executive Director signature (Indicates approval for post agenda deadline items)	Date										
Directions for including supporting documents: 1. This form should be saved with any other documents submitted to the Agenda Items folders. 2. Post Agenda Deadline items must be authorized by a Supervisor and the Policy Development Executive Director. 3. If necessary, provide original documents needing Board Chairperson signature to the Bureau Assistant prior to the start of a meeting.											

SOCIAL WORKER SECTION

2021 Elections, Liaisons and Delegations

ELECTION RESULTS	
Chairperson	Candace Coates
Vice Chairperson	Naney Saiz
Secretary	Abike Sanyaolu

LIAISON APPOINTMENTS	
Credentialing Liaison(s)	Cynthia Adell
Exams, Education and ASWB Liaison <i>(Assoc. of Social Work Boards)</i>	Candace Coates <i>Alternate: Kristin Koger</i>
Continuing Education Liaison(s)	Elizabeth Krueger <i>Alternate: Kristin Koger</i>
Monitoring Liaison(s)	Cynthia Adell <i>Alternate: Candace Coates</i>
Professional Assistance Procedure (PAP) Liaison(s)	Elizabeth Krueger <i>Alternate: Kristin Koger</i>
Travel Liaison(s)	Candace Coates
Screening Panel	Naney Saiz <i>Alternate: Candace Coates</i>

Delegation of Authorities

Document Signature Delegations

MOTION: Elizabeth Krueger moved, seconded by Nancy Saiz, to delegate authority to the Chairperson (or in absence of the Chairperson, the highest-ranking officer or longest serving section member in that succession) to sign documents on behalf of the Section in order to carry out its duties. Motion carried unanimously.

MOTION: Cynthia Adell moved, seconded by Nancy Saiz, in order to carry out duties of the Section, the Chairperson (or in absence of the Chairperson,

the highest-ranking officer or longest serving section member in that succession) has the ability to delegate signature authority for purposes of facilitating the completion of assignments during or between meetings. The members of the Section hereby delegate to the Executive Director or DPD Division Administrator, the authority to sign on behalf of a section member as necessary. Motion carried unanimously.

Delegated Authority for Urgent Matters

MOTION: Elizabeth Krueger moved, seconded by Cynthia Adell, that in order to facilitate the completion of urgent matters between meetings, the Section delegates its authority to the Chairperson (or, in the absence of the Chairperson, the highest-ranking officer or longest serving section member in that succession), to appoint liaisons to the Department to act in urgent matters. Motion carried unanimously.

Delegation to Chief Legal Counsel Due to Lack/Loss of Quorum

MOTION: Cynthia Adell moved, seconded by Elizabeth Krueger, to delegate the review of disciplinary cases to the Department's Chief Legal Counsel due to lack of/loss of quorum after two consecutive meetings. Motion carried unanimously.

Monitoring Delegations

Delegation of Authorities for Monitoring

MOTION: Elizabeth Krueger moved, seconded by Nancy Saiz, to adopt the "Roles and Authorities Delegated for Monitoring" document as presented in the January 27, 2021 agenda materials on pages 17-18. Motion carried unanimously.

Delegation of Authorities for Legal Counsel to Sign Monitoring Orders

MOTION: Elizabeth Krueger moved, seconded by Cynthia Adell, to delegate to Section legal counsel the authority to sign Monitoring orders that result from Section meetings on behalf of the Section Chairperson. Motion carried unanimously.

Credentialing Authority Delegations

Delegation of Authority to Credentialing Liaison

MOTION: Elizabeth Krueger moved, seconded by Cynthia Adell, to delegate authority to the Credentialing Liaison(s) to serve as a liaison between the Department and the Section and to act on behalf of the Section in regard to credentialing applications or questions presented to them, including the signing of documents related to applications. Motion carried unanimously.

Delegation of Authority to DSPS When Credentialing Criteria is Met

MOTION: Elizabeth Krueger moved, seconded by Nancy Saiz, to delegate credentialing authority to the Department to act upon applications that meet all credentialing statutory and regulatory requirements without Section or Section liaison review. Motion carried unanimously.

Delegation of Authority for Predetermination Reviews

MOTION: Elizabeth Krueger moved, seconded by Cynthia Adell, to delegate authority to the Department Attorneys to make decisions regarding predetermination applications pursuant to Wis. Stat. § 111.335(4)(f). Motion carried unanimously.

Delegation of Authority for Conviction Reviews

MOTION: Cynthia Adell moved, seconded by Elizabeth Krueger, to delegate authority to the Department Attorneys to review and approve applications with convictions which are not substantially related to the practice of social work. Motion carried unanimously.

Delegation to DSPS When Applicant's History Has Been Previously Reviewed

MOTION: Candace Coates moved, seconded by Nancy Unzueta Saiz, to delegate authority to Department staff to approve applications where criminal background checks have been approved for a previous social work credential and there is no new conviction record. Motion carried unanimously.

Delegation of Authority for Reciprocity Reviews

Reciprocity Reviews – Social Workers

MOTION: Candace Coates moved, seconded by Nancy Unzueta Saiz, to delegate authority to the Department Attorneys to review and approve reciprocity applications for Social Workers where the other state requires:

- A bachelor's or master's degree in social work from a program accredited by, or a preaccreditation program of, the council on social work education or a doctorate degree in social work, or program found to be equivalent by the other state's credentialing authority, and
- Passes one or more examinations approved by the Social Worker Section.

Motion carried unanimously.

Reciprocity Reviews – Advanced Practice Social Workers

MOTION: Candace Coates moved, seconded by Nancy Unzueta Saiz, to delegate authority to the Department Attorneys to review and approve reciprocity applications for Advanced Practice Social Workers where the other state requires:

- A master’s degree in social work from a program accredited by, or a preaccreditation program of, the council on social work education or a doctorate degree in social work, or program found to be equivalent by the other state’s credentialing authority, and
- Passes one or more examinations approved by the Social Worker Section.

Motion carried unanimously.

Reciprocity Reviews – Independent Social Workers

MOTION: Candace Coates moved, seconded by Nancy Unzueta Saiz, to delegate authority to the Department Attorneys to review and approve reciprocity applications for Independent Social Workers where the other state requires:

- A master’s degree in social work from a program accredited by, or a preaccreditation program of, the council on social work education or a doctorate degree in social work, or program found to be equivalent by the other state’s credentialing authority,
- Has engaged in the equivalent of at least 2 years of full-time supervised social work practice approved by the Social Worker Section, and
- Passes one of the examinations approved for WI Ind. Social Worker applicants.

Motion carried unanimously.

Reciprocity Reviews – Licensed Clinical Social Workers

MOTION: Candace Coates moved, seconded by Nancy Unzueta Saiz, to delegate authority to the Department Attorneys to review and approve reciprocity applications for Licensed Clinical Social Workers where the other state requires:

- A master’s degree in social work from a program accredited by, or a preaccreditation program of, the council on social work education or a doctorate degree in social work, or program found to be equivalent by the other state’s credentialing authority;
- Completing a clinical social work concentration and supervised practicum or field training;
- Completing, after receiving a master’s or doctorate degree, the equivalent of at least 3,000 hour of clinical social work practice, including at least 1,000 hours of direct client contact, supervised by an individual approved by the other state’s credentialing authority; and
- Passing one of the examinations approved for WI Licensed Clinical Social Worker applicants.

Motion carried unanimously.

Delegated Authority for Application Denial Reviews

MOTION: Cynthia Adell moved, seconded by Nancy Unzueta Saiz, to delegate authority to the Department’s Attorney Supervisors to serve as the

Section's designee for purposes of reviewing and acting on requests for hearing as a result of a denial of a credential. Motion carried unanimously.

Delegation of Authority to DSPS for Social Worker Training Certificates

MOTION: Candace Coates moved, seconded by Cynthia Adell, to delegate to DSPS staff the authority to approve education under Option 1 and Option 2, in form # 2998, for Social Worker Training Certificates. Motion carried unanimously.

Pre-Screening Delegation to Open Cases

MOTION: Candace Coates moved, seconded by Nancy Unzueta Saiz, to delegate pre-screening decision making authority to the Department screening attorney for opening cases as outlined below:

1. OWIs of 3 or more that occurred in the last 5 years.
2. Reciprocal discipline cases.
3. Impairment and/or diversion at work that includes a positive drug/alcohol test or admission by respondent.
4. Conviction of a misdemeanor or felony that the attorney believes is substantially related and is not otherwise excluded from consideration via Wis. Stat. ch. 111.
5. No response from the respondent after intake requested a response (case would be opened for the failure to respond issue as well as the merits).

Motion carried unanimously.

Pre-Screening Delegation to Close Cases

MOTION: Candace Coates moved, seconded by Cynthia Adell, to delegate pre-screening decision making authority to the Department screening attorney for closing cases as outlined below:

1. One OWI that is non-work related and if AODA assessment completed, assessment does not indicate dependency.
2. Complaints that even if allegations are true, do not amount to a violation of law or rules.

Motion carried unanimously.

Voluntary Surrenders

MOTION: Candace Coates moved, seconded by Nancy Unzueta Saiz, to delegate authority to the assigned case advisor to accept or refuse a request for voluntary surrender pursuant to Wis. Stat. § 440.19 for a credential holder who has a pending complaint or disciplinary matter. Motion carried unanimously.

Education and Examination and ASWB Liaison(s) Delegation

MOTION: Candace Coates moved, seconded by Cynthia Adell, to delegate authority to the Education, Examinations, and ASWB Liaison(s) to address all

issues related to education, examinations, and ASWB matters. Motion carried unanimously.

Continuing Education Liaison(s) Delegation

MOTION: Candace Coates moved, seconded by Cynthia Adell, to delegate authority to the Continuing Education Liaison(s) to address all issues related to continuing education matters. Motion carried unanimously.

Authorization for DSPS to Provide Section Member Contact Information to National Regulatory Related Bodies

MOTION: Candace Coates moved, seconded by Cynthia Adell, to authorize the Department staff to provide national regulatory related bodies with all section member contact information that the Department retains on file. Motion carried unanimously.

Travel Liaison(s) Delegation

MOTION: Candace Coates moved, seconded by Cynthia Adell, to delegate authority to the Travel Liaison(s) to approve any board member travel. Motion carried unanimously.

Roles and Authorities Delegated for Monitoring

The Monitoring Liaison (“Liaison”) is a Board/Section designee who works with department monitors (“Monitor”) to enforce Board/Section orders as explained below.

Authorities Delegated to the Monitoring Liaison

The Liaison may take the following actions on behalf of the Board/Section:

1. Grant a temporary reduction in random drug screen frequency upon Respondent’s request if he/she is unemployed and is otherwise compliant with Board/Section order. The temporary reduction will be in effect until Respondent secures employment in the profession. The Department Monitor (“Monitor”) will draft an order and sign on behalf of the Liaison.
2. Grant a stay of suspension if Respondent is eligible per the Board/Section order. The Monitor will draft an order and sign on behalf of the Liaison.
3. Remove the stay of suspension if there are repeated violations or a substantial violation of the Board/Section order. In conjunction with removal of any stay of suspension, the Liaison may prohibit Respondent from seeking reinstatement of the stay for a specified period of time. The Monitor will draft an order and sign on behalf of the Liaison.
4. Grant or deny approval when Respondent proposes continuing/disciplinary/remedial education courses, treatment providers, mentors, supervisors, change of employment, etc. unless the order specifically requires full-Board/Section approval.
5. Grant a maximum of one 90-day extension, if warranted and requested in writing by Respondent, to complete Board/Section-ordered continuing/disciplinary/remedial education.
6. Grant a maximum of one extension or payment plan for proceeding costs and/or forfeitures if warranted and requested in writing by Respondent.
7. Grant a maximum of one extension, if warranted and requested in writing by Respondent, to complete a Board/Section-ordered evaluation or exam.
8. Grant full reinstatement of licensure if Respondent has fully complied with all terms of the order without deviation. The Monitor will draft an order and obtain written authorization from the Liaison to sign on their behalf.
9. Grant or deny a request to appear before the Board/Section in closed session.
10. The Liaison may determine whether Respondent’s petition is eligible for consideration by the full Board/Section.
11. *(Except Pharmacy and Medical)* Accept Respondent’s written request to surrender credential. If accepted by the Liaison, Monitor will consult with Board Counsel to determine if a stipulation is necessary. If a stipulation is not necessary, Monitor will draft an order and sign on behalf of the Liaison. If denied by the Liaison, the request to surrender credential will go to the full Board for review.

12. Grant Respondent's petition for a reduction in drug screens per the standard schedule, below. If approved, Monitor will draft an order and sign on behalf of the Liaison. Orders that do not start at 49 screens will still follow the same standard schedule.
- a. Initial: 49 screens (including 1 hair test, if required by original order)
 - b. 1st Reduction: 36 screens (plus 1 hair test, if required by original order)
 - c. 2nd Reduction: 28 screens plus 1 hair test
 - d. 3rd Reduction: 14 screens plus 1 hair test
13. (*Dentistry only*) Ability to approve or deny all requests from a respondent.
14. The Liaison may approve or deny Respondent's request to be excused from drug and alcohol testing for work, travel, etc.

Authorities Delegated to the Department Monitor

The Monitor may take the following actions on behalf of the Board/Section, draft an order and sign:

- 1) Grant full reinstatement of licensure if education is the sole condition of the limitation and Respondent has submitted the required proof of completion for approved courses.
- 2) Suspend the license if Respondent has not completed Board/Section-ordered education and/or paid costs and forfeitures within the time specified by the Board/Section order. The Monitor may remove the suspension and issue an order when proof of completion and/or payment have been received.
- 3) Suspend the license (or remove stay of suspension) if Respondent fails to enroll and participate in an Approved Program for drug and alcohol testing within 30 days of the order, or if Respondent ceases participation in the Approved Program without Board approval. This delegated authority only pertains to respondents who must comply with drug and/or alcohol testing requirements.
- 4) **Grant or deny approval when Respondent proposes treatment providers [, mentors, supervisors, etc.] unless the Order specifically requires full-Board/Section or Board designee approval.**

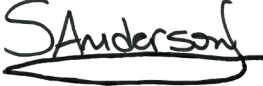
Authorities Delegated to Board Legal Counsel

Board Legal Counsel may take the following actions on behalf of the Board/Section:

- 1. Sign Monitoring orders that result from Board/Section meetings on behalf of the Board/Section Chair.
-

**State of Wisconsin
Department of Safety & Professional Services**

AGENDA REQUEST FORM

1) Name and title of person submitting the request: Sofia Anderson, Administrative Rules Coordinator		2) Date when request submitted: 01/11/2022 Items will be considered late if submitted after 12:00 p.m. on the deadline date which is 8 business days before the meeting	
3) Name of Board, Committee, Council, Sections: Marriage and Family Therapy, Professional Counseling, and Social Work Examining Board			
4) Meeting Date: January 25, 2022	5) Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page? Administrative Rule Matters – Discussion and Consideration 1. Pending or Possible Rulemaking Projects.	
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session	8) Is an appearance before the Board being scheduled? <i>(If yes, please complete Appearance Request for Non-DSPS Staff)</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	9) Name of Case Advisor(s), if required:	
10) Describe the issue and action that should be addressed: Attachments: <ul style="list-style-type: none"> • Social Worker Section Rule Projects chart Copies of Board rule projects can be found here: https://dps.wi.gov/Pages/RulesStatutes/PendingRules.aspx			
11) Authorization <div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;">  <hr/> Signature of person making this request </div> <div style="text-align: right;"> 01/11/2022 <hr/> Date </div> </div> <div style="display: flex; justify-content: space-between; align-items: flex-end; margin-top: 10px;"> <div style="width: 60%;"> <hr/> Supervisor (if required) </div> <div style="width: 35%;"> <hr/> Date </div> </div> <hr/> Executive Director signature (indicates approval to add post agenda deadline item to agenda) Date			
Directions for including supporting documents: 1. This form should be attached to any documents submitted to the agenda. 2. Post Agenda Deadline items must be authorized by a Supervisor and the Policy Development Executive Director. 3. If necessary, provide original documents needing Board Chairperson signature to the Bureau Assistant prior to the start of a meeting.			

**Social Worker Section of the MPSW Examining Board
Rule Projects (updated 01/11/2022)**

Clearinghouse Rule Number	Scope #	Scope Expiration	Code Chapter Affected	Relating clause	Current Stage	Next Step
CR 21-053	114-20	02/24/2023	MPSW 3, 11, and 17	Reciprocal credentials service members	Final Rule Draft and Legislative Report approved by Governor on 12/10/21.	Submit Final Rule Draft and Leg Report to Legislature.