

BOARDS AND COMMISSIONS

Board of Social Work

(Amendment)

201 KAR 23:070. Qualifying education and clinical practice experience under supervision.

RELATES TO: KRS 335.010, 335.020, 335.080(1)(b), (3), 335.100(1)(a), (b), (3), 335.158

STATUTORY AUTHORITY: KRS 335.070(4), 335.080(1)(b), (3), 335.100(1)(a), (b), (3)

CERTIFICATION STATEMENT:

NECESSITY, FUNCTION, AND CONFORMITY: KRS 335.070(4) authorizes the board to promulgate administrative regulations to carry out KRS 335.010 to 335.160, 335.990, and KRS 335.070(7) authorizes the board to require and approve continuing education. KRS 335.080 (1)(b) and 335.100(1)(a) require an applicant for a certified social worker license or a licensed clinical social worker license to have a master's degree or a doctoral degree in social work from an educational institution approved by the board. KRS 335.080(3), 335.100(1)(b), and 335.100(3) require a certified social worker to practice clinical social work only under a written contract with and the supervision of a licensed clinical social worker, require two (2) years of post-master's supervised experience for clinical licensure and direct the board to establish those requirements by administrative regulation. This administrative regulation establishes the educational institutions approved by the board, the qualifications, approval, and required training of supervisors; the requirements for qualifying supervised clinical practice experience for in-state and out-of-state applicants and the content of forms incorporated by reference. ~~335.080(1)(e) and 335.100(1)(a) require an applicant for a certified social worker license or a licensed clinical social worker license to have a master's degree or a doctoral degree in social work from an educational institution approved by the board. KRS 335.080(3) authorizes a certified social worker to engage in the practice of clinical social work under the supervision of a licensed clinical social worker as directed by the board by promulgation of an administrative regulation. KRS 335.100(1)(b) requires an applicant for a licensed clinical social worker license to have acquired post-master's experience under approved supervision as established by the board by promulgation of an administrative regulation. KRS 335.100(3) requires a licensed clinical social worker (LCSW) to assume responsibility for and supervise the certified social worker's (CSW) practice of clinical social work as directed by the board by promulgation of an administrative regulation. This administrative regulation establishes the educational institutions approved by the board, the content of a Clinical Social Work Supervision Contract, the content of a Request to Provide Supervision form, and the requirements for qualifying experience under supervision for in state and out of state applicants.~~

Section 1. Definitions.

(1) "Active supervisee" means a supervisee practicing under a current approved contract that has not been terminated or suspended.

(2) ~~{(1)}~~ "Additional supervisor" means an LCSW-S approved under an approved contract to provide supervision, in addition to the supervisor of record and responsible for the supervision personally provided to an active supervisee and client-care matters addressed during that supervision ~~[the supervisor who holds a licensed clinical social worker license issued by this board, and who assumes responsibility for the practice of a certified social worker pursuant to KRS 335.080(3), 335.100(3), and this administrative regulation].~~

(3) ~~{(2)}~~ "Client" is defined by KRS 335.020(2). ["Educational institution approved by the board" means a graduate school of social work accredited by the Council on Social Work Education.]

(4) ~~{(3)}~~ "Clinical practice hour" means an hour spent providing clinical social work services or activities directly related to the care of an identified client, including assessment, diagnosis, treatment, treatment planning, crisis intervention, consultation, documentation, coordination, or continuity of care. ["Electronic supervision" means the use of computers and other electronic means by which the supervisor and supervisee use interactive video technology, in real-time, with video and audio interaction for individual and group supervision.]

(5) ~~{(4)}~~ "Contract" means the Contract for Clinical Social Work Supervision form incorporated by reference in Section 18 of this administrative regulation, as completed and signed by the supervisee and the supervisor of record and verified by the employer, and includes a modified or replacement contract. "Approved contract" means a contract approved by the board. ["Practice of clinical social work" means the practice of social work that focuses on the evaluation, diagnosis, and treatment of a mental disorder as related to the total health of the individual and that meets the requirements of Section 3 of this administrative regulation.]

(6) ~~{(5)}~~ "Educational institution approved by the board" means an institution offering a master's or doctoral degree through a social work program accredited by the Council on Social Work Education. ["Supervision" means the educational process of utilizing a partnership between an LCSW supervisor and a CSW supervisee aimed at enhancing the professional development of the supervisee in providing clinical social work services.]

(7) ~~{(6)}~~ "Employment setting" means the employer and clinical practice arrangement covered by an approved contract. It may include multiple locations operated by the same employer if the supervisee's job description, clinical duties, supervisor of record, and supervision arrangements are the same and each location is identified in the contract. ["Supervisor of record" means the supervisor who holds a licensed clinical social worker license issued by this board, and who assumes responsibility for the practice of a certified social worker pursuant to KRS 335.080(3), 335.100(3), and this administrative regulation.]

(8) "Extraordinary circumstances" means a significant unforeseen event beyond a party's reasonable control that materially prevents compliance with the contract, including death, incapacity, sudden unavailability, a client-welfare or ethical concern, or a substantial unanticipated change in the practice setting.

(9) "Group supervision" means supervision provided simultaneously to two (2) or more active supervisees who participate in clinical discussion and receive supervision applicable to their practice.

(10) "Individual supervision" means supervision provided by one (1) approved supervisor to one (1) active supervisee in a private setting.

(11) "LCSW-S" means a licensed clinical social worker approved by the board to provide clinical supervision under this administrative regulation.

(12) "Multistate license" is defined in KRS 335.135.

(13) "Party" means the supervisee or supervisor of record who enters into a contract pursuant to this administrative regulation.

(14) "Supervised clinical practice experience" means post-master's clinical social work performed by an active supervisee under an approved contract to satisfy KRS 335.100(1)(b).

(15) "Supervisee" means a certified social worker licensed by the board who applies for or practices clinical social work under an approved contract.

(16) "Supervision" means the educational and evaluative process by which an LCSW-S provides clinical oversight, instruction, consultation, and assessment of an active

supervisee's competence and professional development.

(17) "Supervisor of record" means the LCSW-S who assumes primary responsibility for supervising a certified social worker's clinical social work practice under KRS 335.080(3), 335.100(3), and this administrative regulation.

(18) "Virtual supervision" means individual or group supervision through synchronous audio and video technology that permits the participants to see and hear each other in real time.

Section 2. Education Requirements. An applicant for a certified social worker license or a licensed clinical social worker license shall have a Master of Social Work degree or Doctorate of Social Work degree from an educational institution approved by the board.

Section 3. Practice of Clinical Social Work. The practice of clinical social work has the meaning established in KRS 335.020(5). A social worker engaged in the practice of clinical social work shall comply with the Kentucky Code of Ethical Conduct established in 201 KAR 23:080 and, when providing services through telehealth, with KRS 335.158 and 201 KAR Chapter 23.

~~{(1)} [The practice of clinical social work shall be based on knowledge of psychodynamics, human relations, crisis intervention, psychopathology, and group dynamics;]~~

~~{(2)} [A practitioner of clinical social work shall:]~~

~~{(a)} [Possess competencies including skills necessary for:]~~

~~{1.} [Individual, marital, family, and group psychotherapy; and]~~

~~{2.} [Other recognized treatment modalities; and]~~

~~{(b)} [Establish a therapeutic relationship with his or her client that includes:]~~

~~{1.} [Assessment and diagnosis of mental disorders using professionally recognized clinical nomenclature;]~~

~~{2.} [Safe and appropriate treatment planning that includes development, implementation, modification of the plan, and coordination of treatment with other clinicians who may be involved in the client's care;]~~

~~{3.} [Evaluation of progress;]~~

~~{4.} [Termination of the treatment process; and]~~

~~{5.} [Face-to-face contact with the client throughout the treatment process, and which may include telehealth in accordance with KRS 335.158 and 201 KAR Chapter 23.]~~

Section 4. Supervision Requirements.

(1) To qualify for board approval as an LCSW-S, an applicant shall ~~[A supervisor shall be a licensed clinical social worker who:]~~

(a) Hold an active Kentucky LCSW license not subject to an order or restriction prohibiting or limiting clinical supervision. A multistate license under KRS 335.135 shall not qualify a person for the LCSW-S designation ~~[Provides supervision to a certified social worker pursuant to KRS 335.080(3) and 335.100(3)];~~

(b) Have practiced clinical social work for at least two (2) years after initial licensure for independent clinical social work practice in Kentucky or another jurisdiction whose clinical licensure requirements are substantially equivalent; ~~[Does not have:]~~

~~{1.} [An unresolved citation filed against him or her by the board;]~~

~~{2.} [A suspended or probated license; or]~~

~~{3.} [A previous or existing personal relationship with a supervisee; and]~~

(c) Complete the board-approved initial six (6)-hour supervision course established in Section 15 ~~[Has:]~~

~~{1.} [Been engaged in the practice of clinical social work for two (2) years following licensure in Kentucky or another jurisdiction as an independent licensed clinical~~

~~social worker; or~~

~~{2.} [Been engaged in the practice of clinical social work in another jurisdiction pursuant to Section 9 of this administrative regulation]; and~~

(d) Submit the Request to Provide Supervision form and documentation of completion of the course required by paragraph (c) of this subsection.

~~{1.} [Completed an initial board-approved six (6) hour training course on supervisory practices and methods for licensed clinical social workers relating to the requirements in KRS 335.010 to 335.160 and 335.990, and 201 KAR Chapter 23; and]~~

~~{2.} [The initial supervisory training course on supervisory practice and methods for licensed clinical social workers shall be completed no later than January 1, 2022 for supervisors currently approved as of the effective date of this administrative regulation; and]~~

~~{(e)} [In addition to the initial board-approved six (6) hour training course established in paragraph (d) of this subsection, each supervisor shall complete a board-approved three (3) hour refresher supervisory training course each licensure renewal period thereafter to maintain supervisory status with the board.]~~

(2) Supervised clinical practice experience obtained in Kentucky under a supervisor who was not approved as an LCSW-S shall not be accepted, except as provided by Section 7 or Section 17 of this administrative regulation. ~~[Supervisory experience obtained in Kentucky with a supervisor who has not completed the courses required by subsection (1) (d)1. and paragraph (e) of this section shall not be approved by the board.]~~

(3) An [A] LCSW-S [licensed clinical social worker] shall provide supervision in a private setting appropriate for confidential clinical discussion; monitor competence, ethical practice, and client welfare; not supervise a supervisee with whom the supervisor has a familial, romantic, sexual, financial, or other relationship that impairs or reasonably could impair professional judgment or objectivity or jeopardize oversight. ~~[not serve as a supervisor of record for more than six (6) certified social workers with whom he or she has a contract to be held accountable to the board at the same time.]~~

(4) An LCSW-S shall complete a three (3) hour board-approved renewal course during each licensure renewal period beginning with the first complete renewal period after approval. The course shall count toward LCSW continuing education. ~~[To be approved as a supervisor, a licensed clinical social worker who meets the requirements of this section shall submit a Request to Provide Supervision form to become a supervisor in Kentucky along with a copy of the initial supervisory training course certificate.]~~

(5) A supervisor charging a fee shall provide written notice of the fee, payment terms, cancellation policy, and refund terms to the supervisee before supervision begins and shall comply with 201 KAR 23:080.

(6) An LCSW-S shall not serve as supervisor of record for more than six (6) active supervisees or supervise more than fifteen (15) active supervisees in total. A supervisee shall be counted once for each LCSW-S.

(7) The LCSW-S designation identifies board approval to supervise and is not a separate license. Approval remains active while the supervisor maintains an unrestricted active Kentucky LCSW license, completes required training, and remains qualified. A supervisor approved by the board before the effective date of this administrative regulation is deemed to hold the designation in accordance with Section 17(4) of this administrative regulation.

(8) A supervisor who fails to maintain approval as an LCSW-S shall not provide qualifying supervision or use the LCSW-S designation until restored. The supervisor and board shall notify affected supervisees. Properly earned hours shall not be forfeited solely because of the interruption.

(9) If a supervisor of record becomes ineligible or unavailable, the supervisee shall cease clinical practice unless Section 7 permits temporary continuation. If an additional supervisor becomes ineligible, practice may continue under the supervisor of record, but supervision provided by the ineligible supervisor shall not count.

(10) Supervision by an employment supervisor.

(a) An LCSW-S who is also the supervisee's employment supervisor, with authority over the supervisee's hiring, assignment, compensation, discipline, or job performance evaluation, may serve as supervisor of record or as an additional supervisor if the dual role is disclosed in the contract in accordance with Section 5(4) of this administrative regulation.

(b) An employment action, performance dispute, or grievance involving the supervisee shall not be a basis for withholding, altering, or refusing to verify documentation of hours actually completed.

~~Section 5. Contract for Clinical Social Work Supervision. [Clinical Social Work Supervision Contract. The Clinical Social Work Supervision Contract required by KRS 335.080(3) and 335.100(3) shall be submitted to the board for approval before the certified social worker begins supervision and shall contain:]~~

~~(1) Except for practice authorized under 201 KAR 23:160, a supervisee shall not begin the practice of clinical social work or accrue qualifying hours until the board approves a contract for the employment setting. [The name and license number of the certified social worker supervisee;]~~

~~(2) The supervisee shall submit a separate contract for each employer. A contract may cover multiple locations of the same employer if the conditions in the definition of employment setting are satisfied. [The name and license number of the supervisor of record;]~~

~~(3) The contract shall identify the supervisee, employer, each covered location, supervisor of record, and any additional supervisor; describe the clinical duties, populations, services, treatment methods, telehealth practice, and supervision schedule and format; allocate responsibility among supervisors; provide for continuity of care, modification, and termination, include an individualized employer-approved job description; and contain the signatures required by the Contract for Clinical Social Work Supervision form. [The name and license number of additional supervisors;]~~

~~(4) The contract shall acknowledge that the supervisor of record retains overall responsibility; each additional supervisor is responsible for supervision personally provided and client-care matters addressed; the parties shall comply with Sections 8 and 10 of this administrative regulation; the supervisor of record and each additional supervisor have disclosed any relationship with the supervisee described in Section 4(3) of this administrative regulation and any dual role described in Section 4(10) of this administrative regulation; the contract authorizes practice only for the employer and setting identified; and material changes require board approval under Section 12 of this administrative regulation. [The agency, institution, or organization where the experience will be received;]~~

~~(5) The employer shall verify, on the Contract for Clinical Social Work Supervision form, that the supervisee is an employee of the organization, has no direct or indirect interest in the organization other than employment, is not an independent contractor, and performs the duties stated in the job description, consistent with KRS 335.080(3). [A detailed description of the nature of the practice including the type of:]~~

~~[(a)] [Clients who will be seen;]~~

~~[(b)] [Therapies and treatment modalities that will be used including the prospective length of treatment; and]~~

~~[(c)] [Mental disorders that will be treated;]~~

(6) Review of a contract. ~~[The nature, duration, and frequency of the supervision, including the:]~~

(a) Within fifteen (15) days after receiving a contract, the board shall determine whether the submission is complete and contains the information required by Section 4 of this administrative regulation and this section. ~~[Number of hours of supervision per week;]~~

(b) If the submission is incomplete, the board shall notify the supervisee in writing of each item required to complete the submission. ~~[Amount of individual and group supervision; and]~~

(c) The board shall approve or deny a complete contract within thirty (30) days after the board receives the complete contract. ~~[Methodology for transmission of case information;]~~

(7) ~~The [conditions or procedures for termination of the supervision including a provision that the terminating party shall provide at least thirty (30) days' written notice of termination to the certified social worker,] supervisor or supervisee of record shall notify the board in writing of a material change in employment or in the supervisee's job description or clinical duties within five (5) business days. [, additional supervisor, and certified social worker's employer by the terminating party;]~~

(8) The contract shall remain effective until the board issues the supervisee an LCSW license or the contract is terminated under Section 13 of this administrative regulation. ~~[conditions and procedures for evaluation of the supervision process every six (6) months in which both the certified social worker and the supervisor of record evaluate areas of strength, areas of improvement, and overall satisfaction with the supervision process by the supervisor and the supervisee;]~~

~~[(9)] [A statement that:]~~

~~[(a)] [The supervisor of record understands and agrees that he or she shall be held accountable to the board for the care given to the supervisee's clients;]~~

~~[(b)] [The certified social worker is an employee of an agency, institution, or organization, and has Social Security and income tax deducted from his or her salary;]~~

~~[(c)] [The supervisor of record and additional supervisors meet the criteria established in Section 4(1) through (4) of this administrative regulation;]~~

~~[(d)] [The certified social worker supervisee has completed the training course described in Section 12 of this administrative regulation; and]~~

~~[(e)] [The supervisor and supervisee agree to use electronic supervision, in accordance with KRS 335.158 and 201 KAR Chapter 23;]~~

~~[(10)] [An individualized job description attached to the Clinical Social Work Supervision Contract that:]~~

~~[(a)] [Describes the nature of the clinical social work services the certified social worker supervisee shall provide to a client including assessment, evaluation, diagnosis, and treatment of a mental disorder;]~~

~~[(b)] [Describes in detail how the requirements of Sections 6 and 7 of this administrative regulation shall be met; and]~~

~~[(c)] [Is on office or agency letterhead and is signed by the executive director, the agency director, or the individual who heads the office; and]~~

~~[(11)] [Each supervisor of record and additional supervisor shall record and submit to the board documentation of the hours of individual or group supervision completed during the period of supervised clinical practice experience or upon termination of the Clinical Social Work Supervision Contract, whichever occurs first.]~~

Section 6. Documentation and Evaluation ~~[Notice to Client]. [If an employee is practicing clinical social work under the supervision of a licensed clinical social worker, the employee~~

~~shall notify in writing each client at the start of treatment during the period of the supervision. The notification shall contain:}]~~

(1) The supervisee and each supervisor of record shall maintain contemporaneous records of clinical practice and supervision in the manner required by the board. Records shall identify the dates, duration, format, employment setting, and supervisor and shall not contain client-identifying information. [name, office address, telephone number, email address, and license number of the supervisor of record; and]

(2) Each supervisor shall complete and sign the Clinical Supervision Recording Form for supervision personally provided. The supervisor of record shall review each Clinical Supervision Recording Form completed under the contract and reconcile discrepancies with each additional supervisor. [A statement that the employee is licensed by the board].

(3) The supervisor of record shall complete a written evaluation at least every six (6) months from the time the contract is approved and at termination of supervision. The evaluation shall address the active supervisee's competence, ethical practice, professional development, client and public protection, and readiness for independent practice. The supervisee shall receive a copy and may submit a written response to the supervisor of record. The supervisor of record shall submit any written response with the evaluation required by subsection (5) of this section.

(4) Before each six (6) month evaluation, the supervisor of record shall evaluate the supervisee's practice using at least one of the following methods:

(a) Process notes;

(b) Case review;

(c) Audio or video recording; or

(d) Live observation.

(e) Client consent shall be obtained as necessary prior to utilizing audio/video recording or live observation. The supervisor shall document the method of review utilized, provide feedback, and incorporate the results into the supervisee evaluation. Time spent conducting live observation or reviewing audio/video recordings shall count toward the supervision hours required by Section 10(2) of this administrative regulation, as shall any subsequent individual review of and feedback on the work sample.

(5) The supervisor of record shall submit each six (6) month evaluation, signed by the supervisor of record and the supervisee, and the Clinical Supervision Recording Forms for the evaluation period within thirty (30) days after the evaluation period.

(6) Each party shall retain supervision records until the supervisee is issued a licensed clinical social worker license, or for two (2) years after the contract ends, whichever is later, and shall provide them to the board upon request. A supervisor shall not withhold documentation required by this section from the supervisee or the board.

(7) A supervisor who ceases providing supervision to an active supervisee for any reason shall submit the Supervision Experience Documentation Form and the Clinical Supervision Recording Form within seven (7) days after the date supervision ceases.

Section 7. Additional Supervisors and Continuity of Supervision. [Experience under Supervision. Experience under supervision shall consist of:]

(1) An additional supervisor shall hold an active LCSW-S designation, satisfy the requirements of Section 4 of this administrative regulation, and be identified in and sign the contract for each supervisee and each employment setting at which the additional supervisor provides clinical supervision. An additional supervisor shall be approved by the board before providing supervision that may be credited under this administrative regulation. An additional supervisor added to an approved contract under Section 12(3) of this administrative regulation shall sign the Request for Additional Supervisor Form,

and that signature shall satisfy the signature requirement of this subsection. [At least sixty (60) percent of the required experience in a direct client-professional relationship;]

(2) An additional supervisor shall provide supervision in accordance with the approved contract and Section 10 of this administrative regulation, assess the supervisee's competence and readiness for independent clinical practice, protect client welfare, maintain and submit the documentation required by Section 6 of this administrative regulation, and promptly report to the supervisor of record any concern regarding client safety, ethical practice, the supervisee's competence, or compliance with this administrative regulation. [Direct responsibility for providing clinical social work services to a specific individual or group of clients; and]

(3) Temporary coverage during a planned or otherwise foreseeable absence of the supervisor of record that does not constitute extraordinary circumstances [Broad exposure and opportunity for skill development with a variety of mental disorders, diagnoses, acuity levels, and population groups].

(a) Coverage may be provided only by an additional supervisor identified in the approved contract for that employment setting. If no additional supervisor is identified in the approved contract for that employment setting, the supervisee shall not practice clinical social work during the absence unless the board approves a new or modified contract in accordance with Section 12 of this administrative regulation.

(b) The supervisee or the supervisor of record shall notify the board in writing before the absence begins, identifying the covering additional supervisor and the expected beginning and ending dates of the absence.

(c) The supervisor of record shall retain the responsibility established in Section 10(9) of this administrative regulation during the coverage period.

(d) Supervision provided during the coverage period shall count toward the supervision hours required by Section 10(2) of this administrative regulation if documented in accordance with Section 6 of this administrative regulation and shall be counted toward the limit on supervision provided by additional supervisors established in Section 10(4) of this administrative regulation.

(e) Coverage under this subsection shall not exceed thirty (30) consecutive days. A longer absence shall require a new or modified contract in accordance with Section 12 of this administrative regulation.

(4) If extraordinary circumstances make the supervisor of record unable to serve, an additional supervisor approved under the affected contract may assume temporary primary responsibility for the supervisee's clinical social work practice at that employment setting if:

(a) The supervisee and the additional supervisor notify the board in writing within three (3) business days; and

(b) A new contract identifying the additional supervisor as the proposed supervisor of record is submitted within five (5) business days.

(5) As the sole exception to prior board approval of a replacement supervisor and new contract, a supervisee may continue clinical social work practice during a transition under subsection (4) of this section if an approved additional supervisor is available, the required notice and contract are timely submitted, and supervision continues in accordance with Section 10 of this administrative regulation. The supervisee shall cease practice if any condition is not met or the board orders cessation.

(6) Clinical practice hours and supervision hours properly completed and verified shall remain credited to the supervisee and shall not be repeated because of a change in the supervisor of record or a temporary interruption in supervision.

Section 8. Notice to Client ~~[Supervision Requirements]~~.

(1) Before providing clinical social work services, a supervisee or temporary permit holder practicing under supervision shall give the client or legal representative written notice of the supervised status. ~~[Supervision shall relate specifically to the qualifying supervised clinical practice experience and shall focus on:]~~

~~[(a)] [The accurate assessment and diagnosis of a client's mental disorder leading to proficiency in applying professionally recognized clinical nomenclature;]~~

~~[(b)] [The development and modification of the treatment plan;]~~

~~[(c)] [The development of treatment skills suitable to each phase of the therapeutic process;]~~

~~[(d)] [Ethical problems in the practice of clinical social work and application of the Code of Ethical conduct established in 201 KAR 23:080; and]~~

~~[(e)] [The development and use of the professional self in the therapeutic process.]~~

(2) The notice shall identify the social worker and supervisor of record, provide their credential and contact information and a means to verify licensure, and state that treatment information may be discussed in supervision subject to confidentiality requirements. Updated notice shall be provided within ten (10) business days after required information changes. {}

~~[(a)] [Supervision shall total a minimum of 150 hours, which shall include individual supervision of at least two (2) hours during every two (2) weeks of supervised clinical social work practice, over the two (2) year minimum time period of supervised practice experience under supervision described in KRS 335.100(3).]~~

~~[(b)] [Virtual supervision may be utilized for supervision hours, if the supervisor and supervisee can see each other, face-to-face, via electronic means.]~~

~~[(c)] [Electronic supervision shall conform to state and federal laws governing electronic practice or telehealth to ensure that confidentiality of client records and personal health information shall be maintained as required by KRS 335.158, the Code of Ethical Conduct established in 201 KAR 23:080, and other applicable state and federal laws].~~

~~[(d)] [A supervisee shall obtain a minimum of 100 hours of the required supervision by individual supervision.]~~

~~[(e)] [A supervisee may obtain up to fifty (50) hours of group supervision.]~~

~~[(f)] [Group supervision shall be in groups of not more than six (6) supervisees and shall not include supervisees from other behavioral health professions who are attaining supervised clinical practice experience.]~~

(3) The social worker shall document the date and method of notice and retain a copy of the written notice, signed and dated by the client or legal representative if a signature is obtained, in the client record.

(4) Advertising or marketing that offers the supervised social worker's clinical services shall disclose the supervised status and identify, or provide a means to identify, the supervisor of record.

Section 9. Qualifying Clinical Practice Experience Under Supervision ~~[A licensed clinical social worker from another jurisdiction requesting approval to provide clinical supervision].~~

(1) An applicant for licensure as a [who holds or has held a] licensed [license to practice] clinical social worker [work or an equivalent license in another jurisdiction and has been engaged in the active practice of clinical social work for at least two (2) years prior to the filing of a Request to Provide Supervision form with the board] shall complete at least 3,000 clinical practice hours under supervision in accordance with KRS 335.100 and this administrative regulation [meet the requirements for supervision established in this administrative regulation unless the license, certificate, registration, or other authorization issued by the other jurisdiction:]

~~[(a)] [Has been expired for more than two (2) years;]~~

- ~~[(b)] [Is not in good standing; or]~~
~~[(c)] [Has been suspended or revoked for disciplinary reasons].~~
- (2) The qualifying clinical practice experience shall ~~[An applicant who receives clinical practice experience under supervision in another jurisdiction shall demonstrate that]:~~
- (a) Include direct responsibility for providing clinical social work services to an identified client or group of clients; ~~[His or her clinical practice experience under supervision met the legal requirements of that jurisdiction; and]~~
 - (b) Provide broad exposure and an opportunity for skill development involving a variety of mental, emotional, or behavioral disorders, conditions, or addictions and levels of acuity; and ~~[The board shall give credit for supervision hours obtained in accordance with the legal requirements of the other jurisdiction.]~~
 - (c) Be completed under an approved contract. Hours completed under a temporary permit issued under 201 KAR 23:160 shall not count toward the requirements of KRS 335.100(1)(b).
- (3) The supervisor of record and each additional supervisor shall complete and submit to the board a Supervision Experience Documentation Form verifying the clinical practice hours and supervision hours completed under that supervisor, at the times required by Sections 6, 10, and 13 of this administrative regulation. Each supervisor shall provide a copy of the completed form to the supervisee. ~~[An applicant from another jurisdiction shall submit proof of issuance of a valid license, permit, certificate, registration, or other authorization issued by another jurisdiction that is in good standing]~~

Section 10. Supervision Requirements. ~~[- Evaluation by the Board.]~~

- (1) Supervision shall relate to the supervisee's practice of clinical social work and shall address assessment and diagnosis, treatment planning and intervention, clinical skills across the phases of treatment, clinical documentation, professional boundaries, the supervisee's development of professional identity and therapeutic use of self, cultural responsiveness in clinical practice, ethics and compliance with 201 KAR 23:080, client and public protection, and the supervisee's competence and readiness for independent practice. ~~[The supervised experience required by KRS 335.100(1)(b) shall be evaluated by the board according to one (1) of the methods established in this subsection.]~~
- ~~[(a)] [Post experience evaluation. An applicant who obtained his or her supervised experience while licensed in another jurisdiction shall submit his or her Request to Provide Supervision form along with documentation of supervision and qualifications of his or her supervisor.]~~
 - ~~[(b)] [Transitional evaluation. An applicant who has accumulated an amount less than the full amount of qualifying experience while licensed in another jurisdiction or while working in a clinical social] [work setting that does not meet the requirements under Section 7(3) of this administrative regulation shall submit his or her Request to Provide Supervision form along with documentation of supervision completed prior to the date of his or her Request to Provide Supervision form. The applicant shall also submit with his or her Request to Provide Supervision form a Clinical Social Work Supervision Contract under paragraph (c) of this subsection for the remainder of the supervised experience.]~~
 - ~~[(c)] [Preapproved evaluation. Prior to beginning supervised practice experience, an applicant shall submit a Clinical Social Work Supervision Contract for the supervised experience and the applicant shall have the contract approved by the board. This contract shall be evaluated by the board to determine whether or not it is compliant with Section 4 and Section 5 of this administrative regulation and shall be approved or denied within ninety (90) days of its submission.]~~
- (2) The supervisee shall complete at least 150 supervision hours during the two (2) years of post-master's experience required by KRS 335.100(1)(b), which shall consist of not

less than twenty-four (24) months of active supervised clinical practice. At least 100 hours of the required 150 supervision hours shall be individual supervision, and not more than fifty (50) hours may be group supervision. [A certified social worker who desires to practice clinical social work that does not qualify as supervised experience pursuant to KRS 335.100(1)(b) shall submit a Clinical Social Work Supervision Contract pursuant to KRS 335.080(3). This contract shall be evaluated by the board to determine whether or not it is compliant with Section 4 and Section 5 of this administrative regulation and shall be approved or denied within ninety (90) days of its submission.]

(3) During each two (2) week period in which the active supervisee practices at an employment setting, the active supervisee shall receive at least two (2) hours of individual supervision addressing practice at that setting. This requirement applies separately to each employment setting and continues after completion of 150 hours while the supervisee practices under the contract. A supervisee who practices at more than one (1) location under a single approved contract shall receive two (2) hours of supervision during each two (2) week period for that contract, and not two (2) hours for each location [A certified social worker who desires to practice clinical social work that meets all the other supervised experience requirements, other than the requirement established in Section 7(3) of this administrative regulation, shall submit a Clinical Social Work Supervision Contract pursuant to KRS 335.080(3). The supervision hours obtained in this clinical setting may be considered by the board].

(4) The supervisor of record shall provide at least seventy-five (75) of the required 150 supervision hours. Additional supervisors may collectively provide not more than seventy-five (75) of the required 150 supervision hours.

(5) Hours under multiple approved contracts may be combined. Additional hours shall not reduce the twenty-four (24) month minimum established in subsection (2) of this section. A period during which the supervisee practices under more than one (1) approved contract shall be counted only once toward that minimum. No clinical practice hour or supervision hour shall be counted more than once.

(6) Suspension of a contract.

(a) A supervisee who temporarily suspends clinical practice and supervision under a contract shall:

1. Submit the Suspension of Contract Form to the board before the suspension takes effect;
2. Give the employer written notice of the suspension before the suspension takes effect;
3. Cease clinical practice at that employment setting during the suspension; and
4. Notify the board in writing before resuming clinical practice and supervision under the contract.

(b) The supervisor of record shall confirm the resumption in writing within seven (7) business days.

(c) A period during which all of a supervisee's contracts are suspended shall not count toward the twenty-four (24) month minimum established in subsection (2) of this section.

(d) A contract suspended for more than twelve (12) consecutive months shall terminate in accordance with Section 13 of this administrative regulation. Hours properly completed before the suspension shall remain credited.

(7) Within seven (7) days after the supervisee's last date of clinical social work practice at that setting, the supervisor of record shall submit the Supervision Experience Documentation Form, the Clinical Supervision Recording Form, and a written evaluation under Section 6(3) of this administrative regulation, and each additional supervisor under the suspended contract shall submit the Supervision Experience Documentation Form and the Clinical Supervision Recording Form.

(8) Virtual supervision is permitted if authorized by the contract and conducted through secure synchronous audio and video from private locations. Time during which the participants cannot see and hear each other shall not count and shall be documented.

(9) The supervisor of record retains overall responsibility for supervision, client care, public protection, and compliance with the contract. An additional supervisor remains responsible for supervision personally provided and shall report concerns regarding safety, ethics, or competence to the supervisor of record.

(10) Group supervision shall include no more than six (6) active supervisees. Any observer shall be occasional, shall not interfere, and shall have the advance consent of the supervisees and comply with confidentiality requirements.

(11) Completion of the qualifying hours and of the twenty-four (24) month minimum established in subsection (2) of this section does not terminate the contract. Until LCSW licensure or termination under Section 13, a supervisee who continues clinical practice shall continue required supervision. The supervisor of record shall submit the Documentation of Continued Supervision Form within seven (7) days after LCSW licensure or termination.

(12)

(a) Properly completed and verified hours shall remain credited despite an interruption or change in setting.

(b) The board may require additional education or supervision if verified evidence establishes a material deficiency in current competence.

(13) Misrepresentation of supervisory approval, knowingly practicing without required supervision, false documentation, or failure or refusal to submit documentation required by this administrative regulation shall be referred to the board for disciplinary action.

Section 11. Evaluation of Clinical Practice Experience and Supervision ~~[Modification of Existing Contract].~~

~~(1) The board [Changes to Section A of the Plan of Clinical Social Work Activities of the Clinical Social Work Supervision Contract that describes the clinical setting and nature of the practice and experience that the supervisee is to obtain, as required by Section 5(5) of this administrative regulation,]~~ shall evaluate the clinical practice experience and supervision submitted to satisfy KRS 335.100(1)(b) in accordance with this section. This section applies to every applicant and supervisee, whether the clinical practice experience and supervision were obtained in Kentucky, in another jurisdiction, or both~~[be submitted to the board for approval, and approved, prior to implementation].~~

~~(2) An applicant for licensure as a licensed clinical social worker relying on clinical social work experience or supervision obtained in another jurisdiction [A new Clinical Social Work Supervision Contract]~~ shall ~~[be]submit[submitted]~~ to the board, in the manner required by the board, documentation of the jurisdiction, authorization held, supervisor's legal authority, dates and setting, nature and number of clinical practice and supervision hours, and compliance with that jurisdiction's law, together with verification from each applicable licensing authority~~[immediately for approval if the supervisee changes his or her:]~~

~~[(a)] [Supervisor of record; or]~~

~~[(b)] [Place of employment].~~

(3) If documentation required by subsection (2) of this section is unavailable, the applicant may submit verification from the other jurisdiction's licensing authority, contemporaneous employment or supervisor records, a sworn statement from the supervisor or employer, or other reliable documentation. Proof that the applicant satisfied another jurisdiction's licensing requirements shall not, by itself, establish the number or type of hours completed ~~[A supervisee shall notify the board in writing of changes of additional supervisors who are not the supervisor of record, but who are identified in the~~

~~Clinical Social Work Supervision Contract pursuant to Section 5(3) of this administrative regulation and attach a copy of the supervisor's supervisory training certificate].~~

(4) The board shall accept supervised clinical social work experience lawfully completed in another jurisdiction to the extent the experience is substantially equivalent to KRS 335.100 and this administrative regulation. The board shall credit accepted hours and issue a written determination identifying the clinical practice hours and supervision hours accepted, whether the twenty-four (24) month minimum established in Section 10(2) of this administrative regulation is satisfied, and each requirement that remains incomplete. The board shall not require accepted hours to be repeated solely because they were completed elsewhere.

(5) An applicant who holds an active, unencumbered license for the independent practice of clinical social work issued by a jurisdiction whose requirements the board determines are substantially equivalent to KRS 335.100 shall be deemed to satisfy Sections 9 and 10 of this administrative regulation.

(6) Completion of remaining requirements.

(a) An applicant for licensure as a licensed clinical social worker who has not completed all requirements of Sections 9 and 10 of this administrative regulation may complete the remaining requirements in Kentucky under a contract.

(b) Before beginning clinical social work practice in Kentucky, the applicant shall:

1. Hold the Kentucky license or other authorization required by KRS Chapter 335;

2. Submit a contract that identifies each deficiency stated in the board's written determination and explains how each deficiency will be completed; and

3. Obtain the board's approval of the contract.

(7) Separate evaluation of clinical practice and supervision.

(a) The board shall evaluate clinical practice hours and supervision hours separately.

(b) If clinical practice hours do not qualify under Section 9 of this administrative regulation, the board may credit supervision hours that independently satisfy Section 10 of this administrative regulation.

(c) Credit for supervision hours shall not cause the related clinical practice hours to qualify if those hours do not satisfy Section 9 of this administrative regulation.

(8) The board shall approve a supervisee to sit for the examination required by KRS 335.100(1)(d) upon verification that the supervisee has completed the clinical practice hours and supervision hours required by Sections 9 and 10 of this administrative regulation and the twenty-four (24) month minimum established in Section 10(2) of this administrative regulation and receipt of a completed Supervision Experience Documentation Form from the supervisor of record and each additional supervisor attesting to the supervisee's readiness for independent clinical practice. Conflicting attestations shall be resolved in accordance with subsection (9) of this section.

(9) If supervisors submit conflicting Supervision Experience Documentation Forms regarding the supervisee's readiness for independent practice, the board shall resolve the conflict and issue a final written determination.

(10) An attestation by a supervisor that the supervisee is not ready for independent clinical practice shall state the basis for the determination on the Supervision Experience Documentation Form and it shall be provided to the supervisee, and the supervisee may submit a written response to the board.

(11) Failure or refusal to submit required documentation.

(a) If a supervisor does not submit a Supervision Experience Documentation Form or other documentation required by this administrative regulation within fifteen (15) days after written request by the supervisee or the board, the supervisee may petition the board in writing for a determination under this subsection.

(b) Upon petition, the board may accept other reliable documentation of the clinical practice hours and supervision hours completed, including Clinical Supervision

Recording Forms and evaluations previously submitted under Section 6 of this administrative regulation, contemporaneous records maintained by the supervisee under Section 6(1) of this administrative regulation, employer records, and a sworn statement of the supervisee.

(c) The board shall issue a written determination identifying the clinical practice hours and supervision hours accepted under this subsection and each requirement that remains incomplete.

(12) An applicant or supervisee aggrieved by a determination of the board under this section may request a hearing in accordance with KRS Chapter 13B.

Section 12. Contract Modification ~~[Supervision Training Course for a Certified Social Worker Under Supervision]~~.

(1) Except as provided by Section 7 of this administrative regulation, a material change in an approved contract shall be approved by the board before the supervisee practices under the change ~~[Prior to beginning supervised clinical social work practice, a certified social worker supervisee shall complete a one (1) hour board-approved training course on supervised clinical practice experience, provided at no cost by the board, and relating to the requirements in KRS 335.010 to 335.160 and 335.990, and 201 KAR Chapter 23; and]~~.

(2) A new contract is required for a change in employer, employment setting, or supervisor of record, or for an additional employment setting. A separate contract is required for each employer and for a location where the job description, clinical duties, supervisor of record, or supervision arrangements materially differ. A supervisee adding an employment setting shall also submit the Request for Additional Work Setting Form to the board ~~[Submit a copy of the certificate of completion with his or her Clinical Social Work Supervision Contract]~~.

(3) An additional supervisor may be added by submitting the Request for Additional Supervisor Form to the board and may not provide qualifying supervision until approved. An additional supervisor may be removed without a new contract if the supervisor of record remains, Section 10 continues to be satisfied, and the board is notified within ten (10) business days. The departing supervisor shall submit required documentation within seven (7) days.

(4) A material change in clinical duties, populations, services, treatment methods, service location within the setting, or supervision frequency, format, or allocation requires prior board approval in accordance with subsection (1) of this section. A change in contact information requires written notice to the board within ten (10) business days but not prior approval.

(5) While a request is pending, practice may continue only under the unchanged existing approved contract. Practice under the proposed change shall not begin before approval.

(6) Modification shall not cause hours properly completed before the modification to be forfeited or repeated.

Section 13. Termination of a Contract for Clinical Social Work Supervision ~~[Incorporation by Reference]~~.

(1) The requirements of this section shall apply separately to each contract and employment setting ~~[The following material is incorporated by reference:]~~

~~[(a)] ["Clinical Social Work Supervision Contract," 4/2021; and]~~

~~[(b)] ["Request to Provide Supervision", 4/2021].~~

(2) A contract may terminate due to: ~~[This material may be inspected, copied, or obtained, subject to applicable copyright law, at the Kentucky Board of Social Work, 125 Holmes Street, Suite 310, Frankfort, Kentucky 40601, Monday through Friday, 8 a.m. to 4:30 p.m.]~~

(a) Issuance of a licensed clinical social worker license to the supervisee;

- (b) Change of the supervisor of record;
 - (c) Change or termination of the supervisee's employment;
 - (d) Mutual agreement of the supervisee and supervisor of record;
 - (e) Withdrawal from the contract by the supervisee or supervisor of record;
 - (f) Death, incapacity, or unavailability of the supervisee or supervisor of record;
 - (g) Inactive, expired, suspended, restricted, surrendered, or revoked status of a license required for the contract;
 - (h) Failure of a party to comply with the contract, KRS Chapter 335, or this administrative regulation;
 - (i) An order or other action of the board; or
 - (j) Another reason identified in writing on the Contract Termination Notice form and approved by the board.
- (3) Except as provided in subsection (4), the initiating party shall submit the Contract Termination Notice to the board and give at least thirty (30) days' written notice to the other party, each additional supervisor, and the employer. The notice shall identify the contract, effective date, reason, whether a replacement contract has been or will be submitted, and whether practice will cease or continue as permitted by subsection (7) of this section.
- (4) Thirty (30) days' notice is not required upon LCSW licensure or board order, an unanticipated end of employment or required licensure, risk to a client or the public, or extraordinary circumstances. The Contract Termination Notice and an explanation shall be provided to the board and to the persons identified in subsection (3) of this section as soon as practicable.
- (5) During the notice period, the contract and supervision remain in effect unless continued practice or supervision would violate law, create a risk to a client or the public, or is impossible because employment or supervision has ended. The parties shall take reasonable steps to protect clients and maintain continuity of care. Client-identifying information shall not be submitted to the board.
- (6) Within seven (7) days after the effective date of termination of the contract, the supervisor of record shall submit the Supervision Experience Documentation Form, Clinical Supervision Recording Form, and final evaluation. Each additional supervisor shall submit the Supervision Experience Documentation Form and Clinical Supervision Recording Form within seven (7) days after ceasing supervision.
- (7) On termination, the supervisee shall cease clinical practice at the affected setting unless the board has approved a replacement contract, Section 7 permits temporary continuation, or the board has issued an LCSW license. Another active approved contract is unaffected. A supervisee who has completed the requirements of Sections 9 and 10 of this administrative regulation shall apply for licensure as a licensed clinical social worker in accordance with KRS 335.080(3). A supervisee who has not completed those requirements shall, within thirty (30) days after the effective date of termination, submit a new or modified contract in accordance with Section 12 of this administrative regulation.
- (8) Properly completed and verified hours remain credited. A fee, payment, employment, personnel, or other dispute alone shall not authorize termination without the notice required by subsection (3) of this section, excuse withholding a required form or documentation, permit refusal to verify hours actually earned, or permit abandonment of responsibility for client welfare or continuity of care during the notice period.
- (9) A supervisee shall notify the board in writing within five (5) business days after the supervisee knows or reasonably should know that the supervisor of record has ceased providing supervision, has become unavailable or ineligible, or that the employment covered by the contract has ended. Notice under this subsection does not relieve a supervisor of a duty under this administrative regulation.

(10) A supervisor of record who resigns, gives or receives notice of the end of the employment covered by the contract, or otherwise learns that the supervisor's availability to supervise under the contract will end, shall notify the supervisee and the board in writing within three (3) business days after giving or receiving that notice. The notice shall state the expected last date of supervision and whether the supervisor will continue supervision through the notice period required by subsection (3) of this section. Notice under this subsection does not satisfy subsection (3) of this section or relieve a supervisor of record of any other duty under this administrative regulation until the end of the contract.

Section 14. Supervisee Training.

(1) Before submitting an initial contract, a certified social worker shall complete a one (1) hour board-provided course at no cost and submit proof of completion.

(2) The course shall address the law governing supervised practice; duties of the supervisee and supervisors; contract, supervision, documentation, evaluation, client notice, continuity, modification, termination, and reporting requirements; and applicable provisions of KRS Chapter 335 and 201 KAR Chapter 23.

Section 15. Required Training Courses for a Supervisor.

(1) Before submitting a Request to Provide Supervision form to the board, a licensed clinical social worker seeking initial approval as a supervisor shall complete a one-time, six (6) hour board-approved training course in clinical social work supervision.

(2) The initial six (6) hour training course shall address:

(a) The purposes, models, methods, and techniques of clinical social work supervision;

(b) Development and maintenance of the supervisory relationship;

(c) Ethical supervisory practice, professional boundaries, conflicts of interest, and the appropriate use of supervisory authority;

(d) The requirements of KRS 335.010 to 335.160 and 335.990 and 201 KAR Chapter 23 applicable to clinical social work supervision;

(e) The respective duties and responsibilities of the supervisor of record, each additional supervisor, and the supervisee;

(f) Development, implementation, modification, and termination of the Contract for Clinical Social Work Supervision;

(g) Individual, group, in-person, and virtual supervision;

(h) Documentation and verification of supervision and supervised clinical practice experience;

(i) Evaluation of the supervisee's competence, professional development, and readiness for independent clinical practice;

(j) The supervisor's gatekeeping responsibilities and duty to protect clients and the public;

(k) Continuity of supervision and clinical services during a supervisor's temporary or permanent unavailability; and

(l) Supervision within an organization, including the respective responsibilities of the employer and each internal or external supervisor.

(m) Guiding the supervisee's development of professional identity and therapeutic use of self, and cultural responsiveness in supervision and clinical practice.

(3) A licensed clinical social worker who has previously completed the six (6) hour board-approved training course shall not be required to repeat the course.

(4) An approved supervisor shall complete a three (3) hour board-approved professional development course in clinical social work supervision during each licensure renewal period to maintain approval as a supervisor.

(5) The professional development course required by subsection (4) of this section shall include:

(a) Material changes to KRS Chapter 335, 201 KAR Chapter 23, board-approved forms, or board procedures affecting clinical social work supervision; and

(b) One (1) or more of the following subjects:

1. Theoretical frameworks and models of clinical supervision;
2. Ethical supervisory practice;
3. Methods and techniques of supervision;
4. Development and maintenance of the supervisory relationship;
5. Use of the Contract for Clinical Social Work Supervision to support compliance and professional development;
6. Documentation, evaluation, and gatekeeping responsibilities;
7. In-person and virtual supervision;
8. Supervision within organizations;
9. Cultural responsiveness and the effect of individual differences on supervision;
10. Impairment, professional boundaries, conflicts, and corrective action in supervision;
11. Continuity and termination of supervision; or
12. Another clinical supervision subject approved by the board.

(6) A supervisor shall retain the certificate of completion for each course required by this section and submit the certificate:

- (a) With the Request to Provide Supervision form for the initial six (6) hour course;
- (b) With the supervisor's application for licensure renewal for the three (3) hour professional development course; or
- (c) Upon request by the board.

Section 16. Training of Trainers Program.

(1) The board shall establish and maintain a training of trainers program to promote consistent and current instruction in the six (6) hour and three (3) hour supervision courses required by Section 15 of this administrative regulation.

(2) An individual who provides a six (6) hour or three (3) hour supervision course shall complete the training of trainers program before providing the course, and the board may enter into an agreement with a qualified individual or entity to develop or provide the program.

Section 17. Transition.

(1) An applicant who begins accruing supervised clinical practice experience on or after the effective date of this administrative regulation shall complete the clinical practice experience and supervision in accordance with this administrative regulation.

(2) A contract approved before the effective date of this administrative regulation shall remain in effect, under the requirements applicable when it was approved, until the board issues the supervisee a licensed clinical social worker license or the contract is terminated in accordance with Section 13 of this administrative regulation. Clinical practice hours and supervision hours properly completed before the effective date, under the requirements then in effect, shall remain credited. The client welfare, continuity of care, and termination requirements of this administrative regulation shall apply to that contract on the effective date.

(3) The requirements applicable when an applicant began accruing supervised clinical practice experience shall not be altered by submission of a modified or replacement contract.

(4) A supervisor approved by the board before the effective date shall be deemed to hold the LCSW-S designation on the effective date of this administrative regulation. The initial six (6) hour supervision course established in Section 15 of this administrative regulation is a qualification for approval and shall not be required of a supervisor approved before the effective date.

(5) The board may require an existing contract to be updated or replaced on the incorporated forms without forfeiture of properly completed hours.

(6) At the first evaluation conducted under Section 6(3) of this administrative regulation after the effective date of this administrative regulation, the supervisor of record for a contract described in subsection (2) of this section shall review with the supervisee the client welfare, continuity of care, and termination requirements made applicable by subsection (2) of this section and shall document the review in the evaluation.

Section 18. Incorporation by Reference.

(1) The following material is incorporated by reference:

(a) "Contract for Clinical Social Work Supervision," 9/2026;

(b) "Request to Provide Supervision," 9/2026;

(c) "Supervision Experience Documentation Form," 9/2026;

(d) "Clinical Supervision Recording Form," 9/2026;

(e) "Request for Additional Supervisor Form," 9/2026;

(f) "Request for Additional Work Setting Form," 9/2026;

(g) "Documentation of Continued Supervision Form," 9/2026;

(h) "Suspension of Contract Form," 9/2026; and

(i) "Contract Termination Notice," 9/2026.

(2) The incorporated material may be inspected, copied, or obtained, subject to copyright law, from the Kentucky Board of Social Work, 125 Holmes Street, Suite 310, Frankfort, Kentucky 40601, Monday through Friday, 8 a.m. to 4:30 p.m., or at <https://bsw.ky.gov>. Each form incorporated by reference is also available on the board's Web site at <https://bsw.ky.gov> and may be completed and submitted electronically through the Web site.

HANK CECIL, LCSW, Board Chair

APPROVED BY AGENCY: September 11, 2026

FILED WITH LRC: September 11, 2026 at 2:30 p.m.

PUBLIC HEARING AND COMMENT PERIOD: A public hearing on this administrative regulation shall be held on November 30, 2026, at 1:00 p.m., at the Kentucky Board of Social Work, 125 Holmes St., Suite 310, Frankfort, Kentucky 40601. Individuals interested in being heard at this hearing shall notify this agency in writing by five (5) workdays prior to the hearing of their intent to attend. If no notification of intent to attend the hearing is received by that date, the hearing may be cancelled. A transcript of the public hearing will not be made unless a written request for a transcript is made prior to the end of the hearing. If you do not wish to be heard at the public hearing, you may submit written comments on the proposed administrative regulation. Written comments shall be accepted through November 30, 2026. Send written notification of intent to be heard at the public hearing or written comments on the proposed administrative regulation to the contact person.

CONTACT PERSON: Marc Kelly, Executive Director, Kentucky Board of Social Work, 125 Holmes St., Suite 310, Frankfort Kentucky 40601, phone (502) 564-2350, email marc.kelly@ky.gov.

REGULATORY IMPACT ANALYSIS AND TIERING STATEMENT

Contact Person: Marc Kelly, Executive Director **Phone:** (502) 564-2350 **Email:** marc.kelly@ky.gov

Subject Headings: Social Work, Occupations and Professions, Boards and Commissions

(1) Provide a brief summary of:

(a) What this administrative regulation does:

This administrative regulation establishes requirements for qualifying education and clinical practice experience under supervision.

(b) The necessity of this administrative regulation:

This regulation is necessary to comply with statutory directives and to clearly set out uniform requirements for qualifying education and clinical practice experience under supervision.

(c) How this administrative regulation conforms to the content of the authorizing statutes:

KRS 335.070(4) authorizes the board to promulgate administrative regulations to carry out the provisions of KRS 335.010 to 335.160 and KRS 335.990. KRS 335.080 (1)(b) and 335.100(1)(a) require an applicant for a certified social worker license or a licensed clinical social worker license to have a master's degree or a doctoral degree in social work from an educational institution approved by the board. KRS 335.080(3), 335.100(1)(b), and 335.100(3) require a certified social worker to practice clinical social work only under a written contract with and the supervision of a licensed clinical social worker, require two (2) years of post-master's supervised experience for clinical licensure and direct the board to establish those requirements by administrative regulation.

(d) How this administrative regulation currently assists or will assist in the effective administration of the statutes:

This administrative regulation will assist in effective administration of the statutes by establishing the educational institutions approved by the board, the qualifications, approval, and required training of supervisors; the requirements for qualifying supervised clinical practice experience for in state and out-of-state applicants, and the content of forms incorporated by reference

(2) If this is an amendment to an existing administrative regulation, provide a brief summary of:

(a) How the amendment will change this existing administrative regulation:

This amendment will change the existing administrative regulation by: providing additional defined terms; clarifying the requirements for a board approved supervision contract; establishing educational institutions approved by the board; setting out requirements for becoming a supervising LCSW; establishing continuing education requirements for supervisors; clarifying when a supervisee must cease clinical practice; updating supervision contract requirements and requirements for supervised clinical practice; providing for the temporary suspension of a supervision contract; specifying the board may require additional education or supervision if there is a material deficiency in competence of a supervisee; setting requirements for contract modification; providing for mandatory contract termination; establishing

training requirements for supervisees, supervisors and training for trainers; and providing additional material incorporated by reference.

(b) The necessity of the amendment to this administrative regulation:

This amendment is necessary to adequately delineate the educational institutions approved by the board, the qualifications, approval, and required training of supervisors; the requirements for qualifying supervised clinical practice experience for in state and out-of-state applicants and the content of forms incorporated by reference

(c) How the amendment conforms to the content of the authorizing statutes:

This amendment conforms to the content of the authorizing statutes by establishing the educational institutions approved by the board, the qualifications, approval, and required training of supervisors; the requirements for qualifying supervised clinical practice experience for in state and out-of-state applicants, and the content of forms incorporated by reference

(d) How the amendment will assist in the effective administration of the statutes:

This amendment will assist in the effective administration of the statutes by establishing the educational institutions approved by the board, the qualifications, approval, and required training of supervisors; the requirements for qualifying supervised clinical practice experience for in state and out-of-state applicants and the content of forms incorporated by reference

(3) Does this administrative regulation or amendment implement legislation from the previous five years? Yes. KRS 335.070.

(4) List the type and number of individuals, businesses, organizations, or state and local governments affected by this administrative regulation:

This administrative regulation will affect social workers under supervision and their supervisors.

(5) Provide an analysis of how the entities identified in question (4) will be impacted by either the implementation of this administrative regulation, if new, or by the change, if it is an amendment, including:

(a) List the actions that each of the regulated entities identified in question (4) will have to take to comply with this administrative regulation or amendment:

The individuals identified in question (4) will have to become familiar with and abide by new training requirements, contract requirements, and new forms incorporated by reference.

(b) In complying with this administrative regulation or amendment, how much will it cost each of the entities identified in question (4):

Supervisees and supervisors will have to undergo additional training, which may have some minimal costs.

(c) As a result of compliance, what benefits will accrue to the entities identified in question (4):

Individuals identified in question (4) will receive more effective training and supervision and have additional clarity as to the requirements of supervision contracts.

(6) Provide an estimate of how much it will cost the administrative body to implement this administrative regulation:

(a) Initially:

No costs are anticipated.

(b) On a continuing basis:

No costs are anticipated.

(7) What is the source of the funding to be used for the implementation and enforcement of this administrative regulation or this amendment:

The board is self-funded through application, license, and renewal fees. No general fund dollars will be expended.

(8) Provide an assessment of whether an increase in fees or funding will be necessary to implement this administrative regulation, if new, or by the change if it is an amendment:

An increase in fees or funding will not be necessary to implement this change.

(9) State whether or not this administrative regulation establishes any fees or directly or indirectly increases any fees:

This administrative regulation does not establish any fees or directly or indirectly increase any fees.

(10) TIERING: Is tiering applied?

No. All regulated entities have to comply with uniform requirements.

FISCAL IMPACT STATEMENT

(1) Identify each state statute, federal statute, or federal regulation that requires or authorizes the action taken by the administrative regulation:

KRS 335.070(4), 335.080(1)(b), (3), 335.100(1)(a), (b), (3).

(2) State whether this administrative regulation is expressly authorized by an act of the General Assembly, and if so, identify the act:

Yes. KRS 335.070(4)

(3)(a) Identify the promulgating agency and any other affected state units, parts, or divisions:

The Kentucky Board of Social Work. No other state units, parts, or divisions are affected.

(b) Estimate the following for each affected state unit, part, or division identified in (3)(a):

1. Expenditures:

For the first year:None.

For subsequent years:None.

2. Revenues:

For the first year:None.

For subsequent years:None.

3. Cost Savings:

For the first year:None.

For subsequent years:None.

(4)(a) Identify affected local entities (for example: cities, counties, fire departments, school districts):

No local entities are affected.

(b) Estimate the following for each affected local entity identified in (4)(a):

1. Expenditures:

For the first year:None.

For subsequent years:None.

2. Revenues:

For the first year:None.

For subsequent years:None

3. Cost Savings:

For the first year:None

For subsequent years:None.

(5)(a) Identify any affected regulated entities not listed in (3)(a) or (4)(a):

None.

(b) Estimate the following for each regulated entity identified in (5)(a):

1. Expenditures:

For the first year:None.

For subsequent years:None.

2. Revenues:

For the first year:None.

For subsequent years:None.

3. Cost Savings:

For the first year:None.

For subsequent years:None.

(6) Provide a narrative to explain the following for each entity identified in (3)(a), (4)(a), and (5)(a)

(a) Fiscal impact of this administrative regulation:

The fiscal impact of this administrative regulation is expected to be minimal upon credential holders who are receiving or providing supervision.

(b) Methodology and resources used to reach this conclusion:

The amendment provides for additional training that may incur some minimal costs.

(7) Explain, as it relates to the entities identified in (3)(a), (4)(a), and (5)(a):

(a) Whether this administrative regulation will have a "major economic impact", as defined by KRS 13A.010(14):

This administrative regulation will not have a major economic impact as defined.

(b) The methodology and resources used to reach this conclusion:

Analysis of new requirements that may have associated costs.