

WEST VIRGINIA  
SECRETARY OF STATE  
NATALIE E. TENNANT  
ADMINISTRATIVE LAW DIVISION

Form #2

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2012 DEC 21 PM 2:47

SECRETARY OF STATE

NOTICE OF A COMMENT PERIOD ON A PROPOSED RULE

AGENCY: West Virginia Board of Social Work TITLE NUMBER: 25

RULE TYPE: Legislative CITE AUTHORITY: §30-30-6

AMENDMENT TO AN EXISTING RULE: YES  NO

IF YES, SERIES NUMBER OF RULE BEING AMENDED: \_\_\_\_\_

TITLE OF RULE BEING AMENDED: \_\_\_\_\_

IF NO, SERIES NUMBER OF RULE BEING PROPOSED: Series 4

TITLE OF RULE BEING PROPOSED: Series 4: Applications

IN LIEU OF A PUBLIC HEARING, A COMMENT PERIOD HAS BEEN ESTABLISHED DURING WHICH ANY INTERESTED PERSON MAY SEND COMMENTS CONCERNING THESE PROPOSED RULES. THIS COMMENT PERIOD WILL END ON Jan. 22, 2013 AT 12:00pm ONLY WRITTEN COMMENTS WILL BE ACCEPTED AND ARE TO BE MAILED TO THE FOLLOWING ADDRESS:

P.O. Box 5459 - Charleston, WV 25361

jwilliams@wvsocialworkboard.org  
bswe2@suddenlink.net

amypolen@wvsocialworkboard.org  
Fax: (304) 558-4189

THE ISSUES TO BE HEARD SHALL BE LIMITED TO THIS PROPOSED RULE.



Authorized Signature

ATTACH A **BRIEF** SUMMARY OF YOUR PROPOSAL

**WV Board of Social Work (Name Changed by 2011 WV Code §30-30)**  
State Capitol Complex-Main Building-West Basement Room WB9  
304-558-8816 or 304-558-2988      Contact: Judith Williams

**Brief Summary of Revision**

Rule Title: **APPLICATIONS Title 25 Series 4**

*To reduce Series 1 into separate Series titles, per Legislative Rule Making Review Counsel and as granted under the WV Code §30-30-6 effective March 18, 2011.*

The Applications section, originally cited in Series 1 §25-1-5, has been removed from initial filing and is now by itself as Series 4. This change was made per Legislative Rule Making Review Counsel.

**End of Summary**

WV BOARD OF SOCIAL WORK  
Contact: Judy Williams  
Phone: 304-558-2988  
Email: [jwilliams@wvsocialworkboard.org](mailto:jwilliams@wvsocialworkboard.org)

**Legislative Rule Revision: Title 25 Series 4 “Applications.”**

**STATEMENT OF CIRCUMSTANCES WHICH REQUIRE THIS RULE**

To include and revise provisions set forth in the newer edition of the WV Code §30-30 that require detail and authority to be included in legislative Rules.

These actions follow several years of communication and meetings with representatives of major West Virginia employers, of social service workers, members of the Board and social work educators from WV social work departments.

**End of Circumstance Statement**

**TITLE 25  
LEGISLATIVE RULE  
BOARD OF SOCIAL WORK**

**SERIES 4  
APPLICATIONS**

FILED  
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**§25-4-1. General.**

1.1. Scope. -- This rule specifies the procedure for requesting various applications for licensing as a social worker.

1.2. Authority. -- W. Va. Code §30-30-6

1.3. Filing Date. -- ~~June 24, 2002~~

1.4. Effective Date. -- ~~July 1, 2002~~

**§25-4-2. Applications.**

2.1. Application forms for a social work license, temporary permit, provisional license and applications for continuing social work education provider approval, are available from the Board. Forms may be obtained by sending a written request to the: West Virginia Board of Social Work, PO Box 5459, Charleston, WV 25361 by mail, fax or email.

APPENDIX B

**FISCAL NOTE FOR PROPOSED RULES**

Applications-Title 25 Series 4

Rule Title: \_\_\_\_\_

Type of Rule:  Legislative  Interpretive  Procedural

Agency: WV Board of Social Work

Address: Physical: 1900 Kanawha Blvd. East-Building 1-Room WB-9  
Public Mailing Address: P.O. Box 5459 Charleston, WV 25361  
Contact Person: Judith K. Williams, Executive Director

Phone Number: (304) 558-8816 Email: jwilliams@wvsocialworkboard.org

**Fiscal Note Summary**

Summarize in a clear and concise manner what impact this measure will have on costs and revenues of state government.

This rule in itself is not expected to have impact on revenue.

**Fiscal Note Detail**

Show over-all effect in Item 1 and 2 and, in Item 3, give an explanation of Breakdown by fiscal year, including long-range effect.

FISCAL YEAR			
Effect of Proposal	Current Increase/Decrease (use "-")	Next Increase/Decrease (use "-")	Fiscal Year (Upon Full Implementation)
<b>1. Estimated Total Cost</b>	0.00	0.00	0.00
Personal Services	0.00	0.00	0.00
Current Expenses	0.00	0.00	0.00
Repairs & Alterations	0.00	0.00	0.00
Assets			
Other	0.00	0.00	0.00
<b>2. Estimated Total Revenues</b>	0.00	0.00	0.00

Rule Title: Applications

Rule Title: \_\_\_\_\_

3. **Explanation of above estimates (including long-range effect):**  
Please include any increase or decrease in fees in your estimated total revenues.

No fee increase/decrease expected.

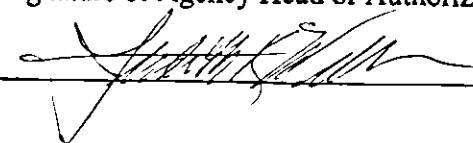
### MEMORANDUM

Please identify any areas of vagueness, technical defects, reasons the proposed rule **would not** have a fiscal impact, and/or any special issues **not** captured elsewhere on this form.

This rule defines the procedure on obtaining an application for social work licensure and for social work continuing education providers.

Date: December 20, 2012

Signature of Agency Head or Authorized Representative

  
\_\_\_\_\_