

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

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STATE

Form #6

**NOTICE OF FINAL FILING AND ADOPTION OF A LEGISLATIVE RULE AUTHORIZED
BY THE WEST VIRGINIA LEGISLATURE**

AGENCY: WV BOARD OF SOCIAL WORK TITLE NUMBER: 25

AMENDMENT TO AN EXISTING RULE: YES NO

IF YES, SERIES NUMBER OF RULE BEING AMENDED: 3

TITLE OF RULE BEING AMENDED: FEE SCHEDULE

IF NO, SERIES NUMBER OF RULE BEING PROPOSED: _____

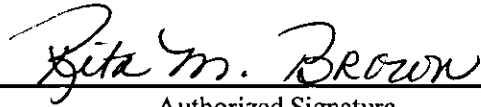
TITLE OF RULE BEING PROPOSED: _____

THE ABOVE RULE HAS BEEN AUTHORIZED BY THE WEST VIRGINIA LEGISLATURE.

AUTHORIZATION IS CITED IN (house or senate bill number) HB 2689

SECTION §64-9-15(a), PASSED ON April 13, 2013

THIS RULE IS FILED WITH THE SECRETARY OF STATE. THIS RULE BECOMES EFFECTIVE ON THE
FOLLOWING DATE: July 1, 2013


Authorized Signature

TITLE 25
LEGISLATIVE RULE
BOARD OF SOCIAL WORK

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SERIES 3
FEE SCHEDULE

SECRET
OFFICE OF STATE

§25-3-1. General.

1.1. Scope. -- This rule specifies the fees required for licensing as a social worker, certification as a continuing education, and fees for other services provided by the Board.

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

1.3. Filing Date. -- June 4, 2013

1.4. Effective Date. July 1, 2013

§25-3-2. Fee Schedule.

2.1. Fees paid to the Board are not refundable.

2.1.1. All fees, with the exception of those for examination, are payable to the West Virginia Board of Social Work.

2.1.2. The fee for the initial late payment of any required fee is fifty dollars (\$50) in addition to the amount of the required fee. The Board applies the initial late payment if renewal payment is not received by the due date based upon the date of receipt of an application. The "due" date is the day the certificate expires and becomes delinquent.

2.1.3 An additional amount of twenty-five (\$25) dollars per month or fraction thereof, based upon date of receipt, will accumulate for up to a maximum of thirty-five additional months thereafter. The accumulated total due is payable upon receipt of the required application.

2.2. License fees.

2.2.1. The fee for issuance of a regular LSW, LGSW, LCSW, and LICSW biennial license certificate is one-hundred dollars (\$100).

2.2.2. The fee for a regular biennial license renewal is eighty-five dollars (\$85). The fee for the biennial temporary license renewal is ninety dollars (\$90).

2.2.3. The fee for a temporary permit is fifty dollars (\$50).

2.2.4. The fee for a provisional license is one hundred fifteen dollars (\$115).

2.2.5. The fee for a replacement license due to loss or name change is twenty-five dollars (\$25).

2.2.6. The fee for biennial renewal of an emeritus status license is fifty dollars (\$50).

2.2.7 The application fee for inactive status that is made while the license is still active and in good standing is thirty dollars (\$30) and shall include evidence of continuing education earned after the

issue date of the existing license as determined by the Board. Persons suffering critical health problems and military personnel called to active duty are exempt from this fee.

2.2.8. The fee for activation of a biennial inactive regular status license is one-hundred dollars (\$100). Special accommodations may be made to military personnel families to waive the fee when called to active duty that caused an interruption in social work employment as determined by the Board.

2.2.9 The fee for upgrade to a higher level of license is fifty-five dollars (\$55).

2.3. Examination fees.

2.3.1. The fee for the examination is established by and payable to the Association of Social Work Boards (ASWB) or its designee.

2.4. Application fees.

2.4.1. The application fee to become a certified provider of continuing social work education is one hundred dollars (\$100.00).

2.4.2. The application fee to become an individually approved provider for a specifically dated and titled program of continuing social work education is sixty dollars (\$60) for each separate program application.

2.5. Fees for certified providers of continuing education.

2.5.1. The fee to re-certify biennially as a certified provider of continuing social work education is one hundred dollars (\$100)

2.5.1.a. A certified provider who does not pay the fee to re-certify within ninety (90) days of notice from the Board shall forfeit all rights and privileges as a certified provider of continuing education as defined by the Board.

2.5.1.b. A certified provider who does not complete a recording form provided by the board for the purpose of determining eligibility for re-certification as a certified provider of continuing education shall not be re-certified, regardless of fee payment status, until a satisfactory determination of eligibility to re-certify has been made by the Board or its designee.

2.6. Miscellaneous fees.

2.6.1. The fee for complying with a request for providing records as requested by the public information, such as for print, electronic information or data relating to the Board, its members, services, or licensed social workers is calculated based upon the actual cost of materials, employee time, and procedures required to comply with the request. Other fees for services and special status protection are based upon actual cost of material, staff time, postage, or other expenses incurred as a result of the request.

2.6.1.a. No fees shall be applied for compliance with initial requests for routine information regarding license application, continuation or renewal processes, or for the Board's annual report.

2.6.1.b. Requests for additional or bulk quantities may require payment of a fee.