

# CSWMFT News

Winter  
2015  
Issue 1

## Executive Director's Update—Brian Carnahan



**COUNSELOR, SOCIAL  
WORKER & MARRIAGE  
AND FAMILY  
THERAPIST BOARD**

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*Next Meeting of  
the CSWMFT  
Board:*

*March 19-20*

The CSWMFT Board is off to a busy 2015. Fall semester graduates are now contacting the Board to seek their licenses, the Board is contemplating a move to a new location, and we have all the normal demands of a licensing board working with three vibrant professions.

If you have not visited the Board web site lately, please do so. Thanks to the efforts of Paula Broome and other staff, the web site is thoroughly updated. In addition to the information made available previously, a list of relevant links was added. Feel free to send me any suggestions regarding the web site.

New rules from H.B. 232 and a required Five Year Rule Review went into effect in November and December. An updated Laws and Rules PDF is available on the web site. The version currently posted also includes other laws relevant to the practice of counseling, social work, and marriage and family therapy. The Laws and Rules exam has been updated to reflect the changes to the Revised and Administrative Codes.

It is with some embarrassment that we announce that the Board recently identified a conflict between the law and the rules. Unfortunately, the law supersedes the rules. This conflict impacts the continuing education (CE) requirements for Social Work Assistants. The rule indicates only 15 hours of CE is required at renewal. The law still says 30 hours. To remain in compliance with the law, the Board is asking all Registered Social Work Assistants with a renewal in April or later to earn a minimum of 30 hours of CE. The Board is exploring a legislative solution.

The Board will be moving later this spring. Our current landlord has plans for the space

occupies. Therefore, we will be moving to other office space in downtown Columbus. Once a move has been confirmed, the Board will announce its new address. We will do our best to offer the highest level of service possible during the move.

In past newsletters, we have shared with you plans to implement a new online licensing system. Board staff continue to work on the project with other State agency partners. At this time, there are no immediate plans to implement a new system. The Board will provide an update once a system is selected and implemented.

The Board is happy to announce that three current members: Dr. Chrissy Jungers, Ph.D., LPCC, Erin Michel, LSW, and Margaret "Charlie" Knerr, IMFT-S, were all reappointed by Governor Kasich. The Governor also appointed Lisa Haberbusch, LISW-S (see article in this issue) to the Board. Lisa will be serving on the Social Work Professional Standards Committee. Lisa is a social worker in the Wooster area.

We're on Facebook ([Ohio Counselor, Social Worker, & Marriage and Family Therapist Board](#)) and Twitter ([@OhioCSWMFTBoard](#)). Please be sure to like or follow us to ensure you get the latest updates. Owing to the ease of use and the ability for others to quickly share information, the Board will be increasingly relying on social media to communicate important information.

I always welcome your comments and feedback. Please feel free to contact me regarding any questions or issues by telephone at 614.752.5161 or by e-mail at [brian.carnahan@cswb.ohio.gov](mailto:brian.carnahan@cswb.ohio.gov).





## Wallet Card Update

On Friday, January 16, 2015, the Counselor, Social Worker and Marriage & Family Therapist Board voted to discontinue issuing a wallet card to licensees and registrants upon their renewal. This change is effective immediately and is retroactive to renewals beginning in November 2014. The wallet card was eliminated due to the expense of printing and mailing and, more importantly, the fact that more current information is available directly from our licensure system online. By eliminating an expense, the Board is helping to ensure limited fee increases in the future.

The Board's online license verification system is a constantly updated primary source of licensure information. The majority of employers, insurance companies and others requiring license verification use the online verification system because it is updated within seconds of

any change in status, and as we award licenses, post renewals and perform other licensing activities. This system is available around the clock and is much more accurate and current than a wallet card printed any time prior, because the wallet card was accurate and reliable only as of the date it was printed.

Licensees and registrants should use the Board's online license verification system (instructions attached) to confirm and validate their licensure/registration status and expiration date. A memo regarding this decision and Instructions for using the online verification system can be found at: <http://cswmft.ohio.gov/Portals/0/pdf/wallet%20card.pdf>.

*(4757-9-04(F) Rule change! As of 6/1/2014: MFTs can only complete 15 hours through distance learning)*

## Renewal Update—Rhonda Franklin

There have been several changes in the renewal process within the last six months. Here are the highlights:

As discussed above, licensees will no longer receive license renewal wallet cards after renewing. You may download proof of licensure from the board's website [www.cswmft.ohio.gov](http://www.cswmft.ohio.gov) under the "How do I find" section click on online license verification and follow the detailed instructions.

Social Work Assistants are required to complete thirty clock hours of continuing education for renewal. Stay tuned as the Board is exploring how to resolve the inconsistency between the Revised Code and the Administrative Code.

We continue to make systems changes to provide access to the new Inactive status. We anticipate making an announcement within the next thirty days. We will have a grace period for licensees who are currently lapsed

and would like to put their license in this inactive or escrow status. Contact me at [Rhonda.franklin@cswb.ohio.gov](mailto:Rhonda.franklin@cswb.ohio.gov) for more information.

If you would like to avoid the failed audit experience get to know which CEU hours have been pre-approved for your license type. Look for an approval number similar to these examples: RCSX123456 or MCST098765A C in the number indicates approval for Counselors, an S indicates approval for Social Workers, and a T indicates approval for a Marriage and Family Therapist.





*The board offers an online Laws & Rules CEU program that will meet your 3 hours of ethics.*

## What It's Like to Be a Board Member—Mary J. Venrick, MS, LSW, LPC

I have been a CSWMFT Board Member since 2009. I clearly remember my first day as a Board Member. I was nervous but excited, hoping I could fill the shoes of my predecessor. After being introduced to my colleagues on the Counselor Professional Standards Committee (there is a Professional Standards Committee (PSC) for Counselors, Social Workers, and Marriage and Family Therapists), I found they were quite helpful in making me feel at home. There are five members on each Committee, and four of those members are licensed and one is a non-licensed member, who is a representative of the public. The Board meets six times a year, which amounts to twelve days of service. By the end of those first two meeting days my head was spinning from all the information my brain was trying to retain. Nevertheless, I was excited and eager to return to the next board meeting.

another Committee member review certain reported complaint cases that may involve violations of rules and laws. Many cases I review involve boundary violations. It is the job of the Board to protect the public, so the investigative liaison role is taken seriously by Board members.

On the second day, we continue our agenda by wrapping up issues and concerns related to our agenda. Also, I have had the opportunity to meet with students, presenters, and organizations who attend our open meetings. They come to listen, share ideas and concerns. At the end of the day, all three committees meet as a whole to discuss and review issues regarding personnel, budgetary matters, administration, and any other matter pertaining to the operation of the entire board. This meeting, as well all committee meetings, is open to the public.

Board members have considerable responsibilities related to their respective Committees. Before the Committee meeting I receive and review the two day agenda. Like all board members I arrive ready to participate in their Committee meetings which includes attending hearings; reviewing applications for licensure and endorsement; reviewing continuing education issues; reviewing rules and laws for consistency; and making recommendations for problem cases, etc. In addition, each Committee member participates on other Committees. I am a member of the Continuing Education (CE and Investigative Liaison Committees. The CEU Committee focus is to regulate the needs and requirements of the licensee and provider. As an investigative liaison, I and

During the time we are not meeting, I am frequently in contact with staff. Also as a board member, I had the honor to attend the National Board of Certified Counselors conference and meet with board members from all fifty states. I have also attended additional trainings. During my tenure, I have been fortunate enough and honored to be elected chairperson of my Committee and chairperson of the full Board. I have thoroughly enjoyed my appointment to the Board and my relationship with my colleagues and staff. I encourage others to consider applying to serve on the Board as a way to give back to the profession and residents of Ohio, as well as to take advantage of the professional growth and development.





## New Member Joins the Social Worker Professional Standards Committee

CSWMFT Board Chairman Steve Polovick is pleased to announce that Lisa Habermusch, MSW, LISW-S has been nominated by Governor John Kasich to serve on the CSWMFT Board. Lisa will be serving on the Social Worker Professional Standards Committee (SWPSC). Lisa, who resides in Wooster, is an Autism/Behavior Consultant with Tri-County Educational Service Center in Wooster. Lisa has

served in a number of roles involving kids, families, and persons entering hospice. Before starting on her career in social work, she was a Peace Corp volunteer. Lisa earned her MSW at the University of Michigan and her Bachelor of Arts in Human Services at George Washington University.

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## Professional Disclosure Statement No Longer Required—Ray Lund

Requirements regarding the disclosure statement have changed. As of July 10, 2014 licensees do not need a Professional Disclosure Statement. Ohio Revised Code Section 4757.12 was removed from the statute, but 4757.13 was added. That section reads:

*Sec. 4757.13. (A) Each individual who engages in the practice of professional counseling, social work, or marriage and family therapy shall prominently display, in a conspicuous place in the office or place where a major portion of the individual's practice is conducted, and in such a manner as to be easily seen and read, the license granted to the individual by the state counselor, social worker, and marriage and family therapist board.*

*(B) A license holder engaged in a private individual practice, partnership, or group practice shall prominently display the license holder's fee schedule in the office or place where a major portion of the license holder's practice is conducted. The bottom of the first page of the fee schedule shall include the following statement, which shall be followed by the name, address, and telephone number of the board:*

*This information is required by the Counselor, Social Worker, and Marriage and Family Therapist Board, which regulates the practices of professional counseling, social work, and marriage and family therapy in this state."*

In essence, licensees are required to display their wall certificate. Licensees engaged in private practice must display their fee schedule and include the above statement on the bottom of the fee schedule followed by the name, address and telephone number of the board.





## Disciplinary Actions Taken Against Licensees

### Social Workers:

- Ilija Atanasovski (LSW) Non-sexual boundaries. Reprimand and additional CEUs.
- Shirley Crockett (LISW) Improper renewal/audit. Revoked
- Vicki Furman (SWA) Improper renewal/audit. Revoked.
- Paula Hammond-Herkenhoff (LSW) Improper renewal/audit. Revoked.
- Anita Hart (LSW) Improper renewal/audit. Revoked
- Jennifer Howell (LSW). Impairment. Indefinite suspension
- Kim Jackson (LSW) Scope of Practice. Reprimand
- Robyn Kelly (LISW) Competency. Additional CEUs and restriction on court evals.
- Crystal Lapidus-Mann (LISW-S) Record Keeping. Reprimand
- Emanuel Leaks, Jr. (LSW) Improper renewal/audit. Revoked.
- Emily Stanley (LPC) Impairment. Three month suspension

### Counselors:

- Robert L. Brown (LPC) Improper renewal/audit. Revoked.
- Shirley Crockett (LPCC-S) Improper renewal/audit. Revoked.
- Sheri Hamler (LPCC) Failure to obtain evaluation. Suspension
- Joanne Loos (LPC) Audit and change of address failures. Failure to cooperate. Revoked

*Please make sure you have completed your continuing education requirements before you renew.*

*Common Non-compliance includes unapproved courses, no ethics, no supervision, hours not within renewal period, renewed with less than 30 CEUs, etc.*

*Several licenses have been revoked and other disciplinary actions taken! Don't let it be you!*



## Competency Issues: Ethics with Tracey Hosom

“How do I develop a specific competency?” is a frequently asked question of the Board’s investigation department. Responsible licensees want to provide an appropriate standard of care, while gaining new skills. Rule 4757-5-02 (A)(2) and (3) states:

*Licensees and registrants shall practice only within the competency areas for which they are qualified by education and training. Licensees and registrants shall maintain appropriate standards of care based on their individual professional license. Standards of care shall be defined as what an ordinary, reasonable professional with similar training would have done in a similar circumstance.*

*And (3) While developing new skills in specialty areas, a counselor, social worker, or marriage and family therapist shall take steps to ensure the competence of their work to protect the clients from possible harm. A counselor, social worker, or marriage and family therapist shall claim skills in specialty areas only after appropriate education, training, and while receiving appropriate peer consultation.*

***If you are not sure of the proper ethics in any given situation, talk to your supervisor, a peer licensee or call the Board to discuss the issue. Don't let things get out of hand that might result in a disciplinary situation.***

When the board receives a complaint about a licensee’s competence to provide a specific treatment, the investigator is going to ask: How is this a competency for you, the licensee? What training and education have you obtained? What type of supervision are or did you receive while developing the new competency? What is your level of experience? For example, if you have taken a workshop on play therapy, it does not make you a play therapist. Be able to demonstrate your education, training and supervised experience.

Additionally, if you are a supervisor, be aware of the competency level of the licensees you are supervising. You cannot delegate responsibilities to licensees if they are unqualified to provide them. Refer to OAC 4757-5-02 (C) for additional guidance.

Questions or comments can be sent to Investigator Tracey Hosom at [Tracey.Hosom@cswb.ohio.gov](mailto:Tracey.Hosom@cswb.ohio.gov).





## CE Audit Update —Paula Broome

Continuing education audits continue to show a high failure rate. Many who have been licensed for over 10 years are failing the audit because they do not fully understand the renewal process. My position as the audit coordinator is to explain and inform licensees of any errors I find while reviewing their audit – I am always happy to answer questions. Some of the licensees who failed their audit in 2012 failed again in 2014 - many for the same reason.

While the Board has the authority to initiate formal disciplinary action it has elected instead to charge a failed audit fee in the hope licensees will not allow a similar situation to occur. The Board wants to avoid permanent discipline, which can stay with a licensee throughout his or her career.

As of March 2, 2015 those who renew with less than 30 hours after stating they had completed the required thirty hours will be issued a failed audit fee of \$50 to \$100 dollars, depending upon the number of missing hours. The fee will be applied after the missing hours have been completed and the audit is closed. The following rule (4757-1-05 License fees) authorizes the Board to charge the fee:

*(K) The first incident in which a licensee fails to complete his/her continuing education for renewal as defined in division (A)(10) of section 4757.31 of the Revised Code and as defined in paragraph (HH) of rule 4757-3-01 of the administrative Code, the fee shall be as enumerated in the subparagraphs that follow. For a second incidence,*

*refer to paragraph (C) of rule 4757-1-07 of the administrative Code.*

*(1) For renewal of a license or registration with one to fifteen hours of continuing education less than required shall be fifty dollars;*

*(2) For renewal of a license or registration with sixteen to thirty hours of continuing education less than required shall be one hundred dollars; and*

*(3) For renewal of a license or registration with enough hours, but without the required ethics or supervision continuing education hours shall be fifty dollars.*

When the failed audit fee has been issued the licensee's status will change. They will be active to practice (according to the date of the license expiration) but their status will read "active in renewal – failed audit fee". This status will remain until the fee is paid. If the fee goes unpaid the licensee or registrant will not be able to renew in the next renewal cycle. Similar to a caution letter, the fee, once paid, will not be considered discipline or count against their license.

Once a license has been renewed a licensee is able to practice through the expiration date. The audit is pulled after the license has been renewed and the audit does not delay the renewal. For example, if a license is renewed on a Saturday the license is updated the next business day. Proof of renewal or license verification is available on the Board's website <http://cswmft.ohio.gov> (click on online license verification).

## Upcoming Events

**CSWMFT Board Meeting— March 19-20**

**NASW OH - 2015 Science of Social Work Conference – Cincinnati – March 28**

**NWOCOA Continuing Education Conference - April 10 - Toledo**

**OAMFT Annual Conference - April 17**

**NASW OH - 2015 Science of Social Work Conference – Cleveland – May 1**

**CSWMFT Board Meeting— May 21-22, 2015**