



Applying for your LBSW, Licensed Bachelor in Social Work

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Outline

- Why apply for a LBSW license?
- About the new LBSW licensure
- Who can apply for a LBSW license?
- What do you need for the application?

Why apply for a LBSW license?

- Raise your level of practice to the new Pennsylvania standard of licensure, joining 36 other states who already do so.
- Show your commitment to social work through licensure.
- Prove to clients your commitment to social work ethics through accountability to *the Pennsylvania State Board of Social Workers, Marriage and Family Therapists and Professional Counselors*.
- Note: licensure in PA is currently voluntary.

What is The New LBSW?

- LBSW is now the first level of Social Work licensure recognized in PA.
- Act 179 was passed and signed by Governor Corbett in 2014, creating the bachelors/BSW level social work licensure in Pennsylvania and added to regulations August 29, 2020.
- Act 179 allows social workers holding a BSW degree from an accredited social work program to choose to pursue LBSW license.
- NASW-PA has been an advocate for bachelor level licensure many years prior to this act.
- As stated in the bill's memo, "Social workers with master's degrees already have a voluntary license in place, but we need to acknowledge that there are thousands of BSWs who have no mechanism for licensure in place. It is time that Pennsylvania join the 36 other states that credential social workers at the bachelor's level."

Who can and should apply for a LBSW license?

- LBSW is for existing graduates of a bachelor's degree in social work or social welfare from CSWE approved program.
- LBSW is for recent graduates and established professionals with a social work or social welfare degree
- If more than a few years will pass before joining a master's program, LBSW may be a good choice for you

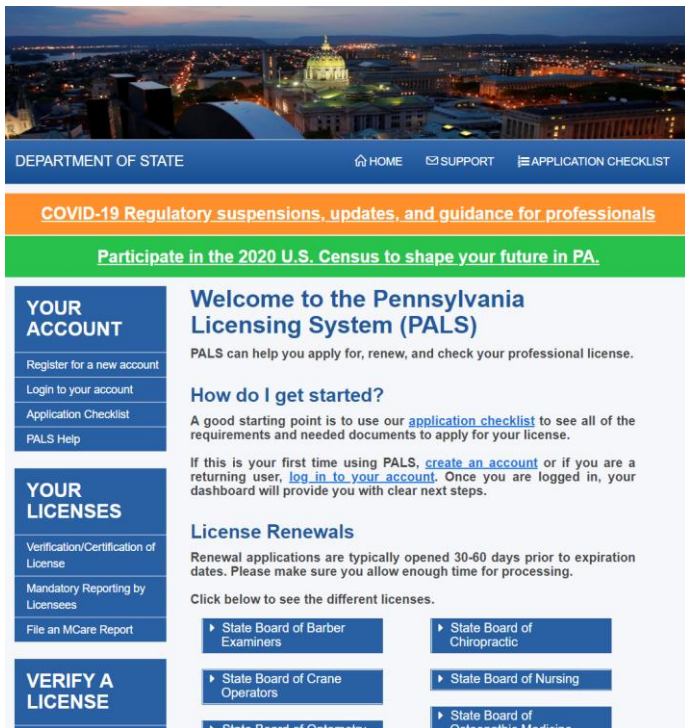
What is the Examination Process?

- Requirement overview
- Create PALS account (STATE)
 - Pay \$75 registration fee
 - Acknowledgement application is processed
- Register at ASWB.ORG
 - Pay \$230 examination fee
- Log in to Pearsonvue.com
 - Schedule exam

[NASW -
https://www.socialworkers.org/Membership/Membership-Types](https://www.socialworkers.org/Membership/Membership-Types)

Find the detailed Application Checklist Online

- To find the requirements of the application, click *application checklist*.



The screenshot shows the Pennsylvania Department of State website. At the top, there is a navigation bar with 'DEPARTMENT OF STATE' and links for 'HOME', 'SUPPORT', and 'APPLICATION CHECKLIST'. Below this is a banner for 'COVID-19 Regulatory suspensions, updates, and guidance for professionals' and another for 'Participate in the 2020 U.S. Census to shape your future in PA.'. The main content area is titled 'Welcome to the Pennsylvania Licensing System (PALS)'. It includes a sidebar with 'YOUR ACCOUNT' (Register for a new account, Login to your account, Application Checklist, PALS Help) and 'YOUR LICENSES' (Verification/Certification of License, Mandatory Reporting by Licensees, File an M/Care Report). The main text provides instructions on how to get started, including links to 'application checklist', 'create an account', and 'log in to your account'. There are also sections for 'License Renewals' and a grid of links to various state boards (Barber Examiners, Chiropractic, Crane Operators, Nursing, Optometry, Osteopathic Medicine).

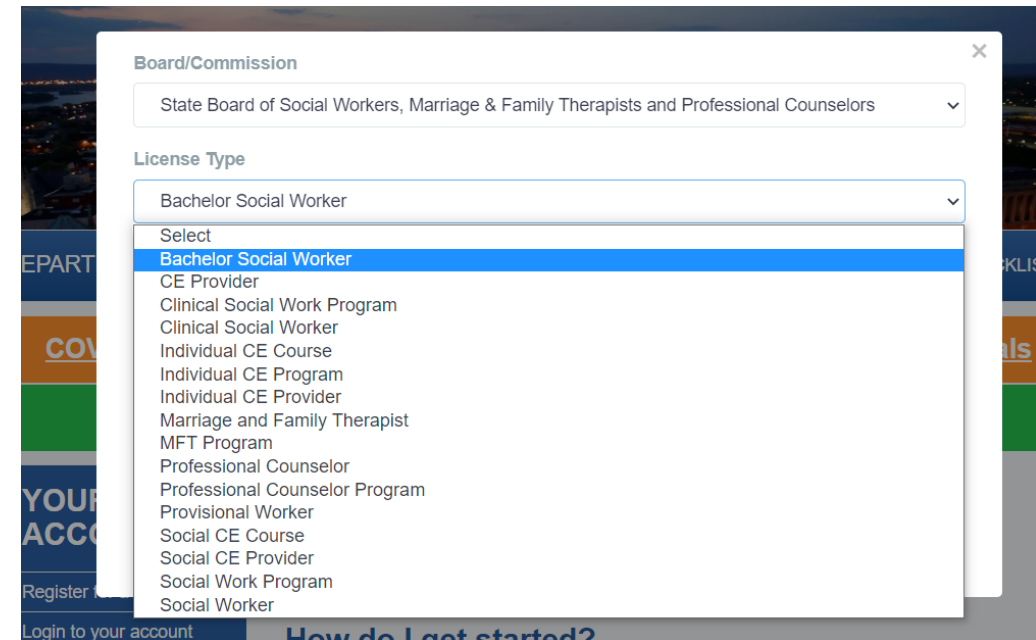
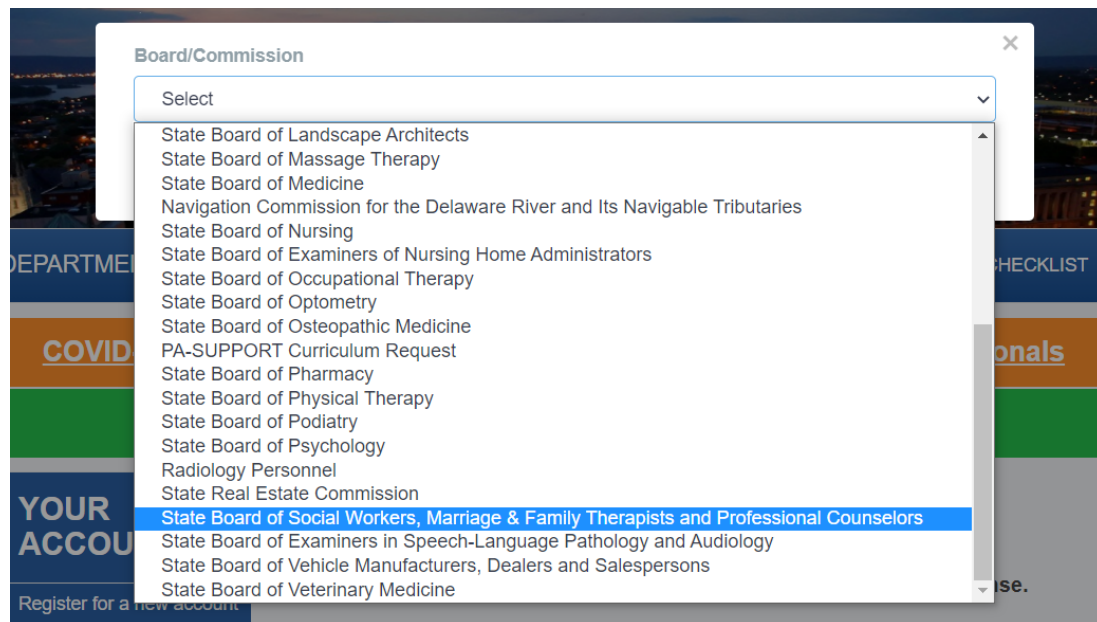
How do I get started?

A good starting point is to use our [application checklist](#) to see all of the requirements and needed documents to apply for your license.

If this is your first time using PALS, [create an account](#) or if you are a returning user, [log in to your account](#). Once you are logged in, your dashboard will provide you with clear next steps.

Apply for your license online

- Then select the appropriate items from the drop-down menus: *State Board of Social Workers, Marriage & Family Therapists and Professional Counsellors*, then select *Bachelor Social Worker*. Verify you meet the education requirement and confirm you need to take the test.



What will you need for your LBSW license?

Evaluation results:

Board/Commission: Social Work

License Type: Bachelor Social Worker

Obtained By: Examination

CheckList Name	Instructions
Application	If this application is not completed within six months, updates of certain sections of the application and supporting documents will be required. If applicable, background check documents cannot be older than 90 days from the date of issuance. If this application is not completed within one year, you will be required to complete a new application and resubmit the application fee. You may not practice in the Commonwealth of Pennsylvania until you have been issued a license, certificate, registration, permit, or authorization.
Application Fee	An application fee of \$75.00 is required. Please note that all fees are non-refundable.
Child Abuse CE	All health-related licensees/certificate holders and funeral directors are considered "mandatory reporters" under section 6311 of the Child Protective Services Law (23 P.S. § 6311). Therefore, all persons applying for issuance of an initial license or certificate from any of the health-related boards (except the State Board of Veterinary Medicine) or from the State Board of Funeral Directors are required to complete, as a condition of licensure, 3 hours of training approved by the Department of Human Services (DHS) on the topic of child abuse recognition and reporting. After you have completed the required course, the approved provider will electronically submit your name, date of attendance, etc. to the Bureau. For that reason, it is imperative that you register for the course using the information provided on your application for licensure/certification. A list of DHS-approved child abuse education providers can be found on the Department of State Website.

<p>Criminal History Check</p>	<p>Provide a recent Criminal History Records Check (CHRC) from the state police or other state agency that is the official repository for criminal history record information for every state in which you have lived, worked, or completed professional training/studies for the past ten (10) years. The report(s) must be dated within 90 days of the date the application is submitted. For applicants living, working, or completing training/studies in Pennsylvania, your CHRC request will be automatically submitted to the Pennsylvania State Police upon submission of this application. The PATCH fee will be included at checkout. Your PA CHRC will be sent directly to the Board/Commission. You will be notified if additional action is required. For individuals living, working, or completing training/studies outside of Pennsylvania during the past ten (10) years, in lieu of obtaining individual state background checks, you may elect to provide BOTH a state CHRC from the state in which you currently reside, AND your FBI Identity History Summary Check, available at https://www.fbi.gov/services/cjis/identity-history-summary-checks. Please note: For applicants currently living, working, or completing training/studies in California, Arizona, or Ohio: Due to the laws of these states, the Board is not an eligible recipient of CHRC's or your CHRC will not be issued to you for upload to the Board. Please obtain your Federal Bureau of Investigation (FBI) Identity History Summary Check, available at the link noted above.</p>
<p>Databank Report</p>	<p>Provide an official notification of information (Self Query) from the National Practitioner Data Bank. Please refer to the NPDB website for additional information. When you receive the "Response to your Self Query," you will need to upload it to your online application. The report will need to be uploaded, where prompted, in order to submit your application.</p>
<p>Education Verification</p>	<p>Forward the Verification of Education form to your school/university to complete. You are only required to verify the level of education completed which qualifies you for this license. The school must return the completed verification form directly to the Board. This form is only required for individuals that are in their final semester and are requesting to take the ASWB Bachelor's examination while they are in their final semester. You will be able to download the form after you submit your application and pay your fee.</p>
<p>Educational Transcripts</p>	<p>Request an official transcript conferring a Bachelor's Degree in social work or social welfare to be submitted by the CSWE (Council on Social Work Education) accredited school directly to the Board. Official transcripts should be mailed to the State Board of Social Workers, Marriage and Family Therapists and Professional Counselors, PO Box 2649, Harrisburg, PA 17105-2649.</p>

Step 1: Apply online

- Apply with the PA Department of State at pals.pa.gov
- To begin the application process, select *create an account* and follow the steps.

DEPARTMENT OF STATE [HOME](#) [SUPPORT](#) [APPLICATION CHECKLIST](#)

[COVID-19 Regulatory suspensions, updates, and guidance for professionals](#)

[Participate in the 2020 U.S. Census to shape your future in PA.](#)

YOUR ACCOUNT

- [Register for a new account](#)
- [Login to your account](#)
- [Application Checklist](#)
- [PALS Help](#)

YOUR LICENSES

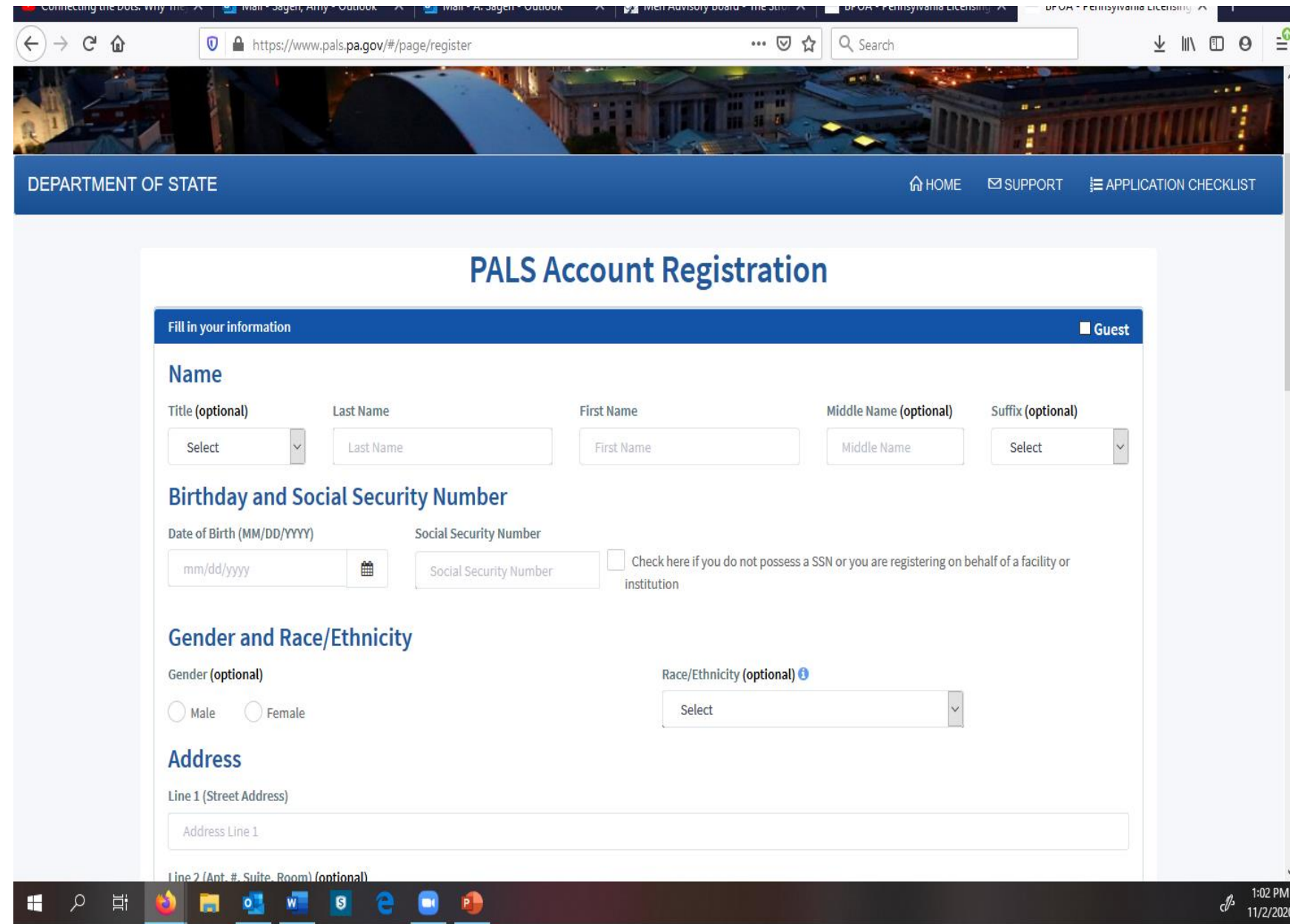
Welcome to the Pennsylvania Licensing System (PALS)

PALS can help you apply for, renew, and check your professional license.

How do I get started?

A good starting point is to use our [application checklist](#) to see all of the requirements and needed documents to apply for your license.

If this is your first time using PALS, [create an account](#) or if you are a returning user, [log in to your account](#). Once you are logged in, your dashboard will provide you with clear next steps.



Complete registration, tasks, & payment.

Check back often to ensure all information has been submitted (via login to your account)

Confirmation to proceed to next step.

Moving from Step 1 to Step 2

- Once PALS application is Approved by STATE
 - Email notice application has been accepted
 - Hold onto this email!

Step 2: ASWB (www.aswb.org)

Register for
EXAM &
Pay \$230

The screenshot shows a web browser window with the URL <https://www.aswb.org/exam-candidates/>. The page features a navigation bar with links for HOME, ABOUT ASWB, CONTACT US, and FREE RESOURCES, along with a search bar and a dropdown menu labeled "I WANT TO ...". Below the navigation bar is a row of buttons for EXAM CANDIDATES, LICENSEES, MEMBERS, EDUCATORS, PUBLIC, and NEWS. The main content area is divided into three columns, each with an icon and a call-to-action:

- Register for the Exam:** Represented by a blue document icon with a white checkmark. Below the icon is a "READ MORE" button with a right-pointing arrow.
- Order Exam Materials:** Represented by a blue icon of a document with a tag. Below the icon is a "READ MORE" button with a right-pointing arrow.
- Log in to the Online Practice Test:** Represented by a blue document icon with a white arrow. Below the icon is a "READ MORE" button with a right-pointing arrow.

At the bottom of the page, there is a footer with the text: "Once you have been approved by your state, province, or territory to take the ASWB Social Work Licensing Exam, you can register online." and "Place an order for the ASWB Guide to the Social Work Exams (printed or e-book) or the Online Practice Test." and "Already purchased the Online Practice Test? Log in here to access your practice test."

The Windows taskbar at the bottom shows the time as 1:12 PM on 11/2/2020.

File Edit View History Bookmarks Tools Help

Connecting the Dots: X Mail - Sagen, Amy - C X Mail - A. Sagen - Outl X BPOA - Pennsylvania X Search - ASWB X Search - ASWB X Exam content outline X Computer Based Test X

https://www.aswb.org/exam-candidates/about-the-exams/exam-content-outlines/ Search

EXAM CANDIDATES LICENSEES MEMBERS EDUCATORS PUBLIC NEWS

Homepage > Exam Candidates > About the Exams > Exam content outlines


Exam content outlines

The content outline for each ASWB examination defines the content that will be measured on the exam. The content outlines were developed through the practice analyses conducted with licensed social workers in a variety of practice settings across the United States and Canada.

Each content outline is organized into *content areas*, *competencies*, and *knowledge, skills, and abilities statements (KSAs)*.

- *Content areas* are the broad areas of content knowledge that are measured by each exam. The content areas structure the content for exam construction and score reporting purposes. When receiving exam scores, failing candidates are given feedback on their performance on each content area of the exam.
- *Competencies* describe meaningful sets of knowledge, skills, and abilities that are important to the job of a social worker within each content area.
- *Knowledge, skills, and abilities statements (KSAs)* structure the content of the exam for item development purposes. The KSAs provide further details about the nature and range of exam content that is included in the competencies. Each KSA describes a discrete knowledge component that is the basis for individual exam questions that may be used to measure the competency.

The following example illustrates the relationship of an ASWB exam question to the



Order Exam Materials

Free Resources

- [Advanced generalist content outline \[PDF\]](#)
- [Bachelors exam content outline \[PDF\]](#)
- [Masters exam content outline \[PDF\]](#)
- [Clinical exam content outline \[PDF\]](#)
- ▶ [ALL \[4\]](#)

Nonstandard testing arrangements

Exam Registration

Registered Candidates

About the Exams

Exam content outlines

Exam development

Exam scoring

Exam security

Pass rates

Exam materials

After the exam

Massachusetts Application Processing

1:20 PM 11/2/2020

What is on exam?

Knowledge
Skills
Abilities
(KSA's)

170 ?s
150 count
4 hours

Moving from Step 2 to Step 3

- Once registered at ASWB
 - Email receipt of payment & confirmation of registration
 - Now go register – where to take exam.

Schedule Examination

Many locations / times....
Schedule based on your strengths!

The screenshot shows a web browser window with the Pearson VUE website. The browser's address bar displays <https://home.pearsonvue.com>. The website header includes the Pearson VUE logo, a search bar, and navigation links for "Contact us" and "Global US English". Below the header is a navigation menu with options: "For test-takers", "For test owners", "Become a test center", and "About Pearson VUE".

The main content area features a large banner with a circular image of a man looking at a tablet. To the right of the image, the text reads: *Schedule* or *Re-schedule* an exam. *Locate* a test center. Below this, a "Get started >" button is visible. At the bottom of the banner, there are three small circles, with the first one filled, indicating the current slide in a carousel.

Below the banner, a red warning icon is followed by the text: **COVID-19 (Coronavirus) situation:**. Underneath, it says: **Testing candidates:** Check our [COVID-19 Update Page](#) to review the health and safety measures in place for testing and find out about any country-ting policies.

The browser's taskbar at the bottom shows various application icons, including Windows, Search, File Explorer, Outlook, Word, Edge, PowerPoint, and Teams. The system tray in the bottom right corner shows the time as 1:21 PM and the date as 11/2/2020.

Nearly pass...

- Wait 90 days
- No application to STATE is necessary
- Go to ASWB and pay \$230 to take examination

Passed... Congratulations

- Receive your license from the STATE (after graduation)
 - Then add LBSW to your signature
 - Do not add LBSW until you receive your license!
- Licensure requirements
 - Renew every February 28th
 - Odd years
 - Regulations
 - CEs



The screenshot shows a web browser window displaying the Pennsylvania Code website. The address bar shows the URL: www.pacodeandbulletin.gov/Display/pacode?file=/secure/pacode/data/049/chapter-47. The page title is "Title 49 - Chapter 47". The main content area displays the following text:

**CHAPTER 47. STATE BOARD OF SOCIAL WORKERS,
MARRIAGE AND FAMILY THERAPISTS
AND PROFESSIONAL COUNSELORS**

GENERAL PROVISIONS

Sec.

47.1. Definitions.

47.1a. Qualifications for supervisors.

47.2. Applicability of general rules.

47.3. Meetings of the Board.

47.4. Licensure fees.

LICENSURE

47.11. Licensure examination.

47.12. Qualifications for licensure.

47.12a. Licensed social worker.

47.12b. Provisional license as a social worker.

47.12c. Licensed clinical social worker.

47.12d. Standards for supervisors.

47.13. [Reserved].

47.13b. Exemption from licensure examination—clinical social workers.

The left sidebar of the website features a "COMMONWEALTH OF PENNSYLVANIA" logo and a notice: "No statutes or acts will be found at this website. The Pennsylvania Code website reflects the Pennsylvania Code changes effective through 50 Pa.B. 4000 (August 1, 2020)." There is also an "EMAIL ALERTS" button. The bottom right corner of the page has a "Bottom" button. The browser's taskbar at the bottom shows the time as 1:27 PM on 11/2/2020.

Questions?

- Email me Asagen.naswpa@socialworkers.org
 - Subject line: Licensure Talk (date)