



Guidelines for Completing the NASW-NC Continuing Education Approval/Endorsement Applications

The North Carolina Chapter of the National Association of Social Workers (NASW-NC) has a procedure to endorse and approve continuing education (CE) courses for social workers with North Carolina licensure. The mission of the NASW-NC Approval and Endorsement Program is to champion the professional development of social workers. It is the goal of the program to certify sound, relevant, and appropriate CE opportunities for social workers in North Carolina.

CE Approval

Social workers who are licensed or credentialed in the state of North Carolina can obtain up to 20 hours of continuing education via distance learning activities. All distance learning activities such as (but not limited to) online courses, home study courses, taped webinars/seminars/conferences [MUST be PRE-APPROVED by NASW-NC or the Association of Social Work Boards \(ASWB\).](#)

CE Endorsement

NASW-NC CE Endorsement is a peer reviewed process that validates the appropriateness of in-person, face to face workshops as well as live synchronous audio-video broadcasts allowing for real time interaction between the instructor and participants attending through electronic means.

Endorsement by NASW-NC is a way to increase your marketability as a quality continuing education provider. Such endorsement will be valuable in attracting social workers desiring state credentialing renewal and professional development.

CE Approval and Endorsement Process

Once your application for approval or endorsement is [submitted online](#), your program will be reviewed by the NASW-NC Peer Review Board. This board is made up of seasoned North Carolina Licensed Clinical Social Workers in various areas of practice. Should your workshop be denied approval or endorsement, the Peer Review Board may decide to offer suggestions for a more robust application and the applicant may re-apply. Implementation of these suggestions does not guarantee future endorsement. Should your program be denied endorsement by the Peer Review Board, a \$35 processing fee will be taken from your application fee and a check in the amount of the remainder of your application fee will be mailed to the address on the application.

The following are the criteria that NASW-NC Peer Review Board will look for: -

- Be certain your objectives and the content fit the clock hours of your activity. Identifying the clock times with the specific objectives (and content) is very helpful to the reviewers. Please note that total training time does not include break periods or lunch.
- If your presenter does not appear to have the appropriate graduate education and experience in the content area of your continuing education activity, the NASW-NC reviewing committee may return the application for further documentation.

- If the activity for which approval is requested is for agency employees, (i.e., staff development) the application must be for appropriate educational experience rather than focusing on agency procedures. ([See North Carolina Social Work Certification and Licensure Board CE position statement.](#))
- Supervisory sessions or activities, even if purchased outside the place of employment, will not be endorsed as continuing education credits.
- Instruction on how to supervise is an appropriate continuing education activity. However, it will not be endorsed as part of an internal staff development activity.
- Add the daytime telephone number of the social worker who is listed as part of the planning for continuing education activity. Questions from the reviewers will be addressed to this person.

Marketing

The Endorsement and Approval programs do not include marketing services from NASW-NC.

Endorsements: In the case of an endorsed program, the workshop will be listed on the [NASW-NC CE Calendar](#) and on the [endorsement page](#) of the NASW-NC website.

Approvals: In the case of an approved program, the course will be listed on the [approvals page](#). If a hyperlink to the course is provided, it will be included on the page. In the case of a webcast/live webinar, the course will be listed on the conference calendar.

If your organization would like additional help from NASW-NC to assist you in marketing your program, please see [our advertising opportunities](#) or call 919-828-9650 to discuss marketing options.

Interested in serving on the NASW-NC Peer Review Board?

To be considered for the [peer review board](#), one must be a current NASW-NC member, hold a graduate degree in social work and have two years of post LCSW clinical experience. Interested parties should email a letter of inquiry to education.naswnc@socialworkers.org.