

1 TITLE 68: PROFESSIONS AND OCCUPATIONS
2 CHAPTER VII: DEPARTMENT OF FINANCIAL AND PROFESSIONAL REGULATION
3 SUBCHAPTER b: PROFESSIONS AND OCCUPATIONS
4

5 PART 1470
6 CLINICAL SOCIAL WORK AND SOCIAL WORK PRACTICE ACT
7

8 Section

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10 1470.7 Temporary License (Repealed)
11 1470.10 Application for Licensure
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27

28 AUTHORITY: Implementing the Clinical Social Work and Social Work Practice Act [225
29 ILCS 20] and authorized by Section 2105-15(a)(7) of the Civil Administrative Code of Illinois
30 (Department of Professional Regulation Law) [20 ILCS 2105-15(a)(7)].
31

32 SOURCE: Rules for the Administration of the Social Workers Registration Act, effective
33 November 18, 1971; amendment effective September 25, 1975; amended at 5 Ill. Reg. 946,
34 effective January 15, 1981; codified at 5 Ill. Reg. 11067; amended at 5 Ill. Reg. 14171, effective
35 December 3, 1981; emergency amendment at 6 Ill. Reg. 916, effective January 6, 1982, for a
36 maximum of 150 days; amended at 6 Ill. Reg. 7448, effective June 15, 1982; amended at 7 Ill.
37 Reg. 9392, effective July 26, 1983; amended at 10 Ill. Reg. 19093, effective October 28, 1986;
38 amended at 11 Ill. Reg. 9945, effective May 12, 1987; transferred from Chapter I, 68 Ill. Adm.
39 Code 470 (Department of Registration and Education) to Chapter VII, 68 Ill. Adm. Code 1470
40 (Department of Professional Regulation) pursuant to P.A. 85-225, effective January 1, 1988, at
41 12 Ill. Reg. 2981; emergency amendments at 13 Ill. Reg. 5771, effective April 5, 1989, for a
42 maximum of 150 days; amended at 13 Ill. Reg. 13867, effective August 22, 1989; amended at 16
43 Ill. Reg. 7009, effective April 16, 1992; amended at 18 Ill. Reg. 2370, effective January 28,

44 1994; amended at 20 Ill. Reg. 4323, effective February 28, 1996; amended at 22 Ill. Reg. 3875,
45 effective February 5, 1998; amended at 23 Ill. Reg. 5712, effective April 30, 1999; amended at
46 28 Ill. Reg. 16467, effective December 8, 2004; amended at 37 Ill. Reg. 15904, effective October
47 11, 2013; emergency amendment at 45 Ill. Reg. 15104, effective November 9, 2021, for a
48 maximum of 150 days; emergency expired April 7, 2022; amended at 47 Ill. Reg. 12077,
49 effective July 26, 2023; amended at 48 Ill. Reg. _____, effective _____.

50

51 **Section 1470.10 Application for Licensure**

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53 Each applicant seeking original licensure under Section 7 of the Act shall file an application,
54 with the Department of Financial and Professional Regulation-Division of Professional
55 Regulation (Division), on forms provided by the Division. The application shall include:

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57 a) for a Licensed Clinical Social Worker:

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59 1) either:

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61 A) certification of graduation from a master's degree program in social
62 work approved by the Division in accordance with Section 1470.30
63 and verification of completion of 3000 hours of satisfactory
64 supervised clinical professional experience as set forth in Section
65 1470.20; or

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67 B) certification of graduation from a doctorate degree program in
68 social work approved by the Division in accordance with Section
69 1470.30 and verification of completion of 2000 hours of
70 satisfactory supervised clinical professional experience as set forth
71 in Section 1470.20;

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73 2) proof of successful completion of the examination set forth in Section
74 1470.70 (The examination scores shall be submitted to the Division
75 directly from the reporting entity.);

76

77 A) If on or after January 1, 2019, an applicant has taken but has not
78 successfully completed the examination set forth in Section
79 1470.70, the applicant may, as an alternative to passing the
80 examination, provide proof of the completion of at least 3,000
81 hours of supervised professional experience that is obtained within
82 the 10 calendar years immediately preceding the date of licensure
83 application and after obtaining the education required in subsection
84 1470.10(a). Supervised experience obtained as an alternative to
85 passage of the examination shall be in addition to the supervised
86 clinical experience required pursuant to subsection (a)(1).

87 Supervised professional experience obtained as an alternative to
88 passing the examination may consist of social services to
89 individuals, groups or communities in any one or more of the fields
90 of social casework, social group work, community organization for
91 social welfare, social work research, social welfare administration,
92 school social work, or social work education. Supervised
93 professional experience may also include supervised clinical social
94 work as described in Section 1470.20.

95
96 B) Supervision of professional experience required in subsection
97 (a)(2)(A) may be performed by any one or combination of the
98 following:
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100 i) Licensed clinical social worker;

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102 ii) Licensed clinical professional counselor;

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104 iii) Licensed marriage and family therapist;

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106 iv) Licensed clinical psychologist;

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108 v) Licensed psychiatrist as defined in Section 1-121 of the
109 Mental Health and Developmental Disabilities Code [405
110 ILCS 5/1-121];

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112 vi) Licensed advanced practice psychiatric nurse as defined in
113 Section 1-101.3 of the Mental Health and Developmental
114 Disabilities Code [405 ILCS 5/1-101.3].

115
116 C) Following initial application for examination the applicant must
117 obtain all 3000 hours of experience required for the exam
118 alternative pursuant to this Section within 3 years of the date of
119 application. Applicants have 3 years from the date of application
120 to complete the application process. If the process has not been
121 completed in 3 years, the application shall be denied, the fee shall
122 be forfeited, and the applicant must reapply and meet the
123 requirements in effect at the time of reapplication. (Section 7 of
124 the Act.)

125
126 D) Beginning January 1, 2026, an applicant acquiring the
127 examination alternative supervised professional experience must
128 be a licensed social worker or licensed in this State for the practice
129 of school social work prior to acquiring the supervised

professional experience. (Section 8.2 of the Act)

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- 3) the required fee set forth in Section 1470.55.
- b) for a Licensed Social Worker:
 - 1) either:
 - A) certification of graduation from a master's degree program of social work approved by the Division in accordance with Section 1470.30; or
 - B) certification of graduation from a baccalaureate degree program of social work approved by the Division in accordance with Section 1470.30 and verification of completion of 3 years of supervised professional experience in accordance with Section 1470.20;
 - ~~2) proof of successful completion of the examination set forth in Section 1470.70 (The examination scores shall be submitted to the Division directly from the reporting entity.);~~
 - 23) the required fee set forth in Section 1470.55.
- c) Individuals applying for a Licensed Social Worker license who have successfully completed the Masters Association of Social Work Boards (ASWB) examination subsequent to October 1986 shall not be required to retake the Masters ASWB examination to be eligible for licensure.

(Source: Amended at 48 Ill. Reg. _____, effective _____)

Section 1470.20 Clinical Professional Experience

- a) Persons applying for licensure as a Licensed Clinical Social Worker shall be required to complete supervised clinical professional experience pursuant to Section 9 of the Act and this Part.
 - 1) Persons holding a master's degree in social work shall have completed 3000 hours of satisfactory, supervised clinical professional experience subsequent to the receipt of the degree;
 - 2) Persons holding a doctorate degree in social work shall have completed 2000 hours of satisfactory, supervised clinical professional experience subsequent to the receipt of the degree;

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- 3) The required number of hours may have been obtained in the following manner:
 - A) for full-time experience, a minimum of 30 hours per week but not more than 40 hours per week.
 - B) for part-time experience, ~~a minimum of 15 hours per week but~~ not more than 29 hours per week.

- 4) Supervised experience shall be experience directly related to clinical social work practice as defined in Section 3(5) of the Act:
 - A) The supervisor shall have met with the applicant an average of at least 4 hours each month to discuss client cases and treatment procedures.
 - B) Until December 31, 1994, the supervisor shall have been a certified social worker registered under the Social Workers Registration Act with clinical experience, a Licensed Clinical Social Worker, a diplomate in clinical social work, a designated member of the Academy of Certified Social Workers (ACSW), a Board certified psychiatrist, a licensed clinical psychologist, a supervisor from another state who is a clinical professional credentialed at the highest level required by that state or other appropriate clinical supervisor as approved by the Social Work Examining and Disciplinary Board (the "Board"). In determining other appropriate supervisor, the Board shall consider, but not be limited to, the following: unavailability of a person licensed under the Act, the setting in which the supervision took place, and the credentials and job responsibilities of the supervisor.
 - C) After January 1, 1995, only experience supervised by a Licensed Clinical Social Worker will be acceptable to meet the professional clinical experience requirement set forth in Section 1470.10(a). If supervision was in another jurisdiction in which clinical social workers are not licensed, the supervisor shall have been engaged in clinical social work and be credentialed at the highest level required by that jurisdiction. Professional clinical experience obtained while applicant is located in Illinois must be supervised by an Illinois licensed Clinical Social Worker.
 - D) The experience shall have been evaluated by the supervisor as

- 216 satisfactory.
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- 218 E) An applicant may contract with a Licensed Clinical Social Worker
- 219 to provide supervision.
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- 221 F) Supervision may be provided within an agency of employment or
- 222 outside the agency.
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- 224 G) Supervision may be paid or unpaid.
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- 226 H) Supervision may be on an individual or group basis. When group
- 227 supervision is provided the number of supervisees may not exceed
- 228 five.
- 229

230 b) Persons applying as a Licensed Social Worker who have a baccalaureate degree in

231 social work shall complete 3 years of supervised professional experience

232 subsequent to obtaining the baccalaureate degree. For purposes of this subsection,

233 supervised professional experience is that experience directly related to social

234 work as defined in Section 3(9) of the Act. The experience shall be:

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- 236 1) obtained under the direct supervision of a certified social worker
- 237 registered under the Social Workers Registration Act, Licensed Clinical
- 238 Social Worker, Licensed Social Worker, diplomate in clinical social work,
- 239 designated member of ACSW or other appropriate supervisor as approved
- 240 by the Board.
- 241
- 242 2) satisfactory as evaluated by the supervisor. The supervisor shall have met
- 243 with the individual an average of at least 4 hours each month.
- 244

245 (Source: Amended at 48 Ill. Reg. _____, effective _____)

246

247 **Section 1470.50 Applicant and Licensee Address of Record, Email Address of Record**

248 **and/or Licensee Change of Name Information**~~Admission to Examination (Repealed)~~

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250 *All applicants and licensees shall:*

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- 252 a) *provide a valid address and email address to the Division, which shall serve as*
- 253 *the address of record and email address of record, respectively, at the time of*
- 254 *application for licensure or renewal of a license; and*
- 255
- 256 b) *inform the Division of any change of address of record or email address of record*
- 257 *within 14 days after such change either through the Division's website or by*
- 258 *contacting the Department's licensure maintenance unit. (Section 7.3 of the Act)*

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(Source: Section repealed at 13 Ill. Reg. 13867, effective August 22, 1989; new Section added at 48 Ill. Reg. _____, effective _____)

Section 1470.55 Fees

The following fees shall be paid to the Department and are not refundable:

- a) Application Fees
 - 1) The fee for application for a license as a Licensed Clinical Social Worker or Licensed Social Worker is \$50. In addition, applicants for an examination shall be required to pay, either to the Department or to the designated testing service, a fee covering the cost of determining an applicant's eligibility and providing the examination. Failure to appear for the examination on the scheduled date, at the time and place specified, after the applicant's application for examination has been received and acknowledged by the Division or the designated testing service, shall result in the forfeiture of the examination fee.
 - 2) The application fee for a license as a Licensed Clinical Social Worker or Licensed Social Worker who is certified or licensed under the laws of another jurisdiction is \$200.
 - 3) The fee for application as a continuing education sponsor is \$500. State agencies, State colleges and State universities in Illinois shall be exempt from this fee.
- b) Renewal Fees
 - 1) The fee for the renewal of a license shall be calculated at the rate of \$30 per year.
 - 2) The fee for renewal as a continuing education sponsor shall be calculated at the rate of \$50 per year.
- c) General Fees
 - 1) The fee for the reinstatement of a license other than from inactive status that has been expired for less than 5 years is \$50 plus payment of all lapsed renewal fees.
 - 2) The fee for the restoration of a license that has been expired for more than

302 5 years is \$200.

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304 ~~3) The fee for the issuance of a duplicate license, for the issuance of a~~
305 ~~replacement license, for a license that has been lost or destroyed or for the~~
306 ~~issuance of a license with a change of name or address other than during~~
307 ~~the renewal period is \$20. No fee is required for name and address~~
308 ~~changes on Division records when no duplicate license is issued.~~

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310 34) The fee for a certification of a licensee's record for any purpose is \$20.

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312 45) The fee to have the scoring of an examination authorized by the Division
313 reviewed and verified is \$20 plus any fee charged by the testing service.

314

315 ~~6) The fee for a wall certificate showing licensure shall be the actual cost of~~
316 ~~producing the certificate.~~

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318 ~~7) The fee for a roster of persons licensed as Licensed Clinical Social~~
319 ~~Workers or Licensed Social Workers in this State shall be the actual cost~~
320 ~~of producing the roster.~~

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322 (Source: Amended at 48 Ill. Reg. _____, effective _____)

323

324 **Section 1470.60 Endorsement**

325

326 a) Each applicant seeking licensure under Section 15 of the Act shall file an
327 application, with the Division, on forms provided by the Division. The
328 application shall include:

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330 1) for a Licensed Clinical Social Worker:

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332 A) either:

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334 i) certification of graduation from a master's degree program
335 in social work approved by the Division in accordance with
336 Section 1470.30 and verification of completion of 3000
337 hours of satisfactory supervised clinical professional
338 experience subsequent to receipt of degree as set forth in
339 Section 1470.20; or

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341 ii) certification of graduation from a doctorate degree program
342 in social work approved by the Division in accordance with
343 Section 1470.30 and verification of completion of 2000
344 hours of satisfactory supervised clinical professional

345 experience subsequent to receipt of degree as set forth in
346 Section 1470.20;

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348 B) successful completion of the ASWB examination set forth in
349 Section 1470.70 or completion of the examination alternative set
350 forth in Section 1470.10;

351
352 C) An individual who has been licensed at the independent level in
353 another United States jurisdiction for 5 consecutive years without
354 discipline is not required to submit proof of completion of the
355 education, the supervised employment, or experience required in
356 subsection (a)(1)(A). Individuals with 5 consecutive years of
357 experience must submit certification of licensure from the
358 jurisdiction in which the applicant practiced and must comply with
359 all other licensing requirements including the payment of fees;

360
361 ~~D~~E) the required fee set forth in Section 1470.55.

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363 2) for a Licensed Social Worker:

364
365 A) either:

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367 i) certification of graduation from a master's degree program
368 of social work approved by the Division in accordance with
369 Section 1470.30; or

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371 ii) certification of graduation from a baccalaureate degree
372 program of social work approved by the Division in
373 accordance with Section 1470.30 and verification of
374 completion of 3 years of supervised professional
375 experience subsequent to receipt of degree in accordance
376 with Section 1470.20;

377
378 ~~B) a complete work history since receipt of baccalaureate or master's~~
379 ~~degree education;~~

380
381 ~~B~~E) the required fee set forth in Section 1470.55.

382
383 b) The Division, upon recommendation of the Board, shall issue a license if a review
384 of the application indicates that the application meets the requirements set forth in
385 subsection (a)(1) or (2).

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387 (Source: Amended at 48 Ill. Reg. _____, effective _____)

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Section 1470.70 Examinations

The examinations for Licensed Clinical Social Worker ~~and Licensed Social Worker~~ shall be the Association of Social Work Boards (ASWB) examinations.

- a) Until December 31, 2021, an~~An~~ applicant for licensure as a licensed social worker will be required to take and pass the Masters ASWB examination. After December 31, 2021, an applicant for licensure as a licensed social worker is not required to take an examination.
- b) An applicant for licensure as a licensed clinical social worker will be required to take and pass the Clinical ASWB examination.
- c) If on or after January 1, 2019, an applicant for licensure as a licensed clinical social worker has taken but not successfully completed the examination as set forth in subsection (b), the applicant may complete the examination alternative as provided in Section 1470.10.

(Source: Amended at 48 Ill. Reg. _____, effective _____)

Section 1470.80 Restoration

- a) For any licensed clinical social worker who has had no disciplinary action taken against his or her license in this State or in any other jurisdiction during the entire period of licensure the following requirements are suspended: proof of fitness, certification of active practice in another jurisdiction, and the payment of a fee or renewal fee. This suspension may only be used once by an individual.~~A licensee seeking restoration of a license (Licensed Clinical Social Worker or Licensed Social Worker) which has been on inactive status for 5 years or less shall have the license restored by making application to the Division and by paying the current renewal fee set forth in Section 1470.55 of this Part. A licensee seeking restoration of a license shall be required to submit proof of 30 hours of continuing education in accordance with Section 1470.95. These CE hours shall be earned within the 2 years immediately preceding the restoration of the license.~~
- b) A licensee seeking restoration of a license (Licensed Clinical Social Worker or Licensed Social Worker) which has been expired for 5 years or less shall have the license restored by making application to the Division and paying \$20 plus all lapsed renewal fees pursuant to Section 1470.55 ~~of this Part~~. A licensee seeking restoration of a license shall be required to submit proof of 30 hours of continuing education in accordance with Section 1470.95. These CE hours shall be earned within the 2 years immediately preceding the restoration of the license. For any

licensed clinical social worker who has had no disciplinary action taken against his or her license in this State or in any other jurisdiction during the entire period of licensure the following requirements are suspended: proof of fitness, certification of active practice in another jurisdiction, and the payment of a fee or renewal fee. This suspension may only be used once by an individual.

c) A licensee seeking restoration of a license (Licensed Clinical Social Worker or Licensed Social Worker) after it has expired or been placed on inactive status for more than 5 years shall file an application, on forms supplied by the Division, along with proof of 30 hours of continuing education in accordance with Section 1470.95 completed within the 2 years immediately preceding application for restoration, together with:

1) Either:

A) Sworn evidence of active practice in another jurisdiction. Such evidence shall include a statement from the appropriate board or licensing authority in the other jurisdiction that the licensee was authorized to practice during the term of the active practice; or

B) An affidavit attesting to military service as provided in Section 11 of the Act. If application is made within two years after discharge and if all other provisions of Section 11 of the Act are satisfied, the licensee will not be required to pay a restoration fee or any lapsed renewal fees; or

C) For licensed clinical social workers, proof~~Proof~~ of passage of the examination described in Section 1470.70~~of this Part~~ within the twelve months preceding application or proof of completion of the alternative to examination described in Section 1470.10; and

2) The required fees pursuant to Section 1470.55~~of this Part~~.

d) A licensee who is seeking restoration after disciplinary action must have completed all requirements of the disciplinary order and shall submit a petition for restoration to be adjudicated through the hearing process. As part of such petition the licensee shall submit evidence demonstrating rehabilitation to warrant the public trust as provided in Section 1470.98.

ed) When the accuracy of any ~~submitted~~ documentation or the relevance or sufficiency of the course work or experience submitted pursuant to subsections (a), (b), or (c) is questioned by the Division because of discrepancies or conflicts in information, information needing further clarification, and/or missing

474 information, the licensee seeking restoration of his/her license (Licensed Clinical
475 Social Worker or Licensed Social Worker) will be required to:

- 476
477 1) provide such information as may be necessary; and/or
478
479 2) appear for an interview before the Board to explain such relevance or
480 sufficiency, clarify information given or clear up any discrepancies in
481 information.

482
483 (Source: Amended at 48 Ill. Reg. _____, effective _____)
484

485 **Section 1470.95 Continuing Education**

486
487 a) Continuing Education Hours Requirements

488
489 1) Every licensee who applies for renewal of a license as a Licensed Social
490 Worker or Licensed Clinical Social Worker shall complete 30 hours of
491 continuing education (CE) relevant to the practice of social work or
492 clinical social work. At least 3 of the 30 hours must include content
493 related to the ethical practice of social work and at least 3 of the 30 hours
494 must include content related to cultural competence in the practice of
495 social work. Additionally, CE must be obtained as set for in 68 Ill. Adm.
496 Code 1130, Subpart E.

497
498 2) Beginning with the renewal period ending November 30, 2027, for all
499 currently licensed clinical social workers, and the second renewal after
500 initial licensure of a clinical social worker, 6 of the required 30 hours of
501 CE shall be in clinical supervision training. This is a one-time (lifetime)
502 requirement.

503
504 ~~32~~) A prerenewal period is the 24 months preceding November 30 of each
505 odd-numbered year.

506
507 ~~43~~) CE requirements shall be the same for Licensed Social Workers and
508 Licensed Clinical Social Workers.

509
510 ~~54~~) One CE hour shall equal 50 minutes~~one clock hour~~.

511
512 ~~65~~) Courses that are part of the curriculum of a university, college or other
513 educational institution shall be allotted CE credit at the rate of 15 CE
514 hours for each semester hour or 10 CE hours for each quarter hour of
515 school credit awarded.
516

517 ~~76~~) A renewal applicant shall not be required to comply with CE requirements
518 for the first renewal of an Illinois license.

519
520 ~~87~~) Social workers or clinical social workers licensed in Illinois but residing
521 and practicing in other states shall comply with the CE requirements set
522 forth in this Section.

523

524 b) Approved Continuing Education (CE)

525

526 1) CE hours shall be earned by verified attendance (e.g., certificate of
527 attendance or certificate of completion) at or participation in an in-person
528 program or course ("program") that is offered or sponsored by an
529 approved CE sponsor who meets the requirements set forth in subsection
530 (c), except for those activities provided in subsections (b)(2), (3) and (4).

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532 2) CE credit also may be earned by verified completion (e.g., certificate of
533 attendance or certificate of completion) of a remote program (e.g., self-
534 study, book-study, or computer/online based course) that is offered by an
535 approved sponsor who meets the requirements set forth in subsection (c).
536 Each remote course shall include an examination.

537

538 3) CE credit may be earned through postgraduate training programs (e.g.,
539 extern, residency or fellowship programs) or completion of social work
540 related courses that are a part of the curriculum of a college, university or
541 graduate school of social work.

542

543 4) CE credit may be earned for verified teaching in a college, university or
544 graduate school of social work approved in accordance with Section
545 1470.30 and/or as an instructor of CE programs given by approved
546 sponsors. Credit will be applied at the rate of 1.5 hours for every hour
547 taught and only for the first presentation of the program (i.e., credit shall
548 not be allowed for repetitious presentations of the same program).

549

550 5) CE credit may be earned for authoring papers, publications or books and
551 for preparing presentations and exhibits. The preparation of each
552 published paper, book chapter or presentation dealing with social work or
553 clinical social work may be claimed as 5 hours of credit. A presentation
554 must be before a professional audience. Five credit hours may be claimed
555 for only the first time the information is published or presented.

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557 c) Approved CE Sponsors and Programs

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559 1) Approved sponsor, as used in this Section, shall mean:

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- A) The National Association of Social Workers (NASW) and its affiliates;
 - B) The Association of Social Work Boards (ASWB) and its affiliates;
 - C) American Association for Marriage and Family Therapy or its affiliates;
 - D) Employers licensed under the Hospital Licensing Act [210 ILCS 85];
 - E) Professional Counseling Continuing Education Sponsors approved by the Division in accordance with the rules for the administration of the Professional Counselor and Clinical Professional Counselor Licensing and Practice Act [225 ILCS 107] (68 Ill. Adm. Code 1375.220);
 - F) Clinical Psychologist Continuing Education Sponsors approved by the Division in accordance with the rules for the administration of the Clinical Psychologist Licensing Act [225 ILCS 15] (68 Ill. Adm. Code 1400.85);
 - G) [Licensed Marriage and Family Therapy Continuing Education Sponsors approved by the Division in accordance with the rules for the administration of the Illinois Marriage and Family Therapy Licensing Act \[225 ILCS 55\] \(68 Ill. Adm. Code 1283.110\);](#)
 - ~~H~~G) Any other regionally accredited school, college or university, community college or State agency that provides CE in a form and manner consistent with this Section; or
 - ~~H~~H) Any other person, firm, association, corporation or other group that has been approved and authorized by the Division pursuant to subsection (c)(2) upon recommendation of the Board to coordinate and present continuing education courses or programs.
- 2) Entities seeking approval as CE sponsors pursuant to subsection (c)(1)(C) shall file an application, on forms supplied by the Division, along with the application fee specified in Section 1470.55. The applicant shall certify on the application the following:
- A) That all programs offered by the sponsor for CE credit will comply

- 603 with the criteria in subsection (c)(3) and all other criteria in this
604 Section. A sponsor shall be required to submit a CE program with
605 course materials for review prior to being approved as a CE
606 sponsor;
- 607
- 608 B) That the sponsor will be responsible for verifying attendance at or
609 completion of each program and provide a certificate of attendance
610 or completion as set forth in subsection (c)(9);
- 611
- 612 C) That, upon request by the Division, the sponsor will submit
613 evidence (e.g., certificate of attendance or completion or course
614 materials) as is necessary to establish compliance with this Section.
615 Evidence shall be required when the Division has reason to believe
616 that there is not full compliance with the statute and this Part and
617 that this information is necessary to ensure compliance.
618
- 619 3) All programs shall:
- 620
- 621 A) Contribute to the advancement, extension and enhancement of the
622 professional skills and scientific knowledge of the licensee in the
623 practice of social work or clinical social work;
- 624
- 625 B) Foster the enhancement of general or specialized social work or
626 clinical social work practice and values;
- 627
- 628 C) Be developed and presented by persons with education and/or
629 experience in the subject matter of the program;
- 630
- 631 D) Specify the course objectives, course content and teaching methods
632 to be used; and
- 633
- 634 E) Specify the number of CE hours that may be applied to fulfilling
635 the Illinois CE requirements for license renewal.
636
- 637 4) Each CE program shall provide a mechanism for evaluation of the
638 program by the participants. The evaluation may be completed on-site
639 immediately following the program presentation or an evaluation
640 questionnaire may be distributed to participants to be completed and
641 returned by mail or email. The sponsor and the instructor, together, shall
642 review the evaluation outcome and revise subsequent programs
643 accordingly.
644
- 645 5) An approved sponsor may subcontract with individuals and organizations

- 646 to provide approved programs.
647
648 6) All programs given by approved sponsors shall be open to all Licensed
649 Social Workers and Licensed Clinical Social Workers and not be limited
650 to members of a single organization or group.
651
652 7) Continuing education credit hours used to satisfy the CE requirements of
653 another jurisdiction may be applied to fulfill the CE requirements of the
654 State of Illinois.
655
656 8) To maintain approval as a sponsor, each sponsor shall submit to the
657 Division, by November 30 of each odd-numbered year, a renewal
658 application, the renewal fee specified in Section 1470.55 and a list of
659 courses and programs offered within the last 24 months. The list shall
660 include a brief description, location, date and time of each course given.
661
662 9) It shall be the responsibility of a sponsor to provide each participant in a
663 program with a certificate of attendance or completion. The sponsor's
664 certificate shall contain:
665
666 A) The name, address and license number of the sponsor;
667
668 B) The name and address of the participant;
669
670 C) A brief statement of the subject matter;
671
672 D) The number of hours attended in each program;
673
674 E) The date and place of the program; and
675
676 F) The signature of the sponsor.
677
678 10) The sponsor shall maintain attendance records for not less than 5 years.
679
680 11) The sponsor shall be responsible for assuring that no renewal applicant
681 shall receive CE credit for time not actually spent attending or completing
682 the program.
683
684 12) Upon the failure of a sponsor to comply with any of the foregoing
685 requirements, the Division, after notice to the sponsor and hearing before
686 and recommendation by the Board (see 68 Ill. Adm. Code 1110), shall
687 thereafter refuse to accept for CE credit attendance at or participation in
688 any of that sponsor's CE programs until the Division receives assurances

- 689 of compliance with this Section.
 690
 691 13) Notwithstanding any other provision of this Section, the Division or Board
 692 may evaluate any sponsor of any approved CE program at any time to
 693 ensure compliance with requirements of this Section.
 694
 695 d) Certification of Compliance with CE Requirements
 696
 697 1) Each renewal applicant shall certify, on the renewal application, full
 698 compliance with the CE requirements set forth in subsections (a) and (b).
 699
 700 2) The Division may require additional evidence demonstrating compliance
 701 with the CE requirements (e.g., certificate of attendance or certificate of
 702 completion). This additional evidence shall be required in the context of
 703 the Division's random audit. It is the responsibility of each renewal
 704 applicant to retain or otherwise produce evidence of compliance.
 705
 706 3) When there appears to be a lack of compliance with CE requirements, an
 707 applicant shall be notified in writing and may request an interview with
 708 the Board. At that time, the Board may recommend that steps be taken to
 709 begin formal disciplinary proceedings as required by Section 10-65 of the
 710 Illinois Administrative Procedure Act [5 ILCS 100/10-65].
 711
 712 e) Continuing Education ~~Attended~~~~Earned~~ in Other Jurisdictions
 713
 714 1) If a licensee has ~~attended~~~~earned~~ CE hours offered in another state or
 715 territory not given by an approved sponsor for which the licensee will be
 716 claiming credit toward full compliance in Illinois, the applicant shall
 717 submit an out-of-state continuing education approval form, along with a
 718 \$25 processing fee, prior to participation in the program or at least 90 days
 719 prior to expiration of the license. The Board shall review and recommend
 720 approval or disapproval of the program using the criteria set forth in
 721 subsection (c)(3).
 722
 723 2) If a licensee fails to submit an out-of-state CE approval form within the
 724 required time frame, late approval may be obtained by submitting the
 725 approval form with the \$25 processing fee, plus a \$10 per hour late fee,
 726 not to exceed \$150. The ~~out-of-state CE program shall be reviewed~~~~Board~~
 727 ~~shall review~~ and ~~approved or disapproved~~~~recommend approval or~~
 728 ~~disapproval of the program~~ using the criteria set forth in subsection (c)(3).
 729
 730 3) CE completed remotely whether live or asynchronous (e.g., self-study,
 731 book-study, or computer/online-based course) is not eligible for out-of-

732 state CE credit. Such programs must be provided by an approved CE
733 provider as set forth in subsection (c)(1).

734
735 ~~f) Restoration of Nonrenewed License. Upon satisfactory evidence of compliance~~
736 ~~with CE requirements, the Division shall restore the license upon payment of the~~
737 ~~required fee as provided in Section 1470.55.~~

738
739 ~~f~~g) Waiver of CE Requirements

740
741 1) Any renewal applicant seeking renewal of a license without having fully
742 complied with these CE requirements ~~may~~shall file with the Division a
743 renewal application along with the required fee set forth in Section
744 1470.55; a statement setting forth the facts concerning non-compliance;
745 and a request for waiver of the CE requirements ~~based upon those~~on the
746 ~~basis of these~~ facts. A request for waiver shall be made prior to the
747 renewal date. If the Division, upon the written recommendation of the
748 Board, ~~good cause~~finds from the affidavit or any other evidence submitted
749 ~~that extreme hardship~~ has been shown for granting a waiver, the Division
750 shall waive enforcement of CE requirements for the renewal period for
751 which the applicant has applied.

752
753 2) ~~Good cause~~Extreme hardship shall be determined on an individual basis
754 by the Board and ~~is~~be defined as an inability to devote sufficient hours to
755 fulfilling the CE requirements during the applicable prerenewal period
756 because of:

757
758 A) Full-time service in the armed forces of the United States of
759 America during ~~all or~~ a substantial part of the prerenewal period;

760
761 B) ~~A temporary~~An incapacitating illness documented by a ~~statement~~
762 ~~from a currently~~licensed physician. ~~A second, consecutive request~~
763 ~~for a CE waiver pursuant to this subsection (g)(2)(B) shall be~~
764 ~~prima facie proof that the renewal applicant has a physical or~~
765 ~~mental illness, including, but not limited to, deterioration through~~
766 ~~the aging process or loss of cognitive or motor skills that results in~~
767 ~~the licensee's inability to practice social work or clinical social~~
768 ~~work with reasonable judgment, skill, or safety, in violation of~~
769 ~~subsection 19(1)(r) of the Act, and shall be grounds for denial of~~
770 ~~the renewal application or other disciplinary or non-disciplinary~~
771 ~~action, advanced practice nurse or physician assistant; or~~

772
773 C) Any other extenuating circumstances.
774

- 775 3) Any renewal applicant who, prior to the expiration date of the license,
776 submits a request for a waiver, in whole or in part, pursuant to the
777 provisions of this Section shall be deemed to be in good standing until the
778 final decision on the application is made by the Division.
779

780 (Source: Amended at 48 Ill. Reg. _____, effective _____)
781

782 **Section 1470.96 Unethical, Unauthorized and Unprofessional Conduct**
783

- 784 a) The Division may suspend or revoke a license, refuse to issue or renew a license
785 or take other disciplinary action based upon its finding of "unethical,
786 unauthorized, or unprofessional conduct" within the meaning of Section 19 of the
787 Act, which is interpreted to include, but is not limited to, the following acts or
788 practices:
789
- 790 1) Practicing or offering to practice beyond one's competency (for example,
791 providing services and techniques for which one is not qualified by
792 education, training and experience);
793
- 794 2) Revealing facts, data or information relating to a client or examinee,
795 except as allowed under Section 16 of the Act or under the Mental Health
796 and Developmental Disabilities Confidentiality Act [740 ILCS 110]. The
797 release of information "with the consent of the client" as provided for in
798 Section 16 of the Act is interpreted to mean that the social worker, prior to
799 the release of the information, obtained written consent and made certain
800 that the client understood the possible uses or distributions of the
801 information. Case history material may be used for teaching or research
802 purposes or in textbooks or other literature, provided that proper
803 precautions are taken to conceal the identity of the client(s) or examinee(s)
804 involved;
805
- 806 3) Making gross or deliberate misrepresentations or misleading claims as to
807 his/her professional qualifications or of the efficacy or value of his/her
808 treatments or remedies, or those of another practitioner;
809
- 810 4) Failing to inform prospective research subjects or their authorized
811 representative fully of potential serious after effects of the research or
812 failing to remove the after effects as soon as the design of the research
813 permits;
814
- 815 5) Refusing to divulge to the Division techniques or procedures used in
816 his/her professional activities upon request;
817

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826
- 6) Directly or indirectly giving to or receiving from any person, firm or corporation any fee, commission, rebate or other form of compensation for any professional services not actually rendered. Social workers shall not participate in illegal fee-splitting arrangements, nor shall they give or accept kickbacks for referrals. However, it is not unethical for social workers to utilize referral services for which a fee is charged, nor to participate in contractual arrangements under which they agree to discount fees;
- 827
828
829
- 7) Impersonating another person holding a clinical social work or social work license or allowing another person to use his/her license;
- 830
831
832
833
- 8) The commission of any dishonest, corrupt or fraudulent act that is substantially related to the functions or duties of a social worker providing services or supervising services;
- 834
835
836
837
- 9) The commission of any act of sexual misconduct, sexual abuse or sexual relations with one's client, patient, student supervisee or with an ex-client within 24 months after termination of treatment;
- 838
839
840
- 10) Entering a treatment relationship in which professional judgment may be compromised by prior association with or knowledge of a client;
- 841
842
843
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845
- 11) Permitting an intern or trainee under the social worker's supervision to perform, or to pretend to be competent to perform, professional services beyond the trainee's or intern's level of training. Disclosure of the intern's status and the name of the supervisor is required;
- 846
847
848
849
- 12) Submission of fraudulent claims for services to any person or entity including, but not limited to, health insurance companies or health service plans or third party payors;
- 850
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853
- 13) Failing to disclose conflicts of interests, dual relationships between social worker and clients, and/or obligations associated with service that might affect the client's decision to enter into or continue the relationship;
- 854
855
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857
- 14) Discriminating based on race, gender, religion, national origin, political affiliation, social or economic status, choice of lifestyle or sexual orientation;
- 858
859
860
- 15) Knowingly providing services to a client when the social worker's objectivity or effectiveness is impaired. A social worker who becomes impaired and unable to function according to the standards of practice

- 861 may be subject to disciplinary action if an active practice continues.
862 Causes of impairment may include, but are not limited to, the abuse of
863 mood altering chemicals and physical or mental problems;
864
865 16) Failing to insure that all records and written data are stored using security
866 measures that prevent access to records by unauthorized persons. Social
867 workers are responsible for insuring that the content and disposition of all
868 records are in compliance with all relevant State laws and rules.
869
870 b) The Division hereby incorporates by reference:
871
872 1) the "Code of Ethics of the National Association of Social Workers",
873 National Association of Social Workers, 750 First Street NE, Suite 700,
874 Washington, D.C. 20002-4241, ~~June~~July 1, ~~2021~~1999, with no later
875 amendments or editions;
876
877 2) the "Code of Ethics", Clinical Social Work ~~Association~~Federation, P.O.
878 Box ~~1053740~~, ~~Granville, Ohio 43023~~, ~~April 2016~~Arlington, Virginia
879 ~~22203~~, 1997, with no later amendments or editions.
880

881 (Source: Amended at 48 Ill. Reg. _____, effective _____)
882

883 **Section 1470.97 Independent Practice of Clinical Social Work** 884

- 885 a) Licensed Social Workers may not engage in the independent practice of clinical
886 social work without a clinical social worker license. Independent practice of
887 clinical social work means providing the services of or engaging in the practice of
888 clinical social work, as defined in Section 3(5) of the Act, by an individual who
889 regulates and is responsible for her or his own practice or treatment procedures.
890
891 b) Licensed Social Workers may provide clinical social work services as set forth in
892 Section 3(5) of the Act. When engaging in or providing clinical social work
893 services as set forth in Section 3(5) of the Act, an LSW may only do so under the
894 order, control, and full professional responsibility of a Licensed Clinical Social
895 Worker, a licensed clinical psychologist, or a psychiatrist, as defined in Section 1-
896 121 of the Mental Health and Developmental Disabilities Code [405 ILCS 5] and
897 shall not regulate or be responsible for his/her own practice or treatment
898 procedures. Only experience supervised as provided for in subsection 1470.20(a)
899 is acceptable for the supervised clinical professional experience required for
900 licensure as a Licensed Clinical Social Worker.
901
902 c) When providing clinical social work services as set forth in Section 3(5) of the
903 Act (in the independent practice of clinical social work), a Licensed Social

904 Worker shall always operate and represent himself/herself as an employee of the
905 independent practice and may not work as an independent contractor as defined
906 by Internal Revenue Service regulations.
907

908 d) An LSW shall not, *without a license as a clinical social worker issued by the*
909 *Division:*

- 910
- 911 1) *in any manner hold himself or herself out to the public as a clinical social*
912 *worker or Licensed Clinical Social Worker under the Act;*
 - 913
 - 914 2) *use the title "clinical social worker" or "Licensed Clinical Social*
915 *Worker"; or*
 - 916
 - 917 3) *offer to render to individuals, corporations, or the public clinical social*
918 *work services if the words "Licensed Clinical Social Worker" or "clinical*
919 *social work" are used to describe the person offering to render or*
920 *rendering the services or to describe the services rendered or offered to be*
921 *rendered. (Section 10 of the Act)*
922

923 (Source: Amended at 48 Ill. Reg. _____, effective _____)
924

925 Section 1470.98 Rehabilitation

926

927 Upon written application to the Division for restoration of a license or for any other relief
928 following discipline, the Division shall consider, but is not limited to, the following in
929 determining if the person is to be deemed sufficiently rehabilitated to warrant the public trust:
930

- 931 a) The seriousness of the offense that resulted in the disciplinary action being
932 considered;
933
- 934 b) The length of time that elapsed since the disciplinary action was taken;
935
- 936 c) The profession, occupation, and outside activities in which the applicant has been
937 involved;
938
- 939 d) Any counseling, medical treatment, or other rehabilitative treatment received by
940 the applicant;
941
- 942 e) Continuing education courses or other types of courses taken to correct the
943 grounds for the disciplinary action being considered;
944
- 945 f) The results of a professional competency examination designated by the Division
946 and paid for by the applicant;

- 947
948 g) Written reports and oral testimony by peer review committees or other persons
949 relating to the skill, knowledge, honesty, integrity and contriteness of the
950 applicant;
951
952 h) Restitution to injured parties;
953
954 i) Future plans of the applicant;
955
956 j) Involvement of the applicant's family and friends in his or her rehabilitation
957 process;
958
959 k) A written report of a physical or mental examination given by a practitioner
960 selected by the Division and paid for by the applicant;
961
962 l) Any other information evidencing rehabilitation that would bear upon the
963 applicant's request for relief or restoration of a license;
964
965 m) Whether the order imposing sanctions was appealed and, if so, whether a
966 reviewing court granted a stay or delay of imposition of the sanction;
967
968 n) The date and disposition of any other petition for restoration filed since the last
969 sanction was imposed; and
970
971 o) Whether there has been compliance with any probationary terms imposed.

972 (Source: Added at 48 Ill. Reg. _____, effective _____)
973

974
975 **Section 1470.100 Granting Variances**
976

977 ~~a)~~The Director of the Division of Professional Regulation (Director) with the authority delegated
978 by the Secretary may grant variances from this Part in individual cases in which he or she finds
979 that:

- 980
981 ~~a1)~~ the provision from which the variance is granted is not statutorily mandated;
982
983 ~~b2)~~ no party will be injured by the granting of the variance; and
984
985 ~~c3)~~ the rule from which the variance is granted would, in the particular case, be
986 unreasonable or unnecessarily burdensome.
987
988 ~~b)~~ ~~The Director shall notify the Board of the granting of a variance, and the reasons~~
989 ~~for granting the variance, at the next meeting of the Board.~~

990

991

(Source: Amended at 48 Ill. Reg. _____, effective _____)