

Washburn University – Department of Social Work



ASWB Exam Information

ASWB develops and maintains four categories of social work licensure examinations: Bachelors, Masters, Advanced Generalist, and Clinical. Not every jurisdiction uses all four categories, so candidates must be sure to check with individual boards to find out which examinations are appropriate for the jurisdiction in which they are seeking licensure.

Each examination contains 170 four-option multiple choice questions designed to measure minimum competencies at four categories of practice. Only 150 of the 170 items are scored; the remaining 20 questions are "pretest" items included to measure their effectiveness as items on future examinations. These pretest items are scattered randomly throughout the examination. Candidates have four hours to complete the test, which is administered electronically.

Examinations are administered by appointment at [ACT test centers](#) throughout the U.S. There are no fixed administration dates; instead, registered candidates call the ACT call center to schedule a time to take the test.

Special accommodations are available for candidates with disabilities. Additionally, many jurisdictions offer arrangements for candidates whose first language is not English.

In order to view any PDF files, visitors will need [Adobe Acrobat Reader](#). This is a free application that users can download from the Adobe website.

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FAQs

How many questions are on the examination?

There are 170 questions on the ASWB examination, but only 150 count toward your score. The remaining 20 are pretest items, questions which are being evaluated for possible inclusion in the examination item pool.

How much time will I have to take it?

You will have four hours to complete the examination. If you have special needs which fall under the Americans with Disabilities Act (ADA), you may be allotted extra time. Check your candidate handbook for details on how to apply for special accommodations.

What is the passing score?

The raw passing score--that is, how many questions you need to have answered correctly in order to pass the examination-- varies from administration to administration. Your jurisdiction's scaled score, however, will remain constant. Individual administrations are equated to account for slight variations in the difficulty of individual items.

Some jurisdictions have opted to use a pass/fail system for scoring. In these jurisdictions, you will receive your results as a "pass" or "fail," with no accompanying score. Unsuccessful candidates will still receive diagnostic information on their performance in the test content areas.

Is the same test administered all year?

No. There are multiple versions, or forms, of each level of the ASWB examination, and within those forms, the order of items is changed frequently. Some items will be the same from one administration to the next, but all items are reordered as part of the new examination.

What are the examination categories?

Currently, there are four examinations offered by ASWB. The Bachelors examination was designed to test the social work knowledge necessary at entry for social workers with the BSW degree. The Masters examination has been targeted for social workers with the MSW degree who have less than two years of practice experience. The Advanced Generalist and Clinical examinations test entry-level knowledge for social workers holding the MSW degree with at least two years of post-degree practice experience. [Content outlines](#) are based on a regular analysis of social work practice.

Are the tests the same from jurisdiction to jurisdiction?

Yes. Keep in mind, however, that every jurisdiction chooses the examination levels to be used for licensure, so not every jurisdiction offers every exam. The Clinical level ASWB examination in Illinois, for example, is the same as the Clinical level ASWB examination administered in Arizona. That is where the similarities end -- tests are not equivalent between categories (for example, the Masters examination is not equivalent to the Bachelors, Clinical, or Advanced Generalist examinations).

When are the tests administered?

Tests are administered by appointment at ACT testing centers throughout the U.S. Registered candidates call the ACT call center to schedule a time to take the test, rather than following a fixed examination schedule.

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Registering for the Exam

The social work regulatory body responsible for issuing your social work license has developed criteria for who can take the examination, and in most jurisdictions, you will need to establish your eligibility before you register to take the test. Always check with your social work board before you begin the test application process.

It is extremely important that you know your jurisdiction's laws and regulations regarding the licensing process. These vary, as do the fees you may be required to pay, and the deadlines for when they are due. Always follow your jurisdiction's procedures.

All candidates should receive a copy of the ASWB Candidate Handbook ([link to handbook PDF](#)), which will guide you through the registration process. Usually, your board sends this publication to you. You can also download a copy ([link to handbook PDF](#)).

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Testing Centers in Kansas

Hutchinson Community College Hutchinson

1300 N Plum
Parker Student Union Bldg RM 119
Hutchinson, KS 67501

Kansas State University Holton Hall

Holton Hall
Room 101a
Manhattan, KS 66506

ACT Olathe Office

1365 North Winchester Street
Olathe, KS 66061

Hutchinson Community College Wichita

7603 E Pawnee
Wichita, KS 67207

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Disability Accommodations

If you have a disability, you may be eligible to receive testing accommodations. To arrange for special accommodations, you must first receive approval of the accommodation request from your social work board and ASWB. Most boards include the necessary forms in their application materials, and the forms are also included in the ASWB Candidate Handbook. If you do not have information from your board on how to request special accommodations, you should contact the board for more information.

[ASWB Policy on testing accommodations for persons with disabilities](#)

[Accommodation policies for sight-impaired candidates](#)

[ASWB Candidate Handbook](#)

[Application for disability accommodation](#)

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Online Practice Exams

The Association of Social Work Boards now offers full-scale online practice examinations for candidates registered to take the Clinical, Masters, or Bachelors ASWB licensure examinations.

After candidates register and pay the examination fee for the actual licensing examination, they may choose to purchase access to the practice examination.

The practice examination is delivered via the Internet only—no cd-roms, books, or other delivery methods are available. Currently, the only way to purchase access to the practice examinations is at the time you register for the exam at 1-888-579-3926, or after you have registered, at 1-800-225-6880.

FAQs

How much does it cost?

Access to the practice exam is \$75. Payment by credit card (Visa, Mastercard, Discover) only.

What do I get?

- 4 hours to take a 170-question practice exam **one time**.
- 30 days (total) to review the questions, answers and rationales. The 30 days begins when you enter your email and purchase code to log into the practice exam.

The program will allow you to take a complete, 170-question practice examination **once**, and then will provide you with diagnostic information and a complete review of every question, the correct answer, and rationales. The test is timed to allow the same amount of time you will get on the actual examination—four hours—but you will be able to enter and leave the test as often as you like over a 30-day period. The 4-hour clock only runs while you're taking the test. After you complete the test, you will receive a score. You will also have access to an item-by-item review that provides the answer you selected, the correct answer (the key), and an explanation of the item and why the key is correct. This portion of the program is not timed, and available to you until your 30 days of access expires.

When does the 30-day access begin?

The 30-day access begins when you first enter your email address and password to log in.



Can I take the exam multiple times?

No. The \$75 fee only allows you to take the exam once. You do not have to take the exam in one sitting, however; you can come and go as much as you wish, or you can choose to have a more “realistic” experience by taking the exam in one uninterrupted four hour block.

Can I purchase access more than once?

As long as you’re registered to take an actual ASWB examination, yes. **There is only one version of each exam available. If you have already completed the practice test and purchase access again, the questions will be the same.**

Once I purchase access to the practice exam, can I get my money back?

No.

Can anyone buy access to the practice exam?

No. You must be registered to take one of the actual ASWB licensing examinations first. Additionally, at the time you purchase practice examination access, you will be required to accept an end-user agreement that includes this restriction as well as other requirements regarding the use and sharing of the contents of the practice examination.

Can I share the access with friends or a study group?

No. The user agreement limits use of the service to a single customer.

What is the difference between the online practice exam and the ASWB Study Guides?

The ASWB Study Guides are printed books that go into much greater detail about how the examinations are constructed, including the phrasing of individual items. The Study Guides also include a list of social work references and resources divided by examination content area, as well as a 50-question practice examination with rationales. The ASWB online practice examinations do NOT include references, detailed information on item or test development, or test content outlines. The practice tests are just that—full scale practice tests with post-test diagnostic information and item rationales.

Can I improve my chances of passing the actual licensing exam if I buy the practice examination and/or Study Guide?

The products offered by ASWB are not designed to prepare you to pass the actual licensing examination. The Study Guides and practice examinations were created to provide examination candidates with a thorough understanding of how the tests work, and what to expect on the day of the actual examination. These resources can help reduce pre-test anxiety, and can assist candidates in understanding their own strengths and weaknesses, but they do not supply the minimum knowledge needed to pass any actual ASWB licensing examination.



How does the diagnostic and review portion work?

After you finish your exam, you will receive a score report. This report will list the number of questions you missed in each content area. You may review the questions you missed, all questions, the questions in individual content areas, or any combination of these. There is no timer involved in this part of the program—you can spend as much time with this portion as you want to, until your 30-day access window closes.

Is the online test similar to the actual ASWB licensing examination?

Yes. The testing software is almost identical to the one used in actual ACT testing centers. The test itself is composed of actual test questions retired from the ASWB licensing examinations.

Is the scoring similar to the actual ASWB licensing examinations?

Yes. You will receive a scaled score after you complete your exam. The scaled passing score for this examination is set at 75.

I have a slow internet connection/I get dropped from the internet frequently. Will this program work for me?

Yes. Because you can come and go as you wish, being “dropped” from your internet connection will not prevent you from re-entering when your connection is restored. The actual testing program timer will not keep running, and is programmed to pause while individual test pages are loading. The timer runs only after the page has fully loaded.

Do you offer technical support?

Yes. Technical support is available from ASWB. You can get assistance by sending an email to practicetest@aswb.org. This account is monitored and responses are sent between 8 a.m. and 4:30 p.m., Monday-Friday (eastern time).

What if I have questions about my payment?

You will be provided with an email address for payment-related questions and concerns.

Can I purchase other examination categories?

No. You may only purchase the practice examination for the category (Bachelors, Masters, Clinical) you will be taking on the day of your actual licensing test.

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Group Review Practice Exams

ASWB offers a new tool for social work educators: a full-length practice exam designed for group review

ASWB is pleased to offer a new tool for social work educators trying to help their students better understand the licensing exams. The new group review practice exams for the bachelors, masters and clinical social work licensing exams are available exclusively to faculty and staff of CSWE-accredited programs.

The group review exam was designed to be one component of an overall exam orientation program. When a social work program purchases access to the group practice exam, ASWB provides a password that is valid for 6 months, beginning on the date it is first used. That password can be shared among social work faculty, career development and continuing education staff. The password gives you access to 170 questions, answers and rationales over the internet. Instructors can use an internet-connected computer and digital projector to review the questions with their students.

The software displays the question, then the answer and rationale with the click of a mouse. You can navigate to any question within the set, so picking up where you left off during the last session is easy, and the questions can be reviewed out of sequence. The group practice exam is not scored, so you can pick and choose individual questions for discussion and review, rather than going over the entire set.

In addition, there are three resource documents available to anyone using this group practice exam:

- an overview of our examination program,
- a user's guide that explains how sample questions are best used in the context of exam preparation, and
- our complete Candidate Handbook.

All three of these documents can be printed and distributed as you see fit.

The system is designed to accommodate multiple users on the same password simultaneously, so it can be used in a variety of settings during the 6 months of access.

Access to an single exam (bachelors, masters or clinical) is \$300.00. Access to all three exams is discounted to \$800.00. We can take orders over the phone, and will accept Visa, Mastercard or Discover.

To purchase, contact ASWB by [email](#) or by phone, at 800-225-6880.

Now for the fine print: This product is ONLY available to CSWE-accredited or candidacy schools. We'll be offering an initial price of \$300 for each exam, which buys access for 6 months (beginning from the first access date). These group review exams contain the same content as our online practice exam (which is intended for individual use and provides users with a score and diagnostic report).

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Study Guides

The ASWB Study Guides are designed to help you prepare for the social work licensure examination that was developed by ASWB. The study guides include a description of the examination development process and the administration procedures as well as suggestions on how to prepare for the examination. There are also 50 sample questions and answers, with rationales included.

Study Guides are available for \$30 per guide (plus postage and handling) for each of the ASWB examinations: Clinical, Advanced Generalist, Masters, and Bachelors.

Study guides can be ordered online by clicking [here](#). Study guide orders may also be placed using a credit card by calling the national office at 1-800-225-6880. Orders may also be faxed to the national office by printing out and faxing the order form to 1-540-829-0562.

Sample Questions

Bachelors Examination

The primary purpose of a service plan is to:

- (A) establish goals
- (B) assess the home situation
- (C) monitor behavioral changes
- (D) evaluate client progress

Masters Examination

A client who has received services for several years in a dialysis unit appears for a routine visit. The nurse notices a markedly changed affect and refers the client to the dialysis unit social worker. When seeing the social worker, the client seems detached, self-absorbed, and tearful. The social worker should FIRST assess the client's:

- (A) life situation and any recent changes
- (B) compliance with medical care
- (C) concerns about dying
- (D) feelings about dialysis

Advanced Generalist Examination

The process of anticipatory socialization is BEST represented by:

- (A) expectant mothers attending infant care classes
- (B) day care for preschool children
- (C) job enrichment programs in industry
- (D) divorce mediation counseling



Clinical Examination

A clinical social worker is conducting a first interview with a client who attempts to dominate the interview from the beginning. Among the client's complaints are that his telephone is tapped and his neighborhood is being watched by the police. The social worker can BEST establish a beginning level of rapport with the client by:

- (A) interrupting the client to ask factual questions about his background
- (B) asking the client to describe the evidence that he has that his phone is tapped
- (C) asking the client about the ways in which the social worker can be helpful with these problems
- (D) questioning the client about when he first believed that his house was being watched

Key to Sample Questions:

Bachelors: A

Masters: A

Advanced Generalist: A

Clinical: C

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Exam Development

The ASWB social work licensing examinations follow strict guidelines for development and maintenance. The end result is a set of valid and reliable measures of minimum competency.

What are the steps?

They are the practice analysis, the linking to KSAs (Knowledge, Skills and Abilities), the exam blueprint, and the many steps in developing items. Then comes the work of the Examination Committee. The testing contractor, ACT of Iowa City, then does its part, from banking and analyzing items and pulling out questions for each form, and finally the administration--and more analysis. After all the number crunching, it's back to the volunteer content experts, the volunteer social workers, for more decisions.

The practice analysis

ASWB does a job analysis, a survey of the profession to determine the knowledge and skills needed by entry level social workers at each stage of practice, about every seven years. The most recent one was completed in 2003. A task force of volunteers served as content experts and did most of the real work.

The survey instrument is drawn up and sent to a random sample of social workers that represent an accurate sample of the profession. Depending on the overall response rate, additional, targeted mailings are sometimes used to ensure that sampling is sufficient.

Overall importance ratings for each task statement on the survey are determined for each of four groups (corresponding to the four exams) through the rating scales, marked for frequency and criticality. The tasks are then linked (by volunteers, again) to the KSA statements. KSA are grouped into content areas.

Exam blueprint

The content areas become the components for the outline for each examination, each of which consists of 150 multiple choice questions. The number of test items assigned to each content area is based on the total weight and number of KSAs in that area. The blueprint is very important, because if a licensure candidate has a poor grasp of say, human development and behavior, and 17 percent of the questions are on human development and behavior, the candidate is going to have problems passing the exam.

Each exam has its own blueprint. In the Bachelors, for example, the content areas are human development and behavior in the environment, issues of diversity, assessment in social work practice, direct and indirect practice, communication, professional relationships, professional values and ethics, supervision in social work, practice evaluation and the utilization of research, service delivery and social work administration.

While there is psychometric oversight of a job analysis, the science has to be tempered with the judgment of social work subject matter experts. This is provided by social workers, volunteers who are usually members or former members of social work regulatory boards. They spend time really dissecting their profession, trying to break down a humanistic job into measurable components--once people have done this, they often say, they do have an understanding of the exams that stays with them.



Passing scores

Passing scores are established by the Examination Committee, by what is called a modified Angoff method. Using a so-called "anchor exam," each committee member estimates for each item on the test what percentage of minimally competent social workers should get the item correct. Their responses are examined by the psychometric experts, and minor adjustments can be made by the ASWB Board of Directors. The set anchor exam becomes the yardstick by which all other forms of an exam are measured. This method ensures that overall difficulty remains consistent, even though individual exam items may change.

The test items

Once all this groundwork is done, the difficult part is to fill in the blueprints with questions that 1. fit, 2. are pertinent to the profession, 3. are just hard enough but not impossibly difficult, and 4. do not present unfair obstacles to candidates of different genders, ethnic groups or geographic locations, or for whom English is a second language.

Item writers

At any one time, there are 30 - 50 people all over the country under annual contracts to produce exam questions for ASWB. They are chosen for a mix of demographics, trained in a three-day weekend session, and sent home to write. Working with them are four item development consultants, who edit, advise and sometimes reject items.

Examination Committee

The next step for the item is the Examination Committee. No matter how hard the writer has tried, or how much additional work has been put in by the consultant, the Exam Committee is more than likely to find changes to make. A distractor is weak; another distractor is too good, and may be arguably correct; the item depends on a law that is not nationwide or too obscure to be fairly used; or someone argues that the entire question is a giveaway. Only when there is general agreement is the question accepted.

Pretest

New items are banked by the test contractor, ACT of Iowa City, and are sorted into pretest blocks of 20 and put on a form of the appropriate examination. The pretest items do not count, but they are mixed in so candidates must respond to them as if they were part of the exam. Once enough candidates have answered the item, it is replaced, and ACT psychometricians analyze the ways in which people responded to the question. If women do better than men, or whites better than African Americans, or if people who do well on the exam generally pick a distractor that isn't the key, or any number of other scenarios in which the statistics are not good, the item is pulled out and returned to the Exam committee. Otherwise, it goes into the active bank, and can be used to fill out the blueprint on future exams.



Monitoring

The performance of the examinations and the Examination Committee are constantly being monitored, with ACT updating the association's staff and leadership on everything from the number of items approved in each Examination Committee meeting and percentages of pretest items that are successful to national passing scores. The exam changes constantly, as does the pool of candidates taking it. What social workers are doing also changes-a sound examination program has to reflect all this.

Inattention by a testing company, by staff, or by the stakeholders on regulatory boards in all jurisdictions can mean an exam that no longer does its job.

Examination scoring

Although every jurisdiction has a set passing score required for licensure, there is no set passing score for the ASWB examinations.

Because the actual items change from examination form to examination form, there is no way to establish a rigid passing score regardless of the version taken. Some administrations of the examinations will contain individual items that may be slightly harder or easier than other items on other administrations not by much, but by enough to make the establishment of one unalterable passing score impractical, and unfair.

To compensate for these variations, test administrations are equated, a psychometric process that accounts for the varying difficulties, and moves the passing score up or down accordingly. As a result, overall difficulties remain the same from test to test.

Once equated, the scores are provided to social work boards as scaled scores. Scaled scores are basically raw scores (how many questions answered correctly) translated into the testing language of the particular licensing jurisdiction. If, for example, a jurisdiction's licensing law requires a score of at least 70 out of 100 in order to become licensed, the score on a 150 item test won't translate directly into that system, especially after it has been equated. Raw scores have to be adapted to the scaled scores system used by particular jurisdictions.

Beginning in 2008, some jurisdictions opted to use a pass/fail system for scoring. In these jurisdictions, candidates receive results as a "pass" or "fail" with no accompanying score. Unsuccessful candidates receive diagnostic information on their performance in the test content areas.



2003 Practice Analysis

The Association of Social Work Boards completed its most recent analysis of the practice of social work in 2003. The practice analysis, a survey of social work practice across the U.S. and Canada, was conducted in three phases. In the first phase, the practice analysis survey was developed and piloted. In phase two, a survey of social workers in the U.S. and Canada was conducted to collect data on the current state of practice. In phase three, the results of the practice analysis were used to update the examination blueprints for all four categories of the social work licensing examinations. In turn, the [content outlines](#) determine the nature and distribution of questions that appear on the ASWB examinations.

U.S. and Canadian survey responses were compared, and the responses were remarkably similar and were correlated at 0.94. Due to the similarities, the Practice Analysis Task Force voted unanimously to create North American blueprints of all four categories of licensure exams.

In addition, the names of three of the social work licensing examinations were changed to reflect the education and practice levels of candidates. The Basic exam became the Bachelors exam; the Intermediate became the Masters; the Advanced exam became the Advanced Generalist exam.

More information on the 2003 Practice Analysis is available:

[Analysis of the Practice of Social Work, 2003, Final Report](#) (practice analysis PDF)

Additional appendices not included in the final report:

[Web-based survey form A](#) (link to PDF)

[Web-based survey form B](#) (link to PDF)

[Sample of French alert letters to Canadian social workers](#) (link to PDF)

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2007 Pass Rates

The following information applies to individuals taking the social work licensing exams for the first time in all ASWB member jurisdictions. Percentages of pass and fail are most representative for groups of candidates over 200.

| Exam | Total number of candidates | Pass rate |
|---------------------|----------------------------|-----------|
| Associate | 152 | 67.1% |
| Bachelors | 3,696 | 78.1% |
| Masters | 8,662 | 73.4% |
| Advanced Generalist | 213 | 58.2% |
| Clinical | 8,333 | 73.9% |



Examination Content Outlines

BACHELORS EXAMINATION (FORMERLY CALLED THE BASIC EXAM)

I. Human Development & Behavior in the Environment--14%

- A. Theoretical approaches to understanding individuals, families, groups, communities, and organizations
- B. Human growth & development
- C. Human behavior in the social environment
- D. Impact of crises and changes
- E. Addictive behaviors
- F. Dynamics of abuse & neglect

II. Issues of Diversity--7%

III. Assessment in Social Work Practice--20%

- A. Social history & collateral data
- B. Use of assessment instruments
- C. Problem identification
- D. Effects of the environment on client system behavior
- E. Assessment of client system's strengths & weaknesses
- F. Assessment of mental and behavioral disorders
- G. Indicators of abuse & neglect
- H. Indicators of danger to self & others
- I. Indicators of crisis

IV. Direct and Indirect Practice--21%

- A. Models of practice
- B. Intervention techniques
- C. Components of the intervention process
- D. Matching intervention with client system needs
- E. Professional use of self
- F. Use of collaborative relationships in social work practice



V. Communication--10%

- A. Communication principles
- B. Communication techniques

VI. Professional Relationships--5%

- A. Relationship concepts
- B. Relationship in practice

VII. Professional Values and Ethics--13%

- A. Responsibility to the client system
- B. Responsibility to the profession
- C. Confidentiality
- D. Self-Determination

VIII. Supervision in Social Work--2%

- A. Educational functions of supervision
- B. Administrative functions of supervision

IX. Practice Evaluation and the Utilization of Research--2%

- A. Methods of data collection
- B. Research design and data analysis

X. Service Delivery--5%

- A. Client system rights and entitlements
- B. Implementation of organizational policies and procedures

XI. Social Work Administration--1%

- A. Staffing and human resource management
- B. Social work program management

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MASTERS EXAMINATION (FORMERLY CALLED THE INTERMEDIATE EXAM)

I. Human Development and Behavior in the Environment--18%

- A. Theories and concepts
- B. Application of knowledge

II. Diversity and Social/Economic Justice--7%

- A. Diversity
- B. Social/economic justice & oppression

III. Assessment, Diagnosis & Intervention Planning--11%

- A. Biopsychosocial history & collateral data
- B. Assessment methods & techniques
- C. Assessment indicators, components, & characteristics
- D. Indicators of abuse and neglect
- E. Intervention planning

IV. Direct & Indirect Practice--22%

- A. Intervention models & methods
- B. The intervention process
- C. Intervention techniques
- D. Intervention with couples and families
- E. Intervention with groups
- F. Intervention with communities and larger systems
- G. Consultation and interdisciplinary collaboration

V. Communication--7%

- A. Communication principles
- B. Communication techniques

VI. Professional Relationships--5%

- A. Relationship concepts
- B. Social worker & client roles
- C. Ethical issues within the relationship

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VII. Professional Values and Ethics--11%

- A. Professional values
- B. Legal & ethical issues
- C. Confidentiality

VIII. Supervision, Administration and Policy--8%

- A. Supervision & staff development
- B. Human resource management
- C. Finance & administration

IX. Practice Evaluation and the Utilization of Research--2%

- A. Data collection
- B. Data analysis
- C. Utilization of research

X. Service Delivery--9%

- A. Service delivery systems
- B. Obtaining services
- C. Effects of policies & procedures on service delivery

ADVANCED GENERALIST EXAMINATION (FORMERLY CALLED THE ADVANCED EXAM)

I. Human Development & Behavior in the Environment--10%

- A. Theories and models
- B. Human growth & development
- C. Family functioning

II. Issues of Diversity--5%

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III. Assessment, Diagnosis and Intervention Planning--24%

- A. Social history
- B. Use of assessment instruments
- C. Problem identification
- D. Effects of the environment on client behavior
- E. Impact of life stressors on systems
- F. Evaluation of client strengths & weaknesses
- G. Evaluation of mental & behavioral disorders
- H. Abuse & neglect
- I. Indicators of danger to self and others
- J. General assessment issues
- K. Intervention planning

IV. Direct and Indirect Practice--16%

- A. Theories
- B. Methods and processes
- C. Intervention techniques
- D. Intervention with couples and families
- E. Intervention with groups
- F. Intervention with communities

V. Communication--7%

- A. Communication principles
- B. Communication techniques

VI. Relationship Issues--5%

- A. Concepts of social worker-client relationship
- B. Effects of social and psychological factors

VII. Professional Values and Ethics--12%

- A. Values and ethics
- B. Confidentiality
- C. Self-determination

VIII. Supervision and Professional Development--3%



IX. Practice Evaluation and the Utilization of Research--4%

- A. Data collection
- B. Data analysis and utilization

X. Service Delivery--11%

- A. Service delivery systems and processes
- B. Effects of policies, procedures, and legislation
- C. Methods of social work advocacy
- D. Interdisciplinary collaboration

XI. Administration--3%

- A. Management
- B. Human resource management
- C. Financial management

CLINICAL EXAMINATION

Content Outline

I. Human Development & Behavior in the Environment--22%

- A. Theories of human development and behavior
- B. Human development in the life cycle
- C. Human behavior
- D. Impact of crises and changes
- E. Family functioning
- F. Addictions
- G. Abuse & neglect

II. Issues of Diversity--6%

- A. Effects of culture, race, and/or ethnicity
- B. Effects of sexual orientation and/or gender
- C. Effects of age and/or disability

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III. Diagnosis and Assessment--16%

- A. Assessment
- B. Information gathering
- C. Diagnostic classifications
- D. Indicators of abuse and neglect
- E. Indicators of danger to self and others

IV. Psychotherapy and Clinical Practice--16%

- A. Intervention theories and models
- B. The intervention process
- C. Treatment planning
- D. Intervention techniques
- E. Intervention with couples and families
- F. Intervention with groups

V. Communication--8%

- A. Communication principles
- B. Communication techniques

VI. The Therapeutic Relationship--7%

- A. Relationship theories
- B. Relationship practice

VII. Professional Values and Ethics--10%

- A. Value issues
- B. Legal and ethical issues
- C. Confidentiality

VIII. Clinical Supervision, Consultation and Staff Development--4%

- A. Social work supervision
- B. Consultation and interdisciplinary collaboration
- C. Staff development

IX. Practice Evaluation and the Utilization of Research--1%

- A. Evaluation techniques
- B. Utilization of research

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X. Service Delivery--5%

- A. Policies and procedures of service delivery
- B. Processes of service delivery

XI. Clinical Practice & Management--5%

- A. Advocacy
- B. Finance
- C. Management and human resource issues

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ACE Program

The Approved Continuing Education program was created as a way to help licensing boards make determinations about a provider's ability to supply social workers with effective, relevant continuing education. Approval through ACE means that a provider has met rigorous standards, and can provide social workers with high quality learning activities.

Current ACE providers can now complete the [provider survey](#) online. If your course offerings or contact information have changed, please let us know by updating your provider survey.

Because ACE is a program of the Association of Social Work Boards, ACE providers can receive relevant, timely information on continuing education issues in individual jurisdictions, from what kinds of courses are being accepted by licensing boards, to general trends in continuing competence.

If you're a member of ACE, welcome. If you're not, find out more about the program by contacting ace@aswb.org , or by reviewing the [ACE Provider Guide](#) and requesting an [application](#) on this site.

[Request an ACE application](#)

[Provider guide](#)

[Ethics course development guide](#)

[Provider survey](#)