

Criteria and application for AASW Accredited Family Violence Social Worker (AFVSW)

Preamble

This document is split into three important sections. The first section outlines the principles and policies behind the accreditation process and the procedures to become an AASW Accredited Family Violence Social Worker (AFVSW).

The second section is the application form. To apply for accreditation as an AASW Accredited Family Violence Social Worker it is necessary to fill out the application form and to submit it to the AASW.

The third section includes the appendices that are required when completing the application form.

Background

In March 2016, the Victorian Royal Commission into Family Violence released its recommendations for improving the current system and building structures to aid the long-term reform program for all aspects of family violence.

The AASW has been tasked by the Department of Health and Human Services (DHHS) to implement the following recommendations:

- **Recommendation 208**

The Australian Association of Social Workers amend the Australian Social Work Education and Accreditation Standards to require that a 'working with family violence' subject be required as a component of the core curriculum in all social work undergraduate degrees [within two years].

- **Recommendation 209**

The Victorian Government include in the 10-year industry plan for family violence prevention and response a staged process for the introduction of mandatory qualifications for specialist family violence practitioners, so that no later than 31 December 2020 all funded services must require family violence practitioners to hold a social work or equivalent degree [within five years].

The Accredited Family Violence Social Worker (AFVSW) credential forms part of this work and contributes to increased capabilities and expertise of a significant component of the Family Violence workforce in Australia by harnessing the AASW's role as regulator of social work education and provider of post-qualifying credentials.

This document comes into full effect from July 2018.

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Definitions

AASW Accredited Family Violence Social Worker (AFVSW)

A social worker, who is a member of the AASW and, who meets the Continuing Professional Development (CPD) goals for the membership year and has achieved accreditation through the AASW by demonstrating that they meet the standards as outlined in the AASW Capability Framework for Family Violence 2018. In addition to the requirement of successful completion of a Bachelors of Social Work or Masters of Social Work (Qualifying), the social worker must have the appropriate post-qualifying training and work experience.

Australian Association of Social Workers (AASW)

The Australian Association of Social Workers is the professional representative body of social workers in Australia, with more than 10,000 members. It was formed as a national association in 1946 and has since supported its members through the profession's developments and changes.

Continuing Professional Development (CPD)

AASW members maintain, improve, broaden and develop their skills, knowledge and expertise through Continuing Professional Development. CPD is an ongoing process throughout a social worker's career, informed by the changing practice environment, professional domains, new evidence and community need. Interested applicants for the AFVSW must meet the Accredited Family Violence Social Worker CPD standards. AFVSW must also maintain the CPD standards annually.

Expert Advisory Committee and Accreditation Panel

The National Family Violence Steering Committee was instrumental in designing the rigorous assessment and accreditation process for Accredited Family Violence Social Workers. Committee members were experienced social workers engaged in family violence settings in public, governmental, non-governmental or academic capacities. An Accreditation Panel subgroup of Accredited Family Violence Social Workers, with knowledge and understanding of family violence social work and the related Capability Framework provided advice and guidance to Professional Assessing Officers about how to embed quality and rigour into the assessment of applications.

Family violence¹

"Violence against women can be described in many different ways, and laws in each state and territory have their own definitions.

'The term violence against women means any act of gender-based violence that results in, or is likely to result in, physical, sexual or psychological harm or suffering to women, including threats of such acts, coercion or arbitrary deprivation of liberty, whether occurring in public or private life.' United Nations Declaration on the Elimination of Violence against Women

Domestic violence refers to acts of violence that occur between people who have, or have had, an intimate relationship. While there is no single definition, the central element of domestic violence is an ongoing pattern of behaviour aimed at controlling a partner through fear, for example by using behaviour which is violent and threatening. In most cases, the violent behaviour is part of a range of tactics to exercise power and control over women and their children, and can be both criminal and noncriminal.

Domestic violence includes physical, sexual, emotional and psychological abuse. Physical violence can include slaps, shoves, hits, punches, pushes, being thrown down stairs or across the room, kicking, twisting of arms, choking, and being burnt or stabbed.

Sexual assault or sexual violence can include rape, sexual assault with implements, being forced to watch or engage in pornography, enforced prostitution, and being made to have sex with friends of the perpetrator.

¹ National Council to Reduce Violence against Women and their Children (the National Council). [Time for Action: The National Council's Plan for Australia to Reduce Violence against Women and their Children 2009-2021](#)

Psychological and emotional abuse can include a range of controlling behaviours such as control of finances, isolation from family and friends, continual humiliation, threats against children or being threatened with injury or death.

Family violence is a broader term that refers to violence between family members, as well as violence between intimate partners. It involves the same sorts of behaviours as described for domestic violence... The term, 'family violence' is the most widely used term to identify the experiences of Indigenous people, because it includes the broad range of marital and kinship relationships in which violence may occur."

Family violence or demonstrably related field

The definition of the family violence field for the purposes of practice in social work is discussed below. Social workers are considered to have worked in the family violence field if they can demonstrate that they have covered the areas outlined in the [AASW Capability Framework for Family Violence 2018](#). Among other things, this would necessitate social workers showing that they have specific knowledge about family violence practice. Where the applicant has worked in a field that they consider provides them with sufficient knowledge and skills they will need to submit sufficient evidence to make a case to demonstrate the relevance.

Fields of practice

Fields of practice are either areas of practice such as: family violence, mental health, rehabilitation or practice which focuses on a particular client group such as: victims/survivors of family violence and their children, perpetrators of family violence, persons with a disability. Fields of practice are interconnected.

Full time equivalent (FTE)

The AASW recognises that full-time employment equates to the minimum of 38 hours per week, for 48 weeks per year. The AASW requires applicants for the AFVSW to have at least 2 years' full-time equivalent, post-qualification practice experience in the required setting within the past 5 years.

The AASW is aware that many social workers are employed on a part-time basis, so in order for a social worker to meet the two-year full-time employment requirement they must demonstrate how they have met this requirement. For example, if a social worker were employed for 17.5 hours per week, the social worker would need to work for 4 years, at 17.5 hours per week, to meet the 2-year full-time equivalent requirement.

When submitting your CV, please ensure that you include the FTE hours for each role. See the following table for further information:

FTE Value	1	0.9	0.8	0.7	0.6	0.5	0.4	0.3	0.2	0.1
Days per week	5.00	4.50	4.00	3.50	3.00	2.50	2.00	1.50	1.00	0.50
Hours per week	38	34	30	27	23	19	15	11	8	4

Knowledge for practice

This is commonly used to mean knowledge from all intellectual and professional disciplines that is regarded as an integral part of social work education.

Practice experience

Practice experience is used as a tool for assessing eligibility for the AFVSW. Practice in this field must have occurred within the last 5 years.

Practice knowledge

The body of knowledge, skills and values has been developed by the profession of social work to inform the work in family violence.

Practice setting

Practice setting is the location in which social work practice occurs. Examples are family violence response centres, victims' support agencies, counselling services, centres against sexual assault, private practice, men's referral services, community or inpatient settings, a social work agency or a non-government organisation (NGO).

Qualifications to apply for recognition as an Accredited Family Violence Social Worker

Applicants are required to meet the minimum requirements for eligibility of membership of the AASW. Please refer to the AASW website for information concerning AASW approved courses.

Social worker

A social worker is a person who is eligible for membership of the AASW.

Supervised practice

The term supervised practice as used throughout this document is defined broadly. Supervised practice is family violence practice that has been subject to an identified form of professional appraisal. Supervised practice can include a range of activities undertaken to meet the professional development needs and accountability requirements outlined in the [AASW Practice Standards 2013](#) and [AASW Supervision Standards 2014](#).

Assessment Criteria

This section explains the assessment criteria for accreditation as a Family Violence Social Worker. The assessment criteria should be read prior to completing the relevant application form.

There are 6 criteria/components to the accreditation process. An applicant must:

- Hold current membership of the AASW
- Have at least 2 years' full-time equivalent (FTE) post-qualifying social work experience in a family violence setting. An applicant must be able to articulate how their experience meets the AASW Capability Framework for Family Violence 2018
- Have received at least 2 years' full-time equivalent (FTE) post-qualifying supervision in the family violence field
- Have met the Continuing Professional Development requirements
- Arrange an employer or supervisor to provide a referee statement

Criteria 1: Membership of the Australian Association of Social Workers

To apply for accreditation as a Family Violence Social Worker, an applicant must be a current member of the AASW.

If you are not a current member, please click [here](#).

Criteria 2: Post qualifying social work experience in family violence

Post-qualifying social work experience in family violence

Applicants are required to demonstrate that they have a minimum of **2 years full-time equivalent (FTE)** social work practice experience in **family violence**. These roles must have occurred **after having received official verification of successful completion of an AASW accredited social work course**. Where social work practice experience has been accumulated over an extended period of time, recency/currency of practice needs to be demonstrated, applicants therefore must show that they have the equivalent of 2 years full-time in a family violence or demonstrably related role, **within the last 5 years**.

This means 3648 hours in formally supervised and appraised and assessable relevant family violence work in relation to practice in a family violence field in one or more roles in the last 5 years or less.

While this is not intended to be an exhaustive list, the following are prime areas of family violence practice settings²:

- Statewide family violence crisis and specialist services
- Family violence outreach services
- Women's refuges
- Centres Against Sexual Assault
- Perpetrator intervention services
- Men's family violence telephone/online services
- Crisis family violence and sexual assault telephone/online services
- Legal settings
- Family violence prevention services
- Specialist family violence or sexual assault professionals operating in non-specialist services
- Specialist family violence or sexual assault services for Aboriginal and Torres Strait Islander or culturally and linguistically diverse women and children or women and children with other areas of disadvantage

Applicants who are not currently working in direct practice can also be eligible for the family violence credential if they can demonstrate that understanding the family violence capabilities are fundamental to their ability to perform their role. This might apply to roles such as research, education and leadership and management roles.

Capability Framework for Accredited Family Violence Social Workers

Applicants working directly in Family Violence practice:

Applicants are required to explain the link between their practice experience and the *AASW Capability Framework for Family Violence 2018*. **Use examples from your practice to demonstrate that you have met the Framework capabilities. The roles you listed to evidence that you have these skills and capabilities. Your application must enable assessors to clearly understand how each capability influences your practice.** All knowledge and skill capabilities should be addressed in your application.

Applicants not working directly in Family Violence practice:

Applicants are required to explain the link between their non-direct practice experience and the *AASW Capability Framework for Family Violence 2018*. **Use examples from your work to demonstrate that understanding the Framework capabilities is fundamental to the work that you perform.**

For example: If you work in education, how courses you have designed or delivered, or research that you have conducted has required understanding of the family violence capabilities/practice.

For example: If you work in a leadership/management role how understanding of the family violence capabilities/practice is a fundamental to your ability to manage and lead teams in family violence/related fields.

Your application must enable assessors to clearly understand how each capability influences your work. All knowledge and skill capabilities should be addressed in your application.

Criteria 3: Supervision

Applicants should be able to demonstrate that they have at least **2 years full-time equivalent (FTE)** supervised practice in a family violence, or a demonstrably related field. This practice must occur **after qualifying from your social work degree**. Applicants should be able to show that they have been formally supervised, in line with the [AASW Supervision Standards 2014](#).

Supervisors must have a higher level of Social Work practice experience than their supervisees and should have training in supervision or have adequate experience as a supervisor. For the purposes of this assessment, the supervisor or employer does not necessarily need to have a social work background, but should have provided the applicant/supervisee with appraisal and assessment in relation to family violence practice.

² Adapted from Family Safety Victoria (2017). [Responding to Family Violence Capability Framework](#)

Criteria 4: Continuing Professional Development

Applicants need to demonstrate that they meet the [Family Violence Accredited Social Worker Continuing Professional Development requirements](#), as outlined in the CPD policy. This means that an applicant must enter information regarding the professional development activities they have participated in within the current or previous CPD cycle. The CPD cycle runs from the 1st of July to the 30th of June each year. ***The AASW is offering members additional time to meet the Family Violence CPD Goal for the 2017/18 financial year period. For further information please contact cpd@aasw.asn.au.*

The AASW recognises various activities as contributing to a social worker's ongoing professional development. Depending on the nature of the activity, the AASW has grouped these activities into different categories. There are three categories, and applicants must demonstrate they have engaged in activity/ies in each of the categories. Overall an applicant must demonstrate they have engaged in at least 50 hours' worth of CPD, 20 hours of which must be relevant to family violence.

To read more about the CPD requirements, what activities are considered as CPD and the breakdown of categories please refer to the [CPD section of the website](#) and the [CPD policy](#).

For further information on how and where to record your CPD, please refer to the [CPD Record User Guide](#).

Criteria 5: Demonstrated Family Violence Specialist Practice

We define a specialist family workforce as one which:

- carries considerable responsibility and often leads work in the delivery of services to victim survivors and perpetrators of family violence
- identifies and manages the most extreme level of risk
- is often required to undertake this work at the exclusion of other activity
- undertakes varying direct service and leadership roles requiring varying levels of knowledge and expertise³.

The AASW Family Violence Capability Framework defines the skills and knowledge required to practice (directly or indirectly) at this specialist level. This will be assessed by two case studies that you will complete upon receipt of this application form.

Criteria 6: Referee Statement

All applicants are required to submit a [referee statement](#) from an employer or supervisor either past or present. It is necessary for the referee to confirm the claims made by the applicant. The primary purposes of the referee statement are to seek information about the applicant's skills and competencies in practice. The referee statement also needs to verify that you have had 2 years' full-time equivalent, post-qualifying, direct or non-direct practice experience within the past 5 years in family violence. If one employer/supervisor is not able to verify 2 years' full-time equivalent, please arrange for an additional employer/supervisor to complete a referee statement document.

Please note that the employer/supervisor may be contacted directly by the Accreditation Officer if further clarification is required.

For the purposes of this assessment, the supervisor or employer **does not** have to have a social work background, but should have provided the applicant/supervisee with appraisal and assessment in relation to practice in a family violence setting.

³ Adapted from Family Safety Victoria (2017). [Responding to Family Violence Capability Framework](#)

Supporting Documents

Please provide the following documents to evidence the information you have supplied:

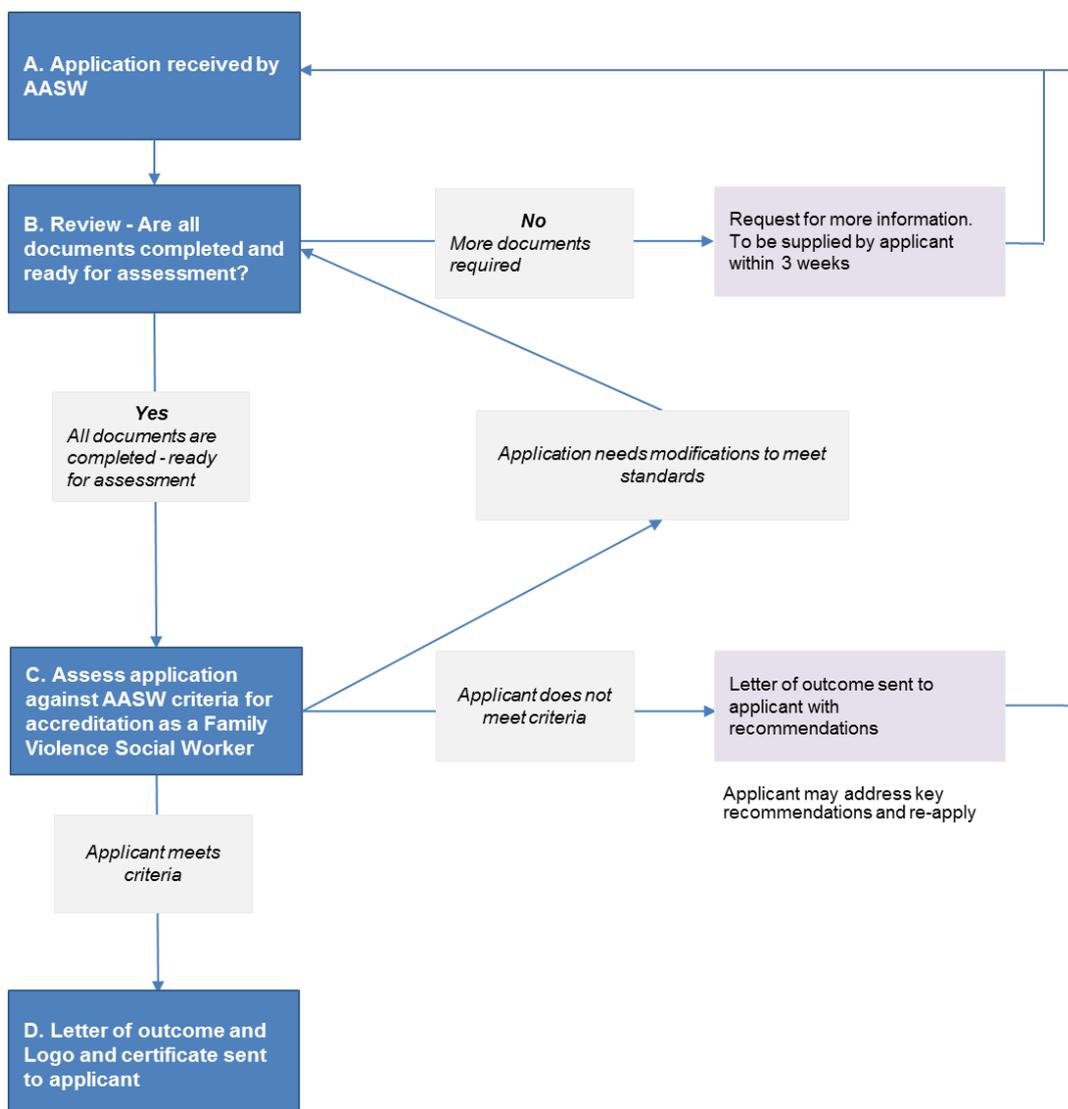
- **Certified academic transcript.** *Please note that you must post the original signed copy to the AASW. Scans will not be accepted.*
- **Curriculum vitae** – clearly stating part-time or full-time status and hours per week (refer to table on page 2)

Do not supply any further documents. The AASW assessor will contact you if further information is required.

AASW Accredited Family Violence Social Worker Capability Framework 2018 (mandatory for those applying)

Please refer to the [AASW Accredited Family Violence Social Worker Capability Framework 2018](#) throughout the application process.

Assessment process and continuing accreditation



The assessment

The assessment will be undertaken by an AASW Family Violence Assessor. The Accreditation Officer conducts a preliminary review of the submitted material; the applicant will be contacted if further evidence is required. The Accreditation Officer reports to a Senior Manager, Professional Standards. The Accreditation Officer may seek advice from the AASW Family Violence Assessor, Senior Manager or an internal Review Panel if required.

Assessment outcomes

Possible assessment outcomes:

- **Successful:** If the applicant clearly meets all the assessment criteria, they will be notified by email and granted the status of AASW Accredited Family Violence Social Worker
- **Further review:** If the Accreditation Officer determines that further information is required, the applicant will be notified. In some instances, the application may be referred to an internal Review Panel
- **Does not meet the requirements:** If the applicant is determined as not yet meeting the requirements, the Accreditation Officer will contact the applicant and provide advice on the professional development or practice experience that will facilitate the applicant obtaining accreditation in the future. The applicant will be refunded the annual membership fee. Please see the fee structure on page 11 for further details.

Duration and maintenance of accreditation

Following a successful assessment outcome, the applicant will receive certificates and Accreditation Logos from the AASW confirming accreditation as a Family Violence Social Worker. Accreditation as a Family Violence Social Worker will remain valid until the end of the current membership (financial) year. AFVSW will thereafter need to renew their accreditation annually.

To maintain accreditation, Accredited Family Violence Social Workers will need to maintain their status, through completion of [CPD requirements](#). This involves completing at least 50 hours CPD per membership year, including accruing 20 CPD hours specific to family violence. The AFVSW must retain supporting documentation for all CPD activities. As part of a robust and rigorous system all credentials undergo auditing. Social workers who do not comply with the policy can expect to lose their accreditation.

Appeals process

Applicants may appeal to the Professional Standards and Assessments Manager against an assessment outcome. Appeals for reconsideration may be made on the following grounds:

- improper procedure OR
- new evidence

An applicant must lodge an appeal within 30 days of the original notification of the assessment outcome decision. The appeal must be lodged in writing to the Professional Standards and Assessments Manager of the AASW.

Withdrawal of accreditation

If a member resigns from their membership or membership is withdrawn for any reason, the member's accreditation to practice as an AASW Accredited Family Violence Social Worker will also be withdrawn.

All members of the AASW, including AFVSW members must comply with the AASW Code of Ethics. If the actions of an AFVSW member compromise the expectations set out in the Code of Ethics, accreditation may be forfeited.

Fee structure

Please refer to the AASW website for details on [fee structure](#).

Application for AASW Accredited Family Violence Social Worker (AFVSW)

Please note: you must 'Save As' before completing the document, otherwise you risk losing your work. It is suggested that you save and check the document regularly.

This form is to be completed by the applicant. The applicant must be a qualified social worker who can provide evidence of the following:

1. Current membership of AASW
2. At least 2 years' full-time equivalent, post-qualification, practice experience in family violence within the past 5 years
3. Received at least two years' full-time equivalent, post-qualifying supervision in family violence
4. Meets the AASW Accredited Family Violence Social Worker CPD requirements
5. Demonstrated AASW Family Violence Social Work Practice Capabilities
6. Referee statement

7. Certified transcript/degree

A *certified copy* is a copy of a document that has been authorised or stamped as being a true copy of the original, by a person or agency recognised by the law of the person's home country. In Australia, this means a copy that is authorised as a true copy by a person before whom a Statutory Declaration may be made. Such authorised persons include the following: magistrate, Justice of the Peace, Commissioner for Declarations, Commissioner for Affidavits, solicitor, registered medical practitioner, bank manager, postal manager, an Australian Public Service Officer with 5 years or more service. Each copy of a document must be certified separately and must clearly show:

- the words 'certified true copy of the original';
- the signature of the certifying officer; and
- the name and address or provider/registration number (where appropriate) of the certifying officer legibly printed below the signature, certification must occur on the front of the document.

It must be possible from the details provided for the AASW to contact the certifying officer if necessary. Please send the certified copy by mail to the AASW office. Please do **not** send a photocopy of a certified copy. **PLEASE DO NOT SEND THE ORIGINAL THE DOCUMENTS.**

Please post to AASW Credentialing Team, PO Box 2008, Royal Melbourne Hospital Vic 3050

Applicant details (please ensure your AASW membership contact details are up to date)

Preferred Title <input style="width: 95%; height: 20px;" type="text"/>	First Name <input style="width: 95%; height: 20px;" type="text"/>	Surname <input style="width: 95%; height: 20px;" type="text"/>
Preferred Name <input style="width: 95%; height: 20px;" type="text"/>	AASW membership number <input style="width: 95%; height: 20px;" type="text"/>	
Contact Number <input style="width: 95%; height: 20px;" type="text"/>	Email <input style="width: 95%; height: 20px;" type="text"/>	

Criteria 1

I have paid my AASW Membership for the current financial year: Yes/No

Criteria 2: Details of post-qualifying work experience

Please provide details of your work experience. You should show at least **2 years' full-time equivalent** post-qualification, practice experience **within the past 5 years** in the family violence field.

Full-time Equivalent (FTE) is based on the minimum of 38 hours per week and 48 weeks per calendar year. You will need to calculate the **total number of hours** worked for each role by multiplying the **number of weeks worked** by the **number of hours worked per week**. Refer to table on page 2.

The minimum total number of hours worked for two years FTE = 3648 hours.

Degree title:

University/Higher Education Provider

Start date
(DD/MM/YY):

Finish date
(DD/MM/YY):

Relevant graduate studies (if required)

Job Title 1

Employer

Start date
(DD/MM/YY):

Finish date
(DD/MM/YY):

Weeks Worked

Hours/week

Key roles and responsibilities

Job Title 2

Employer

Start date
(DD/MM/YY):

Finish date
(DD/MM/YY):

Weeks Worked

Hours/week

Key roles and responsibilities

Job Title 3

Employer

Start date
(DD/MM/YY):

Finish date
(DD/MM/YY):

Weeks Worked

Hours/week

Key roles and responsibilities

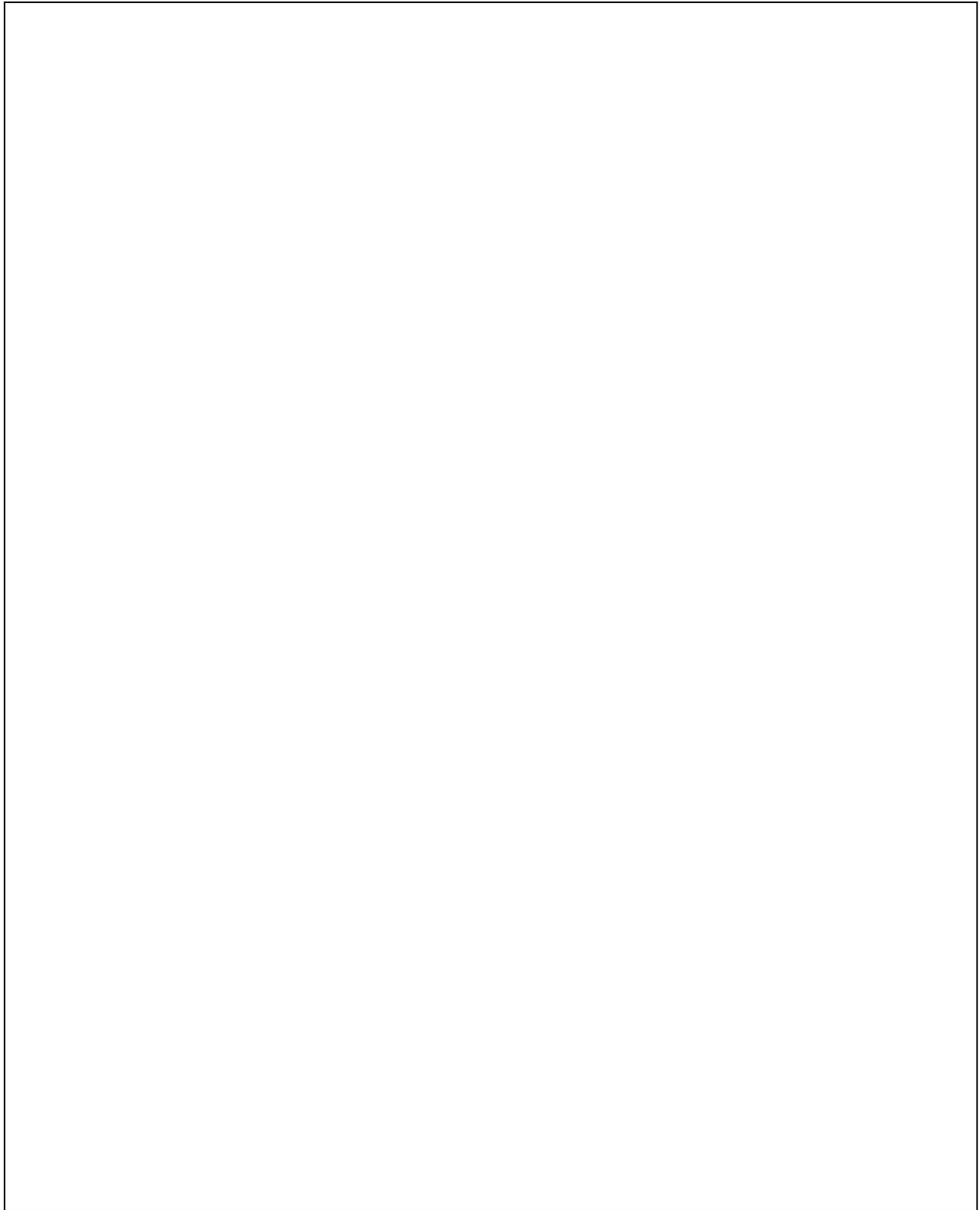
Please copy this page for additional information, if required.

Specialist Knowledge

Knowledge of key terms and concepts and the nature, dynamics and impacts of family violence

Refer to Family Violence Social Worker Capability Framework for Indicators

(Each capability needs to be addressed) A guide is up to 500 words for the section (handwritten is not acceptable).



Capability 1 – Engages effectively with those accessing services

Ability 1a: Provides responses within appropriate theoretical and practice based frameworks

Ability 1b: Engages appropriately with those from Aboriginal and Torres Strait communities

Ability 1c: Engages appropriately with those from diverse communities

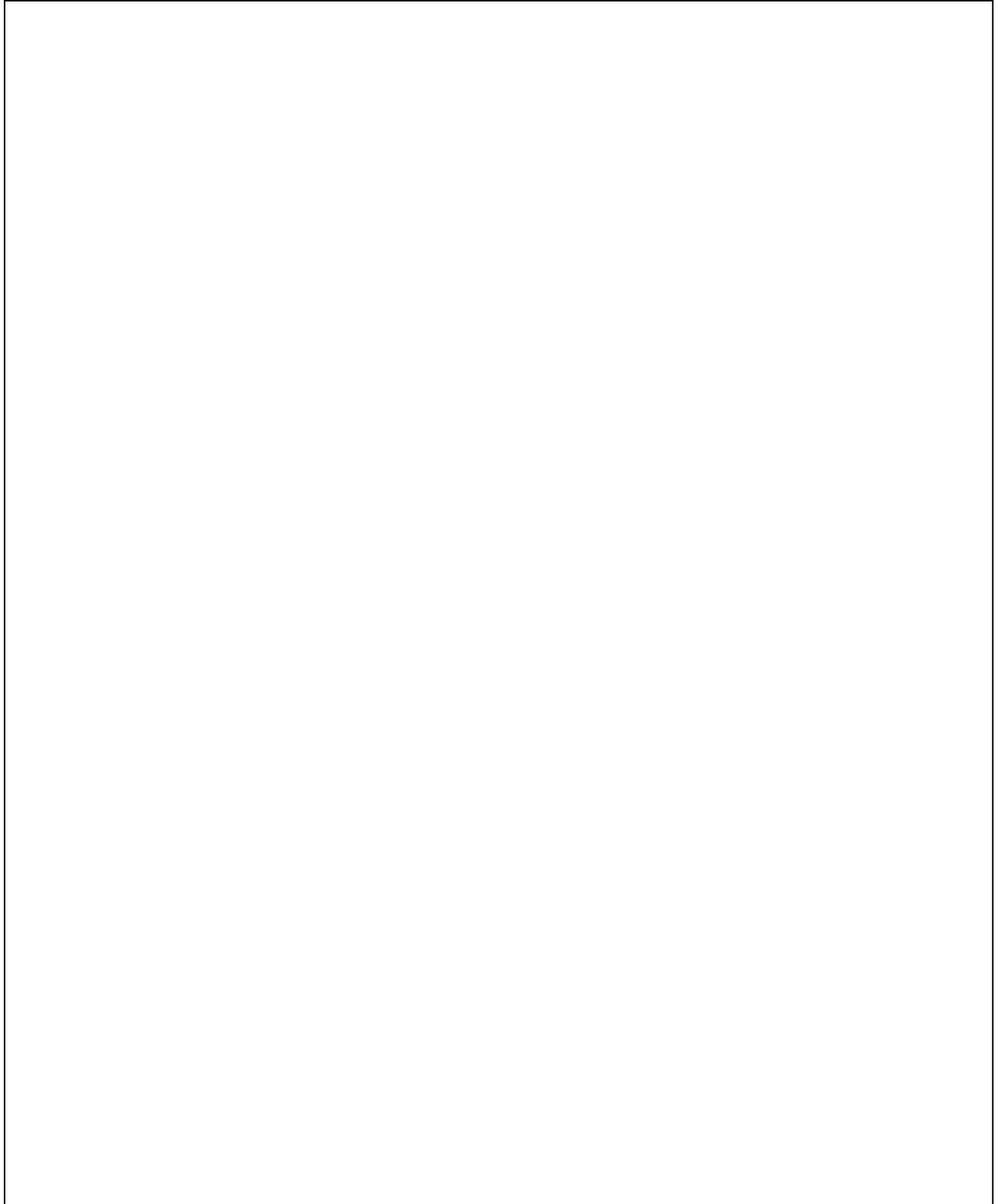
Refer to Family Violence Social Worker Capability Framework for Indicators

(Each capability needs to be addressed) A guide is up to 250 words per capability, totaling 750 words for the section (handwritten is not acceptable).

Capability 2 – Identifies and assesses family violence risk

Refer to Family Violence Social Worker Capability Framework for Indicators

(Each capability needs to be addressed) A guide up to 500 words for the section (handwritten is not acceptable).



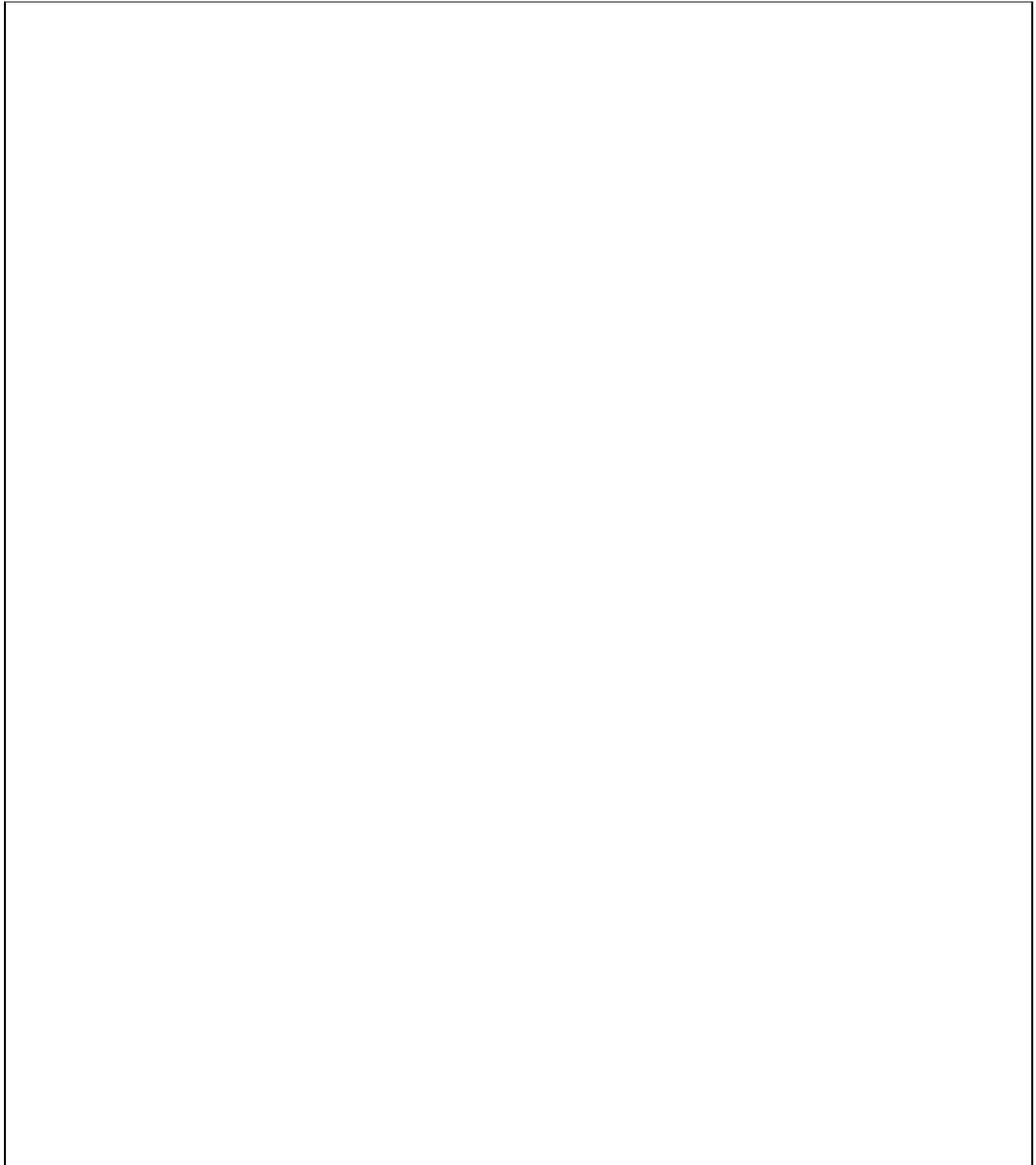
Capability 3 – Manages risk and prioritises safety

Ability 3a: Manages risk, including high risk and complex needs, in an ongoing way

Ability 3b: Promotes accountability and establishes change-promoting relationships with perpetrators of family violence

Refer to Family Violence Social Worker Capability Framework for Indicators

(Each capability needs to be addressed) A guide is up to 250 words per capability, totaling 500 words for the section (handwritten is not acceptable).



Capability 4 – Provides effective services

Ability 4a: Leads coordination and monitoring of multidisciplinary case management plans, and modifies plans, where required

Ability 4b: Supports women to maintain a parenting role in instances of family violence

Ability 4c: Develops cross-sector and multidisciplinary practice and capacity to respond appropriately to family violence

Ability 4d: Develops systems to support evidence-based practice and deliver services against outcome measures

Ability 4e: Works within established protocols and procedures of their sector/system/organisation

Ability 4f: Provides consultation services, support, supervision and debriefing to multidisciplinary organisations

Refer to Family Violence Social Worker Capability Framework for Indicators

(Each capability needs to be addressed) A guide is up to 250 words per capability, totaling 1500 words for the section (handwritten is not acceptable).

Capability 5 – Advocates for legislative, policy and practice reform within the context of their role

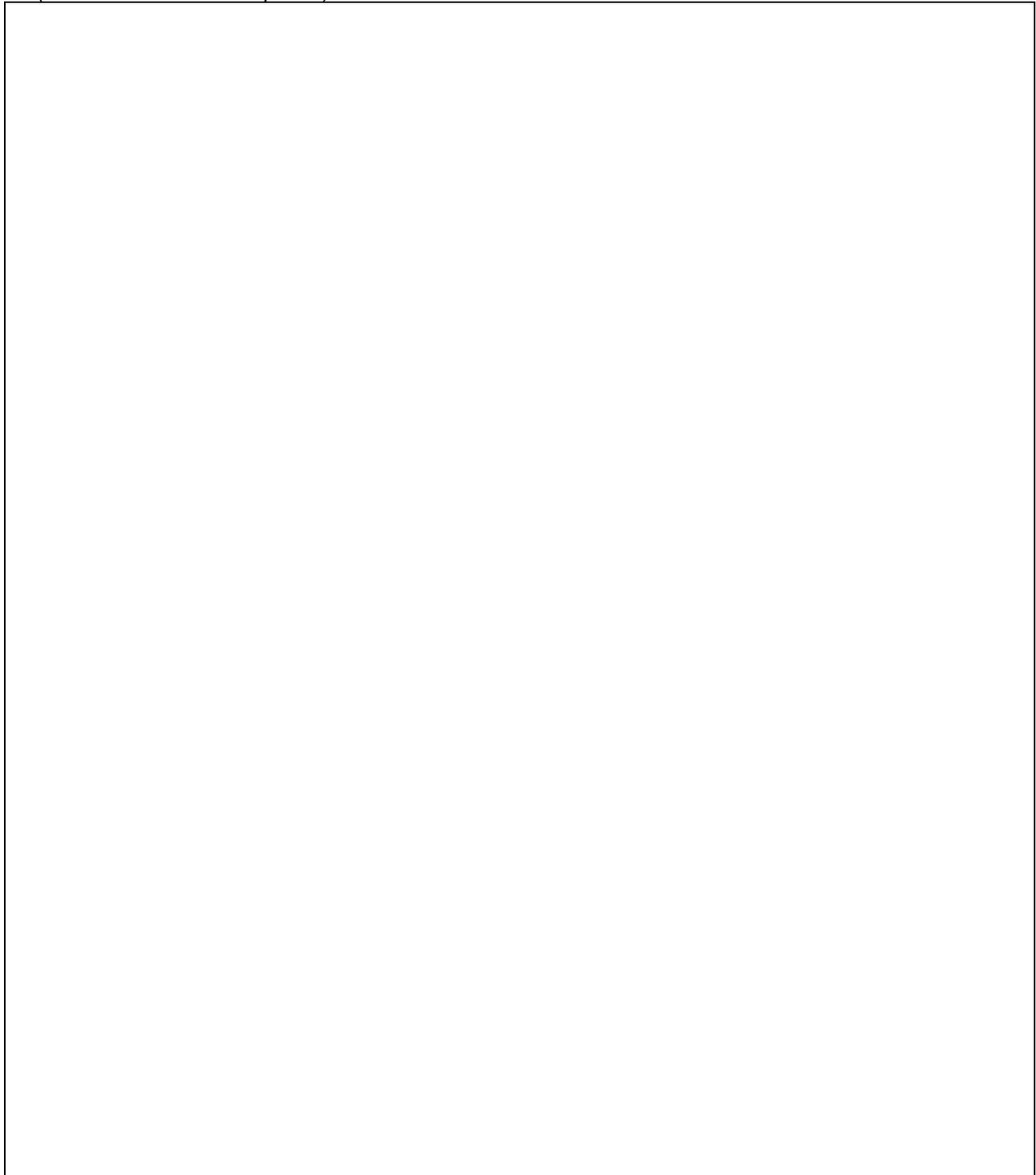
Ability 5a: Engages in activities to increase awareness of family violence across the broader community

Ability 5b: Works with others to achieve legislative and policy reform

Ability 5c: Makes recommendations to government on policy and practice reforms required

Refer to Family Violence Social Worker Capability Framework for Indicators

(Each capability needs to be addressed) A guide is up to 250 words per capability, totaling 750 words for the section (handwritten is not acceptable).



Please attach additional pages if required.

Criteria 3

Please provide details of your experience receiving supervision. This table should show at least two years' full-time equivalent supervised social work practice in family violence.

Supervisor's name, qualification, role, and employer	Type of supervision: individual, group, and/or peer consultation	Topic and focus of the supervision	Period of supervision (start month and year - end month and year)	Frequency of supervision: number of sessions held; number of supervision hours

Please attach additional pages if required

Criteria 4

Please see the requirements section of this document for details regarding Continuing Professional Development (specifically pages 2 and 6). Applicants are required to input details regarding the professional development they engaged in, for a financial year period referred to as a CPD cycle, this cycle may be the current or previous financial year. Applicants should **record this information using the online system 'My CPD Record' accessible through your AASW membership**. Please refer to the CPD Record [User Guide](#) for details regarding how to record your professional development.

Criteria 5

As part of the application process you will be required to complete two family violence case studies under exam conditions.

You will have a four-hour window to complete your case studies and will need to advise below on a specific date and time is suitable. This can be during working hours or on the weekend/outside of normal work hours.

You will need to nominate an invigilator who can supervise the duration of your exam. Your invigilator can not be a family member, spouse/partner, and cannot report directly to you. Your invigilator will need to complete a declaration that exam conditions have been met.

Date of Exam:

Time of Exam:

Invigilator Name:

Invigilator Email:

At the time specified the case studies will be emailed to the applicant and the invigilator. The testing room will need to be cleared of books and other materials.

Payment of fee

Mastercard

Visa

Credit card number:

Expiry

CVV:

Amount payable:

Cardholders name:

Cardholder's signature:

Checklist: To be completed once you have finished your application

- I have read the requirements section of this document (pp. 1 to 10). I have provided typed responses to all application questions
- I have recorded my professional development for the financial year using 'My CPD Record' and I meet the Family Violence Social Worker CPD goal requirements for that time period
- I have attached my curriculum vitae
- I have mailed to the AASW office a certified copy of my academic transcript/degree
- I have attached, or my supervisor has separately submitted, the completed referee statement
- I have paid or have provided details to pay the assessment accreditation fee

We can only assess complete applications. Should your application not be complete at the time of submission, your application will be inactive until all documents are supplied.

Applicant's declaration and consent

I declare that:

1. The information I have supplied on this form and any attachments is complete, correct and up to date. I understand that any misleading statement or omission may cause my application to be rejected.
2. I undertake to inform the AASW of any changes to my circumstances (e.g. address).
3. I authorise and consent to the AASW making any enquiries necessary to assist in the assessment of my qualifications and work experience and to use any information supplied in this application for that purpose.
4. If assessed as meeting the requirements for Accredited Family Violence Social Worker status, I will adhere to meeting the ongoing membership requirements for the AASW and family violence accreditation
5. I understand that the AASW is responsible for the ongoing monitoring of my eligibility for Accredited Family Violence Social Worker status. I consent to the AASW conducting random audits of my Continuing Professional Development.
6. If successful, I will be able to use the AFVSW trademark contingent on having read and agreed to the following Licensing Agreement and Conditions of Use of the AASW Collective Trade Marks in this application:
 - 1) The trade marks remain at all times the legal property of the Australian Association of Social Workers (AASW).
 - 2) Use of the **Accredited Family Violence Social Worker** Trade Mark is exclusively for eligible members of the AASW who are licensed by the AASW to use the trade mark. Eligible licensees of this trade mark must have completed an AASW accredited social work qualification (or completed an overseas social work qualification assessed by the AASW as comparable to Australian standards), must have been positively assessed by the AASW, as meeting the requirements to become accredited as a Family Violence Social Worker (including the specific CPD requirements), agree to abide by the AASW *Code of Ethics*, and confirm they are not currently subject to any sanction for a substantiated ethics breach. A license entitles the licensee to use the Accredited Family Violence Social Worker Trade Mark only for as

long as the member holds such license.

- 3) The trade marks are for individual use only and are not to be used as a practice or company endorsement, or to advertise any professional development course in relation to the promotion of any event. AASW CPD Endorsement is a separate quality assurance process whereby CPD activities are assessed and endorsed against a set of quality criteria. Providers seeking AASW CPD endorsement should refer separately to www.aasw.asn.au/professional-development/providers
- 4) Licensees must continually maintain the currency of their eligibility to use the relevant trade mark of which they are licensed to use.
- 5) Licensees agree to their name being placed on a public register of trade mark users that will be accessible on the AASW website.
- 6) Where a licensee ceases to be eligible to use the trade mark they are licensed to use, the license will terminate and the trade mark must be removed from all stationery, signage, websites, etc. (as applicable) no later than one (1) month from the cessation of their eligibility.
- 7) To protect the integrity of the trade marks and their recognition in the community and across the social work profession, the trade marks may only be used strictly in accordance with the conditions of use as set out in the relevant guide. Licensing Agreement and Conditions of Use of the AASW Collective Trade Marks.
- 8) The trade marks must not be used in any way that could:
 - Bring the AASW into disrepute; or
 - Be in breach of any of the provisions within the AASW *Code of Ethics*; or
 - Suggest AASW endorsement of any person who is not eligible to use the trade marks.
- 9) The AASW will at its sole discretion, conduct audits of licensee's eligibility to use a trade mark at any time.
- 10) If a licensee breaches, or otherwise fails to comply with any of the terms and conditions of the license to use one of the trade marks, the AASW may at its sole discretion, immediately terminate the license of that licensee by notice in writing to the licensee. This will be called a termination notice. On receipt of a termination notice, the trade marks must be removed from all stationery, signage, websites, etc. (as applicable) of that former licensee. Any use of a trade mark thereafter will be regarded as unauthorised use, and the person may be subject to disciplinary action by the AASW under the Constitution or *Code of Ethics* or legal action will be commenced.
- 11) The AASW may change the trade marks at any time and may change any of the terms and conditions of use associated with any or all of the trade marks at any time on giving reasonable notice in writing to the licensee.
- 12) A licensee must not share the trade marks with any other person, and doing so will jeopardise their own licensing agreement to use the trade mark.
- 13) The AASW may suspend or cancel a license to use a trade mark following a substantiated breach of the *Code of Ethics*.
- 14) The AASW will undertake any investigations necessary to ascertain if a breach of the conditions of use of an AASW trade mark has occurred.

Name of applicant:

Signature:

Date: