

Application for AASW Accredited Clinical Social Worker (ACSW)

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 the AASW
2. Minimum of five years full-time equivalent (post-qualifying) social work practice including a minimum of two years full-time equivalent social work practice experience in clinical social work practice
3. Minimum of two years' full-time equivalent post-qualifying supervision in clinical social work or evidently related field
4. Ability to demonstrate how this experience meets the Accredited Clinical Social Worker Framework both through written submission and referee statement
5. Successful completion of clinical case study assessment in an exam environment
6. Meets the Clinical Social Worker Continuing Professional Development requirements for the membership year. This includes a total of 50 hours of Continuing Professional Development in AASW specified categories, of which 20 hours must be specific to clinical social work
7. A curriculum vitae
8. 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.

Applicant details

Preferred Title

First Name

Surname

Preferred Name

AASW Membership
Number

Contact Number

Email

Criteria 1

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

Criteria 2: Details of post-qualifying work experience

Post-qualifying practice experience

Please provide details of your work experience and qualifications. You should show a minimum of 5 years (post-qualifying) social work practice including a minimum of 2 years full-time equivalent (FTE) social work practice experience in clinical social work. The clinical experience should be **within the past 5 years**.

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.

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

Short Job Description Including Key Roles and Responsibilities

Job Title 2

Employer

Start Date
(DD/MM/YY):

Finish Date
(DD/MM/YY):

Weeks Worked

Hours/Week

Short Job Description Including Key Roles and Responsibilities

Job Title 3

Employer

Start Date
(DD/MM/YY):

Finish Date
(DD/MM/YY):

Weeks Worked

Hours/Week

Short Job Description Including Key Roles and Responsibilities

Please copy this page for additional information, if required.

Your Personal Clinical Practice Framework

Please provide a statement that includes reference to the following:

- The theoretical approaches you draw on
- Some of the tools and major processes you use in practice
- How these relate to the evidence base of your area of practice or practice setting
- The influence of your own orienting principles and practice experiences
- An example of the current dilemmas you are exploring in your framework through supervision and reflection

A guide is up to 500 words for the section (handwritten is not acceptable).

Demonstrated AASW Clinical Social Worker Practice Capabilities

Capability 1 – Consistently demonstrates advanced effective engagement skills with those accessing services

Ability 1a: Provides advanced responses within appropriate ethical, theoretical and practice-based frameworks

Ability 1b: Demonstrates advanced clinical engagement skills with those from Aboriginal and Torres Strait Islander communities

Ability 1c: Demonstrates advanced clinical engagement skills with people from a range of cultures, classes, ages, ethnicities, religions, peoples of diverse bodies, genders, sexualities and abilities

Ability 1d: Demonstrates an advanced ability to establish the foundations of a collaborative working relationship

Refer to Clinical Social Worker Capability Framework for indicators

Each ability needs to be addressed and numbered. A guide is up to 150 words for each ability. (handwritten is not acceptable).

Capability 2 – Assessment and analysis of need and concerns

Ability 2a: Demonstrates advanced clinical practice skills in the identification and assessment of clinical needs of the person/s and their environment. This includes intrapersonal, interpersonal and social concerns

Ability 2b: Applies advanced critical thinking, systemic analysis and problem-solving skills in all assessment, case formulation and service provision planning

Refer to Clinical Social Worker Capability Framework for indicators

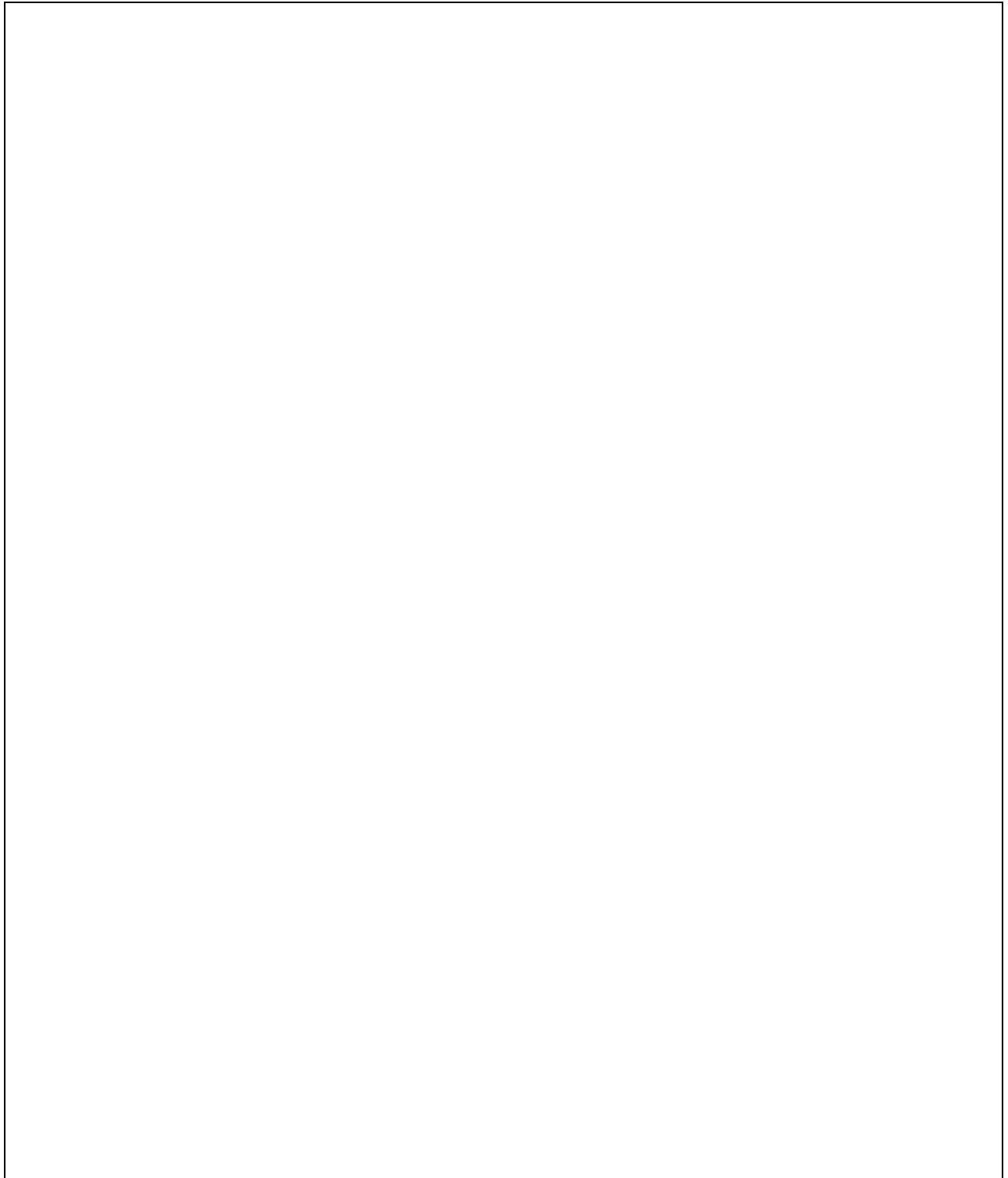
Each ability needs to be addressed and numbered. A guide is up to 150 words for each ability. (handwritten is not acceptable).

Capability 3 – Risk

Ability 3a: Demonstrates an advanced ability to conduct assessments and reviews of the components of clinical risk and ensures these inform treatment planning and review

Refer to Clinical Social Worker Capability Framework for indicators

Each ability needs to be addressed and numbered. A guide is up to 150 words for each ability. (handwritten is not acceptable).

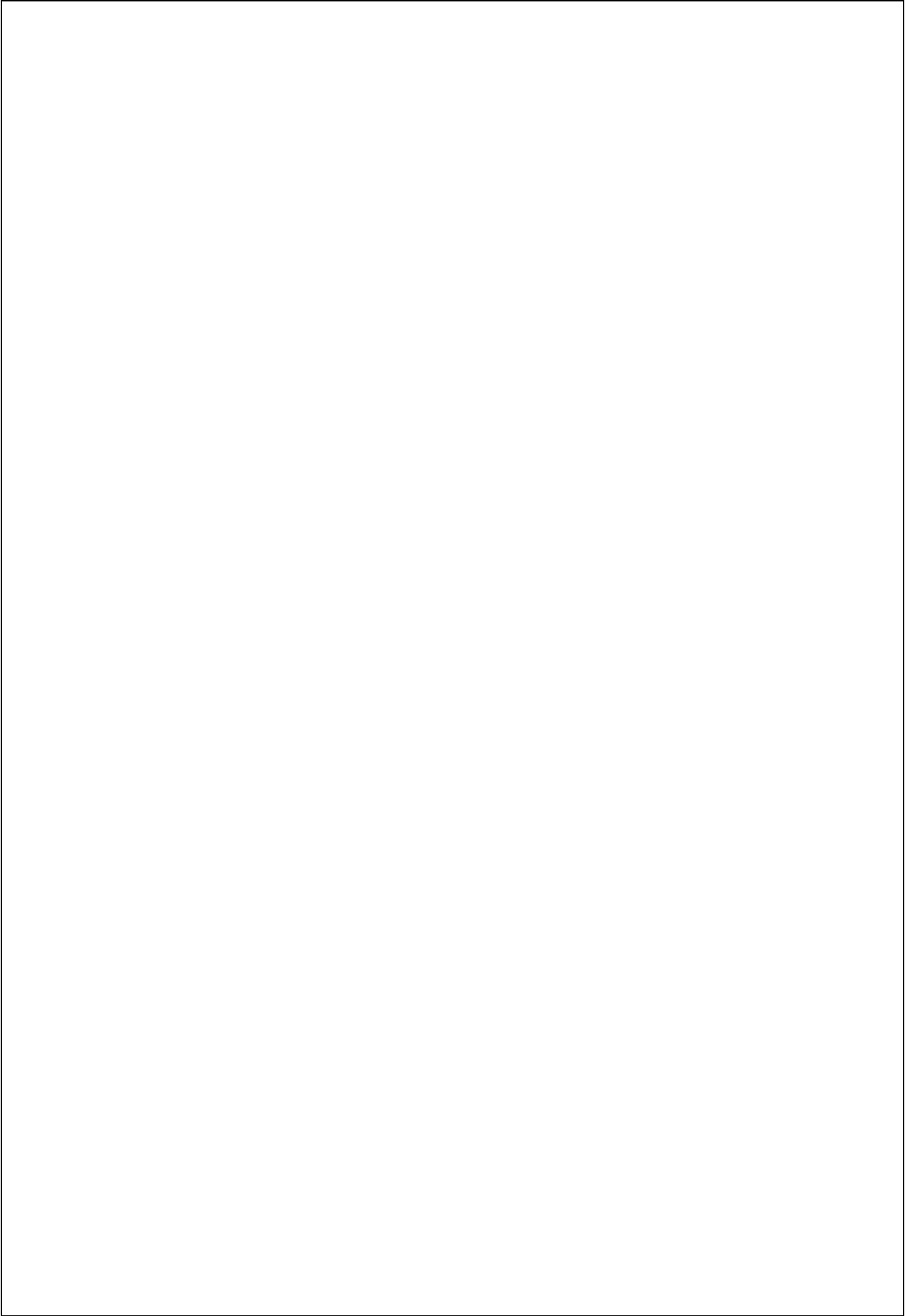


Capability 4 – Provides effective services

- Ability 4a: Demonstrates the ability to work collaboratively with clients on their treatment goals offering a range of evidence-based interventions to improve quality of life and wellbeing*
- Ability 4b: Draws on knowledge of person-in-environment, systems theory and other core theories to be familiar with social, psychological, spiritual, cultural and health factors influential in peoples' health and wellbeing*
- Ability 4c: Demonstrates specialist practice, theoretical and research knowledge around clinical intervention that informs all service provision for optimal health and wellbeing*
- Ability 4d: Develops broad human sector service knowledge and refers clients appropriately when client need is beyond the clinical social worker's knowledge and skill*
- Ability 4e: Develops systems to support evidence-based practice and considers outcome measures*
- Ability 4f: Works within established protocols and procedures of their sector/system/organisation*
- Ability 4g: Undertakes consultation, support, advocacy, supervision and debriefing with other agencies and services with the client in mind*
- Ability 4h: Evaluates the effectiveness of services with clients and adjusts service provision accordingly*
- Ability 4i: Terminates or renegotiates service provision when the relationship no longer serves the interests of the client and/or where a conflict of interest becomes evident*
- Ability 4j: Records and manages information in accordance with ethical principles and relevant legislation*
- Ability 4k: Actively seeks client feedback, both informally and formally, to inform service provision and enhance own professional development*
- Ability 4l: Actively engages in processes of professional reflective practice to continuously consider use of self, enhance understanding of clients' concerns and makes use of opportunities for lifelong learning*
- Ability 4m: Actively engages in high quality clinical supervision around cases to ensure clinical accountability and transparency in practice, as well as opportunity to identify areas for clinical growth*

Refer to Clinical Social Worker Capability Framework for Indicators

Each ability needs to be addressed and numbered. A guide is up to 150 words for each ability. (handwritten is not acceptable).



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

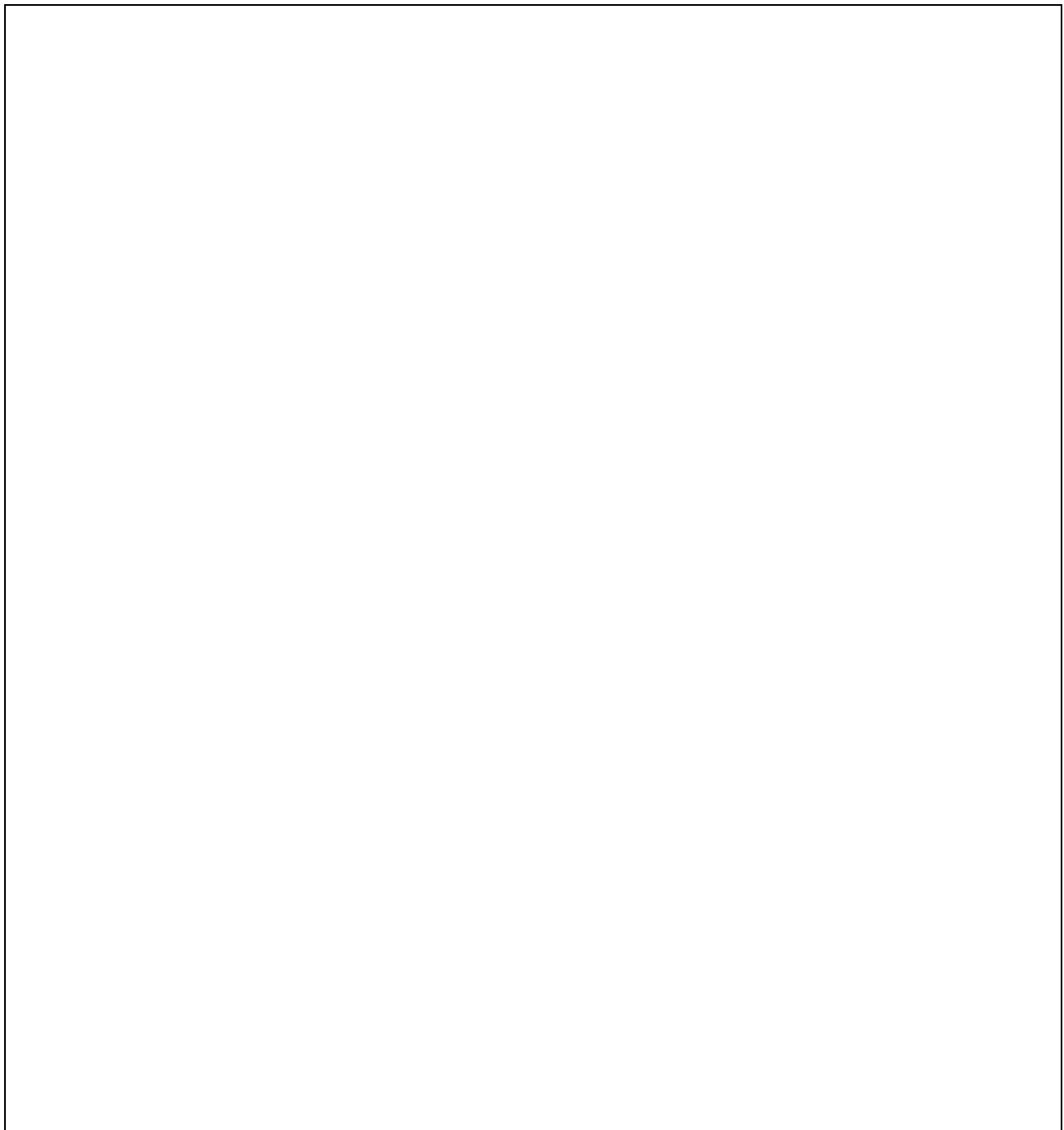
Ability 5a: Maintains current knowledge of policy and legislation and how they impact on the clients, their community and environment

Ability 5b: Appropriately works with others to achieve legislative and policy reform as informed by client need and clinical experience

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

Refer to Clinical Social Worker Capability Framework for indicators

Each ability needs to be addressed and numbered. A guide is up to 150 words for each ability. (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 clinical social work.

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

To apply for ACSW credential you must have completed 50 hours of CPD in [AASW specified categories](#), of which 20 hours must be specific to clinical social work.

Applicants are required to input details regarding the professional development they have 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 clinical case studies under exam conditions. You will have a four-hour window to complete your case studies.

Once you have submitted your application and it has been successfully pre-assessed, you will receive an email from credentialing@asw.asn.au asking you to advise of the specific date and time when you will take the exam. This can be during working hours or on the weekend/outside of normal work hours.

You will also be asked to nominate an invigilator who can supervise you for the duration of the 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 the below exam conditions have been met:

Terms and Conditions of the Exam for the Invigilator

- The exam is to be completed solely by the candidate
- The exam is to be completed within a four-hour window
- The invigilator will have a line of sight of the candidate at all times during the exam
- The testing room is cleared of books and other materials that may be used by the candidate.

Payment of fee

[Fee structure](#)

MasterCard

Visa

Credit Card Number:

Expiry:

CVV:

Amount Payable:

Cardholder's Name:

Cardholder's Signature:

Checklist: To be completed once you have finished your application

- 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 Clinical Social Worker CPD goal requirements for that time period
- I have attached my curriculum vitae
- I have attached a certified copy of my academic transcript/degree
- I have attached, or my supervisor has separately submitted, the completed referee statement
- I 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:

- 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.
- I undertake to inform the AASW of any changes to my circumstances (e.g. address).
- 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.
- If assessed as meeting the requirements for Accredited Clinical Social Worker credential, I will adhere to meeting the ongoing membership requirements for the AASW and clinical accreditation.
- I understand that the AASW is responsible for the ongoing monitoring of my eligibility for Accredited Clinical Social Worker credential. I consent to the AASW conducting random audits of my Continuing Professional Development.
- If successful, I will be able to use the ACSW 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 Clinical 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 an Accredited Clinical 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 Clinical 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: