



**Board of Social Work Examiners**  
PO Box 110806, Juneau, AK 99811  
Phone: (907) 465-2550

Email: [SocialWorkExaminers@Alaska.Gov](mailto:SocialWorkExaminers@Alaska.Gov)

Website: [ProfessionalLicense.Alaska.Gov/SocialWorkExaminers](http://ProfessionalLicense.Alaska.Gov/SocialWorkExaminers)

## Request for Alternate Supervision Plan

Alternate supervisor(s) must be approved by the board before the applicant begins the alternate supervised experience. Submit the completed form to the letterhead address.

### **PART I** Personal Information

<b>Full Legal Name:</b>			
<b>Mailing Address:</b>	P.O. Box or Street	City	State Zip
<b>Email Address:</b>		<b>Phone Number:</b>	

### **PART II** Alternate Supervisor Information

<b>Supervisor Name:</b>		<b>License Number:</b>	
<p>Select ONE (1) of the following:</p> <p><input type="checkbox"/> Supervisor will be employed within supervisee's employment agency.</p> <p>- OR -</p> <p><input type="checkbox"/> Supervisor will be outside supervisee's employment agency.</p> <p><input type="checkbox"/> I understand I must provide a letter from my employer approving supervision outside of the agency.</p>			
<p><b>Describe your clinical supervision plan to address the required content areas: clinical skills, practice management skills, skills required for continuing competence, development of professional identity, ethical practice, legal and regulatory requirements. (12 AAC 18.115(3))</b></p>			
<p><b>State your reason(s) for requesting an alternate supervisor:</b></p>			

## Supervisee Signature

I hereby certify the above information is true and complete to the best of my knowledge.

Applicant Printed  
Name:

Applicant Signature:

Date Signed:

## Supervisor Signature

I hereby certify the above information is true and complete to the best of my knowledge.

Supervisor Printed  
Name:

Title:

Supervisor  
Signature:

Date Signed:

## Regulation

### 12 AAC 18.115. SUPERVISION OF EXPERIENCE FOR CLINICAL SOCIAL WORK LICENSE.

- (a) To meet the requirements of AS 08.95.110(a)(2), an applicant for a clinical social work license must document at least 100 hours of direct clinical supervision equitably distributed throughout the supervised period. No more than 50 hours required by this subsection may be in group supervision. For good cause shown, the board may grant a written request from an applicant for an exception to the limitation on the number of group supervision hours.
- (b) The board may approve the supervision of experience of an applicant for a clinical social work license to satisfy the requirements of AS 08.95.110(a)(2) if the clinical supervisor
- (1) documents the applicant's supervised experience on a form provided by the department; and
  - (2) is a clinical social worker, psychologist, or psychiatrist who holds an unrestricted license to practice that profession in this state or other licensing jurisdiction during the period of supervision.
- (c) To be accepted by the board,
- (1) for a licensing period that begins after June 30, 2026, the direct clinical supervision must be conducted by a clinical supervisor who meets the requirements set out under 12 AAC 18.113;
  - (2) the applicant's supervised direct clinical supervision experience must be documented by the clinical supervisor on a form provided by the department;
  - (3) direct clinical supervision must be provided in face-to-face meetings between the supervisor and the applicant unless the board, for good cause shown, has granted an exception to allow an alternate supervision method;
  - (4) the applicant must provide a written release from the board from the administrator of the applicant's agency for the applicant to be supervised outside the applicant's agency setting if direct clinical supervision is not provided to the applicant within the applicant's agency of employment; and
  - (5) the clinical supervisor must be responsible for the applicant's direct clinical supervision within the following content areas:
    - (A) clinical skills;
    - (B) practice management skills;
    - (C) skills required for continuing competence;
    - (D) professional identity development;
    - (E) ethical practice; and
    - (F) legal and regulatory requirements.
- (d) Repealed 9/11/2022.
- (e) For good cause shown, the board may permit an applicant to receive an alternate supervision method that varies from the requirements of this section if the applicant
- (1) submits the alternate plan to the board on a form provided by the department; and
  - (2) receives the board's approval of the alternate plan before the applicant begins the alternate supervised experience.
- (f) In this section, "face-to-face meetings" are meetings in which a supervisor and an applicant can speak and hear simultaneously. Face-to-face meetings may occur in person or by means of any electronic means of communication that allows the supervisor and applicant to speak and hear simultaneously.