

Michigan Department of Education
Office of Special Education & Early Intervention Services

CONTINUING TEMPORARY APPROVAL FOR SCHOOL SOCIAL WORKER

Policy & Criteria

POLICY:

1. Continuing temporary approval as a school social worker is transferable from one employer to the next.
2. Continuing temporary approval as a school social worker expires at the end of the school year in which it is issued.
3. A request for continuing temporary approval must be received by the Michigan Department of Education, Office of Special Education and Early Intervention Services (MDE-OSE-EIS) during the school year (July 1 to June 30) in which the effective date applies. Approval requests received after June 30 of the applicable school year will not be processed.
4. All candidates for continuing temporary approval as a school social worker will have completed all training requirements, including a minimum of a 500 clock hour supervised social work practicum, prior to application for the temporary approval as a school social worker. Therefore, no recommendation from a college/university is required for continuing temporary approval as a school social worker, regardless of whether the candidate was trained in the state of Michigan or out-of-state.
5. A school social worker who has received a continuing temporary approval from the Michigan Department of Education, Office of Special Education and Early Intervention Services (MDE-OSE-EIS) and who has not been employed as a school social worker in an approved program in Michigan for 5 or more consecutive years must apply to the MDE-OSE-EIS for re-approval as a condition for reemployment.

Continuing Temporary Approval for School Social Worker Positions Policy & Criteria

CRITERIA:

- An employer (LEA/PSA/ISD/State Agency) must request continuing temporary approval for a candidate who continues to be employed in successive school years as a school social worker, but who has not fulfilled the 1 school year of full time successful employment as a school social worker with direction from a fully approved school social worker.
- A candidate for continuing temporary approval as a school social worker must have received temporary or continuing temporary approval as a school social worker in the previous school year.

PROCEDURES:

The employer (LEA/PSA/ISD/State Agency) must:

- Initiate the request by completing the Continuing Temporary Approval for School Social Worker form.
- Forward the information to the ISD; retain a copy for your records.

The ISD will:

- Determine if the request is accurate and complete.
- Submit request electronically to MDE-OSE-EIS and print the approval letter that is generated.
- Distribute a copy to the employer.

The employer (LEA/PSA/ISD/State Agency) will:

1. Distribute a copy to the candidate.

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