



STATE OF MICHIGAN
DEPARTMENT OF EDUCATION
LANSING


GRETCHEN WHITMER
GOVERNOR

SHEILA A. ALLES
INTERIM STATE SUPERINTENDENT

MEMORANDUM

DATE: February 21, 2019

TO: Local and Intermediate School District Superintendents
Public School Academy Directors

FROM: Dr. Scott M. Koenigsknecht, Deputy Superintendent 
P-20 System and Student Transitions

SUBJECT: Social Worker License Requirements

The Michigan Department of Education has received several inquiries regarding school social worker license requirements. This memorandum is being issued to clarify the licensing requirement for school social workers.

All practicing social workers, which encompasses school social workers, must meet the requirements of [MCL 333.18504](#) that is set forth in the [Michigan Public Health Code Act 368 of 1978](#):

1. An individual shall not engage in the practice of social work at the bachelor's or master's level or use a title described in section 18503 unless licensed or otherwise allowed under this part.
2. The department shall issue a license or registration under this part for a duration of 3 years.

In addition, school social workers must meet the following requirements set forth in the [Michigan Administrative Rule](#) 340.1012, to be eligible for temporary approval:

1. A master's degree.
2. Completion of an approved school social worker program.
3. A minimum of a 500-clock hour supervised social work practices.

For full approval, an individual must:

1. Hold temporary approval.
2. Have an employer verify satisfactory completion of one year as a temporary approved school social worker with direction from a full approval school social worker.

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February 21, 2019

Page 2

Therefore, a school social worker must be licensed to receive a temporary, continuing temporary, or full approval in order to be employed as a school social worker. Any school social worker who does not currently have a valid social worker license issued by the Department of Licensing and Regulatory Affairs is not eligible to be employed as a school social worker.

This directly aligns with the Michigan Top 10 in 10 Strategic Goal #3: Develop, support, and sustain a high-quality, prepared, and collaborative education.

If a school district employs a school social worker that is not appropriately credentialed and reports them as special education personnel using state or federal funds, fiscal penalties will apply.

Questions may be directed to either Office of Special Education at 888-320-8384 or Sungti Hsu, at 517-241-4546 in the Office of Educator Excellence.

cc: Michigan Education Alliance