

Chapter 5 Rule on Fees

Effective Date: Upon Commission vote

Reason for Rule

To establish a uniform and transparent process for the collection of fees and financial contributions that support the operation of the Social Work Licensure Compact Commission.

Authority: Section 3.D, Section 10.C.12, Section 10.G, and Section 12 of the Social Work Licensure Compact

5.0 Purpose

Pursuant to the authority granted in the Social Work Licensure Compact, the Commission adopts this Rule to establish and administer fees related to the issuance and renewal of multistate licenses to support Commission operations. The Rule provides for the collection and disbursement of administrative and state fees and establishes a review process to ensure transparency and fiscal accountability.

5.1 Definitions

“Administrative Fee” means a fee paid to the Commission by Member States for each Multistate License Transaction, as required by the Compact and this Rule.

“Member State Fee” means a fee set by a Member State, collected by the Member State, and retained by the Member State for each Multistate License Transaction not including the Administrative Fee.

“Multistate License Transaction” means anytime that a Multistate License is issued, renewed, or there is a change in category (bachelor’s, master’s, clinical) of Multistate License

5.2 Administrative Fees

- A. An Administrative Fee of \$20 shall be paid to the Commission by Member States for each Multistate License Transaction, including for applicants whose state has waived the Member State Fee. For those applicants whose state has waived the Member State Fee, the Administrative Fee shall be remitted in accordance with Section 5.3.E hereunder.

- B. The Administrative Fee is established to support the Commission's operational costs and is subject to future changes through the rule-making authority of the Commission.

5.3 Member State Fees

- A. Each Member State shall establish a Member State Fee in accordance with its laws and procedures.
- B. Any change to a Member State Fee shall be in accordance with the Member State's laws and procedures.
- C. Member State Fees shall be retained in full to the respective Member State board or licensing authority minus the Administrative Fee.
- D. A Member State may waive or reduce the Member State Fee at their discretion, but such waiver does not apply to the Administrative Fee or other Commission fees.
- E. If a Member State waives or reduces collection of the Administrative Fee for a Multistate License Transaction from a Licensee, the Member State is responsible for the amount not collected and will pay that total to the Commission.

5.4 Collection and Disbursement of Fees

- A. The Commission shall provide and administer a process to collect Administrative Fees from Member States. Member States shall remit collected Administrative Fees to the Commission in accordance with the provisions of this rule.
- B. The Commission shall provide an itemization sufficient to permit the member board to reconcile the fees.
- C. At the end of each month, each Member State shall reconcile the number of Multistate License Transactions and remit collected Administrative Fees to the Commission within 30 days of the reconciliation date.
- D. Any Member State failing to remit fees or otherwise comply with this Rule shall be subject to the dispute resolution provisions in Section 13 of the Compact.

5.5 Transparency and Public Notice

- A. The Commission shall publish the current Administrative Fee on its public website.
- B. Any proposed changes to Administrative Fees shall be posted on the Commission's website with at least 30 days' notice prior to adoption.