



Ontario College of
Social Workers and
Social Service Workers

Ordre des travailleurs
sociaux et des techniciens
en travail social de l'Ontario

250 Bloor Street E.
Suite 1000
Toronto, ON M4W 1E6

Phone: 416-972-9882
Fax: 416-972-1512
www.ocswssw.org

Ontario College of Social Workers and Social Service Workers

The Centre for Education & Training

2011

Regulation of Two Professions Social Work and Social Service Work

- College's key regulatory responsibility comes from the Social Work and Social Service Work Act, 1998
- The primary mandate of the College is to protect the public interest from unqualified, incompetent or unfit practitioners
- The Act was fully proclaimed on August 15, 2000

The Objectives of the College are achieved through:

- The 21 member Council – 7 elected social workers, 7 elected social service workers, and 7 appointed public members (Lieutenant Governor)
- Committees – 5 statutory and other non statutory (eg. Nominating)
- Registrar and CEO
- College staff



In the Interest of Public Protection the
Registrar reviews applications for
membership by taking into consideration:

The Social Work and Social Service Work
Act, 1998

Registration Regulation 383/00

College By-laws

Registration Policies



The Registrar has Authority to:

- Issue a certificate of registration
- Issue a certificate subject to terms, conditions & limitations to which the applicant consents
- Propose to refuse to issue
- Propose to issue a certificate subject to terms, conditions & limitations to which the applicant does not consent

- An applicant can apply for a review by the Registration Appeals Committee if the Registrar proposes to refuse to issue a certificate of registration, or issues a certificate of registration, with terms, conditions, limitations to which the applicant did not consent



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- The Registration Regulation:
- Defines the role of social worker: the role of a person who assesses, diagnoses, treats and evaluates individual, interpersonal and societal problems through the use of social work knowledge, skills, interventions and strategies, to assist individuals, dyads, families, groups, organizations and communities to achieve optimum psychosocial and social functioning



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- The Registration Regulation:
- Defines the role of social service worker: the role of a person who assesses, treats and evaluates individual, interpersonal and societal problems through the use of social service work knowledge, skills, interventions and strategies, to assist individuals, dyads, families, groups, organizations and communities to achieve optimum social functioning

The Requirements for a General Certificate of Registration

- Completed application form and registration fee and non-refundable application fee
- Ability to speak and write English or French with reasonable fluency. If the answer to the question is NO there are next steps for language proficiency testing
- Canadian citizenship, permanent residency, or authorization under the Immigration and Refugee Protection Act (Canada) to engage in the practice of social work or social service work
- Disclosure of every finding or current proceeding of professional misconduct, incompetence or incapacity
- Disclosure of every finding of guilt in relation to a criminal offense, or offense under Controlled Drugs and Substances Act (Canada) or Food and Drugs Act (Canada) or other offense relevant to suitability to practice
- Academic requirements
- Demonstrate competence to practice social work or social service work within 5 years from the date of the application (amended regulation effective August 13, 2010)



Academic Requirements

- Social Work:
- Evaluation of social work program by CASW, or graduate of a CSWE accredited social work program (USA), or a member of another provincial social work regulatory body, or graduate from a social work program accredited by the CASWE or graduate from a university program approved by Council as equivalent, or possess a combination of academic qualifications and experience that is equivalent



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- Social Service Work:
- Graduate from a social service work program offered in Ontario at a College of Applied Arts and Technology or equivalent program approved by Council or possess a combination of academic qualifications and experience that is equivalent
- If educated outside of Ontario, the Registrar or College Council, depending on the situation, will decide on the equivalency of the applicant's academic credentials



How to Apply

- Go to the College website- www.ocswssw.org:
- Read Information for All Applicants
- Choose to apply in the social work or social service work category or both. If both, two non refundable application fees are required. Only one registration fee
- Navigate the website to find your academic situation and read further
- Download a Registration Guide, Application Form, and if applicable, a Supplemental Form
- For internationally educated social work applicants: If you have a social work degree, contact the CASW to begin the process of your social work academic credential evaluation. Ensure the CASW forwards the results of the academic credential evaluation directly to the College by Canada Post
- If you are registered with another social work regulatory authority in Canada, the website describes the specific process in place. Academic transcripts are not required
- All other social work and social service work applicants are required to contact their academic institution to request that the school forward confirmation of academic credentials (transcripts) directly to the College



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- The applicant submits the completed application with fees in full to the College (with supporting documentation if necessary, for example with a copy of work permit) by Canada Post
- Academic transcripts must come directly from the academic institution to the College
- The CASW evaluation must come directly from the CASW to the College
- Language proficiency testing scores must come directly from the testing agency to the College



Fees

- In effect January 1, 2011:
- Total Fee = \$345. This fee includes the:
Registration fee = \$270.00 which is prorated quarterly, a refund may be issued when a certificate is granted; and,
- The non refundable application fee = \$75.00
- The Annual fee (membership fee) is \$270.00

Graduating social work and social service work students & IESW Graduates

- Registration fee for graduates of social work & social service work programs who apply to the College by December 31 of the year in which they graduate
- Applicants who apply to the College by December 31 of the year in which they receive a certificate from the IESW Bridging Program (Ryerson Internationally Educated Social Work Professionals Bridging Program)
- Registration fee = \$170.00, prorated quarterly
- Non Refundable Application fee = \$75.00
- Eligible for reduced annual fee for two subsequent years if payment is received on time



If the Registrar issues a certificate of registration

- Member receives a wallet card, wall certificate, Income Tax receipt
- Name is placed on the public register
- Member is provided with the Code of Ethics & Standards of Practice Handbook
- Eligible to vote and stand for election on the Council in the next election of their district
- Will receive bulletins and College literature
- Invited to attend Annual Meeting and Education Day



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- Membership year is January 1 – December 31
- Annual Renewal Fee = \$270. Members must complete the Annual Renewal Form. Wallet card and tax receipt issued annually
- On Annual Renewal Form: Disclosure of any finding or current proceeding of professional misconduct, incompetence or incapacity
- Disclosure of finding of guilt in relation to a criminal offense, or offense under Controlled Drugs and Substances Act (Canada) or Food and Drugs Act (Canada) or other offense relevant to suitability to practice
- Provide satisfactory evidence of continuing competence to practice social work or social service work, as the case may be in accordance with guidelines approved by Council, published and distributed by the College



The Register

- Name and class of certificate of registration held
- Any terms, conditions & limitation imposed on the certificate
- Notation of every revocation, cancellation & suspension of a member's certificate
- Business address and business telephone number
- Any person has the right, during normal business hours, to inspect the Register



Title Protection

- Only a College member is entitled to use the titles “social worker”, “registered social worker” RSW, “social service worker” or “registered social service worker” RSSW or the French equivalents or an abbreviation TSI/TSSI
- Only a College member may hold out expressly or by implication that he or she is a social worker, registered social worker, social service worker or registered social service worker
- An individual who is not a College member is prohibited from using any of these titles to represent expressly or by implication that he or she is a social worker, registered social worker, social service worker or registered social service worker



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Visit the College website:

www.ocswssw.org for information about

the College

Find information about the registration
process

Frequently Asked Questions

International Applicants

Relevant Links



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GLOSSARY OF TERMS

- CASW Canadian Association of Social Workers
- CSWE Council on Social Work Education (USA)
- CASWE Canadian Association for Social Work Education
- CAAT College of Applied Arts and Technology
- IESW Internationally Educated Social Work Professionals Bridging Program (Ryerson University)
- RSW/TSI Registered Social Worker
- RSSW/TSSI Registered Social Service Worker
- OLMA Ontario Labour Mobility Act
- SWSSWA can be found on Gov. of Ontario e-laws