Continuing Competency Program, Phase 2
Self Assessments and Learning Plans
Introduction to new tools:

Practicing Social Workers will be required to

- complete a self-assessment
- develop a learning plan with objectives
- update annually
MCSW is mandated to establish and maintain a Continuing Competence Program in accordance with The Social Work Profession Act and its Regulation.

Phase one of the program began on April 1, 2016.

Promotes excellence in social work practice.

Supports the continual development of professional competence throughout a Social Worker’s career

These new tools are Phase 2 of the Program. They are now available and are due at renewal in Feb 2019

Source: https://mcsw.ca/continuing-competence-program/
Phase 1: Requirements

- Continuing Competence hours must be related to social work practice.
- Members must complete 75 hours of Continuing Competence activities over a 3 year period.
- Distribution of hours may vary from year to year as long as it totals 75 hours at the end of the 3 year period.
- The first 3-year reporting period ends in 2019.
Current requirements:

- The Formal and/or Informal Activities must include the following areas:
  - Training specific to the registrant’s area of social work practice
  - Knowledge of cultural diversity and the pluralistic nature of Manitoba
  - Knowledge of and skills related to indigenous peoples, including their history, culture and spirituality
  - Knowledge about social and economic justice issues, including systemic barriers and causes of social needs and problems
  - Knowledge and skills in working with communities and groups
Formal means...

- Formal activities are defined as, and limited to the following activities relevant to the practice of social work (Section 17(2) of the Social Work Profession Regulation): (40 of the required 75 hours must be Formal Activities!)

- Certificate programs; conferences, seminars, conventions, workshops, lectures; interactive webinars/e-learning; workplace in-service training; participating as a student or lecturer of university or college courses; delivering a presentation as part of a university or college course, conference or seminar; acting as a field instructor for the University of Manitoba, l’Université de St. Boniface or Booth University College social work programs (maximum CCP 10 hours per year); researching issues related to the practice of social work and publishing research results; volunteering with community social service organizations in a direct service capacity; volunteering as a board or committee member for a community agency related to social work or attending meetings of a board or a committee related to social work; participating as a member of a committee or chapter of the Manitoba College of Social Workers; attending the Annual General Meeting of the Manitoba College of Social Workers
Informal activities are defined as, and limited to the following activities relevant to the practice of social work (Section 17(3) of the Social Work Profession Regulation):

- reading journals, books or internet material;
- viewing videos and webcasts;
- attending community presentations and learning sessions;
- participating in organized group discussions;
- **Completing your self-assessment & preparing a learning plan for the MCSW continuing competence program:** up to 2 hours
Phase 2: Why New tools?

- MCSW Continuing Competence Program now includes:
  - Learning Plan
  - Self-assessment
The SWPA Regulations Say:

- See Part 3, CCP Sections 16 through 19

Specifically under Section 18(1):

Every three years, a member required to complete the continuing competence program must complete and submit a learning plan to the committee, in a form satisfactory to the committee and as required by the board, that

(a) includes a self-assessment;

(b) identifies goals for knowledge and skills development; and

(c) describes learning activities to achieve the identified goals.
**FIRST YEAR**
Due at renewal - Feb 2017

**CCP Activity reporting**

**8-Hour Workshop**
- MCSW Code of Ethics & Standards of Practice
- Social Work with Indigenous Peoples
Any other CCP activities

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**EVERY THIRD YEAR**
Due at renewal – Feb 2019

**Continuing Competence Hours**
75 hours total (minimum)
At least 40 of the 75 hours are Formal Activities

Learning Plan submitted as part of renewal

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**EVERY FIFTH YEAR**
Due at renewal - Feb 2022

**8-Hour Workshop**
- MCSW Code of Ethics & Standards of Practice
- Social Work with Indigenous Peoples
Any other CCP activities

Learning Plan submitted as part of renewal

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**EVERY THIRD YEAR**
Due at renewal - Feb 2022

**Continuing Competence Hours**
75 hours total (minimum)
At least 40 of the 75 hours are Formal Activities

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**Annual Requirement:**
CCP activity reporting/updating with Renewal Application
## Self Assessment tool?

- Everyone will assess him or herself in: SAFE, COMPETENT, ETHICAL & CURRENT PRACTICE

- If applicable, you will assess yourself in: RESEARCH IN SOCIAL WORK and PRIVATE PRACTICE, RURAL AND NORTHERN SOCIAL WORK PRACTICE

### SELF-ASSESSMENT FORM

**Name:** ____________________________  **RSW #** ___________

**Date Completed:** ____________________________________________

All social workers commit to abiding by The Social Work Profession Act, the Social Work Profession Regulation, the MCSW Bylaw, the MCSW Code of Ethics (Code) and the MCSW Standards of Practice (Standards). This includes adherence to the requirements of the Continuing Competence Program.

<table>
<thead>
<tr>
<th>I excel in this area</th>
<th>Sufficient for my current practice</th>
<th>An area I would like to develop further</th>
<th>Not relevant to my current practice</th>
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What is the Learning Plan?

- Looking back at your responses in the Self Assessment tool think about what areas are important in your current and future practice.

- Use these reflections to identify 1 to 3 goals for your Learning Plan.
LEARNING OBJECTIVES (Professional & Personal) | LEARNING ACTIVITIES (Resource Aids) | METHODS TO MEASURE OBJECTIVES | OBJECTIVES ACCOMPLISHED

| WHAT is to be learned | WHO/WHERE will you go/ask for help? | WHEN timelines |

1. HOW Will you learn this? What activities are required?  
2. HOW do you prove that you have successfully achieved the objective
**LEARNING OBJECTIVES**  
(Professional & Personal)

- To increase my knowledge of the newcomers and immigrant populations entering into Manitoba, the issues they may be facing, and how this may impact my current practice.

**WHAT**

- Research Manitoba Immigration & Opportunities
- Attend workshop on diversity and culture related to refugees and newcomers
- Visit/research Immigration, Refugees & Citizenship Canada
- Visit Mosaic Resource Centre
- Visit West Central Women’s Resource Centre

**HOW**

- Internet
- Department of Immigration, Refugees & Citizenship
- Manitoba Immigration & Opportunities
- Resource Centres

**WHO/WHERE will you go/ask for help?**

- Notes & reflections will be kept on key ideas from research and workshops
- Supervision notes will be kept of any discussions with my Supervisor on the topic
- Feedback from clients and co-workers will be kept about any feedback on my knowledge
- Will keep track of materials reviewed
- Will be able to demonstrate improved knowledge during discussions, in meetings, with clients, with other agencies
- Will have a better knowledge of community resources

**RESOURCES**  
(Resource Aids)

- Internet
- Department of Immigration, Refugees & Citizenship
- Manitoba Immigration & Opportunities
- Resource Centres

**METHODS TO MEASURE OBJECTIVES**

- April 1 2018
- December 2018
- April 2018
- September 2018
- September 2018

**WHEN timelines**

- April 1 2018
- December 2018
- April 2018
- September 2018
- September 2018
There are many ways to learn:

- You can **read** about intervention with children and families but you can do far more.....
- **Meet** with the police, lawyers, psychologists, or anyone who is involved in the process of working with children and families
- Find Practice Councils or Communities of Practice that you can join
- Attend online webinars
- Tour or visit an agency/organization

*Other ways of learning?*
Learning Plan to Goals:

PS. Keep records for the Audit
Q: I took an all-day workshop. It ran from 9:00 am – 4:00 pm with a 1-hour lunch break. How many Continuing Competence hours can I claim?

A: 9:00 am – 4:00 pm is 7 hours. Subtract the non-learning time of your 1-hour lunch break. That means you were learning for 6 hours. You can therefore claim 6 hours.
Q: What do I need to keep track of?

A: On your profile, track whether the activity was formal or informal, Content Specific or not, the presenter, dates and length of the learning activity.

In your CCP folder, retain your notes and reflections, handouts, and any other documentation that demonstrates that you completed the learning.
Q: How do I show that I completed my SA and LP?

Answer:

- At renewal you will be asked to declare that you have completed the requirements of the MCSW Continuing Competence Program

- You will declare that you have submitted a list of your completed Continuing Competence activities including your Learning Plan and Self-Assessment (starting Feb 2019)
Q: Do I have to submit certificates, registration verification, notes and other documentation of participation?

A: No, documentation does not need to be submitted. However, supporting documentation may be requested in the event of an audit and must be kept by the member for a minimum of 5 years.
Other Questions?

Please contact the College

info@mcsw.ca
(204) 888-9477
1-844-885-6279
Stay Tuned.
Coming Soon!

- Phase 3 Practice Audits – Spring 2019