



## Social Work Professional Advisory Group

### General Meeting Minutes

17 March 1500-1600 HRS EST

Conference Dial in: (425) 436-6356. passcode 220252#

#### I. Welcome/Attendance

#### II. SWPAG Chair: CDR Tricia Booker

1. **Social Work Month:** Welcomed everyone for Social Work month. Most of the events for Social Work have been cancelled/postponed due to COVID-19. A lot of hard work went into planning these events and it is disappointing but, we understand the need for safety first.
2. **COVID-19:** Things are rapidly changing and we must remain flexible. Team members are on alert and are being deployed. Please stay safe!
3. **HSPAC guidance on fundraising:** Last year, the SWPAG sold tshirts and the year before, we sold coins. We were recently informed that we are not allowed to fundraise. The prior funds give us a cushion for a few years.
4. **SWPAG awards deadline extended:** The Awards subgroup has received several applications. The deadline has been extended until the end of the week and please submit nominations.
5. **Exploring partnerships with Veteran Souse Resiliency Group:** This partnership is in early development and early talks.
6. **Planned white paper/meeting with new CPO to explore past issues, as well as, the new VA homelessness initiative:** Everyone should have received an email from the new CPO, CAPT Pressley, yesterday. Will submit a white paper to CAPT Pressley and will explore current and past issues including specialty pay, VA jobs, and the homelessness initiative.

#### III. SubGroup Reports

#### IV. Clinical supervision Q&A with CAPT Kelly

CAPT Kelly introduced herself as the CDER Commissioned Corps Liaison at FDA. She informed us that the Health Profession Special Pay (HPSP) includes various pays. The new policy says an officer must have 80 practice hours for incentive pay, retention pay, and clinical deployment role. SWs do not

receive incentive pay or retention pay at this time. The 80 hour requirement only applies to SWs in a clinical deployment role. There are four ways to obtain clinical hours – 1. Serve in a clinical role; 2. Deployment in a clinical role (2 weeks for total 80 hours); 3. TDY; 4. Volunteer at another federal facility. Another way is through private practice and receiving private compensation but this way is rare and not very common - please contact CAPT Kelly for more information.

LCDR Worrell-Oriola asked, if you are in an admin role but your agency has an opportunity for clinical role, are you able to obtain the clinical hours via this opportunity. CAPT Kelly advised to work with your agency liaison about what kind of memo you may need, and that you need to also complete the PHS-7047 Verification of Practice Hours. The PHS-7047 must be signed by your clinical practice supervisor and daily/immediate supervisor. This form does not go to the liaison and HQ has not yet instructed how they want to receive the forms. In the meantime, have the form signed and hold on to the form.

PHS-7085 allows you to fulfill clinical hours during work hours (only as volunteer). This is up to your supervisor's discretion. This form requests an addendum your position description to include clinical hours.

A SW stated that she works at CMS and wants to get clinical hours at a center. She asked what the process is if she works at the center outside of CMS. CAPT Kelly said that the SW is allowed to obtain a job and get clinical hours but she must complete the HHS-520 and the PHS-7047.

LT Jackson asks if her role is a clinical role, does she have to fill out the PHS-7047. Yes, everyone must fill out the form.

LT Garcia submitted a question to CCHQ helpdesk of where to send the completed forms. He was given [phspracticehours@hhs.gov](mailto:phspracticehours@hhs.gov) as the address to submit the hours. This information has not been given to the liaisons. CAPT Kelly will double check because it has not been distributed and not on the website as of yet.

June deadline for completion of clinical hours is for pharmacists only. For those SWs who are in a clinical deployment role, the deadline is December 31, 2020 and the hours must be completed and earned in calendar year 2020.

All hours earned during deployment must be done in a clinical role.

LCDR Richards asked if they are counting case management (SAT team) as clinical hours. HQ has not defined and not solidified but, they are counting direct patient care as clinical hours.

CAPT Kelly said that HQ has said that they will do a new FAQ to clarify points. HQ is currently not assisting in locating opportunities to obtain clinical hours.

LCDR Brayboy asked if a SW volunteers, can they volunteer at a federal agency or community agency? CAPT Kelly said that if the hours are at a community agency, the SW must have private insurance to cover liability. Volunteer hours at a federal facility are covered under the current insurance.

Please email for any follow-up questions - [Kristin.Kelly@fda.hhs.gov](mailto:Kristin.Kelly@fda.hhs.gov)

## **V. General Membership Discussion/Questions**

**NOTE: Please email your attendance to Executive Secretary Phillip at [Janelle.phillip@ice.dhs.gov](mailto:Janelle.phillip@ice.dhs.gov)**

**OPERATIONS**




<p><b>Communications</b>  <i>Chair:</i> LCDR Lorener Brayboy   <i>Co-Chair:</i>          LCDR Mark Durham</p>	<ul style="list-style-type: none"> <li>Developing the SWPAG Newsletter. Will have 2 interviews highlighted within that discusses SW in the Corps over the generations. Have asked sub-committee chairs to supply a report on what they are working on in their specific areas. The Newsletter will be published in April. We are asking for submissions to be sent by 27 MAR.</li> </ul>
<p><b>Awards</b>  <i>Chair:</i> CDR Kymberly Spady-Grove   <i>Co-Chair:</i>          CDR Preston Shumaker</p>	<ul style="list-style-type: none"> <li>The 2020 Jr. and Sr. Social Award of the Year nomination package due date was extended to 21 MAR. The submission forms and instructions are in the SWPAG weekly announcements.</li> </ul>
<p><b>Stakeholder &amp; Community Engagement</b>  <i>Chair:</i> LCDR Monique Worrell-Oriola   <i>Co-Chair:</i> CDR Holly Berilla (on leave)</p>	<ul style="list-style-type: none"> <li>Brunch with a SW CAPT was scheduled for 21 MAR 2020. We have moved to reschedule the event for a later date. We will keep the SWAPG updated once we determine a new date. Thank you all for your patience during this time.</li> <li>On 11 MAR in partnership with the Training, Education and Mentor Subgroup we partnered with the DoD/VA to hold a webinar on the Columbia Suicide Protocol. We had approximately 150 attendees across the federal system and there was a group of about 20 SW convened at the HHS Fishers Lane location viewing the presentation. It was well received.</li> <li>We are working with our very own LCDR Van Meir to bring another exciting virtual webinar through the VA/DOD/USPHS partnership to social workers and nurses for the 2nd week of MAY 2020.</li> <li>We are looking for someone to co-lead a Social Work Meet and Greet at COA. If interested, please contact myself or CDR Berilla.</li> </ul>

**OFFICER SUPPORT**

<p><b>Training, Education, and Mentorship</b>  <i>Chair:</i>          LCDR Monique Richards   <i>Co-Chairs:</i>          CDR Kimberley Jones (Mentoring)          LT Candice Karber (Training and Education)</p>	<p><b>Training and Education</b></p> <ul style="list-style-type: none"> <li>We co-hosted the DoD/VA webinar on the Columbia Suicide Protocol with Stakeholder &amp; Community Engagement on 11MAR and we are partnering with them for another training opportunity.</li> <li>Looking to convene another training on ethics later this year.</li> <li>We are facilitating the clinical hours Q&amp;A with CAPT Kelly today.</li> <li>Solidifying logistics for future professional development webinars.</li> </ul> <p><b>Mentoring</b></p>
--	--

	<ul style="list-style-type: none"> <li>We are focusing on an assessment around mentoring and CDR Jones will be conducting a virtual panel in a few weeks.</li> </ul>
<b>Readiness</b> <i>Chair:</i> LT Desirrae Harris (on leave)  <i>Co-Chair:</i> CDR Kari Harris	<ul style="list-style-type: none"> <li>No report</li> </ul>
<b>Data and Evaluation</b> <i>Chair:</i> CDR Allah-Fard Sharrieff  <i>Co-Chair:</i> CDR Alysa Ward	<ul style="list-style-type: none"> <li>We met with LCDR Brayboy and discussed ways to partner to increase SWPAG participation and direct involvement in a survey we are working on.</li> <li>Submitted a SWPAG Newsletter article</li> </ul>

## MANAGEMENT

<b>Policy</b> <i>Chair:</i> CDR Stephanie Felder  <i>Co-Chair:</i> CAPT Karen Heard   <b>Appointment Standards</b> <i>Team Lead:</i> LCDR Mark Durham (on leave) CDR Tina Bryant (on leave)	<ul style="list-style-type: none"> <li>Working with the Veteran Peer Spouse Network out of University of Texas at Austin to see how we can support their peer led model for Veteran and active duty spouses. They are considering using us for a train the trainer model for the network but are currently seeking funding. As things flesh out for them they will be in contact to see how we can support their groups which are held online and face to face.</li> <li>Will be meeting with leadership from Walter Reed to hear their must haves for application for clinical hours at their location and looking to expand to the other bases in the NCR</li> <li>Talking with CAPT Howard on potential opportunities for incoming social workers in 50 vacancies they have at BOP</li> </ul>
<b>Administrative Management</b> <i>Chair:</i> CDR Cole Weeks <i>Co-Chair:</i> <b>VACANT</b>   <b>Membership</b> <i>Team Lead:</i> CDR LaMar Henderson   <b>Treasurer/Coin Sales</b> <i>Team Leads:</i> CDR Teresa Baptiste CDR Christine Nementi	<ul style="list-style-type: none"> <li>No report</li> </ul>

## AdHOC SUBGROUP

<b>Recruitment and Retention</b> Chair: LCDR Robert VanMeir	<ul style="list-style-type: none"> <li>No report</li> </ul>
--	---

Co-Chair: LCDR Tanya Barragan	
-------------------------------	--

**Meeting Adjourned at 1543 EST (1<sup>st</sup> motion – CDR Ward/2<sup>nd</sup> motion – CDR Lombardo)**

**ATTENDANCE**

CDR Tricia Booker	LCDR Lorener Brayboy	LCDR Mark Durham	CDR Kymberly Spady-Grove
LCDR Monique Worrell-Oriola	LCDR Monique Richards	LT Candice Karber	CDR Allah-Fard Sharrieff
CDR Alysa Ward	CDR Stephanie Felder	CAPT Karen Hearod	CDR Teresa Baptiste
LT Janelle Phillip	LT Heather Light	LCDR Tyson Baize	LT Everett Rollins
LCDR Andrea Cunningham	LT Luis Figueroa	LCDR Elliott Hill	CAPT Julie Niven
LT Marion Willbright	LT Dierdra Oretade-Branch	LCDR Israel Garcia	LT Katana Jackson
LCDR Marriah Lombardo	LCDR Kimberly Calvery		