



Updates for Leaders and Staff Regarding the Social Worker Title Restructure

Effective May 30th, 2024, the NYS Department of Civil Service announced approval for creation of a NEW title in the social work series of Licensed Clinical Social Worker (LCSW). This new title has been classified as a salary grade 23. Since the title's creation, we have received many inquiries from members, who are LMSWs but possess their clinical credential. The most frequent questions have been about the process to be upgraded to the new LCSW, whether their agency plans to use it, and most importantly, when they should expect to receive an increase in pay. In addition to those inquiries, members have asked about retroactive pay to the date the new title became effective.

Members in the LMSW title who meet the minimum qualifications for this new title should be advised that they will not be upgraded automatically. They must be appointed into the title. It is at the time of appointment into the new title, the member will begin receiving salary grade 23. Retroactive pay will not apply to this appointment given there is no incumbency as its' a brand-new civil service title.

It is important to note that agencies who employ LMSW's do have discretion If and when they decide to use the new LCSW title. If they choose to, they must work with the Department of Civil Service to create positions first then have the positions approved by the Division of Budget. Once the chosen numbers of positions are chosen and approved, an appointment mechanism must be chosen.

Members who participate in the Statewide Labor-Management Committee should ask the following:

- Does the agency plan to use the new LCSW title?
- If they do plan to use the new title,
 - o Will they request enough positions from the Department of Civil Service to appoint all existing LMSWs, who have their clinical licenses, to the new LCSW title?
 - o Will interested and eligible employees need to apply for the vacant positions?
 - o If the agency has begun the process of requesting positions, do they have an idea of when appointments could begin?
 - o Will the agency do outreach to and offer support to LMSWs who want to get their clinical license?
 - If yes, what will the outreach and support look like?
 - o Will the agency monitor who receives their clinical license in order to ensure there is a position for them as an LCSW?

Regarding management outreach to members who are interested in getting their Clinical Social Work Licensure, the Union should advocate for each affected agency to work with interested members on completing the necessary documentation for licensure. Supervisors have a specific role to play in this process.

To learn more about what the Clinical Social Work License requires, and management's role please review the following two factsheets found on PEF's Civil Service Enforcement and Research webpage at www.pef.org/civilservice :

1. [Process to Obtain a Clinical Social Work License](#)
 - a. Includes information on educational opportunities as well as reimbursement.
2. [Documentation Required for a Clinical Social Work License](#)
 - a. This factsheet provides additional information specific to the forms that must be completed for licensure.

If you would like to know more about your agency's efforts to support members seeking their Clinical Social Work License, please contact PEF's Statewide Field Services Department at 518-785-1900 extension 307 and ask to speak with your PEF Field Representative. Your PEF Field Representative can connect you directly to your agency's Statewide Labor-Management Chair.

