



STATE BOARD OF SOCIAL WORKERS, MARRIAGE & FAMILY THERAPISTS, AND PROFESSIONAL COUNSELORS' RENEWAL GUIDE

Bachelor Social Worker, Social Worker, Clinical Social Worker, Associate Professional Counselor, Professional Counselor, Associate Marriage & Family Therapist, and Marriage & Family Therapist

License Expiration on February 28, 2025

Instructions to Renew:

Renewals are available 60 days prior to the license expiration date. You will receive an email notification from PALS when your renewal is available. There are no paper renewal applications. Renewal applications must be submitted on www.pals.pa.gov.

HELPFUL INFORMATION

- ▲ Users can visit the Support Tab to [Contact the Board](#) or for answers to [Frequently asked Questions](#) by clicking on *Support* located in the blue bar on the PALS website.
- ▲ Renewal fee is \$95.00

CONTINUING EDUCATION REQUIREMENTS FOR RENEWAL

- ▲ **30 Total Hours** – Acceptable continued education providers can be found in the following sections of the Regulations: Social Workers (*all types*) – Section **47.36**, MFT – **48.36**; LPC – **49.36**. The Regulations may be found [HERE](#).
 - As of November 19, 2019, the Board no longer has a live CE requirement. This information is available on the Board's website at www.dos.pa.gov/social > Announcements. This is a **permanent** change.
 - A minimum of 1 hour must be earned in Suicide Prevention.
 - A minimum of 2 hours must be earned in child abuse recognition and reporting training from an approved provider. The list of approved providers can be found [here](#). Do not upload your certificate of completion to your online application. Verification of course completion must be received electronically from the course provider.
 - A minimum of 3 hours must be earned in professional ethics.
 - Please note: BSW, LSW, CSW, LPC, and MFT licensees who have been issued an initial license during the current biennium (March 1, 2023, through February 28, 2025) will be exempt from the 30-hour continuing education requirement for licensure renewal in February 2025, with the exception of the 2 hours of Act 31 Mandated Child Abuse Reporter Training (all licensees must complete at least 2 hours of child abuse recognition and reporting training from an approved provider).
 - **Associate LPC and Associate MFT Licensees:** For the first renewal of your associate license, you are only required to complete 1 hour in Suicide Prevention and 2 hours in child abuse recognition and reporting training from an approved provider.
 - Do not upload your continuing education certificates to your online renewal application. You are required to retain the certificates of completion from continuing education courses for a minimum of 4 years. Following the renewal period, you may be audited to ensure your compliance with the continuing education requirements. Only if you are audited will you be required to provide proof of compliance with the continuing education requirements.