

**“Under the Supervision of” Documentation for Medicaid Billable
Limited Licensed Social Worker Services**



Limited Licensed Social Worker:	District:	School Year:
Supervising Master’s Social Worker:	Buildings:	

Per Medicaid policy, a limited licensed social worker *MUST* be under the supervision of a fully licensed master's social worker.

The “Under the Supervision of” requirements include:

- A. Supervising the limited licensed social worker consistently throughout the school year, for at least **four hours per month** with at least one hour being on an individual basis.

Conference with SSW:					
Meeting Date	Start Time	End Time	Type of Supervision: <small>phone, email, individual, group, review of work</small>	Topic of Discussion	Notes

Please submit a copy of this log to your Special Education office at the end of the school year – this form must be maintained for SEVEN years in the case of a Medicaid audit.