

Boost 200 Frequently Asked Questions (FAQs) **July 14, 2022**

The Foundation will respond to questions submitted via FAQs posted on the *Boost 200* website (www.vhcf.org/Boost200). Please refer to all FAQs and *Boost 200* program documents posted on the website for more information.

Department of Health Professions (DHP) Supervision Requirements

***Boost 200* participants and their Supervisors must follow all DHP requirements and regulations to achieve and maintain licensure (including Supervision requirements) in the Commonwealth for the duration of *Boost 200* participation.**

- For more information about the DHP Supervision and requirements and how to apply for Supervision as a Resident in Counseling go to:
<https://www.dhp.virginia.gov/counseling/>
- For more information about the DHP Supervision requirements and how to apply for Supervision as a Supervisee in Social Work go to:
<https://www.dhp.virginia.gov/social/>

Overall Boost 200 Questions

How does *Boost 200* work?

After enrolling in *Boost 200*, Supervisees/Residents must complete licensure-required clinical and Supervision hours (*Supervisees: 3000/100; Residents: 3400; 200*) in a timely fashion and without delay.

VHCF expects Supervision hours will be completed at the following pace:

- Supervisee in Social Work: Four (4) Supervision hrs/month, on average.
- Licensed Residents in Counseling: Eight (8) Supervision hrs/month, on average.

While the *Boost 200* applicant is the individual pursuing licensure as a Licensed Professional Counselor (LPC) or Licensed Clinical Social Worker (LCSW) in Virginia, it is the person's Supervisor who actually receives payment from the Virginia Health Care Foundation for Supervision hours completed.

Please see the [Boost 200 Participant Guidelines](#) available on the *Boost 200* website for more details.

Does *Boost 200* require anything else of its participants?

Boost 200 participants should plan to participate in a *Boost 200* Orientation and up to 3 professional education Roundtables.

Boost 200 is a pilot program. Participants may be asked to provide feedback and suggestions from time-to-time and help evaluate it. Participants may also be asked to help promote *Boost 200* to other MSW/Counseling graduates.

What is the *Boost 200* Service Commitment?

After becoming licensed as an LPC or LCSW, *Boost 200* participants must work full-time as an LPC or LCSW in Virginia for two (2) years (4,000 hours). With VHCF permission, *Boost 200* licensed therapists may work part-time (at least 20 hours/week), if necessary, completing the obligation in a maximum of 48 months.

Boost 200 participants may fulfill their Service Commitment in any setting and with any patient/client population in Virginia. All service hours must be spent towards serving Virginians.

What is the *Boost 200* application deadline?

Boost 200 applications will be accepted and reviewed on a rolling basis, until all funding is obligated.

When will I hear a decision about my application?

All applicants will be notified of the determination regarding their *Boost 200* application via the preferred email address provided on their application. Decisions will be made on a rolling basis, until all funding is obligated.

Where is *Boost 200* available in Virginia?

Boost 200 applicants/participants may work in any Virginia locality. Preference will be given to those working in any one of Virginia's 93 [Mental Health Professional Shortage Areas \(MHPSA\)](#). Click [here](#) to see if your Work Site is located in a MHPSA.

Preference will also be given to people of color *or* people who are bilingual, regardless of where they work in Virginia.

An earlier *Boost 200* FAQ indicates participants should complete 4 Supervision hours/month for Social Work Supervisees on average (8 Supervision hours/month on average for Residents in Counseling). Is this correct?

That only equals about 48 hours of Supervision per year. Considering 3000 hours of Supervision for Supervisees (3400 hours for Residents in Counseling) are needed, this time line will take several years to complete. Am I understanding that correctly?

You may have confused the DHP requirements for clinical hours and Supervision hours.

- Supervisees in Social Work must complete a minimum of 3,000 hours in the delivery of “clinical social work services” and “ancillary services”, obtained while working at a clinical job.
- Residents in Counseling must fulfill a 3,400 hour supervised residency in counseling practice with various populations, clinical problems and theoretical approaches.

VHCF expects *Boost 200* participants will complete Supervision hours at the following pace:

- Supervisees in Social Work: Four (4) Supervision hrs/month, on average.
- Licensed Residents in Counseling: Eight (8) Supervision hrs/month, on average.

Please see the [Boost 200 Participant Guidelines](#) for more details. For the DHP Supervision requirements and how to apply for Supervision in your profession, go to:

- Supervisee in Social Work: <https://www.dhp.virginia.gov/social/>
- Resident in Counseling: <https://www.dhp.virginia.gov/counseling/>

What happens if I move out-of-state during the Service Commitment and am unable to fulfill the entire 4,000 hour obligation?

The Foundation is deeply committed to increasing access to basic mental health services for *Virginians* by increasing the number of licensed behavioral health professionals who practice in the Commonwealth for the long-term. If there is the slightest possibility that you will move from Virginia in the next 4 – 5 years, *Boost 200* is not a good fit for you.

In the event that a *Boost 200* participant leaves the state before completing the licensure-required Supervision hours or before fulfilling the commitment to practice in Virginia for 2 years after obtaining licensure, the participant will be considered to have breached their *Boost 200* contract.

If breach occurs, the participant is obligated to repay the full amount expended by VHCF for their Supervision PLUS interest set at the prime rate at the time of default. The timeframe for repayment will depend on the amount owed and other relevant factors, such as the number of Service Commitment hours completed.

Eligibility

Who is eligible for *Boost 200*?

Masters-prepared Social Workers or Counselors; Residents in Counseling licensed by the DHP; and current Supervisees in Social Work approved by the DHP may apply for *Boost 200*. All applicants must be paying out-of-pocket for all or most of their licensure-required Supervision and have applied to the DHP to begin Supervision before applying to *Boost 200*. Please see the [Boost 200 Participant Guidelines](#), located on the *Boost 200* website, for more details.

I am a graduate student of mixed heritage, living in an identified MHPSA locality. Am I eligible to apply?

Yes! Preference and more favorable consideration will be given to eligible *Boost 200* applicants who are practicing or will practice in one of the 93 Virginia localities designated as a MHPSA or a person of color or bilingual.

All applicants must be paying for all or most of their Supervision hours.

How many years of school counseling experience are needed to qualify for the *Boost 200* initiative?

While school counselors with a Masters in Counseling may apply for *Boost 200*, there is no *Boost 200* requirement for school counseling experience. Please refer to the DHP webpage for more information about the Supervision requirements and how to apply for Supervision as a Resident in Counseling <https://www.dhp.virginia.gov/counseling/>.

Questions About the *Boost 200* Application

How do I apply to *Boost 200*?

Individuals pursuing licensure in Virginia as an Licensed Professional Counselor (*LPC*) or Licensed Clinical Social Worker (*LCSW*) can apply to participate *Boost 200* from the [program website](#) (a .pdf preview of it is also available on the website).

Boost 200 is a pilot program of the Foundation with enough funding to pay for Supervision for 100 Masters of Social Work and Masters of Counseling graduates. Applications will be accepted and reviewed on a rolling basis, until all funding is obligated. Award decisions will be communicated to all applicants.

It is anticipated that all of the available funds will be obligated in 2022. If the pilot is successful, additional funds may become available at another time.

What does the *Boost 200* application look like?

The [Boost 200 application](#) (link goes to a .pdf preview of the application) is available online on the [Boost 200 website](#) and gathers the following information:

- Personal, Contact, and Demographic
- Education
- Supervision
- Work Site
- Financial

A complete application also includes the following:

- Current Resume
- [Personal Statement](#)
- [Recommendation Form](#)

Note: Incomplete applications will not be considered.

Will I be notified of resolution regarding my application?

All applicants will be notified of the determination regarding their *Boost 200* application via the preferred email address provided on their application.

Questions About Applying for Boost 200

I will graduate with my Masters in Social Work (or Masters in Counseling) in December 2022. Do I need to graduate before I can apply for Boost 200?

Yes, all *Boost 200* applicants must be a graduate with a Masters in Social Work (or *Masters in Counseling*). Applications for *Boost 200* will be accepted, and decisions made, on a rolling basis until all funds are obligated.

I do not have a Supervisor yet, am I able to apply?

Boost 200 applicants must have a DHP-approved Supervisor **and** have applied for Supervision Approval or for licensure as a Resident in Counseling **before** applying to *Boost 200*.

Note: The Foundation will not review a person's *Boost 200* application until the person confirms a complete DHP application was submitted.

Must Boost 200 applicants have a Supervisor and have applied to the DHP for Supervision Approval or licensure as a Resident in Counseling before applying for Boost 200?

Yes! *Boost 200* applicants must apply for Supervision Approval or for licensure as a Resident in Counseling **before** applying to *Boost 200*. The Foundation will not review a person's *Boost 200* application until the person confirms a complete DHP application has been submitted.

Those **accepted** into *Boost 200* will be required to submit documentation from the DHP showing they are **approved** as a Supervisee in Social Work or licensed as a Resident in Counseling before enrolling in *Boost 200*.

I am working at an agency and do not receive licensure-required Supervision at my job. Do I need to have a DHP-approved Supervisor before I apply to Boost 200?

Yes. You must have a DHP-approved Supervisor before you apply to *Boost 200* (*per the DHP guidelines, this person does not need to work at the same employer as you*).

You must submit your application for Supervision as a Licensed Resident in Counseling or Supervisee in Social Work before you apply to *Boost 200*, as well.

How can I apply to the DHP for Supervision Approval or Temporary Licensure as a Resident in Counseling? Is there a website I need to go to for the DHP application?

Yes, please refer to the links below for Masters in Counseling and Masters in Social Work graduates who want to become licensed as an LPC or LCSW in Virginia.

- Masters in Counseling: Click [here](#) for Supervision and requirements and how to apply for Supervision as a Resident in Counseling.
- Masters in Social Work: Click [here](#) for Supervision requirements and how to apply for Supervision as a Supervisee in Social Work.

Is the Supervisor mentioned in the Supervisor Contact Information section of the *Boost 200* application my supervisor on-the-job or my Supervisor for licensure-required Supervision hours?

The *Boost 200* application requests information about the applicant's Supervisor for licensure-required Supervision hours.

I recently graduated with a Masters in Social Work (or Masters in Counseling). Do I have to be working in a clinical setting to apply for *Boost 200*?

Congratulations on your graduation! Yes, all *Boost 200* applicants must work (or have *accepted a position*) in a clinical setting where they can fulfill the DHP's Supervision and licensure requirements. Please refer to the [Boost 200 Participant Guidelines](#) and the DHP website for licensure requirements.

I am a Resident in Counseling/Supervisee in Social Work and have started my clinical and Supervision hours. Can I apply for *Boost 200*?

All applicants must be paying out-of-pocket for all or most of their licensure-required Supervision.

Preference will be given to eligible applicants who are just starting their journey to licensure, however, applicants who have completed no more than 60% of the required clinical and Supervision hours to become licensed as an LCSW or LPC in Virginia will also be considered.

- For Supervisees in Social Work this is up to 1800 Clinical hrs/60 Supervision hrs.
- For Residents in Counseling this is up to 2040 Clinical hrs/120 Supervision hrs.

Who should complete my Recommendation Form?

Your Recommendation Form must be completed by an internship supervisor, who has supervised you for at least 100 internship hours and is familiar with your current clinical skills and experience. The Recommendation Form is [available here](#).

My internship Supervisor is willing to complete my Recommendation Form, but says she needs to get approval from the agency director to complete it. Is there a way to send me the Recommendation Form, so I can send it to my internship supervisor and she can forward it to the agency director?

Here is the [link](https://www.surveymonkey.com/r/ZBCVFJ8) to the online Recommendation Form Portal (https://www.surveymonkey.com/r/ZBCVFJ8). The online Recommendation Form must be completed before your application can be reviewed.

The *Boost 200* application requires a Recommendation from an Internship Supervisor. My internship was 10+ years ago and that Supervisor is not available. Who should I ask to complete the Recommendation Form for me?

Please ask someone who is knowledgeable about your clinical experience and current clinical skills to complete the Recommendation Form on your behalf. Here is the [link](https://www.surveymonkey.com/r/ZBCVFJ8) to the online Recommendation Form Portal (https://www.surveymonkey.com/r/ZBCVFJ8).

I am completing an online internship with an LPC Supervisor who resides in another state. Will I have to apply for and seek out a Supervisor in Virginia to fulfill licensure requirements and to apply for *Boost 200*?

According to the [DHP LPC Licensure Handbook](#), an LPC Supervisor must hold an active, unrestricted license as a professional counselor (*LPC*) or marriage and family therapist (*LMFT*) in the jurisdiction where the Supervision is being provided. Supervision may be provided virtually, in accordance with DHP guidelines.

Boost 200 participants must have a DHP-approved Supervisor. If your potential Supervisor is not in the [DHP Approved Supervisor Registry](#), please ask the person to submit a [Supervisor Approval Application](#) to the DHP.

Questions for All About Supervision

Can someone Supervise more than one *Boost 200* participant at a time?

Yes, a Supervisor may provide Supervision for more than one *Boost 200* participant at a time as long as the number does not exceed DHP limits. *Boost 200* participants and their Supervisors must follow all Virginia DHP requirements to achieve and maintain licensure in the Commonwealth.

How many Supervision hours per month will *Boost 200* allow/pay for per participant?

It is expected that:

- Supervisee in Social Work participants will complete 4 Supervision hours/month, on average,
- Licensed Residents in Counseling participants will complete 8 Supervision hours/month, on average.

Will *Boost 200* pay for group Supervision hours, as well as individual Supervision?

Yes, *Boost 200* will pay for both group and individual Supervision hours.

Who will pay Supervisors for Supervision provided to *Boost 200* Supervisees and Residents?

Boost 200 is administered by the Virginia Health Care Foundation (VHCF). A *Boost 200* Supervisor will be a contractor of the Foundation.

- Supervisors will submit Supervision hours completed each month to VHCF via ADP's *Timekeeper Plus* app. VHCF will pay Supervisors monthly via electronic bank transfer.
- Supervisors will receive an IRS Form 1099 documenting payment by the Foundation for their tax purposes each year of *Boost 200* participation.

Does the Foundation pay the same hourly Supervision rate for all *Boost 200* participants?

No. We recognize that the hourly rate for licensure-required Supervision varies by Supervisor and by region of the state, as well as for group and individual Supervision. VHCF will pay *Boost 200* Supervisors a reasonable rate that is in the average range for their region of the Commonwealth.

What, if any, additional regulations and rules must *Boost 200* participants and their Supervisors follow?

Boost 200 participants and their Supervisors must follow all Virginia DHP requirements to achieve and maintain licensure in the Commonwealth.

Boost 200 participants must also follow *Boost 200 Participant Guidelines*, posted on the [Boost 200 website](#).

Boost 200 Supervisors must track and submit Supervision hours using ADP's *Timekeeper Plus* app; contact VHCF in the event there is a concern regarding the Supervisee/Resident's ability to fulfill the Supervision hours and/or that the Supervisor is not able to fulfill his/her Supervisory responsibilities within 2 weeks of the issue arising.

Supervisors may also be asked to participate in activities to evaluate *Boost 200*.

Can Supervision be provided virtually?

Yes, Supervision can be provided virtually, in accordance with DHP guidelines.

For individuals enrolled in *Boost 200*, how will funding for Supervision be distributed?

While the *Boost 200* applicant is the individual pursuing licensure as an LPC or LCSW in Virginia, it is the person's Supervisor who actually receives payment from the Virginia Health Care Foundation for Supervision hours completed.

A *Boost 200* Supervisor will be a contractor of the Foundation.

- Supervisors will submit Supervision hours completed each month to VHCF via ADP's *Timekeeper Plus* app. VHCF will pay Supervisors monthly via electronic bank transfer.
- Supervisors will receive an IRS Form 1099 documenting payment by the Foundation for their tax purposes each year of *Boost 200* participation.

For the Foundation to continue paying for a *Boost 200* participant's Supervision hours, those pursuing licensure as an LPC or LCSW must:

- Be making satisfactory progress on fulfillment of required Supervision hours;
- Maintain good standing with the DHP;
- Report Supervision and clinical hours to VHCF in a timely manner; and
- Communicate changes in employment, Supervision, and other key information to the Foundation in a timely manner.

VHCF/Boost 200 does not have the authority to grant Supervision approval for Supervisees/Residents or approve Supervisors.

Questions Asked by Supervisors

I hold an active license as an LPC/LCSW in Virginia and am a DHP-approved Supervisor; however, I live and work out-of-state. Can I Supervise a *Boost 200* participant?

Yes, if the Resident/Supervisee is pursuing licensure in Virginia and you are a DHP-approved Supervisor. You must also follow all DHP requirements and regulations to maintain licensure as an LPC/LCSW and status as a DHP-approved Supervisor in the Commonwealth for the duration of *Boost 200* participation.

I am a Licensed Marriage and Family Therapist. Can I Supervise a *Boost 200* participant who is pursuing licensure as a Licensed Professional Counselor (LPC).

Yes, an LMFT who is a DHP-approved Supervisor may Supervise a *Boost 200* Resident in Counseling participant.

Boost 200 participants and their Supervisors must follow all Virginia DHP requirements to achieve and maintain licensure in the Commonwealth.

I have submitted my information to the VHCF *Boost 200* Supervisor Registry. I would like to update that information. How do I do that?

To update your registry information, email *Boost 200* at Boost200@vhcf.org. Please use the following format for the email Subject Line: Last Name, First Name – Update to Supervisor Registry. Then, in the body of the email, please clearly indicate what should be updated.

I am a DHP-approved Supervisor and would like to provide Supervision for *Boost 200* participants, how can I do that?

Thank you for your willingness to serve as a Supervisor for a *Boost 200* participant! Please provide us with your name and information [via this link](#) and we'll add you to the *Boost 200* Supervisor Registry. Interested *Boost 200* applicants may request this list to help identify a Supervisor. Ultimately, the Supervisor and *Boost 200* applicant will decide if they are a good match.

I would like to provide Supervision to a *Boost 200* participant. Do I need to have a private practice or an LLC?

We are delighted you would like to provide Supervision to a *Boost 200* participant. A *Boost 200* Supervisor will be a contractor of the Foundation and does not need to have a private practice or an LLC.

All *Boost 200* Supervisors must:

- Possess an active, unrestricted license to practice as an LPC or LCSW in Virginia;
- Be approved by the DHP as a Supervisor; and
- Commit to submitting monthly invoices, as required.

I would love to provide Supervision, however, I am not a DHP-approved Supervisor. How can I become one?

We are delighted to hear you would like to become a DHP-approved Supervisor! Please refer to the DHP website for more information about how to become one in your profession:

- LPC: <https://www.dhp.virginia.gov/counseling/>
- LCSW: <https://www.dhp.virginia.gov/social/>

You may also want to check with your Virginia professional association to see when its next Supervision training will occur.

Can Supervision be provided virtually?

Yes, Supervision can be provided virtually, in accordance with DHP guidelines.