

MINUTES

**UTAH
Professional Counselor Licensing Board
MEETING**

January 15, 2008

**Room 402 – 4th Floor – 9:00 a.m.
Heber Wells Building
Salt Lake City, UT 84111**

CONVENED: 9:06 A.M.

ADJOURNED: 1:05 P.M.

**Bureau Manager:
Board Secretary:**

Noel Taxin
Karen McCall

Board Members Present:

Dean Workman, Chairperson
Linda S Protzman
Rodger Bischoff

Board Members Absent:

Russell C. Gaede, Psy. D
Gloria Miley

DOPL Staff Present:

F. David Stanley, Division Director
Rich Oborn, Bureau Manager
Lee Avery, Board Secretary
Kent Barnes, Compliance Manager

TOPICS FOR DISCUSSION

DECISIONS AND RECOMMENDATIONS

**ADMINISTRATIVE BUSINESS:
MINUTES:**

The minutes from the November 6, 2007 Board meeting were read.

Ms. Protzman made a motion to approve the minutes as read. Mr. Bischoff seconded the motion. **The Board vote was unanimous.**

The minutes from the December 3, 2007 Board meeting were read.

Ms. Protzman made a motion to approve the minutes with minor revisions. Mr. Bischoff seconded the motion. **The Board vote was unanimous.**

APPOINTMENTS:

10:00 A.M.

Christy Kane, Probationary Interview

Ms. Kane did not keep her appointment with the Board. **The Board determined Ms. Kane is out of compliance with her Stipulation and Order as she is required to meet with the Board. The Board requested she be invited to meet with the Board on March 18, 2008.**

10:20 A.M.

Glenn Dutton, Probationary Interview

Mr. Dutton met for his probationary interview.

Ms. Taxin introduced Rich Oborn, the new Bureau Manager, Lee Avery, the new Board Secretary, and Kent Barnes, the Division IT personnel, who was attending for observation.

Mr. Workman conducted the interview.

Mr. Workman requested Mr. Dutton to update the Board regarding his situation.

Mr. Dutton responded that he received his Federal approval letter yesterday. He submitted a copy of the letter for his file. He stated that he is looking at working at LDS Family Services but could start working at the VA immediately.

Ms. Taxin requested him to notify the Division when he determines where he will be working. Ms. Taxin informed Mr. Dutton that Ted A. Harris, Ph.D., has been approved as his supervisor. She stated that if Mr. Dutton decides to work at LDS Family Services he will need to submit a letter from the proposed supervisor and the employer that they have read the Stipulation and Order and that they agree to support Mr. Dutton in being successful in his probation.

Mr. Dutton acknowledged that he understood Ms. Taxin. Mr. Dutton stated that he had a mental health evaluation from Dr. Gary Taylor, a licensed Psychologist. He asked if the evaluation has been received.

Ms. Taxin responded that she has not received the evaluation. She asked if Dr. Taylor gave Mr. Dutton any feedback.

Mr. Dutton responded that the first 2 times they met Dr. Taylor commented that he could not find a diagnosis for him. He stated that the 3rd time they had a 55 minute discussion on ethics. Mr. Dutton stated that they discussed at length what was going on in his life during that period of time. Mr. Dutton stated that he and Dr. Taylor did not see any reason to continue meeting.

Mr. Workman asked if Mr. Dutton has completed any of the CE requirements.

Mr. Dutton responded that he has completed 6 hours and plans to attend a conference in March and possibly do some CE through ALTEA.

Mr. Workman stated that ALTEA conducts appropriate CE. He stated that there is also a conference at the U of U and he gave Mr. Dutton the CE information. Mr. Workman stated that Ted Packard is conducting a presentation on Dual Relationships at the conference in March. He stated it would only be for one hour of CE.

Ms. Taxin commented that the Board would accept the whole program of Generations if Mr. Dutton attended.

Mr. Dutton thanked the Board and Ms. Taxin for the information.

Ms. Taxin gave the Board the Generations flyer to review.

Ms. Protzman made a motion to accept the Generations conference for Mr. Dutton's remaining hours of CE to meet the requirements of his Stipulation and Order.

Mr. Bischoff asked if Mr. Dutton would attend for the whole Generations course or is there a specific ethics portion that would apply.

Ms. Protzman withdrew her motion.

Mr. Dutton commented that he would like to attend the Generations course anyway.

Mr. Workman stated that Mr. Dutton is on track for his Stipulation and Order.

Ms. Protzman requested the issue of the months Mr. Dutton was not working in the field be addressed.

Ms. Taxin explained that in the future if Mr. Dutton is not working he should send a letter monthly updating the Board that he is still looking for employment. She stated that she believed Mr. Dutton was informed that his time should count as he could not work in the field until he received the Federal letter. She stated that Mr. Dutton has also been working on his CE and completing the required evaluation. Ms. Taxin stated that Mr. Dutton has done everything in a timely manner and not being able to work was not his fault. She stated that the working requirement lets the Board know that he is safe to practice. Ms. Taxin reminded Mr. Dutton that he is to be working no less than 15 hours a week and no more than 40 hours a week.

Mr. Dutton responded that he understood the requirement.

An appointment was made for Mr. Dutton to meet again March 18, 2008.

10:45 A.M.
Kara L. Heugly, Probationary Interview

Kara Heugly, probationer, and Dee Heugly, her attorney son, met for Ms. Heugly probationary interview.

Board members and Division staff were introduced.

Ms. Protzman conducted the interview.

Ms. Protzman requested Ms. Heugly to briefly explain to the Board why she is meeting with the

Board today.

Ms. Heugly responded that she was summoned to meet with the Board for unprofessional conduct.

Ms. Protzman asked Ms. Heugly to explain further.

Ms. Heugly stated that she had a child in therapy before she knew there was a custody case. She stated that she was assigned by the Judge to conduct the custody evaluation and she was still doing therapy with the child. Ms. Heugly stated that her other son, who is an attorney, who lives in Price was also involved in the situation. She stated that she was also assigned by the courts to do therapy with another child and her other son was also hired as the attorney in that case. She stated that due to her other son being involved the appearance was that she was doing something underhanded. Ms. Heugly stated that in another situation she had met the husband who informed her that he had major drug problems and then he decided to get a divorce. She stated that she felt it was in the best interest for the children to be with their mother and she made that recommendation for custody.

Ms. Protzman commented that another part of the problem with the custody recommendations was that Ms. Heugly had not consulted with all parties prior to making the recommendations.

Ms. Heugly responded that Ms. Protzman was correct. She stated that she had her opinion but did not assess everything. She stated that she had met the father in one situation but made her recommendation based on allegations disclosed to her by the mother and another child.

Dr. Workman asked if Ms. Heugly's supervisor was aware of the custody recommendations she had made.

Ms. Heugly responded that she called the supervisor almost every time after meeting with these people to report and to ask his recommendations for her. She stated that the supervisor did not read her letter and he

did not read the clinical notes. She stated that she requested the supervisor to read her documentation but he said he was sure she was documenting correctly.

Ms. Taxin asked if Ms. Heugly understood the conflict.

Ms. Heugly responded that she no longer gives custody recommendations and does not take cases where her other son is involved as the attorney.

Ms. Taxin asked Ms. Heugly if there is a reason not to do custody evaluations as a therapist.

Ms. Heugly responded that she is not trained to do custody evaluations.

Mr. Workman requested Ms. Heugly to address the problem of being the custody evaluator and the therapist at the same time.

Ms. Heugly responded that she now understands that it is unfair to the other side if she is the therapist and doing a custody evaluation but she was trying to protect her client. She stated that the Judge asked the mother certain questions and required a home evaluation, parenting class and a drug and alcohol treatment plan. Ms. Heugly stated that she did not have documentation that the mother had completed any of those things. She stated that the child did not want to go with the mother and the child had been exposed to things that were way beyond what she should have been exposed to. Ms. Heugly stated that based on that information she recommended custody go to the father.

Ms. Taxin asked Ms. Heugly if she could explain her understanding of the Stipulation and Order.

Ms. Heugly responded that she understands that she must be under a supervisor. She requested Richard Mainord be approved as her supervisor. She stated that her supervisor will meet 2 times a week with her beginning Saturday. She stated that he will review an audio or video tape of her sessions, he will review 20% of her files and will submit monthly reports

starting in February until July 2008. Ms. Heugly stated that she understands that she and her supervisor must discuss dual relationships, boundaries, transference and counter-transference and he is to include information regarding those discussions in his reports. She stated that she also works with Wayne but he has not submitted a letter.

Ms. Taxin explained that Ms. Heugly will be required to have a supervisor at each location where she works. She stated that Richard Mainord, LCSW, has submitted a letter stating that he works at Four Corners and is willing to supervise Ms. Heugly and assist her in being successful in her probation. Ms. Taxin asked how many clients Ms. Heugly is currently seeing.

Ms. Heugly responded that she has 40 to 50 clients at this time. She explained that she is in private practice in the South part of Price and she also does substance abuse counseling and vocational rehabilitation. She explained that she has a waiting room with her secretary and her therapy office. Ms. Heugly stated that she has a file for each client.

Ms. Protzman asked if Ms. Heugly's supervisor will be coming to her office.

Ms. Heugly responded that Mr. Mainord has requested her to go to his home as he has an office in his home and he will come to her office when he reviews her files.

Ms. Taxin commented that the supervisor needs to come to her office at least every other time they meet.

Mr. Bischoff asked if Licensed Clinical Social Workers (LCSW's) can do custody evaluations.

Ms. Taxin responded that if trained the LCSW can do custody evaluations but cannot also be the therapist.

Mr. Workman commented that there is a panel that has rules against Professional Counselors

doing custody evaluations.

Ms. Heugly responded that she no longer wants to do custody evaluations as she is not trained on how to do them.

Ms. Taxin requested the Board to make a motion regarding approving Richard Mainord, LCSW, as Ms. Heugly's supervisor.

Ms. Heugly commented that she has called every mental health therapist in Price to find a supervisor.

Mr. Heugly stated that it is difficult in the Price area as there are not many options. He asked the Board if they thought Mr. Mainord would have a problem going to her office.

Mr. Workman asked Ms. Heugly how far away from Price Mr. Mainord lives.

Ms. Heugly responded that Mr. Mainord lives about 1 ½ miles from where she lives.

Ms. Taxin stated that the issue in supervision is for the supervisor to understand what she is doing in her practice and to relate that to the Board in the reports. She stated that if Ms. Heugly is going to the supervisor's site then he does not know how she is running her business and if he is approved as her supervisor then he needs to supervise. She stated that it is a public safety issue and the supervisor needs to see her at her office to review charts, her session, assess and make recommendations. She stated that another issue is that the proposed supervisor is an LCSW and not a Professional Counselor. She stated that he is appropriate as a supervisor but if there become issues then maybe the Board will need to address requiring a Professional Counselor to be her supervisor. Ms. Taxin stated that she mentioned this because her other supervisor was an LCSW and he voiced concern of the supervision differences of professions.

Mr. Workman recommended Ms. Heugly provide a

copy of the Professional Counselor Code of Ethics to Mr. Mainord to review in order for him to be aware of the differences between the two professions.

Ms. Taxin requested a letter from Mr. Mainord verifying that he has read the Professional Counselors Code of Ethics and the Laws and Rules. She stated that the goal is to get Ms. Heugly back on track to practice independently. She stated that maybe Ms. Heugly will have to locate a supervisor that is out of her immediate area.

Ms. Protzman made a motion to approve Richard Mainord as Ms. Heugly's supervisor and that they meet in her office for the first month twice a week and then review frequency and location at the next scheduled Board meeting.

Mr. Bischoff seconded that motion.

The Board vote was unanimous.

Ms. Taxin requested a letter from Mr. Mainord be sent to the Division after the first month addressing the supervision and what issues have been discussed with a recommendation of meeting weekly or to continue supervision twice a week. She stated that the supervision does not automatically change to weekly without the approval of the Board. Ms. Taxin stated that Mr. Mainord should also confirm by letter that he has read the Professional Counselor Code of Ethics and their Laws and Rules and is still willing to supervise Ms. Heugly and assist her in being successful in her probation. She stated that if it is determined that Ms. Heugly needs to have a Professional Counselor supervisor then she will need to locate one at that time. Ms. Taxin stated that the focus of the supervision needs to be in the realm of Professional Counseling as it will be an issue if she starts practicing outside the scope of her profession. Ms. Taxin stated that once the report and letter with recommendations are received then the Board may consider the recommendations. She stated that Mr. Mainord is welcome to call her with

any questions regarding Ms. Heugly's supervision.

Ms. Heugly responded that Mr. Mainord has supervised for about 30 years and probably is aware of what is involved to be a supervisor.

Ms. Taxin stated that he may not understand the supervision of a probationer and he may contact her for guidance.

Ms. Taxin asked Ms. Heugly to continue explaining the other requirements in her Stipulation and Order that she understands.

Ms. Heugly responded that she understands that she needs training in ethics. She stated that she has completed about 100 hours of Continuing Education (CE) since she met with Dee Thorell, the Investigator, and several of the courses were in ethics.

Mr. Heugly stated that the Board should be able to approve the required 10 hours in ethics by reviewing the hours Ms. Heugly has completed.

Ms. Taxin reminded Ms. Heugly that her hours must be pre-approved but she could count the hours for her regular CE requirements.

Ms. Heugly responded that again that she has completed 100 hours since July 2007. She stated that all the courses but 1 on ethics were approved by NBCC.

Ms. Protzman commented that all the hours were completed prior to Ms. Heugly signing the Stipulation and Order.

Ms. Taxin stated that Ms. Protzman was correct. She asked if the Board would accept any of the hours or if they would follow the Stipulation and Order requirement of the 10 hours in ethics being pre-approved and if they would accept on-line courses or require in person courses.

Mr. Workman asked Ms. Heugly to explain if the courses were on site at a CE conference or if they

were on-line courses.

Ms. Heugly responded that one was a DVD and the others were on-line courses. She stated that there is another ethics course in March 2008 through Cross Country, titled Pitfalls.

Ms. Taxin recommended the Board accept 4 hours that she has completed and require an additional 6 hours.

Ms. Heugly submitted an additional 6 hours for the Board to review.

Ms. Taxin asked Ms. Heugly to explain why she took so many courses.

Ms. Heugly responded that she was motivated by the possibility of losing her license or being on probation.

Mr. Heugly commented that he believes the supervision failed miserably for his Mother. He stated that in one of her contracts with troubled children she is required to make recommendations to the Judge and she was not comfortable making the recommendations. He stated that there is a lot of confusion regarding the supervision and he asked if there is any accountability regarding supervision within the profession.

Ms. Taxin responded that sometimes the therapist has to be willing to educate the Judges. She stated that this is Ms. Heugly's interview and the Board must interview Ms. Heugly to be sure she understands her Stipulation and Order and the requirements of her probation. She stated that there is a different forum for Mr. Heugly's questions and it is inappropriate to address his questions in Ms. Heugly's interview. Ms. Taxin stated that he could contact her later to discuss his questions and concerns.

Ms. Heugly commented that just before Christmas she was working at the Youth Village and was informed that she had to give a Judge a recommendation

regarding custody of one of the residents. She stated that she only wrote recommendations of what the child should do but nothing regarding the custody. Ms. Heugly stated that she was directed to write letters to the Judge but she went to visit the Judge and he informed her that she should not write letters to Judges.

Ms. Taxin asked ms. Heugly if she understands what she needs to do.

Ms. Heugly responded that she does understand.

Ms. Taxin asked the Board which course or courses the might accept from the list of courses Ms. Heugly has completed.

Ms. Protzman made a motion to accept 4 hours of CE from Essential Learning in Legal Issues for Mental Health Professionals.

Mr. Bischoff seconded the motion.

The Board vote was unanimous.

Ms. Protzman requested Ms. Heugly to write a short outline regarding what was covered in the course and submit that at her next appointment.

Ms. Heugly responded that she would write up an outline.

Ms. Taxin stated that Ms. Heugly has a copy of the Stipulation and Order. She stated that Ms. Heugly must make sure she is meeting all the requirements in the Stipulation and Order and meeting any deadlines. She stated that Ms. Heugly may ask questions during her appointments if she has any. Ms. Taxin asked if Ms. Heugly understands what is required of Mr. Mainord.

Ms. Heugly responded that she does understand what is required of Mr. Mainord.

Ms. Taxin asked the Board if they want to put a hold on the requirement of an evaluation at this

time and address that requirement later if necessary.

The Board agreed.

Ms. Taxin explained that the Board may address the Psychological Evaluation in the future if needed. She clarified that Ms. Heugly cannot supervise any University students or CPC Interns.

Ms. Heugly asked how long she would need to be on probation.

Ms. Taxin responded that her probation is for 2 years. She stated that if the Board determines requirements need to be reduced then they will address the issue at that time.

Ms. Heugly stated that the Stipulation and Order does not address how long she and Mr. Mainord will have to meet twice a month. She asked for clarification.

Ms. Taxin responded that the supervision is for the length of the probationary period.

Ms. Heugly asked if she would need to have another person approved as her supervisor if Mr. Mainord moves.

Ms. Taxin responded that Ms. Heugly would need to have another supervisor approved if Mr. Mainord moves. She stated that Ms. Heugly will also be required to submit a letter from the Youth Village supervisor that they have read the Stipulation and Order and are willing to support her in her probation.

Mr. Heugly asked Ms. Taxin to identify the section in the Stipulation and Order that requires a letter from all supervisors.

Ms. Taxin read the section to Mr. Heugly.

Mr. Heugly commented that Ms. Heugly does not really work at the Youth Village.

Ms. Taxin asked Ms. Heugly if she goes to the Youth Village and does therapy there or if the children come to her office for therapy.

Ms. Heugly responded that the children come to her office.

Ms. Taxin stated that the point is the people Ms. Heugly works with are aware of the probationary status. She stated that if they find out on their own they may ask why they were not informed. She stated that the Youth Village will need to acknowledge that they have read the Stipulation and Order since they refer patients to her. She stated that a report will not be required from them.

Mr. Heugly commented that Ms. Heugly is a 1099 employee and he cannot locate anything addressing the issue in Ms. Heugly's Stipulation and Order. He stated that he believes Ms. Taxin is adding additional requirements.

Ms. Taxin referred Mr. Heugly to section (h) in the Stipulation and Order which reads "Respondent shall notify any employer of Respondent's restricted status and the terms of this Stipulation and Order. Respondent shall provide a copy of this Stipulation and Order to Respondent's employer and cause Respondent's employer to acknowledge to the Division and Board in writing that a copy of the Order has been provided to the employer. The employer shall submit employer reports to the Division and Board on a monthly basis for the first six months and quarterly thereafter, or at such frequency as directed by the Division or Board. The employer shall write the Division and indicate whether the employer will provide the periodic employer reports." Ms. Taxin stated that at times the Stipulation and Order will not allow private practice for probationers. She stated that she reduced the report requirement from the Youth Village.

Ms. Heugly clarified that she is not employed as a therapist but contracts with Youth Village.

Ms. Taxin then stated Ms. Heugly should have Youth Village 1 letter of acknowledgment of the Order verses monthly reports.

Ms. Taxin stated that Ms. Heugly 's son is always welcome to attend the appointments with Ms. Heugly but the Stipulation and Order has been written and signed and that Board meetings are not a negotiation of requirements by a time the requirements are enforced. She stated that this is Ms. Heugly's probation and she is responsible to meet the requirements as written.

An appointment was made for Ms. Heugly to meet again March 18, 2008.

11:15 A.M.

Patricia Hatala, Education Review for Professional Counselor Licensing

Ms. Hatala met with the Board for the review of her education to determine if she meets requirements for Professional Counselor licensing.

Board members and Division staff were introduced.

Ms. Taxin asked Ms. Hatala to explain what she has completed.

Ms. Hatala responded that the way Ohio and Utah count the hours is different. She stated that in May 2001 she graduated and worked for 2 years, took the exam for Ohio in December 2003 and received her Professional Counselor license. Ms. Hatala stated that it appears that in Utah a graduate is required to obtain the CPC Intern license to obtain the hours and do not take the examinations for the CPC Intern license.

Ms. Taxin responded that Ms. Hatala is correct.

Ms. Hatala asked if the Ohio examination would be accepted.

Mr. Workman responded that the Ohio examination will not be accepted as it does not meet Utah's requirements.

Ms. Taxin stated that the Board added up the completed hours and determined Ms. Hatala is

deficient in the following areas:

- 1. Deficient hours to meet the Utah requirement of 4,000 hours of supervised experience.**
- 2. One of Ms. Hatala's supervisors did not complete the second section of the supervised experience form and that must be completed by the supervisor and signed.**
- 3. Ms. Hatala has not completed the required Examinations.**

Ms. Hatala responded that she contacted the supervisor who informed her that she consulted with an attorney who advised her that she would be a fool to sign the form as she would be attesting that Ms. Hatala is competent to practice.

Ms. Taxin commented that she has never come across this type of situation before. She stated that the supervisor is required to sign the form and documents if Ms. Hatala is competent to practice.

Ms. Hatala commented that the examination in Ohio is the Professional Counselor exam. She asked if her hours from the time she took the exam to present could be considered as she has 5,320 hours completed.

Ms. Taxin asked if Ms. Hatala submitted documentation of all those hours.

Ms. Hatala responded that the hours should have been documented by her supervisors on the forms that were submitted. She explained that she was being supervised, then went into private practice and did not like the private practice so went to work as an employee of an agency. She stated that the caseload was 80 to 100 clients. Ms. Hatala explained that while in her private practice her caseload was about 30 clients.

Ms. Taxin asked if Ms. Hatala was in private practice when she was an Intern.

Ms. Hatala responded that she was licensed as a Professional Counselor when she was in private practice. She stated that she worked at the Catholic

Charities with women who were abused. She stated that in her practice she worked on self-esteem with the women as with the violence these women had been exposed to they come out with no self-esteem. She explained that she did assessments, documentation, individual and group sessions and crises intervention.

Mr. Workman asked where Ms. Hatala received her supervised experience.

Ms. Hatala responded that she was supervised by an LCSW in Ohio as a Counselor. She stated that she did not count those hours as she did not need them to meet licensure requirements.

Mr. Workman asked if the hours she counted were the 3612 hours she submitted.

Ms. Hatala responded that he was correct. She stated that she does have additional hours she could submit.

Mr. Workman commented that Ms. Hatala has 3612 hours without the hours from the supervisor who would not sign. He stated that he believed the other 400 hours should be accepted.

Ms. Taxin responded that the issue is that the Board would be granting credit for hours that the supervisor did not sign were completed.

Ms. Hatala informed the Board that this supervisor has Lupus and she believes she is very stressed over her health issues. She stated that she has registered for the examinations and was informed that the study guides would be shipped overnight but she has not yet received the information.

Ms. Taxin stated that Ms. Hatala does not meet the requirements for the Professional Counselor license. She stated that Ms. Hatala could contact PSI for the information to take the examinations but still does not meet requirements for the license.

Ms. Taxin stated that the Board's options are:
1. Ms. Hatala does not meet Professional Counselor licensing requirements. The

Board may deny her application and she may reapply when she does meet requirements.

- 2. The Board could recommend the application type be changed to Certified Professional Counselor Intern, transfer the Fee and Ms. Hatala could work under supervision to collect the deficient hours and then apply for the Professional Counselor license.**
- 3. The Board could recommend Ms. Hatala be Allowed to request her application be withdrawn with no refund of the application fee and then apply again after she has met all requirements.**

Ms. Hatala responded that she would not mind having the CPC Intern license so that she is able to work.

Ms. Taxin stated that if Ms. Hatala wants the type changed to CPC Intern she would issue the CPC Intern license. Ms. Hatala could work until the deficient hours are completed and the examinations are passed and then apply again for the Professional Counselor license. Ms. Taxin stated that the Division would document that the 3612 hours have been accepted. She reminded Ms. Hatala that as a CPC Intern she must be under appropriate supervision. She explained that when Ms. Hatala reapplies her supervisor will be required to complete the supervision form to document the hours completed.

Ms. Hatala asked if it is difficult to obtain employment as an intern.

Ms. Taxin responded that it is not.

Mr. Workman responded that in most cases it is quite easy to obtain a position as a CPC Intern.

The Board recommended the application type be changed to CPC Intern with the fee transferred and the license be issued.

Mr. Workman explained that any mental health

therapist may be Ms. Hatala's supervisor.

Ms. Taxin recommended Ms. Hatala carefully read the Laws and Rules before she resubmits an application to be sure she understands the requirements.

11:40 A.M.

Lorri Lake-Ergle, Education Review for Certified Professional Counselor Intern Licensing

Ms. Lake-Ergle met with the Board for the review of her education to determine if she meets requirements for Certified Professional Counselor Intern (CPC Intern) licensing.

Board members and Division staff were introduced.

Mr. Workman stated that the Board has noticed that Ms. Lake-Ergle has a Masters degree in Educational Counseling from the University of Phoenix. He stated that as the Board reviewed Ms. Lake-Ergle's education they were unable to determine if she had completed some of the clinical counseling courses.

Ms. Lake-Ergle responded that he is correct. She explained that she did complete the University of Phoenix Bridge program that bridges the educational counseling program and the clinical counseling program. Ms. Lake-Ergle stated that the University of Phoenix reviewed her transcripts and recommended the courses that she should take. She submitted syllabi to verify the clinical courses. She stated that others in her classes have already received their CPC Intern licenses.

Ms. Taxin explained that the Board cannot address licensing qualifications of others. She stated that the Division and board are familiar with the University of Phoenix courses but noticed some courses on Ms. Lake-Ergle's transcripts that are unfamiliar.

Following the review of transcripts and course syllabi the Board determined Ms. Lake-Ergle has met education requirements for the CPC Intern license and recommended the license be issued.

12:15 P.M.

Brandon Condie, Education Review for completing deficient courses

The division was notified that Mr. Condie was involved in a traffic accident and would be unable to keep his appointment.

Ms. Taxin informed the Board that on May 25, 2006 the Board had reviewed Mr. Condie's application for Certified Professional Counselor Intern licensing and determined his education was deficient in the following areas:

1. Deficient 2 semester hours or 3 quarter hours in Professional Roles & Standards.
2. Deficient 2 semester hours or 3 quarter hours in Psychopathology and DSM Classification.
3. Deficient 2 semester hours or 3 quarter hours In Tests & Measurement Theory.
4. Deficient 2 semester hours or 3 quarter hours In Advanced Assessment of Mental Status.

Ms. Taxin stated that following the review of the education Mr. Condie requested the license type be changed to the Extern license and the Board recommended the license be issued in order for him to complete the deficient education. Ms. Taxin stated that the license type was changed to Extern and the license was issued on May 25, 2006 and will expire May 25, 2009. Ms. Taxin stated that Mr. Condie called to meet with the Board regarding his education as he would like to obtain the CPC Intern license but that he has not provided an application or verification that he has completed the deficient courses. She stated that Mr. Condie is currently an Extern, which allows him to work while he completes the courses. She stated that he may call for an appointment to meet at the March 2008 meeting.

Mr. Bischoff asked if the Board could request a job description from his current place of employment.

Ms. Taxin responded that the Board could ask.

Mr. Workman commented that as an Extern the hours worked will not count toward the required 4,000 hours of supervised experience.

Ms. Taxin responded that Mr. Workman is correct.

APPLICATIONS:

Kelly Jo Miller, Review completed courses for Certified Professional Counselor Intern (CPC Intern) Licensing.

Ms. Taxin explained that Kelly Jo Miller submitted an application for the CPC Intern license in November 2006. Ms. Taxin stated that Ms. Miller's education is a Masters degree in Psychology. She stated that the Board reviewed Ms. Miller's application on March 19, 2007 and determined Ms. Miller's education was deficient in at least 7 of the 15 required areas and recommended the application be denied. Ms. Taxin stated that the Board had recommended Ms. Miller review the education requirements and complete the required courses to have the knowledge to be a safe practitioner. She stated that the Board recommended Ms. Miller have her transcripts evaluated by a CACREP accredited program to determine the specific deficiencies in her education. Ms. Taxin stated that during a phone call in November 2007 with Ms. Miller she recommended Ms. Miller submit her transcripts with her degree posted and transcripts with all additional courses she has taken for the Board to review at the January 15, 2008 meeting to determine specific deficiencies in her education. She stated that she informed Ms. Miller that the Professional Counselor Extern license may only be issued to an applicant if their degree is a prerequisite for the Professional Counselor license and the Psychopathology and DSM course, the Advanced Courses in Assessment of Mental Status and the Internship of 900 clock hours of supervised counseling experience, of which 360 hours must be in the provision of mental health therapy, have been completed as the Board has determined that these courses are core courses for an applicant to safely practice mental health therapy. Ms. Taxin stated that the original application had been denied and Ms. Miller went through agency review. Ms. Taxin stated that, to date, Ms. Miller has not submitted any additional information for the Board to review and until Ms. Miller submits a new application and additional information there is nothing additional to be reviewed. She explained that there are times when people want to work but do not meet requirements and if the requirements are not met a license cannot be issued. Ms. Taxin stated that it is a public safety issue.

The Board thanked Ms. Taxin for the information and will review Ms. Miller's information if she resubmits a complete application

Sharon Ray, Extern

Ms. Taxin explained that Ms. Ray submitted an application for a Certified Professional Counselor Extern (CPC Extern) license. She stated that Ms. Ray did not submit the syllabi of all the courses to assist in the review. She stated that the degree is a Master of Science degree in Education from Eastern Illinois University with courses from the University of Dayton, Urbana and Wright State University.

Following the review of the transcripts and the syllabi that was provided the Board determined Ms. Ray's education is deficient in the following areas:

- 1. Deficient 2 semester hours or 3 quarter Hours in the area of Ethical Standards.**
- 2. Deficient 2 semester hours or 3 quarter Hours in the area of Professional Roles & Functions.**
- 3. Deficient 2 semester hours or 3 quarter Hours in the area of Group Therapy.**
- 4. Deficient 3 semester hours in the area of Therapeutic Methods and Interventions.**
- 5. Deficient 2 semester hours or 3 quarter Hours in the area of Psychopathology & DSM Classification.**
- 6. Deficient 2 semester hours or 3 quarter Hours in the area of a Foundation Course in Test and Measurement Theory.**
- 7. Deficient 2 semester hours or 3 quarter Hours in the area of Advanced Courses in Assessment of Mental Status.**
- 8. Deficient 6 semester hours or 9 quarter Hours in the area of the Internship which includes 900 clock hours of supervised counseling experience of which 360 must be in the provision of mental health therapy.**
- 9. Deficient in meeting the requirement of 60 semester hours or 90 quarter hours of counseling courses.**

The Board recommended Ms. Ray's application be

Denied based on Ms. Ray's education being deficient in the core areas and too many additional areas to practice mental health therapy safely.

DISCUSSION ITEMS:

David Stanley, Division Director

Mr. Stanley notified the Board that there will be some reorganizing of the professions in DOPL. He stated that a key Bureau Manager will be leaving and Ms. Taxin and Ms. McCall will be moved to work in that Bureau. He stated that Rich Oborn has been working as the Lien Recovery coordinator and will be the new Bureau Manager with Lee Avery, a Board Secretary, moving into Ms. McCall's position for the Professional Counselor's Board.

Mr. Stanley stated that there will also be some changes regarding the probations and Kent Barnes will be over that unit. He stated that more information will be available as that process continues.

The Board thanked Ms. Taxin and Ms. McCall for all they have done for the Professional Counselor Board.

The Board welcomed Mr. Oborn and Ms. Avery.

CPC Interns Supervising

Ms. Taxin explained that the Division has received several applications for Substance Abuse Counselor licenses that have had CPC Interns signing the supervised experience form as the mental health therapist. Ms. Taxin read the Law definition of a Mental Health Therapist to the Board (58-60-101-102(5), (a), (b), (c), (d), (e), (f), and (g)). She stated that this section does not list the CPC Intern as a mental health therapist. She explained that the Certified Social Worker is listed as a mental health therapist and may supervise a Substance Abuse Counselor.

Ms. Protzman commented that she understood that a mental health therapist had to be licensed 2 years prior to commencing supervising.

Ms. Taxin responded that the Professional Counselor, Licensed Clinical Social Worker and Marriage and

Family Therapist must be licensed 2 years prior to supervising in mental health therapy. However, the CSW may supervise an SSW or LSAC immediately. Ms. Taxin recommended the Board review the Law and Rules and possibly make recommendations to the Association regarding changing their Law for clarity.

FYI

Ms. Taxin reported that the Professional Counselors Law revisions have been prepared but the Association will hold off on making the changes. She stated that until the Law is changed some of the revisions in the Rules cannot be made.

Revised 2008 Board Meeting Schedule

Ms. Taxin informed the Board that due to some conflicts in schedules the 2008 Board meeting schedule will need to be revised.

The Board noted that due to conflicting schedules some dates for 2008 have been changed. The Board noted the following dates for the 2008 Board meeting schedule: March 18, May 20, July 1, September 2 and November 4, 2008.

Ms. Protzman request for Clarification.

Ms. Protzman stated that she was discussing CE requirements with a California Psychology licensee and he commented that the California Law requires 4 hours of specific CE in ethics in each renewal period. She asked if a similar requirement could be put into the Utah Rules.

Ms. Taxin responded that the Psychology Board has been working with her to revise their Rules and they requested 6 hours of specific ethics CE, 3 each year, to be included in their proposed Rules. She stated that the Board and Mr. Oborn may want to discuss that requirement being put into the Rules at a future Board meeting.

Next Meeting Scheduled For: March 18, 2008

ADJOURN: The time is 1:05 pm and the Board meeting is adjourned.

Note: These minutes are not intended to be a verbatim transcript but are intended to record the significant features of the business conducted in this meeting. Discussed items are not necessarily shown in the chronological order they occurred.

May 20, 2008
Date Approved

(ss) Dean Workman
Chairperson, Utah Professional Counselor Licensing Board

February 25 2008
Date Approved

(ss) Noel Taxin
Bureau Manager, Division of Occupational & Professional Licensing