



STATE OF ARIZONA
BOARD OF BEHAVIORAL HEALTH EXAMINERS
1400 WEST WASHINGTON, SUITE 350
PHOENIX, AZ 85007
PHONE: 602.542.1882 FAX: 602.542.1830
Website: www.az.gov
E-mail address: azbbhe@bbhe.state.az.us

JANE DEE HULL
Governor

DEBRA RINAUDO
Executive Director

COUNSELING CREDENTIALING COMMITTEE MEETING MINUTES
Friday, October 25, 2002

Members Present: Kirk Bowden, Diane Pruetz, Lisa Aumack, Susan Jernigan, Carolyn Brown
Staff Present: Debra Rinaudo, Patricia Reynolds, Marc Harris, A.A.G., Mary Wilson, Doreen Romney
Public Present: David Briggs, Michael Liebman, Stephanie Billman, Kit Komarek
Public by telephone: Diane Hudson, Kathleen Exelby, Frank Cummings, Charles Crawford

1. **Call to Order**

The meeting was called to order on October 25, 2002, at 9:07 a.m. with Mr. Bowden presiding.

2. **Roll Call**

See above.

3. **Review and Approval of Minutes**

Tabled

4. **Review, consideration and action of complaints and other disciplinary matters**

A. *2002-0027, Michael Liebman, CC-0142*

Ms. Reynolds summarized the facts of the case. Mr. Liebman appeared in person and addressed the committee. The complainant addressed the committee by telephone. Committee members requested that the professional provide additional billing documents within one week to Ms. Reynolds.

Following review and discussion by committee members, Ms. Pruetz moved, seconded by Mr. Bowden, to table this informal meeting to the November meeting. The motion passed unanimously.

B. *Kathleen Exelby, CC-0513*

Ms. Reynolds summarized the facts of the case. Ms. Exelby appeared by telephone and informed the committee that she did not disclose a past dismissed complaint on her renewal application because she did not read the question carefully.

Following review and discussion by committee members, Ms. Pruetz moved, seconded by Ms. Brown, to recommend to the Board to find a violation of A.R.S. 32-3251(9)(b), use of deceit in establishing qualifications, and to approve the renewal contingent upon the professional signing a consent agreement stipulating to an order of censure. The motion passed unanimously.

Ms. Rinaudo reported that at least one Board member wants the Board to run a bill that would give the Board the authority to issue a letter of concern so that the Board could have a non-disciplinary option regarding these types of issues. Stuart Goodman has advised that it would not be prudent to run such a bill this session with the licensure bill pending. The Board will discuss the issue in November.

Ms. Rinaudo reported that failing to disclose past dismissed complaint cases are 33% of the Board's adverse actions in 2002. These cases are taking large amounts of staff, committee and Board time to process.

Members agreed that the Board should consider revising the renewal questions to only request information on complaints issued by entities other than this Board.

C. *Charles Crawford*

Ms. Rinaudo summarized the facts of the renewal. Mr. Crawford is a CAC. Mr. Komarek, representing the Administrative Office of the Courts (AOC), appeared in person. Mr. Crawford and Mr. Cummings, Mr. Crawford's supervisor, addressed the committee by telephone.

Mr. Komarek stated that AOC requires 1 hour of supervision for every 10 hours of client contact if a subcontractor hired by one of their providers is not certified at the highest level. Mr. Komarek reviewed the requirements and process for the holders of AOC contracts who hire subcontractors.

Committee members questioned Mr. Cummings regarding the documentation he provided regarding his contract with Mr. Crawford.

Mr. Cummings stated that he was not aware that the AOC contract required supervision for subcontractors with lower level certifications. He now provides such supervision.

Following review and discussion, Ms. Pruetz moved, seconded by Mr. Bowden, to approve Mr. Crawford's renewal. The motion passed unanimously.

5. Report from the Chair and items for review, consideration, and possible action

None

6. Report from the Executive Director and/or staff

A. Empact's request for information

Ms. Rinaudo reported that Empact has requested additional information regarding supervision documentation requirements. Specifically, they have asked whether a supervisor can document clinical supervision hours provided by another supervisor.

Committee members agreed a supervisor can attest to clinical supervision by another supervisor if Empact maintains adequate documentation of all clinical supervision provided.

Staff will create an appropriate form for non-direct supervisors to complete.

The committee also indicated that field staffing is acceptable if properly documented.

B. Case-by-case review of independent practice issues

Ms. Rinaudo reported that the Board developed a substantive policy statement for independent contractors working in licensed behavioral health agencies. This committee considers a large number of cases of independent contractors who are not working for licensed behavioral health agencies. Committee members agreed that they consider each case under the same guidelines that are in the substantive policy statement regardless of whether the professional works for a licensed or non-licensed entity.

C. Licensure update

Ms. Rinaudo reported that the sunrise hearing is on November 21, 2002. There is a significant issue with ABCAC certified substance abuse counselors who have never acquired a CSAC threatening to oppose licensure. All other stakeholders are extremely supportive.

D. Revisions to licensure bill counseling requirements

Ms. Rinaudo reported that R4-6-501(G)(2) regarding curriculum requirements is not currently addressed in the licensure bill. The committee indicated that it was not necessary to include this requirement in the licensure bill.

7. Report from the Board and other committees

A. Board

8. National and regional trends and news regarding the profession(s)

None

9. Review, consideration and action of applications for renewal

None

10. Review, consideration and action of consent agenda for applications for inactive, extension and exam accommodation requests

Ms. Aumack moved, seconded by Ms. Brown, to approve the consent agenda, reviewed by Ms. Pruetz, granting a reassessment extension to Michael Thompson and a 60-day administrative deficiency extension to Becky Tomaszewski. The motion passed unanimously.

11. Review, consideration and action of applications for reassessment

Veronica Mills (7/3/02)

Following review of additional documentation, committee members agreed that Ms. Mills meets the requirements for Certified Associate Counselor.

Rita Silverberg (1/31/02)

Following review of additional documentation, committee members agreed that Ms. Silverberg meets the requirements for Certified Professional Counselor.

Carolyn Leifson (12/21/01)

Following review of additional documentation, committee members agreed that Ms. Leifson meets the requirements for Certified Professional Counselor.

12. Review, consideration and action of applications for certification

A. Stephanie Billman (Independent contractor documentation)

Committee members reviewed the documentation submitted by Ms. Billman. Members agreed that the supervised work experience provided is acceptable.

Appeals

➤ *Kathleen Whitehead, September 27, 2002, initial denial*

Committee members reviewed the file and requested that the professional submit the syllabus for PSY595 for the semester that her transcript reflects that she took the class.

➤ *Matthew Kalatsky, August 23, 2002, initial denial*

Following further review, members agreed that the professional will meet the requirements for Certified Professional Counselor after passing the examination.

➤ *Jason Feirstein, August 23, 2002, initial denial*

Following further review, members agreed that the professional will meet the requirements for Certified Associate Counselor after passing the examination.

Committee members discussed denial letters. When an applicant is denied for curriculum deficiencies, the denial letter will state that, if professionals choose to appeal, they must submit the syllabus and a copy of the table of contents and the name of the text from the course they want considered. An applicant is welcome to submit additional information, such as a letter from the professor, but it is not required.

Ms. Pruetz moved, seconded by Ms. Brown, to recommend to the Board to approve the following nineteen applicants as Certified Professional Counselors:

Stephanie Billman	Carolyn Leifson	Thelma Landrum	Thomas Romero
Rita Silverberg	Katherine Bogushesky	Becky Tomaszewski	Joaquin Parra
Catherine Lewkowitz	Hyrum Knudsen	Deanna Nettles	Marji Collins
Virginia Gatundu	Laura Potter	Robin Memel-Fox	James Griffiths
Brian Morgan	Christine Herb	Ann Piedra	

The motion passed unanimously.

Ms. Pruetz moved, seconded by Ms. Brown, to recommend to the Board to approve Matthew Kalatsky, Loretta Dunn and Laura Lasko as Certified Professional Counselors, after providing a passing score on the required exam. The motion passed unanimously.

Ms. Pruetz moved, seconded by Ms. Allanson, to recommend to the Board to approve Veronica Mills, Julia Spain, Alysson Zatarga, Rebecca Taniel and Kelly Marley as Certified Associate Counselors. The motion passed unanimously.

Ms. Pruetz moved, seconded by Ms. Brown, to recommend to the Board to approve the following seven applicants as Certified Associate Counselors after providing a passing score on the required exam:

Judith Campanaro	Ceah Ure	Kathleen MacLeod	MaryJo Fleming
Jason Fierstein	LuAnn Gifford	Debra Burklund	

The motion passed unanimously.

Ms. Brown moved, seconded by Ms. Pruetz, to deny Paula Pingel-Kruger, Ellen Dugan, Beatrice Raymond, Loren Froehlich and Linda Rodgers, based on uncorrectable deficiencies. The motion passed unanimously.

13. Future agenda items

None

14. Call for public comment

None

15. Establishment of future meeting date(s)

The next meetings are scheduled for November 22, 2002, at 9:00 a.m. in room B-2, and December 20, 2002, at 12:30 p.m. in room B-2.

16. Adjournment

Ms. Aumack moved, seconded by Ms. Brown, to adjourn. The motion passed unanimously and the meeting was adjourned at 1:30 p.m.

Diane Pruetz
Secretary/Treasurer

Date