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JANET NAPOLITANO
Governor

GAIL CHASE
Board Chair

DEBRA RINAUDO
Executive Director

SOCIAL WORK CREDENTIALING COMMITTEE MEETING MINUTES
Friday, June 6, 2003

Members Present: Roberta Gastineau, Cedric Davis, Peggy Schwartz, Laura Masters
Staff Present: Debra Rinaudo, Marc Harris, A.A.G., Patricia Reynolds, Diane Williams, Mary Wilson
Members Absent: Joy Shearman
Public Present: Miriam de Levie, John Thornton, Kathy Parker, David Parker, Holly Gieszl, Sandra Leal, Patricia Bonnay, Scott Anderson, Anna Maria Anderson

1. Call to Order

The meeting was called to order on June 6, 2003, at 1:31 p.m. with Ms. Gastineau presiding.

2. Roll Call

See above.

3. Review and Approval of Minutes

Dr. Davis moved, seconded by Ms. Schwartz, to approve the general meeting minutes from May 2, 2003. The motion passed unanimously.

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

A. Patricia Bonnay, SW-10313M

Ms. Rinaudo summarized the facts that were discovered during the processing of Ms. Bonnay's CISW application. Ms. Bonnay appeared in person with her attorney, Ms. Gieszl, and her clinical supervisor, Ms. Leal.

It appears that Ms. Bonnay was in private practice and continued to operate in her private practice after receiving two notices from the Board that it was a violation of Board rules. Ms. Bonnay also maintained confidential client files from Cummings & Associates without the clients' knowledge or permission. Ms. Bonnay also shared confidential client records with her supervisor without the consent or knowledge of the clients.

Following review and discussion by committee members, Ms. Masters moved, seconded by Dr. Davis, to open a complaint to investigate a possible violation of A.R.S. §32-3251(10)(j), as it relates to duplication of records without client permission, A.R.S. §32-3251(10)(l), as it relates to failure to comply with the independent practice prohibition, and A.R.S. §32-3251(10)(e), as it relates to breaching client confidentiality. The motion passed unanimously.

B. 2002-0046, Miriam de Levie, SW-1778I

Ms. Reynolds summarized the facts of the complaint. Ms. De Levie and her attorney, Mr. Thornton, appeared in person and addressed the committee. The complainant (father) and his wife appeared in person and addressed the committee. The mother and stepfather appeared on behalf of the professional.

Following review and discussion, Ms. Schwartz moved, seconded by Dr. Davis, to recommend to the Board to find a violation of:

A.R.S. §32-3251(10)(i), any conduct or practice contrary to the recognized standards of ethics, as it relates to the NASW Code of Ethics 1.03(a), for failing to obtain a written consent to treat ShA and AA;

A.R.S. §32-3251(10)(i), any conduct or practice contrary to the recognized standards of ethics, as it relates to the NASW Code of Ethics 1.06(d), for failing to obtain a written consent regarding interviews with SA, KP and Mr. P, failing to inform them in writing of the limits of confidentiality, and failing to obtain a written release of information when she wrote letters to the ADR or testified in court;

A.R.S. §32-3251(10)(i), any conduct or practice contrary to the recognized standards of ethics, as it relates to the NASW Code of Ethics 1.07(b), for failing to obtain a written release of information to release information when she provided treatment summaries to the ADR;

A.R.S. §32-3251(10)(i), any conduct or practice contrary to the recognized standards of ethics, as it relates to the NASW Code of Ethics 1.07(d), for failing to inform SA and the other parties in writing when she provided treatment summaries to the ADR or testified in court;

A.R.S. §32-3251(10)(i), any conduct or practice contrary to the recognized standards of ethics, as it relates to the NASW Code of Ethics 1.07(e), for failing to warn all parties in writing regarding the limits of confidentiality;

A.R.S. §32-3251(10)(i), any conduct or practice contrary to the recognized standards of ethics, as it relates to the NASW Code of Ethics 1.07(f), for failing to inform parties in writing that confidential information would be shared with others and that she could not guarantee the information would remain confidential;

A.R.S. §32-3251(10)(i), any conduct or practice contrary to the recognized standards of ethics, as it relates to the NASW Code of Ethics 2.06(b), for failing to document in the file that she informed KP she could no longer treat her children and for failing to provide an orderly transfer of treatment;

A.R.S. §32-3251(10)(i), any conduct or practice contrary to the recognized standards of ethics, as it relates to the NASW Code of Ethics 3.04(a), for failing to keep appropriate records; and,

A.R.S. §32-3251(10)(i), any conduct or practice contrary to the recognized standards of ethics, as it relates to the NASW Code of Ethics 3.04(b), for missing progress notes and limited documentation.

The motion passed unanimously.

Ms. Schwartz moved, seconded by Dr. Davis, to recommend to the Board to offer a consent agreement that stipulates:

- 12 clock hours of documentation training;
- Training to be completed within six months;
- All costs to be borne by Ms. De Levie.

The motion passed unanimously.

C. 2002-0041, Diane Anderson, SW-09041
Tabled

The committee took a break from 3:50 – 4:00 p.m.

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

No report

6. Report from the Executive Director and/or staff

A. *General Agency Operations*

No report.

B. *Update on licensure*

No report.

C. *Review of HB2361*

Tabled

D. Schedule extra meeting in June 2004

Ms. Rinaudo reported that, due to the licensure bill going into effect on July 1, 2004, it appears likely that there will be applications outstanding during the month of June. In order to have the agency in a position to certify all qualified applicants, a Social Work Credentialing Committee meeting has been scheduled for June 24, 2004, to review certification applications.

E. Change scheduled time and date of monthly meeting

Ms. Rinaudo reported that there are several complaints scheduled for each social work meeting for the next several months. Because of the time required to hear each complaint and the additional time required to review the increased number of applications, Ms. Rinaudo suggested moving the Social Work Credentialing Committee's regularly scheduled monthly meeting to a different day.

Following discussion, members agreed that beginning in August the committee will meet on the second Friday of each month from 9:00 a.m. to 3 p.m.

7. Report from the Board and other committees

A. Board

No report.

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

None

9. Review, consideration and action of supervision/work experience and/or exemptions

A. Katherine Parks-Correll

Ms. Gastineau moved, seconded by Dr. Davis, to accept 75 hours provided by Dan Cowley. The motion passed unanimously.

B. Cristina Simpson

Ms. Gastineau moved, seconded by Ms. Schwartz, to accept 75 hours provided by Sean Flinn. The motion passed unanimously.

C. Luis Lerma

Ms. Gastineau moved, seconded by Ms. Masters, to accept 75 hours provided by Donald Miretsky. The motion passed unanimously.

10. Review, consideration and possible action regarding renewals

A. Barbara Stone

Ms. Reynolds summarized the facts of the renewal.

Following review and discussion by committee members, Ms. Gastineau moved, seconded by Ms. Schwartz, to approve the renewal application with no restrictions. The motion passed unanimously.

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

Dr. Davis moved, seconded by Ms. Masters, to approve the consent agenda as reviewed by Ms. Gastineau, granting exam extensions to Michael Harmon and Melvin Taylor, a 2nd 60-day deficiency extension to Jane Angell, and inactive status to Geraldine Jones. The motion passed unanimously.

12. Review, consideration and possible action regarding exam accommodations

Carol McCracken

Ms. Gastineau moved, seconded by Dr. Davis, to approve the request for exam accommodations because the applicant is blind. The motion passed unanimously.

13. Review, consideration and action of applications for certification

Patricia Bonnay, CISW applicant

Ms. Rinaudo summarized the supervision documentation that was provided. Ms. Bonnay appeared in person with her attorney, Ms. Gieszl, and her supervisor, Ms. Leal.

Following review and discussion by committee members, the committee accepted 366 hours of work experience and 7.5 hours of clinical supervision in 17 months obtained while working at Cummings & Associates and 10 hours of clinical supervision provided by Tamara Rounds. An additional 2 hours of clinical supervision from Ms. Rounds may be accepted if appropriate documentation is submitted.

The committee did not accept other work experience and clinical supervision submitted by the professional for the following reasons:

1. Clinical supervision hours by Sandra Leal -- the supervisor failed to maintain appropriate documentation substantiating the supervision hours provided;
2. The Learning Institute -- no evidence of clinical supervision during this work experience;
3. Village High School and Summit High School – the professional worked as an independent contractor for a non-behavioral health entity; and
4. Insights – private practice hours obtained in violation of the independent practice prohibition.

Dr. Davis moved, seconded by Ms. Masters, to recommend Anne Lipp and Deborah Sitbon to the Board for certification as Certified Master Social Workers. The motion passed unanimously.

Ms. Gastineau moved, seconded by Dr. Davis, to recommend Kimberly Hubbard to the Board for certification as a Certified Bachelor Social Worker after passing the required exam. The motion passed unanimously.

Dr. Davis moved, seconded by Ms. Schwartz, to recommend the following eight applicants to the Board for certification as Certified Master Social Workers after passing the required exam:

Maria Deeths	Tracey Olsen	Kelley Galeano	Teresa Young
Carol McCracken	Suzanne Hyde	Lorelei Jenkins	Mindy Wakefield

The motion passed unanimously.

Ms. Masters moved, seconded by Ms. Gastineau, to recommend the following twelve applicants to the Board for certification as Certified Independent Social Workers after passing the required exam:

Jane Angell	Alicia Herzog	Cristina Simpson	Lisa Trzebiatowski
Blythe Fitzharris	Sandra Nettles	Luis Lerma	Katherine Parks-Gorrell
Virginia Gonzales	Melisa Long	Corey Cristopherson	Barbara Escalante

The motion passed unanimously.

Ms. Schwartz moved, seconded by Dr. Davis, to recommend the following six applicants to the Board for certification as Certified Independent Social Workers.

Mary Wood	Richard Chaney	Chantay White
Norma Paulic	Robin Bernier	Diane Van Cornwell

The motion passed unanimously.

Ms. Masters moved, seconded by Dr. Davis, to deny Patricia Bonnay for uncorrectable deficiencies. The motion passed unanimously.

14. Future agenda items

None

15. Call for public comment

None

16. Establishment of future meeting date(s)

The next meeting is scheduled for July 11, 2003, at 1:30 a.m. in room B-2.

17. Adjournment

Ms. Gastineau moved, seconded by Ms. Masters, to adjourn. The motion passed unanimously and the meeting was adjourned at 5:50 p.m.

Cedric Davis
Secretary/Treasurer

Date