

LOUISIANA STATE BOARD OF
SOCIAL WORK EXAMINERS

IN THE MATTER OF
COURTNEY V. POLK
LICENSE NO. 12424

COMPLAINT NUMBER 2016-30

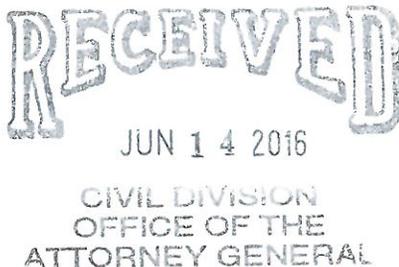
CONSENT AGREEMENT AND ORDER

WHEREAS, Courtney V. Polk, (“Ms. Polk”) is a credentialed social worker subject to the jurisdiction and rules and regulations of the Louisiana State Board of Social Work Examiners (the “Board”); and

WHEREAS, pursuant to a complaint and an administrative investigation, Ms. Polk has indicated her desire to resolve this matter through a Consent Agreement and Order as provided for in Rule No. 907 of the Board’s Rules, Standards and Procedures and La. R.S. 49:955(D) of the Louisiana Administrative Procedure Act; and

WHEREAS, Ms. Polk has admitted the following:

1. Ms. Polk is a Certified Social Worker (“CSW”), licensed by the Board to engage in the practice of social work in the State of Louisiana pursuant to the Social Work Practice Act, La. R.S. 37:2701 *et seq.*, as evidenced by License No. 12424.
2. At the time of the facts and matters alleged herein, Ms. Polk was engaged in the practice of social work as mental health professional at Divine Intervention Rehabilitation, LLC.
3. Ms. Polk was responsible for providing services to clients and completion of documentation of client files, including service sheets signed by clients, parents and/or guardians.



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Initial: *CP*

4. Ms. Polk falsified services sheets by forging signatures of clients, parents and/or guardians for three separate clients.
5. Ms. Polk billed for the services she did not provide for these clients.
6. On August 26, 2015, Ms. Polk was terminated from her employment at Divine Intervention Rehabilitation, LLC.
7. At the time of her termination, Ms. Polk was advised to return all client files to Divine Intervention Rehabilitation, LLC.
8. To date, Ms. Polk has not returned the client files.

WHEREAS, by falsifying services sheets, failing to provide services and billing for services she did not provide, Ms. Polk violated Rules 111(G)(1), 111(G)(5) and 121(B) which is cause for disciplinary action pursuant to La. R.S. 37:2717(A)(5);

WHEREAS, by falsifying services sheets, failing to provide services and billing for services she did not provide, Ms. Polk's actions were detrimental or potentially detrimental to clients, which is cause for disciplinary action pursuant to La. R.S. 37:2717(A)(7) and La. R.S. 37:2717(A)(10);

WHEREAS, by falsifying services sheets, failing to provide services and billing for services did not provide, Ms. Polk's conduct was unprofessional and unethical conduct as defined in the rules and regulations adopted by the Board, which is cause for disciplinary action pursuant to La. R.S. 37:2717(11);

WHEREAS, by failing to return client files, Ms. Polk violated Rules 111(G)(1), 111(G)(6) and 121(B) which is cause for disciplinary action pursuant to La. R.S. 37:2717(A)(5);

WHEREAS, Ms. Polk has indicated her desire to resolve this matter through a Consent Agreement and Order;

WHEREAS, the undersigned Assistant Attorney General has confirmed the respondent's desire to resolve this matter through a Consent Agreement and Order;

IT IS HEREBY ORDERED that in consideration of the foregoing and pursuant to the authority vested in the Board by La. R.S. 49:955(D), the Board orders and Ms. Polk accepts the following administrative action which is a final decision pursuant to La. R.S. 49:958:

1. Ms. Polk's license shall be suspended for six (6) months from the date all parties sign this Consent Agreement and Order.
2. Ms. Polk's license shall be on probation until she completes two (2) years of supervision of her social work practice.
 1. During the period of probation, Ms. Polk shall provide a copy of this Consent Agreement and Order to her employer. Ms. Polk shall be responsible for ensuring her employment supervisor submits a signed statement to the Board acknowledging that he or she has received a copy of this Consent Agreement and Order from Ms. Polk.
3. Upon re-entering the workforce and once again practicing social work, Ms. Polk shall complete one (1) hour of supervision of her social work practice once a month during her twenty-four (24) months of probation by a LCSW-BACS pre-approved by the Board. The supervision shall include focus on documentation, ethical practice, and obligation of license. Ms. Polk shall submit to the Board the name of the potential supervisor and his/her resume within fifteen (15) days of resuming the practice of social work. The potential supervisor shall submit a letter stating his/her acceptance of the provision of said supervision and stating he/she is not, nor previously been, professionally or personally affiliated with Ms. Polk prior to this request for supervision. The supervisor shall submit quarterly supervision reports to the Board documenting dates met for

supervision, topics addressed and progress made in supervision. Ms. Polk shall be responsible for all costs associated with supervision.

4. Should Ms. Polk be issued a credential as a Licensed Master Social Worker during her twenty-four (24) months of supervised probation, she shall be prohibited from obtaining supervision required for Licensed Clinical Social Work licensure during her twenty-four (24) months of supervised probation.
5. Ms. Polk shall complete a total of nine (9) hours of continuing education: three (3) hours on the subject of record keeping and six (6) hours on the subject of ethics. These hours are to be pre-approved by the Board prior to completion. This continuing education is in addition to the annual hours of continuing education required to maintain her CSW. Ms. Polk shall provide the Board with evidence of attendance within one (1) year after all parties sign this Consent Agreement and Order.
6. Ms. Polk shall pass the Board's Open Book Examination on the Social Work Practice Act and Rules, Standards & Procedures within ninety (90) days after the date that all parties sign this Consent Agreement and Order. This exam is available on the Board's website at www.labswe.org.
7. Ms. Polk shall pay all investigative and legal costs associated with Complaint No. 2016-30 in the amount of ONE THOUSAND THREE HUNDRED FORTY-TWO DOLLARS AND THIRTY-EIGHT CENTS (\$1,342.38) within one (1) year from the date all parties sign this Consent Agreement and Order. The payments shall be made on a quarterly basis with the first payment due within ninety (90) days from the date all parties sign this Consent Agreement and Order. There shall be no pre-payment penalty.

8. Ms. Polk specifically acknowledges that failure to comply with the terms of this Consent Agreement and Order may result in a denial, revocation, or suspension of any license, certificate, or registration issued by, or applied for, in accordance with La. R.S. 37:2717.

Waiver of Rights. Licensee is aware that she has the right to consult with an attorney of her choice and understands she has the right to an administrative hearing on the facts in this case. She understands and agrees that by signing this Agreement, she is waiving her rights to a hearing. Further, she understands and agrees that she is relieving the prosecutor of any burden it has of proving the facts admitted above. Licensee further understands and agrees that by signing this Agreement she is voluntarily and knowingly giving up her right to present oral and documentary evidence, to present rebuttal evidence, to cross-examine witnesses against her, and to appeal the Board's decision.

Effect of Non Acceptance of Agreement. Licensee and the prosecutor agree that this Consent Agreement and Order is subject to the approval of the Board. They agree that, if the Board rejects this agreement, it will be void, and an Administrative Complaint may be filed. If this agreement is rejected by the Board it will not constitute a waiver of licensee's right to a hearing on the matters alleged in an administrative complaint and the admissions contained herein will have no effect. Licensee agrees that, if the Board rejects this agreement, the Board may decide the matter after a hearing, and its consideration of this agreement shall not alone be grounds for claiming that the Board is biased against him/her, that it cannot fairly decide the case, or that it has received ex parte communication.

Address of Board. All payments ordered and any reports required by this Consent Agreement and Order shall be addressed to: Louisiana State Board of Social Work Examiners, 18550 Highland Road, Suite B, Baton Rouge, Louisiana 70809.

IT IS HEREBY FURTHER ORDERED that this Consent Agreement and Order shall take effect immediately upon its adoption by the Board and is a public record of the Board. The terms of this Consent Agreement and Order may be published and reported, including but not limited to, the LABSWE Newsletter, the Association of Social Work Boards (ASWB), and the National Practitioner Data Bank-Healthcare Integrity and Protection Data Bank (NPDB-HIPDB

The prosecutor acknowledges negotiation and preparation of this Consent Agreement and Order in order to resolve, with prejudice, all matters for which the social worker could be charged under Complaint 2016-30 and further certifies that this Consent Agreement and Order is consistent with the evidence, adequately addresses the complaint, and represents a true and correct statement of that which could be proven at a hearing of this matter.

DATED: 8/3/16

Madeline Carbonette
Madeline Carbonette
Assistant Attorney General
Prosecutor

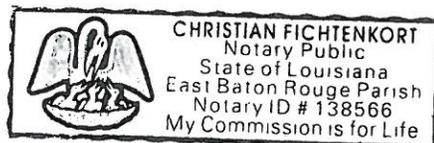
I, Courtney V. Polk, have read the Consent Agreement and Order, understand it, and agree to be bound by its terms and conditions. I specifically acknowledge that failure to comply with the terms of the Consent Agreement and Order may result in revocation or suspension of my license. The admissions contained herein will be considered proven and the only issue will be failure to follow the terms of the Consent Agreement and Order.

DATED: June 3, 2016

Courtney V. Polk, CSW
Courtney V. Polk, CSW

SUBSCRIBED AND SWORN TO before me this 3 day of June, 2016, at New Orleans, Louisiana.

Christian Fichtenkort
Notary Public
Print Name: Christian Fichtenkort
My commission expires: Commissioned for life

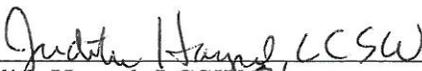


ORDER

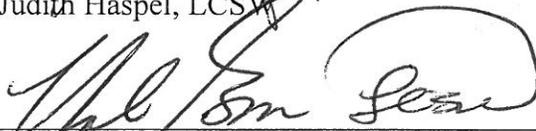
The Louisiana State Board of Social Work Examiners, having examined the Consent Agreement and Order, Case No. 2016-30, adopted the Consent Agreement and Order in this matter.

DATED this 5th day of August, 2016 in Baton Rouge, Louisiana.

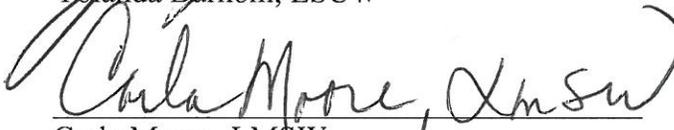
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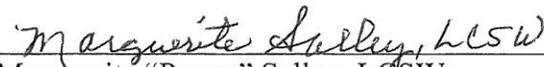
Judith Haspel, LCSW



Yolanda Barnom, LSCW



Carla Moore, LMSW



Marguerite "Peggy" Salley, LCSW



Robert Showers, RSW



John Shalett, LCSW-BACS



Paulette Walker, M.Ed., Public Member