

# PELTS, KIRKHART ASSOCIATES, LLC

NANCY B. TIMM, LCSW  
Clinical Social Worker

April 14, 2023

LABSWE  
18550 Highland Road  
Baton Rouge, Louisiana 70809

To Whom It May Concern:

Courtney Nathan has asked me to write a letter of recommendation for her company, Professional Development Network (PDN), for approval as a provider of continuing education in Louisiana. Courtney has impressed me over the years with her intelligence, sensitivity and perseverance. I have known Courtney for more than 25 years and I am pleased to highly recommend her company for approval by the LABSWE Board.

PDN offers affordable continuing education credits covering a variety of mental health issues. I have attended several of her workshops and participated as a presenter. Courtney is dedicated to enlisting therapists from Louisiana and I found her easy to work with when involved as a presenter. She is capable and extremely organized.

If you have any questions, please feel free to contact me and I would be glad to discuss this recommendation in greater detail.

Respectfully Yours,

  
Nancy B. Timm, LCSW, BACS  
License # 1859



# LOUISIANA

## STATE BOARD of SOCIAL WORK EXAMINERS

March 27, 2023

Professional Development Network  
Att: Courtney Nathan, LCSW  
20 Castle Pines Drive  
New Orleans, LA 70131

Re: Application for CE Approval Organization

Dear Ms. Nathan,

The Louisiana state Board of Social Work Examiners reviewed your application for Continuing Education Approval Organization at their meeting held March 24, 2023. The board has denied your application. After reviewing your application, members of the board stated the letters of reference should come from someone that is not affiliated with your organization. Upon receipt of a letter of reference to replace the letter from Kristen Chawla, LCSW, the board will reconsider your application.

If you have any questions or concerns, please feel free to contact our office.

Sincerely,

Regina M. DeWitt  
Administrative Assistant

## Application for Continuing Education Approval Organization

## Section A: Organizational Information

Professional Development Network  
Name of Organization  
Courtney Nathan  
Name of Director/President  
20 Castle Pines Drive New Orleans LA 70131  
Mailing Address City/State Zip  
504 / 512-8006  
Physical Address (if different from above) City/State Zip  
Telephone cnathan5@cox.net Fax www.pdnprograms.com  
Email Address Website

Organization applying for Continuing Education Approval Organization status must have a significant and continual affiliation with the social work profession. Please indicate that which applies:

☒ Professional Social Work Organization ☐ Social Work Service Provider  
☐ CSWE Accredited School of Social Work

Organization applying for Continuing Education Approval Organization must have three (3) letters of references from any combination of the following:

☐ Professional Social Work Organization ☐ Social Work Service Provider  
☐ CSWE Accredited School of Social Work

## Section B: Continuing Education Program

Review and approval of continuing education applications from continuing education providers must be completed by a credentialed social worker. Identify the social worker assigned to administer this process for the organization.

Susan Courtney Nathan  
Name/Social Work Degree/Social Work Credential  
President of Professional Development Network  
Relationship to Organization  
20 Castle Pines Drive New Orleans LA 70131  
Mailing Address City/State Zip  
504 / 512-8006  
Physical Address (if different from above) City/State Zip  
Telephone cnathan5@cox.net Fax  
Email Address

## Section C: Approval Guidelines, Process and Agreement

Protocol for receiving request for approval from education presenters:

- Organization will provide LABSWE Continuing Education Approval Application to education presenters upon request.
- LABSWE Continuing Education Approval Application may be mailed, faxed, sent electronically and/or published on Organization website.
- Organization will accept only LABSWE Continuing Education Approval Applications, completed in its entirety and accompanied by required documentation.

Process by which Organization will study and assess the proposed education offering:

- Organization will review application and supporting documentation to determine that it meets all standards and guidelines established in "Criteria for Approving Continuing Education Offerings" and "Guide for Assessment of Continuing Education."

As each organization is structured and staffed differently, organizations shall determine timeline for administering the continuing education program.

- Describe time limit set for making a decision on an educational offering's suitability:

*Decisions will be made within two weeks of an application.*

As each organization is structured and staffed differently, organizations shall determine their own fees, if any, charged for these services.

- Describe fees agency will charge to process Continuing Education Applications:

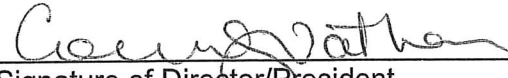
*Fee for services will be \$75 per application.*

## Section D: Authority

Submission of this signed application certifies that the Organization has studied the "Criteria for Approving Continuing Education Offerings" and "Guide for Assessment of Continuing Education," and determined that the Organization is prepared to assess continuing education opportunities by these guidelines on a timely bases; and has ample storage to maintain all continuing education records for a minimum of three years, and in accordance with Louisiana law. Organization understands that if approved, the organization will be given authority to pre-approve social work continuing education for three (3) years. After three (3) years, the organization shall reapply to the Board if interested in maintaining designation as a pre-approving body. Organization agrees to comply with scheduled LABSWE Continuing Education audits and submit a list of all approved programs to the board office for current collection period by July 15 of each year. Organization agrees to notify LABSWE within thirty (30) days if any information submitted on this application changes. Organization understands that approval is granted at the discretion of the Board and may be revoked if Organization is found to be out of compliance with any aspect of established guidelines.



This designation also designates the organization as an approved provider of continuing education. This designation will be authorized for three (3) years from the date LABSWE approves the application.

  
\_\_\_\_\_  
Signature of Director/President

3.2.23  
\_\_\_\_\_  
Date

Submit completed and signed application, along with three (3) reference letters, to:

Louisiana State Board of Social Work Examiners  
18550 Highland Road, Suite B  
Baton Rouge, Louisiana 70809

For LABSWE office use only:

Application Received \_\_\_\_\_ Application Reviewed \_\_\_\_\_ Application Approved/Denied \_\_\_\_\_  
Approval Expires \_\_\_\_\_

Louisiana State Board of Social Work Examiners  
18550 Highland Road, Suite B  
Baton Rouge, LA 70809  
socialwork@labswe.org

Dear LABSWE,

I am writing to share my recommendation of Courtney Nathan and the Professional Development Network (PDN) as a Continuing Education Approval Provider for the LABSWE.

I have worked with Courtney through PDN for many years and she is responsible, organized and capable in her work. Courtney has managed programs in Louisiana for over 25 years through work with Jewish Family Service and through her company, PDN. She has much experience and will be a reliable and trustworthy provider.

I endorse Courtney as a provider.

Sincerely,



Kristen C. Chawla, LCSW



**Kristen C. Chawla, LCSW | Director of Engagement**

[kchawla@kippneworleans.org](mailto:kchawla@kippneworleans.org) | c: 504-390-1400 | o: 504-373-6269

1055 St. Charles Avenue | Suite 400 | New Orleans, LA 70130

[www.kippneworleans.org](http://www.kippneworleans.org)



Deena Y. Gerber, LCSW, BACS  
7441 Jade Street  
New Orleans, LA 70124  
[deenagerber@gmail.com](mailto:deenagerber@gmail.com)

March 5, 2023

LABSWE  
18550 Highland Road, Suite B  
Baton Rouge, LA 70809

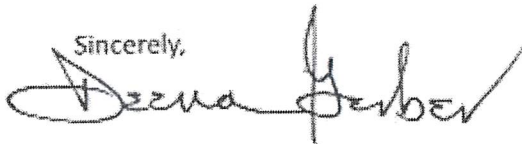
To Whom It May Concern:

I am writing to share my recommendation of Courtney Nathan and the Professional Development Network as a Continuing Education Approval Provider for the LABSWE.

I have known Courtney through PDN and Jewish Family Service for many years. She is responsible, organized, and capable in her work. I have worked with Courtney as her supervisor at Jewish Family Service, and as a presenter for PDN. She is dependable, skillful and adheres to the highest ethical standards. Courtney has managed programs in Louisiana for over 25 years through work with Jewish Family Service and through her company, PDN. She has much experience and will be a reliable and trustworthy provider.

I endorse Courtney as a provider.

Sincerely,

A handwritten signature in black ink, appearing to read "Deena Gerber", with a stylized flourish at the end.

Deena Gerber, LCSW, BACS

# SEWANEE

THE UNIVERSITY OF THE SOUTH

THE UNIVERSITY WELLNESS CENTER  
COUNSELING AND PSYCHOLOGICAL SERVICES

March 4, 2023

To Whom It May Concern:

Courtney Nathan Singer has asked me to provide a letter of reference, and I am very happy to do so. I have known Courtney for over twenty years and have worked with her on several projects. We first worked together as therapists at Jewish Family Services, and we co-authored a book together, *Parenting through Illness* (2016, Hohm Press). I have attended several continuing education workshops through her organization, Professional Development Network (PDN), and I have also presented workshops for PDN.

Courtney is reliable, ethical, and extremely professional. She is an excellent social worker, and her workshops are always informative and relevant to our profession. I recommend her without qualification; she is truly an asset to our profession.

Sincerely,

*Leigh Collins, LCSW*

Leigh Collins, LCSW  
Director, Counseling & Psychological Services  
Tel. (931) 598-1325  
Email: Lfcollin@sewanee.edu



Page  
Break





April 3, 2023

Robert C. Brisco

REC'D APR 12 2023

To Whom It May Concern:

This correspondence is in reference to the sanctions placed upon me by the Social Work board in March 2020. The board penalized me for practicing without a Social Work credential from September 1, 2019-March 23, 2020. I disagreed with their sanctions at that time and filed a grievance with the board on their decision. However, their decision was upheld. Today through this correspondent, I am seeking that the board reconsider the sanctions placed against me.

In my defense, that year was the start of the COVID pandemic that plagued the entire country. Therefore, causing a major disruption in our normal way of living. Access to resources were limited and hard to obtain. This was the case for most Americans and we all had to find ways to cope and maintain some form of normalcy. In no way I am using this as an excuse; however, my circumstances through this trying time was difficult and did not allow for me to fulfill my obligations to the Social Work standards. Prior to the COVID pandemic, my normal source for obtaining my annual CEU's was through the NASW-LA Social Work Conference and training provided through my place of employment. When these resources were not available, I was unable to complete the total hours of CEU's prior to the deadline.

I am disagreeing with the board's decision mainly to dispute the sanction placed against me. I disagree that the penalties fit the infraction. This was stated during my grievance hearing in April 2021. I have been stripped down to nothing. It's like I am having to start from scratch. Since completing my master's degree in May 1999, and meeting my obligations of 2 years of supervision under a Licensed Clinical Social Worker, I had never missed a year of submitting my CEU's on time. Also, when I graduated with my Master's degree I was not required to take the master's exam. I remembered being audited once within the past 20 years. During that audit, the board did not find any discrepancy. For several years, I taken the Clinical exam to pursue my License Clinical certification. Now the board is requiring me to take a step back by taking the master level exam. What is the purpose? How is that justified.

Research has shown that there are disparities in pass rate among racial groups, particularly for African American test takers, and older social workers, in which I fall into both categories. Although, I have been unsuccessful in passing the exam, I have not given up hope. However, after having my credentials stripped from me, has made me look closely at changing my profession.

My goal is to ask the board to place me on this month's board meeting and to look closely at reconsidering the sanctions placed upon me, and to reinstate my certificate as a License Master Social worker.

Thanks in advance for your consideration in this matter. If additional information that might be relevant is required, or if you have any questions, please feel free to contact a me at (985)226-9119 © or (985)447-1566(h).

Sincerely,

Robert Brisco

A handwritten signature in cursive script that reads "Robert Brisco". The signature is written in dark ink and is positioned to the right of the printed name "Robert Brisco".

REC'D APR 12 2023

**LOUISIANA STATE BOARD OF  
SOCIAL WORK EXAMINERS**

**IN THE MATTER OF  
ROBERT BRISCO, MSW  
APPLICANT FOR LMSW**

**FINDINGS OF FACT, CONCLUSIONS OF LAW AND ORDER**

The above captioned matter came before a Hearing Panel of the Louisiana State Board of Social Work Examiners ("Board") at the Board's office located at 18550 Highland Road, Suite B in Baton Rouge pursuant to Applicant's request for a Compliance Hearing in accordance with La. R.S. 37:2717 and L.A.C. 46:XXV.943 on November 6, 2020. The hearing was held in Executive Session pursuant to La. R.S. 42:17(A)(1).

Present were:

Hearing panel members: John Shalett, LCSW-BACS, Ruth Weinzettle, LCSW-BACS, Hyacinth McKee, LCSW-BACS ("Panel Members"); and

Sheri M. Morris serving as Counsel to the Hearing Panel;

Emily DeAngelo, Administrator, and

Present via video-conference was:

Robert Brisco ("Respondent").

After considering the evidence and testimony, the Hearing Panel unanimously renders the following Findings of Fact, Conclusions of Law and Order.

**FINDINGS OF FACT**

1. Respondent requested a compliance hearing to appeal the denial of his request for a waiver of the examination requirement to reinstate his lapsed Licensed Master's Social Work ("LMSW") credential.
2. Respondent received the LMSW in 2000 pursuant to a grandfather provision under which he was not required to pass the LMSW examination.
3. Respondent's LMSW credential lapsed on August 31, 2019 and Respondent was eligible to renew the LMSW credential through February 28, 2020 pursuant to the grandfather provision.
4. Respondent did not apply to renew the LMSW credential on or before February 28, 2020.



5. Respondent's application to reinstate the LMSW credential, submitted on March 23, 2020, stated he was employed with the Lafourche Parish School Board as a Qualified Social Worker from August 17, 2009 to March 23, 2020.
6. Respondent testified under oath:
  - A. Respondent has a master's degree in social work and does not believe his license determines what he knows;
  - B. Respondent has been doing this type of work since 1999 when he graduated;
  - C. Respondent did not complete the required number of CEUs timely;
  - D. Respondent is in the process of preparing for the Licensed Clinical Social Work examination ("LCSW") and does not believe he should have to take the examination for LMSW in addition;
  - E. Respondent requests a waiver of the examination requirement and reinstatement of the LMSW credential upon completion of the CEUs which should have been completed in 2019;
  - F. Respondent was unaware that licensure as a social worker is required to work in his current position with the school board;
  - G. Respondent is the Student Support Specialist in Lafourche Parish in which he deals with discipline problems and addresses social problems and behavior issues;
  - H. Respondent does not do counseling or prepare behavior support plans;
  - I. Respondent has been assisting the administration since 2018; and
  - J. Respondent has been unable to obtain CEUs due to COVID-19.

#### **CONCLUSIONS OF LAW**

1. Respondent's job duties are within the scope of social work practice as defined by La. R.S. 37:2703(15)(A).
2. The grandfather provision under which Respondent qualified for the LMSW credential expired; therefore, to obtain an LMSW credential Respondent must pass the LMSW examination.
3. The expired grandfather provision cannot be used for reinstatement of a lapsed LMSW credential.
4. Respondent meets the requirements for a Certified Social Worker credential.

## ORDER

Considering the evidence and testimony presented;

IT IS HEREBY ORDERED that Robert Brisco is issued the Certified Social Worker ("CSW") credential valid for six months;

IT IS HEREBY FURTHER ORDERED that within six months of issuance of the CSW credential Robert Briscoe shall complete the following;

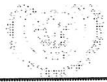
- a) Respondent shall pass the Board's Open Book Examination on the Louisiana Social Work Practice Act and the Board's *Rules, Standards and Procedures* including Chapter I, Standards of Practice;
- b) Respondent shall complete six pre-approved CEUs in social work ethics in addition to the CEUs required for renewal of the credential;
- c) Respondent shall pay a fine of \$375; and
- d) Respondent shall take the ASWB Masters examination.

IT IS HEREBY FURTHER ORDERED that this Order shall be a public record published in the Board's Newsletter, on the Board's website, the Association of Social Work Boards' Public Protection Database ("ASWB PPD"), and the National Practitioner Data Bank and Healthcare Integrity and Protection data Bank ("NPDB-HIPDB").

Signed this 19th day of November 2020.

Louisiana State Board of Social Work  
Examiners

  
John Shalett, LCSW-BACS, Chairperson



CSW

**Registry  
Details****Display Public  
View** ⓘ**Include in Public  
Registry** ⓘ

Type to search

Licensee ⓘ	License Type ⓘ	License Number ⓘ	Expiration date ⓘ	Effective Date of Licensure ⓘ
BRISCO ROBERT	CSW	5281	2023-08-31	2020-11-19
BRISCO ROBERT	LMSW	5281	2019-08-31	2000-11-17

**ROBERT BRISCO**

LOGIN AS

LABSWE

✉ briscor@bellsouth.net

🆔 ID: Add

- 📁 Organizational Custom Fields >
- ✅ Verification Forms >
- ⚙️ Credentials >
- 📄 Registration Forms >
- 📁 Files >
- Ⓜ Registry Details
- 🔔 Email Notification Settings >



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Louisiana Board of Social Work Examiners  
18550 Highland Road, Suite B  
Baton Rouge, LA 70809

To Whom It May Concern:

Please accept this letter, my supervisor's letter, my handwritten supervision log, and our supervision contract to confirm my supervision hours. Unfortunately, my supervisor and I had difficulty navigating Certemy. It wasn't until recently that I noticed my supervision agreement had not been sent to my supervisor's correct email address resulting in my supervision hours not being logged in Certemy.

My supervisor has supervised many LMSWs over the years and keeps paper copies of all her supervisee's documents. Please accept these documents to confirm my participation in supervision. She and I are available for phone or in person meetings if more information is needed.

Please let me know if you have any questions.

Thank you,

A handwritten signature in black ink that reads "Kaitlyn Roy, LMSW". The signature is fluid and cursive.

Kaitlyn Roy, LMSW

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Attachments:

K.R. Supervision Hours

K.R. Supervision Contract

RET'D MAR 29 2023

Louisiana Board of Social Work Examiners  
18550 Highland Road, Suite B  
Baton Rouge, LA 70809

To Whom It May Concern:

Please accept this letter as confirmation that Kaitlyn Roy has been participating in LCSW supervision with me since July 25, 2022. It recently came to my attention that there is an error in Kaitlyn's supervision hours in Certemy. I ensure Kaitlyn has been actively participating in supervision and I hope this letter will help rectify the error in Certemy.

Since becoming an LCSW-BACS in 2010, I've kept paper supervision documentation for all my supervisees. I've attached Kaitlyn's supervision hours and supervision contract documentation to this letter. I am hopeful that this letter and documentation will be accepted, and Kaitlyn is able to count all supervision hours that are not reporting in Certemy.

Please let me know if you have any questions.

Thank you,

  
Brandi Lamana Conrad, DSW, LCSW-BACS, QSSW

Attachments:

K.R. Supervision Hours

K.R. Supervision Contract

RET'D MAR 29 2023

## CONTRACT

RET'D MAR 29 2023

This is an agreement between Kaitlyn Roy, LMSW and Brandi L. Conrad, DSW, LCSW-BACS.  
**Start Date:** 7.25.22 **Frequency of Meetings:** 1 supervision hour for every 40 hours worked  
**Type of Supervision:** Combination of both individual and group if applicable

### **Purpose, Goals and Objectives of Supervision**

1. To fulfill requirements for supervision per the LASWBE standards.
2. To promote development of supervisee's professional identity and competence.
3. To adhere to the standards of the NASW Code of Ethics and the Social Work Practice Act as a foundational approach to practice.

## SUPERVISION

### **Context and Content of Supervision**

1. The content of supervision will focus on the acquisition of knowledge, conceptualization, and skills within the defined scope of practice.
2. The context will ensure understanding of ethics, codes, rules, regulations, standards, guidelines (including consent, confidentiality etc.), and all relevant legislation.
3. Rights and Responsibilities of both parties

#### Supervisor Rights

1. To bring concerns/issues about Supervisee's work.
2. To question Supervisee about work and workload.
3. To give Supervisee constructive feedback on work performance.

#### Supervisor Responsibilities

1. To uphold ethical guidelines and professional standards. Appropriately conduct all supervisory duties explicated in the Louisiana State Board of Social Work Examiners' Supervision for Professional Development and Public Protection.
2. To make sure supervision sessions happen as agreed and to keep a record of the meeting.
3. To create a supervision file containing supervision records and other documents relating to development and training.
4. To ensure that Supervisee is clear about role and responsibilities.
5. To record the supervision session and to store their copy in the supervision file.
6. To monitor Supervisee's performance.
7. To set standards and assess the Supervisee's ability to adhere to those standards.
8. To know what Supervisee is doing and how it is being done.
9. To deal with problems as they impact on the Supervisee's performance.
10. To support supervisee and the agreed personal development plan.
11. To complete all forms as requested by the Louisiana State Board of Social Work Examiners

### Supervisee Rights

1. To uninterrupted time in a private venue.
2. To Supervisor's attention, ideas, and guidance.
3. To receive feedback.
4. To set part of the agenda.
5. To ask questions.
6. To expect Supervisor to carry out agreed action or provide an appropriate explanation, within an agreed time frame.
7. To have development/training needs met.
8. To challenge ideas and guidance in a constructive way.

### Supervisee Responsibilities

1. To uphold ethical guidelines and professional standards
2. To be prepared to discuss client cases
3. To validate diagnoses, interventions, approaches, and techniques used
4. To be open to change and use alternate methods of practice if required
5. To consult supervisor in cases of emergency
6. Implement supervisor directives in subsequent sessions
7. Adhere to NASW Code of Ethics and ASWB Practice Act
8. Obtain malpractice insurance
9. Obtain 20 hours of CEU each year

### **Procedural Considerations**

1. Issues relating to supervisee's professional development will be discussed
2. Sessions will be used to discuss issues of conflict and failure of either party to abide by the guidelines outlined in this contract.
3. Finances/ Insurance Agreement as to hourly rate for supervisor \_\_\_\_\_ hour to be paid by: \_\_\_\_\_
4. Malpractice/ liability insurance will be arranged by supervisee. Proof of such must be provided as soon as possible.

This contract is subject to revision at any time, upon the request of either the supervisee or the supervisor. A formal review, however, will be conducted every six months and revisions to the contract will be made only with consent of the supervisee and approval of supervisor.

We agree, to the best of our ability, to uphold the guidelines specified in this supervision contract and to manage the supervisory relationship and supervisory process according to LASWBE.

David J. Ward 7/25/22 Supervisor and Date

Kathryn Roy 7/25/22 Supervisee and Date



1