

Louisiana State Board of Social Work Examiners

Application for Continuing Education Approval Organization

Section A: Organizational Information

Care Associates

Name of Organization			
<u>Britney Gauthreaux, RN</u>			
Name of Director/President			
<u>3941 Houma Blvd, Ste 1A</u>	<u>Metairie LA</u>	<u>70006</u>	
Mailing Address	City/State		Zip
<u>3941 Houma Blvd, Ste 1A</u>	<u>Metairie LA</u>	<u>70006</u>	
Physical Address (if different from above)	City/State		Zip
<u>504/457-2200</u>	<u>504/457-2207</u>		
Telephone	Fax		
<u>bgauthreaux@care.associates</u>	<u>www.care.associates</u>		
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:

1 Professional Social Work Organization 2 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.

Cara Donaldson, LCSW BACS, CCM

Name/Social Work Degree/Social Work Credential			
<u>VP of Business Development</u>			
Relationship to Organization			
<u>3941 Houma Blvd, Ste 1A</u>	<u>Metairie LA</u>	<u>70006</u>	
Mailing Address	City/State		Zip
<u>3941 Houma Blvd, Ste 1A</u>	<u>Metairie LA</u>	<u>70006</u>	
Physical Address (if different from above)	City/State		Zip
<u>504/457-2200</u>	<u>504/457-2207</u>		
Telephone	Fax		
<u>cdonaldson@care.associates</u>			
Email Address			

REC'D OCT 17 2024

## **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:

A decision on an educational offerings suitability will be rendered within 5 business days of a completed application and supporting documentation being submitted to Care Associates

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:

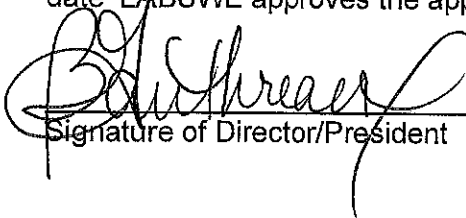
Care Associates will implement a progressing fee based on the amount of hours requested

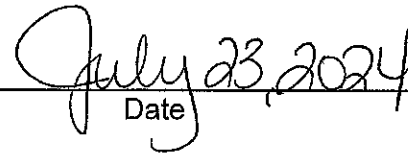
- less than or equal to 2 continuing education hours, \$75
- 3-6 continuing education hours, \$125
- 7 of more continuing education hours, \$200

## **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

  
\_\_\_\_\_  
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 \_\_\_\_\_

# HealthCARES

Rachel Palmer, LMSW  
Founder/Co-Owner  
HealthCares  
504-722-4342

October 1, 2024

Dear Social Work Approval Board:

I would like to take this opportunity to recommend to you that Cara Donaldson and Care Associates become a CEU approval organization for the New Orleans area. I worked with Cara initially at a hospice company, and have continued to collaborate with her on supervisory and other Social Work functions over the years. She is exceptionally competent, ethical, and well researched, and she will ensure the CEUs approved by Care Associates are very valuable to the Social Work community.

Cara is the Business Development Director for Care Associates, which provides Care Management and senior services to families in need. She previously worked as Manager of Care Coordination at East Jefferson General Hospital for 8 years, and was involved in planning and presenting many CEU's for Social Workers in the Greater New Orleans area. Allowing Cara and Care Associates to become a CEU approval agency will continue to benefit professionals in the area.

Please feel free to contact me with any questions.

Sincerely,

A handwritten signature in black ink, appearing to read 'Rachel Palmer', with a long horizontal flourish extending to the right.

Rachel Palmer



**East Jefferson**  
**General Hospital**  
LCMC Health

September 18, 2024

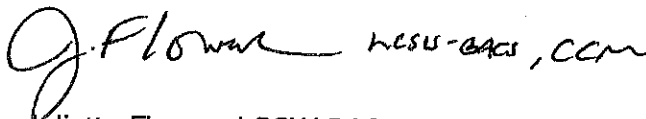
Louisiana State Board of Social Work Examiners  
18550 Highland Road, Suite B  
Baton Rouge, Louisiana 70809

To Whom It May Concern,

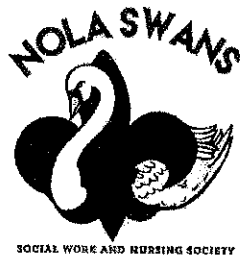
I am writing to highly recommend Care Associates for approval as a continuing education provider for social workers in the state of Louisiana. I have had the pleasure of knowing Cara Donaldson for 18 years in both a professional and personal capacity, and I can attest to her exceptional qualifications and commitment to the field of social work. Throughout her career, Cara has demonstrated an unwavering dedication to professional development and lifelong learning, both for herself and for her colleagues. She has dedicated her time as a mentor to our agency Tulane School of School work interns and consistently takes on the role of preceptor to new employees.

She has participated as a speaker or organizer for various continuing education opportunities, ensuring that she remains at the forefront of best practices and emerging trends in social work. I believe that given the opportunity, Cara would do a tremendous job in helping support agencies in seeking approval for Continuing Education opportunities in our field of practice. Please contact me at 504-503-6642 or [juliette.flower@lcmchealth.org](mailto:juliette.flower@lcmchealth.org) if you need any additional information.

Thank you for your consideration,

 *Juliette Flower, LCSW-BACS, CCM*

Juliette Flower, LCSW-BACS, CCM  
East Jefferson General Hospital  
4200 Houma Blvd, Metairie, LA, 70006  
504-503-6642 (P) 504-503-5205 (F)



September 30<sup>th</sup>, 2024

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

This letter is to request your consideration in approving Care Associates in their request to become an Approved CEU provider for Social Workers in our community. I have worked with Cara Donaldson at East Jefferson General Hospital since 2014 as she held the position of Supervisor to the Social Workers in the Care Management Department until 2021 and now continues to be part of our team as a PRN Social Workers. Cara Donaldson has always been a proactive advocate for the education and development of others in our field. She has successfully organized and facilitated CEU events and training sessions, all of which have been met with positive feedback from participants. She possesses a deep understanding of the unique challenges and opportunities within the field of social work, and her expertise spans a wide range of topics, including Medical Social Work, Healthcare Reimbursement/Benefits, Ethics, Hospice/Palliative Care, and End of Life Planning. Her presentations are always well-researched, thoughtfully prepared, and delivered with clarity and enthusiasm.

I wholeheartedly endorse their application and respectfully request that the Louisiana State Board of Social Work Examiners grant Care Associates and Cara Donaldson approval as a continuing education provider. Thank you for considering this recommendation. Please feel free to contact me at [dawn.curole@lcmchealth.org](mailto:dawn.curole@lcmchealth.org) or 504-723-5420 if you require any additional information or have any questions.

Sincerely,

  
Dawn Curole, LCSW- BACS

SWANS, Social Work and Nursing Society

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**\* \* \* \* \***

REC'D SEP 20 2024

Louisiana State Board of Social Work Examiners

Application for Continuing Education Approval Organization

**Section A: Organizational Information**

Family and Youth Counseling Agency  
Name of Organization

Michaelynn Parks, LCSW -Vice President  
Name of Director/President

220 Louie Street Lake Charles, LA 70601  
Mailing Address City/State Zip

Physical Address (if different from above) City/State Zip

337/436/9533 337/439/9941  
Telephone Fax

Michaelynn@fyca.org FYCA.Org  
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

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☐ 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.

Michaelynn Parks, M.S.W., LCSW #14713  
Name/Social Work Degree/Social Work Credential

Vice President  
Relationship to Organization

220 Louie Street Lake Charles, LA 70601  
Mailing Address City/State Zip

Physical Address (if different from above) City/State Zip

337/436/9533 337/439/9941  
Telephone Fax

Michaelynn@fyca.org FYCA.Org  
Email Address Website

## **Section C: Approval Guidelines, Process and Agreement**

Protocol for receiving request for approval from education presenters:

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- 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:

**Family and Youth Counseling Agency (FYCA) is committed to a timely and thorough review of all educational offerings submitted for continuing education credit. FYCA will review and make a decision on the suitability of an educational offering within 30 calendar days of the completed application. If an application is deemed incomplete, the review process will be paused. The applicant will be notified of the missing information within 10 business days of initial receipt. The review timeline will resume once all required materials are submitted. Upon completion of the review, the applicant will be notified of the decision and an approval letter will be provided. If not approved, feedback on areas needing improvement will be provided.**

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:

**FYCA will charge fees to cover the administrative costs associated with reviewing and approving continuing education applications. A non-refundable fee of \$75 will be charged for the review of each continuing education application. This fee covers the standard 30-day review process. All fees must be paid at the time of the application submission.**

## **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

9/3/24

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 \_\_\_\_\_



Main Office  
2903 1<sup>st</sup> Avenue  
Lake Charles, LA 70601  
(337) 478-6480

South Lake Charles Office  
4111 Lake St  
Lake Charles, LA 70605  
(337) 478-0086

Moss Bluff Office  
117 Gloria Dr.  
Lake Charles, LA 70611  
(337) 855-1386

Sulphur Office  
536 Cypress St.  
Sulphur, LA 70663  
(337) 528-5712

Auxiliary Building  
1400 Oak Park Blvd.  
Lake Charles, LA 70601  
(337) 478-6314

#### PEDIATRICS

Richard W. Calhoun, MD (1935-2014)  
Patrick J. Unkel, MD (1932-2022)  
Charles M. Vanchiere, MD (1939-2000)  
Foster C. Kordisch, MD (retired 2024)  
Bruce M. Thompson, MD  
David R. Wallace, Sr., MD  
Stuart G. Landry, MD  
Edgar E. McCannless, MD (1925-2022)  
Bryan S. Karriker MD  
Jay R. Maust, II, MD  
Deborah M. Decker, MD  
Anatole J. Karpovs, MD  
Kipp B. Ardoin, MD  
Susan E. Drez, MD  
Stephanie M. Treme, MD  
Katie E. Price, MD  
R. Borden Wilson, MD  
Katherine H. Jones, MD  
**Nurse Practitioner**  
Beth Savole, APRN, CPNP  
Dara Bearb, APRN, CPNP  
**Physician Assistant**  
Lauren Caraway, PAC  
**Dietitian**  
Tabitha Nicholas, RD  
**Lactation Consultant**  
Therese Deroche, RN, IBCLC  
**Counseling Services**  
Angela Lee, LCSW-BACS  
Casey Simpson, LCSW-BACS  
Allison Jackson, LCSW  
**Acute Care Facility**  
**Adolescent Medicine**  
**Administrator**  
Charles Self, MBA

August 19, 2024

Louisiana Board of Social Work Examiners  
18550 Highland Rd., Suite B  
Baton Rouge, Louisiana 70809

To whom it may concern:

I am writing to express my support for Family & Youth Counseling Agency (FYCA) in their application to become a certified provider of Continuing Education Units (CEUs) for social worker education. As a Clinical Social Worker and Board Approved Supervisor, I have been both a participant and speaker for FYCA's continuing education.

FYCA is an award-winning nonprofit organization that has been a cornerstone of our community for over 50 years. Their mission to provide affordable, professional support through programs and services dedicated to advocacy, counseling, and education has had a profound impact on the people of Southwest Louisiana and the communities they serve.

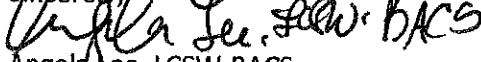
FYCA has a distinguished record of delivering exceptional educational trainings and hosting an annual conference that significantly contributes to the professional development of social workers and community members. Notably, in February 2024, FYCA delivered their 26<sup>th</sup> annual Connections Counts Conference, further demonstrating their unwavering commitment to providing comprehensive, relevant, and up-to-date training that aligns with both the needs of our community and the standards of the social work profession.

FYCA is also accredited by the Standards of Excellence Institute of Maryland and Licensed by the Louisiana Department of Health. In addition, the agency holds certification with the National Board for Certified Counselor (NBCC) as an Approved Continuing Education Provider.

In our collaborative efforts with FYCA, we have observed their dedication to maintaining high standards of education and ethical practice. Their pursuit of CEU certification is a natural progression in their mission to enhance the quality of social work practice and support the professional development of social workers throughout our community. I am confident that granting FYCA the certification to approve CEUs will greatly benefit the social work community and, by extension, the individuals and families we serve. Their proven ability to deliver high-quality educational content makes them an ideal candidate for this certification.

Thank you for considering this letter of support. Should you require any further information or have any questions, please do not hesitate to contact me.

Sincerely,

  
Angela Lee, LCSW-BACS  
Clinical Social Worker  
Children's Clinic of SWLA





**ImCal HSA**  
**Administration**  
4105 Kirkman Street  
Lake Charles, LA 70607  
(337) 475-3100 | [imcalhsa.org](http://imcalhsa.org)

Louisiana State Board of Social Work Examiners  
18550 Highland Rd., Suite B  
Baton Rouge, LA 70809

RE: Continuing Education

I am writing to express my full support of Family and Youth Counseling Agency's application for Continuing Education Approval Organization status. Family and Youth Counseling Agency is a non-profit organization committed to offering affordable counseling and professional development services to the communities of Southwest Louisiana. This wonderful organization has hosted their annual Connections Count Professional Development Conference for 26 years. I have attended this conference for more than 15 years. It has been tremendously successful in attracting local and state audiences, comprised of multi-disciplinary backgrounds, with the mission to expand and enhance knowledge of behavioral health therapies and services. Through the years, Family and Youth Counseling Agency has consistently secured presenters who possess knowledge and expertise in their field, and the presentations are relevant to social workers in various practice settings. Please accept this letter of support for Family and Youth Counseling Agency.

Sincerely,

A handwritten signature in black ink that reads "Jenny Mills". The signature is written in a cursive, flowing style.

Jenny Khoury Mills, LCSW  
Deputy Director



**Brooke L. Ferguson**

508 Dolby St.  
Lake Charles, LA 70605  
337-302-5055

October 9, 2024

Louisiana Board of Social Work Examiners  
18550 Highland Rd., Suite B  
Baton Rouge, Louisiana 70809

RE: Letter of Recommendation for FYCA

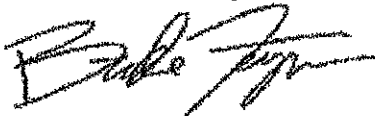
I am writing to express my support of Family and Youth Counseling Agency (FYCA) and to recommend the organizations' approval for certification in approving Continuing Education Units. This organization has a history of providing exceptional opportunities for professionals within our field to engage in high-quality, evidence-based training essential for our ongoing professional development.

FYCA has long been a pillar in Southwest Louisiana, demonstrating an unwavering commitment to serving our community and enhancing the mental health profession through service, advocacy, and education. Their Connections Count Conference is known for delivering relevant and impactful content that addresses the current challenges faced by professionals in our field. Having attended several events hosted by FYCA that contribute to community enrichment, including the conference, I can personally attest to the organization's considerable value.

Granting FYCA the ability to approve CEUs for social work education will play a crucial role in advancing the education and professional development of mental health practitioners in Southwest Louisiana. Supporting initiatives that promote high standards of practice and foster continuous learning is essential for our profession.

Thank you for considering this letter of support. If you need any further information or have any questions, please do not hesitate to contact me.

Warm Regards,



Brooke Ferguson, LCSW  
Owner, Licensed Therapist  
Brooke Ferguson LLC

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\* \* \* \* \*

## Louisiana State Board of Social Work Examiners

## Application for Continuing Education Approval Organization

## Section A: Organizational Information

LEI Behavioral Services, LLC  
 Name of Organization  
Lucky Stenyon, CEO  
 Name of Director/President  
4300 S. I-10 Service Rd., Ste 215 Metairie, LA 70001  
 Mailing Address City/State Zip  
Same / 4300 S. I-10 Service Rd. Ste. 215 Metairie, LA 70001  
 Physical Address (if different from above) City/State Zip  
504 / 301.9990 / 504.265.9370  
 Telephone Fax  
leibehavioral@yahoo.com www.leibehavioralservices.org  
 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

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

## Section B: Continuing Education Program

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Novetta Jones LCSW  
 Name/Social Work Degree/Social Work Credential  
Relationship to Organization  
HR Coordinator  
 Mailing Address City/State Zip  
4300 I-10 Service Rd. Suite 215 Metairie, LA 70001  
 Physical Address (if different from above) City/State Zip  
504 / 301.9990 / 265.9370  
 Telephone Fax  
ljones@leibehavioralservices.org  
 Email Address

### Section C: Approval Guidelines, Process and Agreement

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- 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:

*Within 7 days or less upon submission.*

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:

*Inhouse fees will be no charge to staff  
Outside the agency fees w/o charge per contact hour (\$10)*

### 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.

*Lucky Thomas*  
Signature of Director/President

10/3/2024  
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 \_\_\_\_\_

# SUNO

SOUTHERN UNIVERSITY at NEW ORLEANS

October 1, 2024

To whom it may concern:

This is a letter of support for LEI Behavioral Services to be a CEU approval organization under the direction and leadership of Loretta Jones, LCSW. I understand that Loretta Jones would be responsible for the coordination and approval of CEU presentations.

I have known Ms. Loretta Jones for a number of years to be a competent and respected professional social worker in our community. LEI is a behavioral health agency providing Mental Health Rehab services to the community it serves. I hope that you will give every consideration in granting them approval. Should you need additional information please feel free to contact me at 504-286-5055 or via email at [tsanders@suno.edu](mailto:tsanders@suno.edu).

Sincerely,



Rev. Torin T. Sanders, Ph.D., LCSW  
Associate Professor of Social Work &  
Director, The Center for Grief & Trauma Therapy  
The Millie M. Charles School of Social Work  
Southern University at New Orleans  
Room 204



WOMEN  
WITH A  
VISION

2030 Oretha Castle Haley Blvd.  
New Orleans, LA 70113  
(504) 301-0428  
info@wwav-no.org

October 2, 2024

To whom it may concern,

Women With A Vision, is a community based non-profit that is dedicated to improve the lives of marginalized women, their families and communities by addressing the social conditions that hinder their health and well, as one of the founders and clinical director Danita Muse, PhD, LCSW=BACS, LAC, BCD I support LEI's request to become a CEU provider.

This letter of support for LEI Behavioral Services to become a CEU approved organization under the direction and leadership of Ms. Loretta Jones, LCSW. I understand Ms. Loretta Jones would be responsible for the coordination and approval of CEU presentations. I have worked alongside Ms. Jones for over 25 years as a social worker. Ms. Jones is a competent and respected professional social worker in and out of the community,

LEI is a behavioral health agency providing mental health rehab services to the community it serves. LEI employs very capable and professional social workers and counselors to provide services to a very diverse population. I believe LEI has the capacity and ability to be a sound organization to provide CEU presentations for our professional community of social workers.

I highly recommend approval for LEI to become a CEU approval organization. Should you need additional information, please contact Danita M. Muse—504 258 5301.

Thank you for your attention

Danita M. Muse PhD, LCSW=BACS, LAC  
Clinical Director  
Women With A Vision



**LEON C. JACKSON**

Licensed Clinical Social Worker  
Board Approved Clinical Supervisor

License Number: 7082

Telephone Number: 504-417-2274

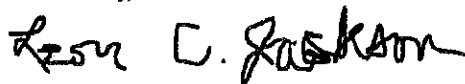
Email: [leoncjackson@yahoo.com](mailto:leoncjackson@yahoo.com)

To whom it may concern:

This is a letter of support for LEI Behavioral Services to be a CEU approval organization under the direction and leadership of Loretta Jones, LCSW. In my professional opinion and experience with this agency, I find LEI Behavioral Services, LLC to be a reputable and valuable organization providing behavioral health services to our community for years. The organization employs professional social workers and counselors to provide services to a low social economic diverse population. LEI has a good, long-standing reputation in the community. Through my affiliation and as a college professor myself, I believe that the agency has the capacity and ability to be a sound organization to provide CEU presentations for our professional social workers, and others.

I have worked with Ms. Jones in various professional capacities along the continuum of care. Ms. Jones would provide excellent leadership in her role of coordination and approval of the CEU presentations. Ms. Jones is a competent and respected professional social worker in the community. Therefore, I highly recommend approval for LEI to become a CEU approval organization directed by Ms. Jones. I hope that every consideration is given to granting approval. Please contact me if you need additional information.

Sincerely,



Leon C. Jackson, LCSW-BACS

[leoncjackson@yahoo.com](mailto:leoncjackson@yahoo.com)

(504)417-2274



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Louisiana State Board of Social Work Examiners

REC'D OCT 07 202

Application for Continuing Education Approval Organization

Section A: Organizational Information

Next Generation Therapy Services

Name of Organization

Amanda Carroll

Name of Director/President

PO Box 5000

Bossier City, LA

71171

Mailing Address

1605 Benton Rd., Suite F

City/State

Bossier City, LA

Zip

71111

Physical Address (if different from above)

318 / 584 7280

City/State

318 / 309 7944

Zip

Telephone

Fax

acarroll@nextgenerationtherapyllc.com

www.nextgenerationtherapyllc.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.

Amanda Carroll, BSW, MSW, LCSW-BACS

LABSWE #11022

Name/Social Work Degree/Social Work Credential

Lead Psychotherapist

Relationship to Organization

PO Box 5000

Bossier City, LA

71171

Mailing Address

1605 Benton Rd., Suite F

City/State

Bossier City, LA

Zip

71111

Physical Address (if different from above)

318 / 584 7280

City/State

318 / 309 7944

Zip

Telephone

Fax

acarroll@nextgenerationtherapyllc.com

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:

A decision regarding an educational offering's suitability will be made with 3 working business days.

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:

The fee charged to process Continuing Education Applications will be \$50 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.

Amanda Carroll

Signature of Director/President

10/01/2024

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 \_\_\_\_\_



**Vibrant Minds**  
Therapy & Consulting

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

August 30, 2024

To Whom It May Concern:

I am writing on behalf of Amanda Carroll, LCSW-BACS with Next Generation Therapy Services in Bossier City, Louisiana. It is my recommendation that she and her organization be authorized as a Continuing Education Approval organization for the Louisiana State Board of Social Work Examiners.

I have known Ms. Carroll for over 10 years as an undergraduate classmate, former co-worker, and colleague. She is the owner of Next Generation Therapy Services and has provided psychotherapy services for the community since 2018. In that time, they have become a sponsor of local schools and non-profit organizations including an Annual Holiday Party for community members. Ms. Carroll is dedicated to serving the community by providing quality mental health services.

Ms. Carroll is highly trained in multiple evidence-based modalities and practices. With her commitment to the mental health field, I feel her organization will continue demonstrating ethical standards according to the Louisiana State Board of Social Work Examiners in the role of a Continuing Education Approval organization.

Feel free to contact me with any questions.

Sincerely,

*Jessica G. Smith, MSW, LCSW-BACS*

Jessica G. Smith, MSW, LCSW-BACS  
CEO/Licensed Clinical Social Worker  
LA License #: 11238

## COMMUNITY COLLABORATION

138 Southfield Road  
Shreveport, Louisiana 71105  
(318) 207-0267  
844-871-2020 Fax  
[communitycollaboration318@gmail.com](mailto:communitycollaboration318@gmail.com)

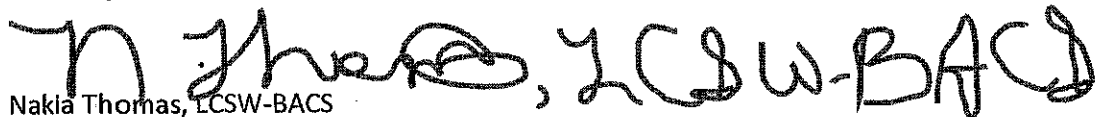
August 10, 2024

To Whom It May Concern:

My name is Nakia Thomas. I'm a Licensed Social Worker in the State of Louisiana writing to recommend that Next Generation Therapy Services be considered for the designation of Continuing Education Approval Organization. The owner, Amanda Carroll, is a Licensed Clinical Social Worker with over 10 years of social service experience. She's highly trained and motivated to impact the future of the Social Work field.

Next Generation Therapy Services is a mental health service provider in the Shreveport/Bossier community that not only offers counseling/therapy but serves as a resource for their community as well. There are non-profit organizations that host annual events with Next Generation such as holiday gift give-away socials and First Time Homebuyers Classes. Adding this organization as a Continuing Education Approval would be an asset to the community and the State of Louisiana as a whole.

Sincerely,

  
Nakia Thomas, LCSW-BACS

Darrell Williams, MSW, LCSW  
1525 Fairfield Ave.  
Shreveport, La 71101

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

October 1, 2024

To Whom It May Concern:

It is with pleasure that I recommend Amanda Carroll, LCSW-BACS to become a Continuing Education Approval organization for the Louisiana State Board of Social Work Examiners. I have worked with Ms. Carroll as a professional colleague for over 9 years within the state of Louisiana and as a colleague. During that time, I observed Ms. Carroll train and educate new trainees and supervisors regarding the Louisiana Department of Children and Family Services' policies and procedures. Within Ms. Carroll, you have an individual who possess integrity, competence, and motivation.

As a person, Ms. Carroll brings compassion for others and promotes self-determination for all. Ms. Carroll has a deep passion with assisting those in need. She continues to seek out opportunities that will enhance her professional career and personal growth. Ms. Carroll uses good leadership and communication skills while working with others. Her public speaking skills are impeccable and concise. During trainings and individual development, she remains calm and focuses on individual's strengths to aid growth and bolsters knowledge.

Ms. Carroll is the Chief Administration Officer of Next Generation Therapy Services. Within the Shreveport-Bossier City community, I have observed her practice manifest and nurture lives of an array diverse population. Ms. Carroll partners with local community agencies to give back to individuals and families. Ms. Carroll displays quality ethical standards and researches and utilizes best practice evidence based modalities. I feel her organization will continue to promote and display ethical standards according to the LA State Board of Social Work Examiners in the role of a Continuing Education Approval organization.

If you have any questions regarding the recommendation, please free to contact me at 318-834-0555.

Sincerely,



Darrell Williams, MSW, LCSW  
Licensed Clinical Social Worker  
LA License #: 14490



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Louisiana State Board of Social Work Examiners

Application for Continuing Education Approval Organization

Section A: Organizational Information

Name of Organization	NOLA Public Schools/ Office of Student Support and Attendance		
Name of Director/President	Dr. Shannon Perry, LMSW		
Mailing Address	2405 Jackson Ave	City/State	New Orleans, LA Zip 70113
Physical Address (if different from above)		City/State	Zip
Telephone	504-256-3130	Fax	
Email Address	sperry@nolapublicschools.com		Website nolapublicschools.com

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.

Tanisha Moore/ MSW/ LCSW, QSSW			
Name/Social Work Degree/Social Work Credential	Director of Behavioral Health		
Relationship to Organization	2405 Jackson Ave	New Orleans LA	70113
Mailing Address		City/State	Zip
Physical Address (if different from above)	504 / 359-6975	City/State	Zip
Telephone		Fax	n/a
Email Address	tamoore@nolapublicschools.com		

## **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:

1.) The Office of Student Support and Attendance Director of Behavioral Health will notify applicant of the receipt of application within 48 business hours.

2.) Director of Behavioral Health will review application and determine if application completed in its entirety within 5 business days.

3.) Director of Behavioral Health will determine if program meets standards and guidelines for approval within 10 days of receipt.

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:

The Office of Student Support and Attendance will not charge a fee to process Continuing Education Applications.

## **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.

Pharm. coll. M. Long  
Signature of Director/President

9/20/24  
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 \_\_\_\_\_



# DEPAUL COMMUNITY HEALTH CENTERS

September 18, 2024

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

Dear Louisiana State Board of Social Work Examiners,

It is our pleasure to prepare this reference letter regarding NOLA Public Schools' Office of Student Support and Attendance (OSSA). As a strong community partner, Depaul Community Health Centers has been actively involved with NOLA Public Schools' collective efforts to provide access to mental health services. We wholeheartedly support their desire to continue serving as a Continuing Education Approval Organization.

The OSSA has consistently demonstrated a commitment to the well-being and academic success of students. Their initiatives have significantly contributed to creating a supportive and inclusive environment within NOLA Public Schools. Through their collaboration with community partners like Depaul Community Health Centers, they have ensured that students receive the necessary mental health services and support.

Their expertise and commitment to continuing education have been instrumental in enhancing the overall effectiveness of our programs.

We strongly believe that NOLA Public Schools' Office of Student Support and Attendance (OSSA) continued role as a Continuing Education Approval Organization will further strengthen our collective efforts to support the mental health and well-being of students. Their ongoing contributions are essential to the success of our initiatives, and we fully endorse their application.

Ascension DePaul Health Centers, 100 Warrington Dr. New Orleans, LA 70122



August 21, 2024

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

**Mercy**  
110 Veterans Memorial Blvd.  
Suite 425  
Metairie, LA 70005  
phone 504-838-8283  
fax 877-472-2158  
mercy.net

Members of the Board,

Please accept this letter of support for the NOLA Public Schools Office of Student Support and Attendance and its renewal application to continue to be a Continuing Education Approval Organization. The NOLA Public Schools Office of Student Support and Attendance provides ongoing professional opportunities to charter school social workers and other school-based professionals. In addition, the NOLA Public Schools Office of Student Support and Attendance provides training to school and community partners to build the capacity of them to better meet the needs of the students and families of Orleans Parish.

The NOLA Public Schools Office of Student Support and Attendance team has had a collaborative relationship with Mercy Family Center and Project Fleur-de-lis over the past many years. The NOLA Public Schools Office of Student Support and Attendance and the professionals at Mercy Family Center and Project Fleur-de-lis have both shared the responsibility of providing high quality trainings and continuing education presentations to the school-based mental health professionals in the New Orleans community. NOLA Public Schools Office of Student Support and Attendance and Mercy Family Center, Project Fleur-de-lis share a passion and commitment to provide trainings for school and community mental health professionals working in schools to increase students' access to evidence-based mental health treatments and in the community to augment our professional workforce.

I am in full support of the NOLA Public Schools Office of Student Support and Attendance to utilize their knowledge and expertise to enhance their capacity of social workers providing services to students and families in Orleans Parish. Allowing them to continue to be a Continuing Education Approval Organization will be advantageous to the licensed social workers who serve in these essential roles.

If you need additional information, please contact me at [laura.danna@mercy.net](mailto:laura.danna@mercy.net)

Sincerely,

Laura Danna, LCSW  
Mercy Family Center- Clinical Social Worker  
Project Fleur-de-lis- Project Director

REC'D SEP 23 2024

DEPARTMENT OF HEALTH  
CITY OF NEW ORLEANS

LATOYA CANTRELL  
MAYOR

GILBERT MONTAÑO  
CHIEF ADMINISTRATIVE OFFICER

JENNIFER AVEGNO, MD  
DIRECTOR OF HEALTH

JEANIE DONOVAN, MPH, MPA  
DEPUTY DIRECTOR

VERELLA OLGUIN, MPH  
DEPUTY DIRECTOR

MESHAWN SIDDIQ, MPH, CLC, HBCE, DOULA  
DEPUTY DIRECTOR

August 29, 2024

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

Dear Louisiana State Board of Social Work Examiners:

We are writing this letter to express our support for NOLA Public Schools' Office of Student Support and Attendance's (OSSA) to continue its efforts as a Continuing Education Approval Organization through the Louisiana State Board of Social Work Examiners. The New Orleans Health Department (NOHD) has a strong relationship with NOLA Public Schools and believes their role as CEU educators within the social work profession will add important insight to social workers receiving their training.

The New Orleans Health Department has partnered with NOLA Public Schools on many projects, including the new Thrive Kids initiative that expands access to mental healthcare in New Orleans Public Schools, the Mobile Crisis Intervention Unit (MCIU) which responds to non-violent, weaponless calls to 911 for behavioral health crises including in Public Schools, and our shared collaborative efforts as steering committee members of the local Mental Health Collaborative led by United Way of Southeast Louisiana.

The OSSA team continues to provide high quality social work services that place the social work profession's core values at the heart of their work. It's for this reason that we consider them to be an agency that will uphold these core values as CEU educators, and we're confident they will continue to provide meaningful educational opportunities for Louisiana social workers going forward.

Sincerely,



Jennifer Avegno, MD  
Director

*"An Equal Opportunity Employer"*

1300 PERDIDO STREET | SUITE 8E18 | NEW ORLEANS, LOUISIANA | 70112  
PHONE 504.658.2598 | FAX 504.658.2520

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REC'D OCT 11 2024

Louisiana State Board of Social Work Examiners

Application for Continuing Education Approval Organization

Section A: Organizational Information

Open Health Care Clinic

Name of Organization  
Tim Young, President and Chief Executive Officer

Name of Director/President  
9516 Airline Hwy, Baton Rouge, LA 70815

Mailing Address City/State Zip  
same as above

Physical Address (if different from above) City/State Zip  
225 / 424-1800 /

Telephone Fax  
tim.young@ohcc.org www.ohcc.org

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.

Jemilela Castleberry, DBH, LCSW-BACS

Name/Social Work Degree/Social Work Credential  
Current Employee, Behavioral Health Manager

Relationship to Organization  
9516 Airline Hwy, Baton Rouge, LA 70815

Mailing Address City/State Zip  
same as above

Physical Address (if different from above) City/State Zip  
225 / 656-6422 ext. 1812 /

Telephone Fax  
jemilela.castleberry@ohcc.org

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:

OHCC will make a decision on an educational offering's suitability within 14 days of receiving a complete application. Individuals or organizations may request expedited reviews up to 48 hours prior to educational offering if demonstration can be made that the expedited request was unforeseeable.

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:

OHCC will charge \$35 to review applications for educational offerings. Request for multiday conferences will be \$35 for each day.

OHCC will charge \$50 to review complete applications submitted 2-13 days prior to the educational offering.

### **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 basis; 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.

Tim Yang 10/10/2024  
Signature of Director/President Date

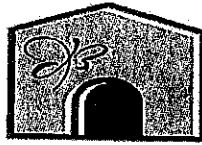
Submit completed and signed application, along with three (3) reference letters, to:

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 \_\_\_\_\_



**O'Brien House**  
RECOVERY CENTER

*Saving lives and families from addiction since 1971*  
446 N. 12<sup>th</sup> Street | Baton Rouge, LA 70802 | Phone: 225.344.6345 | Fax: 225.246.7943  
www.obrienhouse.org | info@obrienhouse.org

**Executive Committee**

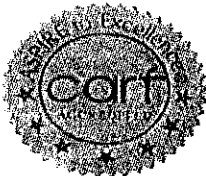
Nicholas Adams  
**Chairman**  
Rochelle Gipson Brady  
**Vice Chairman**  
Ashley Butler  
**Secretary**  
Daniel Darensbourg  
**Treasurer**  
Nancy Gautreau  
**Member at Large**  
Kenyatta Honeycutt  
**Member at Large**  
Jessica Guinn Johnson  
**Immediate Past Chair**

**Board of Directors**

Bridgett Brister  
Heather Sewell Day  
J. Matt Galey  
Margo Jofet  
Dr. Joseph Pete

**Administrative Staff**

Dr. Emily George Tilley  
LCSW-BACS, LAC  
**Executive Director**  
Karla Alexander  
LAC, LCSW  
**Clinical Director**  
Christine Gibson  
**HR/Prevention Manager**  
Laney Quist  
**Financial Manager**



DATE: October 7, 2024

TO: Louisiana State Board of Social Work Examiners

RE: Application for Continuing Education Approval Organization

To Whom It May Concern:

Please accept this letter of support for the application for continuing education approval being submitted by Open Health Care Clinic to serve in the role of approving professional educational offerings with a social work focus for social workers in Louisiana.

Open Health Care Clinic (previously Caring Clinic of Louisiana) opened in 2007 in response to the large number of uninsured persons in our community. The organization has grown with the goal of better serving the community and contributing to not only a healthier physical condition, but also creating healthier peace of mind in our patients. OHCC received Federally Qualified Health Center (FQHC) status in 2015.

OHCC's mission is to provide affordable, quality healthcare to our community. OHCC envisions a system that will ensure access to and awareness of high quality and culturally competent preventative and primary medical care and support services that respond effectively to the emerging needs of the community while reducing social stigmas. As a preapproved provider of continuing education units, OHCC can work towards realizing this vision by assisting in the education of licensed social workers.

O'Brien House recognizes the need for social workers in Louisiana to have increased access to continuing education offerings that include a wide range of topics presented by experienced licensed clinical social workers. It is without hesitation that O'Brien House recommends Open Health Care Clinic to serve in the role of a continuing education approval organization. As a provider, I have attended many of the trainings offered. I can attest that they are professional and efficient and an asset to the Social Work community.

Respectfully Submitted,

*Dr. E. Tilley LCSW-BACS-LAC 10.7.2024*

Emily George Tilley, DSW, MPA, MSW, LCSW-BACS, LAC  
Executive Director  
O'Brien House  
225-288-0218 (cellphone)  
225-396-0605 (direct line)  
225-344-6345 (agency phone)  
[etilley@obrienhouse.org](mailto:etilley@obrienhouse.org)



4875 South Sherwood Forest Boulevard, Suite D1, Baton Rouge, LA 70816  
225-512-4669 office  
833-222-8840 fax  
[arcofhealingtherapy@gmail.com](mailto:arcofhealingtherapy@gmail.com)

October 7, 2024

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

To whom it may concern:

It is indeed a pleasure to write a letter of recommendation for Open Health Care Clinic (OHCC), a Federally Qualified Health Center whose mission is to serve the community and creating a healthier peace of mind to their patients. OHCC provides a comprehensive, patient-centered approach in caring for community members. OHCC has over 30 staff that provide social services to patients including 17 licensed social workers with a variety of credentials: RSW, CSW, LMSW, and LCSW. The Social Services Department include medical case management, housing case management, mental health and substance use disorder counseling, and behavioral health case management. They believe in providing educational opportunities to others by being an internship site for future social workers that are attending Louisiana State University, Southern University, and Tulane University.

OHCC pays close attention to the needs of the community and are committed to continuing to contribute to the education of competent professionals that provide quality services in the community. They are knowledgeable in the field of social work and are more than competent in ensuring that educational needs of professionals are met. It is for these reasons; I highly recommend OHCC to continue to be a CEU provider.

Sincerely,

*Dr. Khrist Hicks, LCSW-BACS*

Dr. Khristandelyn Hicks, LCSW-BACS  
Owner



October 8th, 2024

Louisiana State Board of Social Work Examiners  
18550 Highland Rd b, Baton Rouge, LA 70809

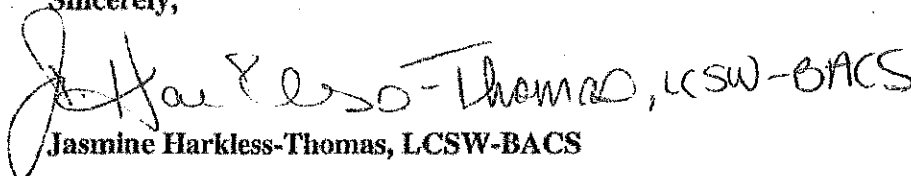
**To Whom It May Concern:**

I am writing on behalf of Metanoia Therapy Services to offer a strong recommendation for Open Health Care Clinic as they renew their continuing education provider application with the Louisiana State Board of Social Work. As a licensed clinician, I have greatly benefited from the continuing education events offered by the clinic, particularly the "Lunch and Learn" sessions, which have been provided free of charge.

These initiatives have not only provided valuable opportunities for professional development and the fulfillment of the board's continuing education requirements, but they have also fostered a sense of community among social workers. The chance to network with colleagues while gaining new knowledge in a convenient and accessible format has been invaluable. I have had the pleasure of presenting at one of these Lunch and Learn events, which allowed me to share knowledge while engaging with fellow professionals in a meaningful way.

Open Health Care Clinic's commitment to education and the social work profession is evident in the quality and accessibility of their programs. I fully support the renewal of their application and am confident that their offerings will continue to contribute significantly to the ongoing professional development of social workers in our community.

Sincerely,

  
Jasmine Harkless-Thomas, LCSW-BACS

Owner



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**\* \* \* \* \***

Louisiana State Board of Social Work Examiners

Application for Continuing Education Approval Organization

Section A: Organizational Information

Vibrant Minds Therapy & Consulting LLC		
Name of Organization		
Jessica G. Smith, LCSW-BACS		
Name of Director/President		
820 Jordan Street, Suite 509	Shreveport, LA	71101
Mailing Address	City/State	Zip
Physical Address (if different from above)		
(318) / 242-1441	City/State	Zip
	(318) / 300-1130	71101
Telephone	Fax	
Jessica@vibrantmindstherapy.com	www.vibrantmindstherapy.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.

Jessica G. Smith, MSW, LCSW-BACS		
Name/Social Work Degree/Social Work Credential		
Owner		
Relationship to Organization		
820 Jordan Street, Suite 509	Shreveport, LA	71101
Mailing Address	City/State	Zip
Physical Address (if different from above)		
(318) / 242-1441	City/State	Zip
	(318) / 300-1130	71101
Telephone	Fax	
Jessica@vibrantmindstherapy.com		
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:

Vibrant Minds Therapy & Consulting's turnaround time is 3-5 business days from the date of receiving the application. This will allow the Agency sufficient time for revisions and to make a decision.

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:

The fee schedule for processing Continuing Education Applications is:

- \$25 per credit hour
- \$100 for 5 hours and up (full day training)
- \$150 for a training that is held multiple times within one year of the date of the approved 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.

Amica J. Smith, MSW, LCSW-BACS 9/18/2024  
Signature of Director/President 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 \_\_\_\_\_

Revised 5/16



**"Changing lives...one generation at a time!"**

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

**September 9, 2024**

To Whom It May Concern:

I am writing to wholeheartedly recommend Vibrant Minds Therapy & Consulting, and its esteemed CEO, Jessica Smith, for approval as a Continuing Education Unit (CEU) provider. As her colleague, I have witnessed Mrs. Smith advocate for the advancement of social work and mental health practices as well as the exceptional contributions she has made to our field.

Mrs. Smith has demonstrated a steadfast commitment to educating social workers and other professionals involved in mental health and child welfare. Her deep expertise and passion for these areas are evident through the various educational programs and workshops she has developed and delivered. These programs not only provide valuable knowledge but also empower practitioners to use practical skills to address the complexities of mental health and child welfare.

Vibrant Minds Therapy & Consulting is known for its high standards in educational content, which are always informed by the latest research and best practices. Jessica's dedication to providing high-quality training is matched by her commitment to giving back to the community. She regularly volunteers her time and expertise to support local initiatives, demonstrating a profound dedication to improving the well-being of those around her.

Jessica's leadership and the impactful work of her agency make them an ideal candidate for a CEU approval organization. Their programs align with the highest standards of continuing education and contribute significantly to the professional development of social workers and related professionals.

I am confident that Jessica Smith and Vibrant Minds Therapy & Consulting will bring the same level of excellence and dedication to the CEU approval process as they do to their educational and community-focused initiatives. It is without reservation that I support their application and recommend them for CEU provider status.

Thank you for considering this recommendation.

Respectfully,

*Amanda Carroll*, LCSW - BACS  
Amanda Carroll, LCSW-BACS  
Next Generation Therapy Services, CEO



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

September 17, 2024

To Whom It May Concern:

I am writing a letter on behalf of Jessica G. Smith, LCSW-BACS, of Vibrant Minds Therapy & Consulting, LLC to serve as a Continuing Education Unit approval agency. This Agency has consistently provided quality mental health services to the community. This organization is committed to delivering educational services to social workers and other professionals.

Mrs. Smith's wealth of knowledge and 13+ years in the social work profession is a testament to her dedication to the field of social work. It is for this reason that I recommend her application be approved and recommend her Agency as a CE approval organization.

Thank you for considering this recommendation.

Respectfully,

A handwritten signature in black ink that reads 'Sierra Ellis LCSW-BACS'. The signature is written in a cursive, flowing style.

Sierra Ellis, LCSW-BACS  
Behavioral Health Social Worker  
Sierra.ellis@pinnaclefamily.org

101 Crosley Street  
West Monroe, LA 71291

(318) 325-1092  
www.pinnaclefamily.org



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

September 20, 2024

To Whom It May Concern:

RE: Letter of Recommendation

It is with great pleasure that I write this letter of recommendation on behalf of Jessica G. Smith, LCSW-BACS, and Vibrant Minds Therapy & Consulting for a Continuing Education Approval Organization. I have known Mrs. Smith as a colleague for 18 years.

Over the years, I have had the privilege of observing her exceptional skills in social work practice, supervision, and consulting. She consistently upholds the highest standards of ethics and integrity in her work, making her an exemplary role model for colleagues and students. She is highly regarded for her ability to provide guidance, encouragement, and practical insights that help develop skills and confidence.

Through Vibrant Minds Therapy & Consulting, Mrs. Smith is committed to offering continuing education opportunities. Given her extensive experience, unwavering dedication, and proven track record of success, I am confident that Mrs. Smith and Vibrant Minds Therapy & Consulting will be an asset as a Continuing Education Approval Organization. I give my highest recommendation without reservation.

Sincerely,

A handwritten signature in black ink, appearing to read "Ebony L. Wilridge".

Ebony L. Wilridge, LMSW  
ebony.wilridge@christushealth.org  
318-652-7845

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The Interorganizational Committee (IOC), which is comprised of the Louisiana Chapter of National Association of Social Workers, the Louisiana Association of Clinical Social Workers, the Louisiana Chapter of National Association of Black Social Workers, representatives from Louisiana State University's School of Social Work, Southern University's School of Social Work, Tulane University, Northwestern State University School of Social Work has had ongoing discussions and work groups around creating an equitable pathway to licensure in the state of Louisiana. Specifically, the IOC has attempted to redress the inequity and harm caused by the current Association of Social Work Board's licensure exam. Our recommendations are directed to the LABSWE and also to the ASWB. We would envision that some of our recommendations would be viewed as supportive of our professional social workers in the state and developed as a starting point of discussion for the LABSWE to address some of the inequities that have been highlighted in the numerous documents shared by ASWB and LABSWE. The IOC has developed the following recommendations around how to repair the harm related to the current documented exam inequities:

It is recommended the Louisiana Board of Social Work Examiners

1. When constructing your annual budget, move to reduce the \$50.00 LABSWE retake fee.
2. Hold ASWB responsible to contribute funding to LABSWE to support your efforts toward repairing harm to those impacted by exam disparities
3. Consider allowing the Board to promulgate an administrative rule that would provide licensure for candidates who failed by 2-3 Points or to "Grandparent" candidates.
4. Work with ASWB to allow those who have to retake the exam to only have to retest on the sections that they failed.

It is recommended that the Association of Social Work Board (ASWB):

5. ASWB and Council on Social Work Education (CSWE) should develop test content based on CSWE competencies; collaboration via a workgroup should be formed to move this forward
6. Allow for flexibility in rescheduling of the exam due to extenuating circumstances (grief, crisis, trauma, environmental etc.)
7. ASWB should allow for those who have failed the exam to take it again as method to repair harm

We recognize the magnitude of this issue as well as the varied and complex perspectives that surround the development of solutions. We also understand the need to allow for marginalized voices to contribute to what they believe is an appropriate pathway for repair and resolution. It is with this framework that we propose the above and look forward to the ongoing work toward ending this systemically discriminatory practice.

Thank you

 LCSW-BACS

Dr. Cassandra D. Smith, LCSW-BACS  
Chair of IOC Exam Disparities Sub-committee



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## Social Work

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**From:** Jackie Kellett, LCSW  
**Sent:** Monday, October 7, 2024 3:49 PM  
**To:** Social Work  
**Subject:** Request to rescind letter of recommendation

Good afternoon,

I am emailing to request my letter of recommendation for [REDACTED] BACS be rescinded.

When I wrote the letter [REDACTED] demonstrated she would be a good BACS. However, after receipt of her BACS [REDACTED] behavioral towards me as her supervisor at [REDACTED] became problematic. I followed up with our agency's human resources and that time did not feel a report to the board was warranted. I believed it to be personality differences.

I have since moved on from the agency and my previous co-workers have shared a pattern of ethically concerning behavior towards both colleagues and persons served. I was informed in September [REDACTED] was terminated for workplace violence and complaints from persons served.

While I do not have enough first hand information to file a report to the board, I have been informed [REDACTED] previous colleagues would be making one. I do, however, wish to rescind my letter of recommendation for [REDACTED] BACS credential. Given the pattern of problematic behavior, I would no longer recommend her.

I understand this communication will have the name redacted for privacy and I appreciate any guidance from the board on this matter.

Thanks,

Jackie Kellett, LCSW-BACS, LAC



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**\* \* \* \* \***

September 6, 2024

**TO:** Louisiana State Board of Social Work

Attention: Emily DeAngelo

**FROM:** Pamela Sund

**RE:** Request for reimbursement of Renewal Fees paid last year 8/30/23

Dear Ms. Emily,

I am asking the Board to consider refunding me the renewal fees of \$53.00 that I paid for my renewal last year, 8/25/23 since technically my license did not renew because I apparently did not click on the last button to affirm my renewal application. The refund will help offset some of the additional cost that I had to pay to apply for reinstatement. Thank you in advance for considering my request.

Copy from Bank statement below

**SOCIAL WORK EXAMINERS 225-7563470 LA**

**Aug 25, 2023**

**\$53.00**



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\* \* \* \* \*

Kerindra Maberry

1

10/17/2024

Louisiana Board of Social Work Examiners  
18550 Highland Rd. B  
Baton Rouge, LA 70809

Dear Members of the Louisiana Board of Social Work Examiners,

I hope this letter finds you well. I am writing to seek clarification regarding the potential conflict of interest regarding dual service for a Licensed Clinical Social Worker-Board Approved Clinical Supervisor (LCSW-BACS) under the following circumstances

I am considering a contract position as a 1099 employee with a Residential Group Home Type IV, where my role would be that of a Service Plan Manager (SPM).

According to the Department of Children & Family Services Residential Home Standards Type IV Regulations, the responsibilities of the service plan manager include:

- i. supervision of the implementation of the resident's service plan;
- ii. integration of the various aspects of the resident's program;
- iii. recording of the resident's progress as measured by objective indicators and making appropriate changes/modifications;
- iv. reviewing quarterly service plan reviews for the successes and failures of the resident's program, including the resident's educational program, with recommendations for any modifications deemed necessary. Designated staff may prepare these reports, however, the service plan manager shall review, sign, and date the reports indicating approval;
- v. signing and dating all appropriate documents;
- vi. monitoring that the resident receives a review every 30 days of the need for residential placement and ensuring the timely release, whenever appropriate, of the resident to a least restrictive setting; monitoring any extraordinary restriction of the resident's freedom including use of any form of restraint, any special restriction on a resident's communication with others, and any behavior management plan;
- vii. asserting and safeguarding the human and civil rights of residents, and children of residents, and their families and fostering the human dignity and personal worth of each resident;
- viii. serving as liaison between the resident, provider, family, and community during the resident's admission to and residence in the facility, or while the resident is receiving services from the provider in order to:
  - (a). assist staff in understanding the needs of the resident and his/her family in relation to each other;
  - (b). assist staff in understanding social factors in the resident's day-to-day behavior, including staff/resident relationships;
  - (c). assist staff in preparing the resident for changes in his/her living situation;
  - (d). help the family to develop constructive and personally meaningful ways to support the resident's experience in the facility, through assistance with challenges associated with changes in family structure and functioning, and referral to specific services, as appropriate;

- (e). help the family to participate in planning for the resident's return to home or other community placement; and
- (f). supervise and implement the shared responsibility plan regarding resident and child of a resident.

Per the Department of Children & Family Services Residential Home Standards Type IV Regulations for Contractors require:

- a. Contractors hired to perform work which does not involve any contact with residents or children of residents, shall not be required to have a criminal background check if accompanied at all times by a staff person when residents or children of residents are present in the facility.
- b. Contractors hired to perform work which involves contact with residents or children of residents, shall be required to have documentation of a fingerprint-based satisfactory criminal background check through the FBI as required by R.S. 15:587.1 and R.S. 46:51.2 and noted in §7124.E or 7124.F as applicable.
- c. All contractors who are unaccompanied by staff with direct or indirect contact with children/youth shall have documentation of a state central registry clearance as required in §7112.

In addition to my role as a Service Plan Manager (SPM) contractor, ONT Youth Home has requested that I provide individual, group, and family psychotherapy services through my private practice Trinity Wellness Counseling LLC. These services will be invoiced to the residents' Medicaid insurance.

Considering this situation, I seek guidance on whether such an arrangement is considered dual service according to the Louisiana Board of Social Work Examiners' guidelines and/or NASW Code of Ethics. I would greatly value clarification on whether providing services concurrently in both capacities (as an SPM contractor for ONT Youth Home and through Trinity Wellness Counseling LLC) could constitute a dual relationship or conflict of interest that may pose an ethical concern.

Thank you for your time and attention to this matter. I look forward to your guidance and clarification on this issue. Should you require any additional information or documentation, I would be happy to provide it.

Sincerely,  
Kermindra Maberry, LCSW-BACS  
12866



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\* See Next page  
For add'l info

## Social Work

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**From:** victoria prather <[REDACTED]@il.com>  
**Sent:** Tuesday, September 24, 2024 4:09 PM  
**To:** Social Work  
**Subject:** question about selling digital products

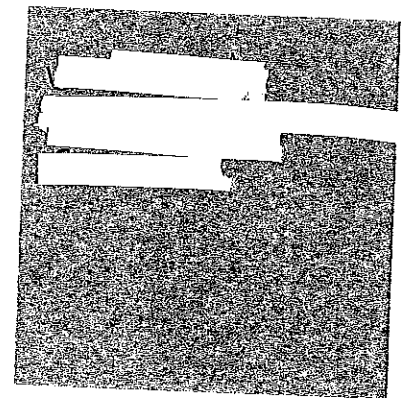
Can I sell digital mental health products (workbooks, meditations, etc) under my LCSW license and business if I am not advertising them directly to my clients?

Plus any clients that would want to work with me in my therapeutic practice would get them for free as I already use them in my private practice.

--

Thank you,  
Victoria Prather,  
LCSW-BACS,

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## Social Work

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**From:** victoria.prather@louisianastateboardofsocialwork.org >  
**Sent:** Wednesday, October 9, 2024 10:22 AM  
**To:** Social Work  
**Subject:** Re: question about selling digital products

Hi!

It might be irrelevant but in case the board wants to know, the products I would be selling would be psychoeducational, not meant for any clinical treatment. Could you add that piece of information so the board will see it?

Thank you so much!

On Tue, Oct 1, 2024 at 1:32 PM Social Work <[socialwork@lpswe.org](mailto:socialwork@lpswe.org)> wrote:

Thank you, I'll add it!

*Regina M. DeWitt*

Administrative Assistant

Louisiana State Board of

Social Work Examiners

18550 Highland Road, Suite B

Baton Rouge, LA 70809

(225)756-3470, Option 4

Fax (225)756-3472

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August 19, 2024

TO:

Ms. Emily DeAngelo and Board Members  
Louisiana State Board of Social Work Examiners  
18550 Highland Road, Suite B  
Baton Rouge, LA 70809

REC'D AUG 22 2024

FROM:

Gretchen Roy, LCSW

RE: CEU's obtained in August 2024

Dear Ms. DeAngelo and Board Members:

The purpose of this correspondence is to respectfully request that I be allowed to carry over CEU's from August 2024, to the next collection period. My reasons follow.

On July 9, 2024, I sent an e-mail to the board explaining that several training events were being offered in the Alexandria Region in August 2024. I asked if I could use CEU's from these trainings for the next collection period, as long as I did not use them for the current one. I had already completed my renewal for the current year. I received a response saying that I could transfer these credits to the next year. I quote this response as follows: "You may count credits only from August that is unused for next year renewal."

Based upon this clearance, I attended a two-hundred dollar, 10-hour, face-to-face, clinical seminar on August 10, 2024. In conversations with other social workers at the seminar, I found that there seemed to be some confusion about this issue; therefore, I sent another e-mail to the board on August 15, 2024, just to revalidate the previous response. The explanation I received was that these hours were not transferable to the collection period of September 1, 2024, through August 31, 2025, and that August 2024 was not a "swing" month.

I respectfully request that I be allowed to use these hours in the next collection period, as I based my decision to attend the seminar on the clearance I received on July 9, 2024. I attended the seminar in good faith and feel that I did due diligence in getting a clearance before scheduling the training.

Thank you for your consideration of this request. If further information is needed, please do not hesitate to contact me.

Sincerely,

*Gretchen Roy*  
Gretchen Roy, LCSW

**From:** Gretchen Roy  
**Sent:** Friday, August 23, 2024 10:44 AM  
**To:** Regina Dewitt <[rdewitt@labswe.org](mailto:rdewitt@labswe.org)>  
**Subject:** Fw: licensure renewal

Attached is requested e-mail. I can mail hard copies of the correspondences if you need them.

----- Forwarded Message -----

**From:** Gretchen Roy  
**To:** Sharon Duronslet <[sduronslet@labswe.org](mailto:sduronslet@labswe.org)>  
**Sent:** Wednesday, July 10, 2024 at 10:17:31 AM CDT  
**Subject:** Re: licensure renewal

Thank you for the clearance. I do not plan to use my August credits this year, so I will use them for next year's renewal.

Appreciate your help!

Gretchen Roy, LCSW

On Tuesday, July 9, 2024 at 11:53:15 AM CDT, Sharon Duronslet <[sduronslet@labswe.org](mailto:sduronslet@labswe.org)> wrote:

Good morning,

You may count credits only from August that is unused for next year renewal.

**Best regards,**

*Sharon Duronslet*

Administrative Coordinator 3  
Louisiana State Board of Social Work Examiners  
18550 Highland Road, Suite B  
Baton Rouge, La 70809  
[www.labswe.org](http://www.labswe.org)  
Phone 225.756.3470, Option 4  
Fax 225.756.3472  
Office hours 7:30 am- 4:00 pm

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October 11, 2024

Michelle Adema  
#14281

Dear Louisiana State Board of Social Work Examiners,

This letter is in response to an email I received on 10/3/2024 from Sara Banks stating, "I am unsure if we talked about this or not when we have spoken in the past but wanted to share the deadline just in case. Due to your supervision not having been completed within 4 years, a written request would need to be reviewed by the board to approve the hours outside of the 4-year requirement." I am writing to request that the 8 hours that took place after the 4-year period be counted and that I be approved to take the licensing test for my LCSW. I would like this letter to be presented to the board during the 10/25/24 board meeting.

I began Supervision with Catherine Puett, LCSW-BACS (#4337) on January 9, 2020. Our first break in supervision was in March of 2020 due to Covid. We resumed supervision on May 15, 2020. From May 2020 through April 26, 2022, we continued supervision on a consistent basis. In April 2022, due to changes in my Supervisor's personal life and my pregnancy, we were not able to resume Supervision until August 25, 2023. When we regrouped in August 2023, I had 14 hours of supervision left to complete.

My Supervisor and I planned to meet weekly to complete the 14 hours of supervision. However, in addition to having a very young child, I also had new challenges at work that often prevented me from meeting with my supervisor consistently. We had significant staff changes, and I ended up taking on multiple roles while working to hire for the vacancies.

We completed our last Supervision session on May 24, 2024, six months after the 4-year requirement. Due to some confusion with Certemy, I reached out to the Board a few times. Apparently, I received the email I referred to above in July, but it went into my junk folder. I reached out to Sara again this month, because Certemy still showed "pending verification" highlighted in green and wanted to learn what the cause of the delay was, if any. Sara explained the 4-year requirement and resent the email on 10/3/24 explaining the requirement and steps needing to be taken in order to resolve this matter.

I understand the importance of the requirement to complete supervision within a specified timeframe. I would like you to consider approving my request to take the LCSW test despite taking longer than 4 years. Life events took mine and my supervisor's attention away from Supervision for some time but as you can see, for most of my hours, we were consistent and within the requirements.

Thank you for your time and consideration,

Sincerely,

Michelle Adema

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9/14/24

To whom it may concern,

My name is Victor Manuel Bermudez Silva. I am currently a Licensed Master Social Worker under the supervision of Marlene Lucas, LCSW, BACS and my true dream is to become a Licensed Clinical Social Worker. This letter is to request an appeal to approve my hours due to not having completed a contract for each job change. Before I explain the reason for my failure and request an appeal, I would like to formally tell you my life's story in efforts to describe my character to you. I am from Venezuela, and I am one of three brothers. I am also the only one of my brothers to complete a college degree. I was born in the United States, but I returned briefly to Venezuela at 11 years old. At the age of 8, my mother returned with our family to the USA to learn English and to further her education. I spent years moving back and forth between the two countries. In 2011, I decided to permanently stay in Louisiana, where I graduated with a Bachelor of Science in Finance at UL Lafayette in the Summer of 2016.

During my time at UL as an undergraduate student, I maintained a 3.5 GPA, and I joined the Honors Program. At first, I felt inadequate to join the program, but the Director of Honors, Dr. Frederick, said, "A true honor student is not a student that is smart. An honor student is a student that wants to learn and grow and be the best person that he/she can be." Her words motivated me to not only join honors but to join the honors board committee. I became the Building and Development Committee Chair, which consisted of making the honors building a better home for fellow honors students. A few years later, I became the honors board president.

Not only was I involved in extra-curricular activities at UL, but I also had the opportunity to conduct research with faculty as a McNair scholar. I believe that the McNair Program was a tremendous opportunity for me to do research and move forward in my profession. Not only has

it taught me how to conduct professional research studies, but I have also learned to analyze and write in an organized and professional manner. Both skills have affected me in a positive way both personally and professionally. It took me 5 years to obtain my bachelor's degree. During that time at ULL, I was a fulltime student. I worked two jobs to maintain my financial stability and to provide for my family back in Venezuela. I started working at The Erny Insurance Agency in labor services. Later, I was promoted to an office clerk. I then became an assistant manager for one of the agency's branches for three years. My second job was at ULL. My first job on campus was working as a supplemental instructor for accounting 201 at the Learning Center. My role was to reteach what the professor had taught that day in the classroom. Although the insurance industry offered better financial opportunities, during my time as an instructor, I realized that I had a passion for helping others. Helping students succeed when they have lost all hope for themselves is one of the most gratifying feelings in the world. These experiences are far more valuable to me than financial success. As time passed, my job on campus changed due to better opportunities that the Trio Program Department offered me. I became a tutor for finance, accounting and economics at DeClouet Hall, offering students my knowledge to help them achieve success. Due to low hours at the insurance agency, I decided to work in the healthcare sector. I began working for Genesis Behavioral Hospital as a Mental Health Technician and my job duties were to lead recreational groups and provide patient care. Through simple games and small readings, I have found that messages can be indirectly delivered to patients to help them understand that their problems can be managed. Working at Genesis Behavioral Hospital helped me sympathize with my older brother with his current mental health issues. In March 2017, Oceans Behavioral Hospital of Opelousas and Crowley offered me to become their Director of Human Resources. My current duties as the HRD were the following: responsible for the day-to-

day facility processes, which include but are not limited to, secretarial, recruitment and retention activities, benefits enrollments, orientation, training, risk management, payroll records, and employee health support functions. My favorite aspect of being the HRD was educating clinical and non-clinical staff how to engage with patients with disabilities and mental disorders.

My experience as a mental health technician and HRD has propelled me to continue my education and to become a social worker. In 2018, I graduated with an MBA-HCA from ULL and during that summer, I enrolled in the Social Work Master program from LSU online. I also worked as a community liaison for a home health agency. While completing my masters social work program from LSU, I also attended Marlene Lucas' supervision group as a guest because I wanted to expand my knowledge base. It was not an easy task, but I knew that it was the correct path in order to pursue my dreams to help others. In 2020, during my social work internship, I had the opportunity to work for Acadiana Cares under the supervision of Mr. Barry Lafleur. I learned a great deal about the LGBTQ community and their struggles they had to overcome. During the Fall of 2020, I was blessed to get hired as the Corporate Compliance Officer for Acadiana Cares after completing my social work internship.

In June 2022, I became a LMSW. I think passing the LMSW exam was one of the proudest moments in my life. In fact, it wasn't until my second attempt that I finally passed the exam. It took me over 4 months to properly prepare for the exam, but it was well worth it. Failure taught me a valuable lesson and became my greatest teacher.

After passing the LMSW exam, I did a supervision Contract 2 with Marlene Lucas from June 13, 2022, to December 12, 2022, at Acadiana Cares under Barry LaFleur LCSW, BACS as the Corporate Compliance Officer/Social Worker. At this time, I completed about 1189 working hours. He was not able to put my completed hours into Certemy because the other jobs already

filled the required 3000 hours. In addition, Marlene Lucas recruited me to go work for Allegiance Healthcare, who owns several facilities in Louisiana. In December 2022, I started Contract 1 with Marlene Lucas, while working for Mercy Regional Medical Center (Allegiance Healthcare Management owned facility), where I was the Administrator/Social worker for a 12-bed psychiatric inpatient unit facility from December 2022 to December 23, 2023, completing a total of 2052 hours. In January 2024, due to my job performance, I was promoted to transfer to Allegiance Home Health (Allegiance Healthcare Management owned facility), where I served as a Care Transition Coordinator/Social Worker from January 2024 to April 2024 completing a total of 504 hours of work. In April 2024, I received another promotion within the same organization but transferred to Allegiance Healthcare Management group which is their Corporate Division as the Regional Director of Long-Term Care (LTC) Outreach, LMSW. I completed a total of 504 hours from April 2024 to June 2024. I have calculated my total hours as a social worker and I have completed 4249 hours and I have also completed 100 hours face to face hours in the past 2 years. Where I have fallen short is in my prompt reporting ability into Certemy.

I failed to promptly report position changes into Certemy from:

- 1) 8/13/22 to 2/13/23 during this time frame I completed 1080 hours and 18 hours of face to face. (transitioning from Acadiana Cares to Program Administrator at Mercy Regional Medical Center).
- 2) 1/7/24 to 5/29/24 during this time frame I completed 900 hours and 22 hours of face to face (transitioning from Administrator at Mercy Regional Medical Center to Care Transition Coordinator/Social Worker for Allegiance Home Health).
- 3) 4/8/24 to 5/17/24 during this time frame I completed 180 hours and 8 hours of face to face (transitioned from Care Transition Coordinator/Social Worker for Allegiance Home Health to

Regional Director of Long-Term Care (LTC) Outreach, LMSW for Allegiance  
Healthcare Management Group).

I did not fully understand the system or the time restraints. I also did not understand that I needed to report promotions since I was still working for different entities within the same company. The process was confusing, and I felt overwhelmed. I apologize for my lack of knowledge and any inconvenience this may have caused. I am humbly asking the Board to grant me an appeal to approve my hours because my dream is to become a Licensed Clinical Social Worker and to be able to give back to our rural communities in Louisiana.

Sincerely,

A handwritten signature in black ink, appearing to be 'VB' with a horizontal line extending from the end.

Victor Bermudez, LMSW, MBA-HCA





**ALLEGIANCE HEALTH  
MANAGEMENT**

June 13, 2024

RE: Victor Bermudez  
Employment Verification  
Allegiance Health Management

To Whom it May Concern:

Please see verification of employment dates and rates on Victor.

Mercy Regional Medical Center – Administrator / Social Worker – December 2022 to December 2023  
(Victor currently works for Mercy on a PRN status).

Allegiance Home Health – Transitional Care Coordinator / Social Worker (January 2024 to Present)  
(Victor currently works for Allegiance Home Health on a PRN status)

Allegiance Management Group - Regional Director of Long-Term Care Outreach / Social Worker (April 2024 to present) Full time job

Please contact me if you have any questions.

Michelle Lambert  
Director of Human Resources  
Allegiance Health Management

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9/15/24

To whom it may concern,

My name is Marlene Lucas, LCSW, ACSW, BACS. In 2018, I met Victor Bermudez as he was pursuing his master's degree in social work. He approached me about becoming part of my group supervision that I was doing because he felt that he wanted to gain as much knowledge as possible to be the best social worker. This impressed me, and I allowed him to do so.

I have been the official supervisor for Victor Bermudez, LMSW from June 2022 to present. Victor Bermudez, LMSW completed Contract 2 with me (Marlene Lucas) from June 2022 to December 2022 at Acadiana Cares under LCSW Barry LaFleur. He was the Corporate Compliance Officer/Social Worker. I recruited him to work for Allegiance Healthcare who owns several facilities in Louisiana. In December 2022, Victor Bermudez started a Contract 1 with me, while working for Mercy Regional Medical Center (Allegiance Healthcare Management owned facility) where he was the Administrator/Social Worker for a 12-bed psychiatric inpatient unit from December 2022 to December 2023. He did an outstanding job in this position. He was able to fix processes within the facility, trained staff, and provided oversight for quality patient care at the facility. He did this position for one year and he was promoted and transferred to Allegiance Home Health (Allegiance Healthcare Management Owned Facility) where he served as a Care Transition Coordinator/Social Worker. He transitioned patients that were being discharged from the hospital into home health services and ensured that patient needs were met. He did this for three months. Then in April 2024, we offered Victor Bermudez the Regional Director of Long-Term Care (LTC) Outreach, LMSW where he oversees assessing patients at the nursing homes and assisted living facilities that would benefit from LTC services. I have always thought that it takes a wide variety of talents to truly make a team. He has an excellent knowledge of resources

and has been able to establish many relationships within those resources which allow him to promote the well-being of the clients. He is ambitious and easily excels at leadership. Also, since June 2022 to June 2024, Victor has completed 100 hours of face to face supervision including 26 individuals and 24 groups consisting of 2 hours each session under my guidance. He is well-versed in knowledge and skill application in a wide variety of social work theory and technique. He was always very enthusiastic concerning different groups. I have known him to go out of his way to help clients and people in need.

Victor displays great enthusiasm for the field and is especially energetic at pursuing his goals. He is an individual that is very dedicated and never gives up. He is always willing to help serve his patients and his community. He goes above and beyond to ensure quality patient care while following social worker ethics. Victor is a true patient advocate, but he also understands what it means to manage a facility and support his staff. He is a crucial asset to the mental health sector. He is an excellent social worker now and allowing him to take the LCSW exam will provide career growth and opportunity. He will be able to move forward in a way that will have a meaningful impact and further enrich social services in this area. I highly recommend Victor Bermudez to be excused for his tardiness and neglect of applying for a new contract when he changed positions. Denying him the affordability to take his test could not only cause hardship on him but also limit potential future opportunities currently available to him within the Allegiance Healthcare organization. There are positions available now which would allow him to provide oversight for social service applications in the mental health field on a statewide basis for practitioners that have less experience than him. I would like to be able to see him guide them into practice that could make differences in rural areas of Louisiana.

Sincerely,

A handwritten signature in black ink, appearing to be 'M. Lucas', written in a cursive style.

Marlene Lucas, LCSW, ACSW, BACS

If you have any questions, please feel free to contact me at (                      )  
like to attend the hearing and advocate for him.

I would also

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

REC'D OCT 18 2024

Re: Allison Bullach #13646 Supervision Hours  
October 11, 2024

To whom it may concern,

I am writing to request that my 15 supervision hours with Christina Beauregard from 2016-2017 be included in my required 96 BACS supervision hours. After terminating with Ms. Beauregard in 2017, I then took an almost five-year break from professional social work to pursue a Volunteer Coordinator role with a local nonprofit, hence the gap. When I decided to return to professional social work in 2022 and my LMSW was re-instated, I soon after began supervision with my current supervisor Tameka Jasmine. As I write this letter, I currently have 68 hours of supervision logged with Mrs. Jasmine, and the additional 15 hours with Ms. Beauregard would put me in a place to request to test early, which I would very much love to do. I have sent all supportive documents from my time with Ms. Beauregard (via email and mail) to the board except for the Evaluation of Supervision, which I have included with this letter.

I thank you for your time and consideration in this matter.

Sincerely,



Allison Bullach, LMSW

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## **SaraJanet Banks**

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**From:** Allison Adler <a i>  
**Sent:** Wednesday, August 28, 2024 2:08 PM  
**To:** SaraJanet Banks; Social Work  
**Subject:** Out of State Supervision Request  
**Attachments:** Out of State Supervision - NAC.pdf; Out of State Supervision - Bellevue .pdf.

To whom it may concern,

I am reaching out to file a formal request for the board to review at the up coming September meeting for out of state supervision to be approved and counted towards my LCSW.

Attached are two files:

- supervision completed at New Alternatives for Children by Liz Haskel. Per the form 41 hours of supervision were completed at my time there
- supervision completed at New York City Health + Hospitals - Bellevue by Megan Hedges. Per the form 14 hours of supervision were completed.

In total, the request is to have **55 total hours** completed out of state to be counted towards my clinical supervision.

Best,  
Allison Dasso, LMSW - 18020



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## Social Work

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**From:** LABSWE Complaints  
**Sent:** Tuesday, October 1, 2024 11:10 AM  
**To:** Social Work  
**Subject:** Contact Us Form Submitted

First Name: Caroline  
Last Name: DiPretore  
Phone Number: 504-339-3604  
Email Address: caroewilson@gmail.com  
Question:

Greetings Louisiana Social Work Board members,

My name is Caroline DiPretore, LMSW license #17026, and I am writing to ask the board to make an exception and approve my period of supervision hours and work hours from 7/11/2022- 6/28/2023 to be counted towards my hours needed for LCSW licensure.

I mistakenly did not sign my contract until 6/28/2023, which was almost an entire year after I had actually started supervision and begun working at Ochsner as a transplant social worker. Again, mistakenly, I assumed my LCSW-BACS supervisor, Kathleen Whalen, had submitted all appropriated paperwork on my behalf.

Recently I was made aware that a similar situation occurred with Kathleen Whalen and another supervisee. This supervisee did not complete her contract within the initial 60 day period of starting employment and had missed out on over a year of supervision hours and work hours. Ultimately, the board approved the exception and allowed the supervisee to count those additional hours towards licensure. I ask that the board follows its own precedent and also allows me the same grace.

I have spent over 2 years in supervision and have paid thousands of dollars towards supervision. Obtaining my LCSW license will have a dramatic impact on my life by automatically qualifying me for a raise at my current employer, allow for me to provide a higher level of services to my patients, and increase revenue for my employer for allowing me to bill for hours. I planned to have a therapy private practice as a 2nd job to further supplement my income and expand services for Medicaid and low income families in my area. As the board is aware, salaries for social workers, especially LMSWs, are not sufficient for keeping up with the lack of affordable housing, soaring insurance rates, and overall inflation and cost of living increases.

I am happy to speak more about my particular situation and exact details.

Thank you for taking the time to consider my case. I look forward to hearing more from the board.

Sincerely,

Caroline DiPretore, LMSW, license #17026



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September 24, 2024

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

Dear Members of the Board,

I am writing to request that the Board waive the policy stating that work and supervision hours may only be counted if the supervision contract is completed within the first 60 days of supervision. I had my first supervision session with my clinical supervisor (Amanda Tonkovich, license # 12870) on November 4, 2022, but due to confusion with Certemy, my Supervision Agreement was not completed until February 17, 2023. I am requesting that the board waive this requirement, and allow me to count my supervision and employment hours during the period of 11/04/2022 to 12/16/2022. If it is not waived, I will lose 8 hours of clinical supervision and 576 hours of professional work experience.

**During the period from 11/4/2022-12/16/2022 I completed:**

- 8 hours of face-to-face clinical supervision
- 280 professional experience work hours

I truly appreciate your time and consideration of my request. I apologize for not contacting the board to get the issues with my supervision contract resolved within the 60 day period. Please don't hesitate to reach out to me or my clinical supervisor if you need any additional information.

Sincerely,

A handwritten signature in black ink, appearing to read 'Eva Lessinger', written over a horizontal line.

Eva Lessinger, LMSW (License 14229)



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**\* \* \* \* \***

Chiera Randall, MSW, LMSW  
330 Bayou Teche Subd. Rd.  
Opelousas, LA 70570

10/16/2024

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

Dear Members of the Board,

I hope this letter finds you well. My name is Chiera Randall, MSW, LMSW, and I am writing to respectfully request consideration regarding lost supervision hours. I understand that my initial supervision contract was completed on 10/14/2024. Per your guidelines, I acknowledge that a completed contract must be submitted within 60 days of the first supervisory session, employer change, or supervisor change. Unfortunately, due to an oversight on my part, this requirement was not met, despite my initial thoughts of the contract being completed in October 2022 and finalized January 2023.

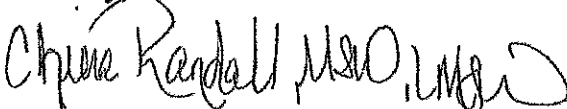
As a result, I understand that the hours accrued between 10/06/2022 and 08/13/2024 are currently ineligible, leading to the loss of 90 supervision hours. I take full accountability for this oversight. I have been employed with Oceans Healthcare since 06/2021, which has been verified through the Certemy system by Oceans Healthcare's Human Resources department. My oversight in managing the Certemy system has taught me the importance of closely monitoring all aspects of the listed sections to ensure everything is complete.

Social work is a deep passion of mine, and obtaining my LCSW licensure is a critical step in my career. I am dedicated to making meaningful contributions to my community and supporting individuals and families in need. My goal is to use the skills I acquire through this licensure to advocate for and provide services that improve the quality of life for those I serve.

I am requesting that the board consider allowing the lost supervision hours from 10/06/2022 to 08/13/2024 to be counted, as these hours are crucial for my licensure process. If not approved, I will lose 90 hours of supervision. I fully understand the importance of adhering to the guidelines set forth by the board, and I appreciate your understanding in reviewing my request.

Thank you for your time and consideration. I sincerely hope the board will allow me the opportunity to continue on my path to licensure without further delay.

Sincerely,



Chiera Randall, MSW, LMSW  
318-240-4168



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## **SaraJanet Banks**

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**From:** carlee swindle <  
**Sent:** Monday, September 30, 2024 9:28 AM  
**To:** SaraJanet Banks  
**Subject:** Revised Appeal for Supervision Hours Denial

Good Morning,

I hope this message finds you well. I am writing to formally appeal the denial of my supervision hours for my LCSW license. While I fully understand that ignorance is not always a valid reason to overlook an error, I would like to explain this situation and my previous thoughts in hopes of reconsideration.

When speaking with other professionals at my place of employment, it was my understanding that because I worked under my supervisor, Melissa Sepeda, LCSW BACS, as part of my employment, the supervision hours would automatically count toward my LCSW requirements immediately following obtaining my LMSW. While I recognize that this assumption was incorrect and my mistake, it was the basis for my misunderstanding and the following actions.

In my time working toward my LCSW License I have logged over the required hours of supervision, specifically 174 hours under the supervision record in Certemy, where the required amount is 96 hours. Additionally, I have completed 3,920 hours under the Professional Experience Verification Record, exceeding the 3,000-hour requirement. If this decision is not appealed, I will lose almost all of my supervision (154 total hours would be lost), specifically all but the last two months of supervision (20 hours). Throughout this time, I have worked to serve my clients as best as I can and have used my supervision to grow as a clinician. My supervision has allowed me to seek both guidance and support to ensure the highest quality of care for my clients.

One of the significant benefits of my employment under Melissa Sepeda was that supervision would be provided as part of my role as a clinician, for which I have been incredibly grateful. I ask that you kindly review both the quantity and quality of the supervision that I have received in the time from my LMSW approval to now. I sincerely apologize for any misunderstanding and the hassle this situation has caused.

If possible, I would like to request a meeting to discuss this in person, as I feel that this error not only affects my professional growth but also impacts my clients, who are awaiting my LCSW licensure for clinical and insurance purposes. I am committed to resolving this issue and would hate to let my clients down after all the work that has been done.

Please, reach out to either myself or my supervisor, Melissa Sepeda, for further clarification if needed. I appreciate your time and consideration in reviewing my case and look forward to the opportunity to speak with you.

Thank you once again for your understanding.

Sincerely,

Carlee Swindle, LMSW

## **SaraJanet Banks**

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**From:** Melissa Sepeda <melissaann\_sepeda@yahoo.com>  
**Sent:** Sunday, September 29, 2024 5:35 PM  
**To:** SaraJanet Banks  
**Subject:** Appeal Request for Supervision  
**Attachments:** LCSW Supervision Agenda.docx

Ms. Banks,

Thank you for writing to us with this information. I appreciate your time.

I am writing to request that you and the Board please reconsider this decision. I cannot apologize enough for my error; I genuinely believed that this was the same process I followed with a previous supervisee and the process that another BACS had directed me towards. Regardless of that, I wholeheartedly understand that it was my responsibility to review the requirements and that my ignorance and inattention to this detail is not an excuse for the error.

If the Board denies this appeal, Ms. Swindle will lose 154 hours of supervision, as only 20 hours of supervision occurred in the 60 days prior to the submission, and she completed a total of 174 hours (78 more hours of supervision than the requirement). In her time with me, Ms. Swindle participated in weekly or bi-weekly individual supervision, weekly or bi-weekly group supervision, regular staff meetings, in-house continuing education, outside continuing education that we completed as a group and discussed clinically amongst ourselves at length, as well as daily debriefings about client sessions and client progress. Ms. Swindle completed 3,920 hours of professional experience during this time, again more than the requirement. She has developed extraordinary clinical skills, ethical knowledge, and ability to collaborate with other providers. She is one of the most dedicated clinicians with whom I have ever served.

I am attaching to this email the basic protocol I use to guide individual supervision sessions in hopes that you consider the quantity and quality of her supervision experience rather than my administrative error.

I absolutely understand that processes and procedures must be in place, and must be followed, and I acknowledge the need for consequences when those procedures are not followed. However, I am pleading with the board to impose those consequences on me as the supervisor, not on Ms. Swindle as the supervisee, as she has done nothing in this process but grow into an exceptional clinician. I implore you and the Board to please reconsider and approve Ms. Swindle for her LCSW testing and instead revoke my BACS, as this mistake was mine and not hers, and to punish her for my error would cause harm to both her and the community she serves.

Thank you for your time and attention to this matter.

Respectfully,  
Melissa Sepeda

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## **Social Work**

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**From:** Courtney Celestine <courtney\_celestine@yahoo.com>  
**Sent:** Wednesday, September 25, 2024 3:14 PM  
**To:** Social Work  
**Cc:** siannan.caldwell@gmail.com  
**Subject:** Remote Supervision Approval

To the Louisiana State Board:

I am corresponding to seek necessary approval for remote supervision as a result of the undue hardship in-person supervision requires of me given present circumstance.

My current supervisor and I, with whom I have cultivated a meaningful professional mentorship, presently have the same work scheduling constraints and I lack adequate resources required to afford childcare after my working hours. This is especially straining given the fact that I am often the sole caregiver to my ten week old daughter, as her father works out of state for eight weeks at any given time. I have discussed the possibility of remote supervision with my current supervisor, but I understand that such a consideration is a privilege and requires board approval. Without this accommodation, I am deeply concerned with my ability to access and afford the necessary professional supervision in a manner that is financially sustainable.

If permitted to utilize remote supervision, my supervisor and I have discussed the use of Zoom for supervision, as it offers a HIPPA compliant platform. All communications will remain private and solely accessible to myself and my supervisor. Despite my supervisor and I not being employed by the same company presently, we understand that HIPPA compliance is of the utmost importance. All communications, including those via zoom will be password protected. Additionally zoom offers platforms with end to end encryption, further securing patient information.

In the case of an emergency, we will communicate with each other beforehand, make changes as needed, and escalate to the proper channels of oversight, such as the Louisiana Board of Social Work, as deemed necessary by ethical decision making models.

I have CC'd my supervisor, Sianna Nacoste-Caldwell, LCSW-BACS in this e-mail.

Thanks for your time,  
Courtney Celestine



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## **Regina Dewitt**

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**From:** Lacey Scarborough  
**Sent:** Tuesday, September 24, 2024 10:07 AM  
**To:** Regina Dewitt  
**Subject:** Request for Telesupervision

9/23/24

Louisiana State Board of Social Work Examiners  
Rouge, LA 70809

18550 Highland Rd, Suite B

Baton

RE: Request for Remote Supervision

To Whom It May Concern,

I am writing to request remote supervision. My supervisor resides over an hour away from me. Remote supervision will be beneficial in the following determinants:

- Travel Time: I reside in Deridder, LA while my supervisor resides in Pineville, LA. Travel time both ways results in a 2.5 hour round trip.
- Additional Circumstances: I have 2 small children which virtual supervision will assist in care for them.
- Security: My supervisor and I do not access the company's program/software. When reviewing my documentation, names are taken off of the document for review.
  - My supervisor and I intend to utilize Google Meet with encryption for our virtual meetings to ensure secure correspondence and only meet where both of us have privacy within our physical space to promote patient privacy.
- Confidential Information: Information will be kept confidential by not disclosing personal identifiable information. In addition, names will be marked through or cut off on all documentation reviewed. Names will be withheld in session via virtual means.
- Emergencies: Emergencies will be handled accordingly. My supervisor is committed to my excellence in practice. She will be available by phone or in person, when needed.

I request remote supervision beginning in October 2024. It would be helpful for both parties involved, and greatly appreciated. I have my supervisor's full support to have virtual supervision.

Best Regards,

Lacey Scarborough, LMSW

Supervisor - Rachel Rhodes, LCSW-BACS