

# BID SIGNATURE PAGE

Type or Print the following information.

PROSPECTIVE CONTRACTOR'S INFORMATION			
Company:	Southern Counseling Services		
Address:	1970 Lyndale		
City:	Memphis	State: TN	Zip Code: 38107
Business Designation:	<input type="checkbox"/> Individual <input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Public Service Corp <input type="checkbox"/> Partnership <input checked="" type="checkbox"/> Corporation <input type="checkbox"/> Nonprofit		
Minority and Women-Owned Designation*:	<input checked="" type="checkbox"/> Not Applicable <input type="checkbox"/> American Indian <input type="checkbox"/> Service-Disabled Veteran <input type="checkbox"/> African American <input type="checkbox"/> Hispanic American <input type="checkbox"/> Women-Owned <input type="checkbox"/> Asian American <input type="checkbox"/> Pacific Islander American		
AR Certification #: _____ * See Minority and Women-Owned Business Policy			
PROSPECTIVE CONTRACTOR CONTACT INFORMATION			
Provide contact information to be used for bid solicitation related matters.			
Contact Person:	Bill Rubin	Title:	MANAGER
Phone:	901-277-2851	Alternate Phone:	
Email:			
CONFIRMATION OF REDACTED COPY			
<input type="checkbox"/> YES, a redacted copy of submission documents is enclosed. <input checked="" type="checkbox"/> NO, a redacted copy of submission documents is <u>not</u> enclosed. I understand a full copy of non-redacted submission documents will be released if requested. <i>Note: If a redacted copy of the submission documents is not provided with Prospective Contractor's response packet, and neither box is checked, a copy of the non-redacted documents, with the exception of financial data (other than pricing), will be released in response to any request made under the Arkansas Freedom of Information Act (FOIA). See Bid Solicitation for additional information.</i>			
ILLEGAL IMMIGRANT CONFIRMATION			
By signing and submitting a response to this <i>Bid Solicitation</i> , Prospective Contractor agrees and certifies that it does not employ or contract with illegal immigrants. If selected, Prospective Contractor certifies that it will not employ or contract with illegal immigrants during the aggregate term of a contract.			
ISRAEL BOYCOTT RESTRICTION CONFIRMATION			
By checking the box below, Prospective Contractor agrees and certifies that it does not boycott Israel, and if selected, will not boycott Israel during the aggregate term of the contract.			
<input type="checkbox"/> Prospective Contractor does not and will not boycott Israel.			

An official authorized to bind Prospective Contractor to a resultant contract must sign below.

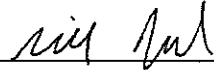
The signature below signifies agreement that any exception that conflicts with a Requirement of this *Bid Solicitation* will cause Prospective Contractor's bid to be disqualified:

Authorized Signature: Bill Rubin Title: MANAGER  
 Printed/Typed Name: BILL RUBIN Date: 5/14/2024

## SECTIONS 1 - 4 VENDOR AGREEMENT AND COMPLIANCE

- Any requested exceptions to items in this section which are NON-mandatory **must** be declared below or as an attachment to this page. Vendor **must** clearly explain the requested exception and should label the request to reference the specific solicitation item number to which the exception applies.
- Exceptions to Requirements **shall** cause the vendor's proposal to be disqualified.

By signature below, vendor agrees to and **shall** fully comply with all requirements as shown in the bid solicitation.

Vendor Name:	BILL RUBIN	Date:	5/24/2024
Signature:		Title:	MANAGER
Printed Name:	BILL RUBIN		

## PROPOSED SUBCONTRACTORS FORM

- *Do not include additional information relating to subcontractors on this form or as an attachment to this form.*

**PROSPECTIVE CONTRACTOR PROPOSES TO USE THE FOLLOWING SUBCONTRACTOR(S) TO PROVIDE SERVICES.**

*Type or Print the following information*

Subcontractor's Company Name	Street Address	City, State, ZIP

☒ **PROSPECTIVE CONTRACTOR DOES NOT PROPOSE TO USE SUBCONTRACTORS TO PERFORM SERVICES.**

## SECTION 2.3 MINIMUM QUALIFICATIONS


Please select one (1) of the following:

☒ Completed Structured Analysis Family Evaluation (SAFE) training.  
If the prospective Contractor has completed the SAFE training, the Prospective Contractor must submit certificate(s) with bid submission.

☐ Have **NOT** completed the Structured Analysis Family Evaluation (SAFE) training.

If the Prospective Contractor has not completed the SAFE training, the Contractor must complete the training within thirty (30) business days of the contract start date.

By signature below, vendor agrees to and **shall** fully comply with all requirements as shown in the bid solicitation.

Vendor Name:	Bill Rubin	Date:	5/24/24
Signature:		Title:	MANAGER
Printed Name:	Bill Rubin		

## SERVICE AREA(S)

Please select each area in which you can provide services (Refer to Attachment J DCFS Area Map).

- ☐ Area 1
- ☐ Area 2
- ☐ Area 3
- ☒ Area 4
- ☒ Area 5
- ☐ Area 6
- ☒ Area 7
- ☒ Area 8
- ☒ Area 9
- ☒ Area 10

## SERVICE AREA(S)

Please select each area in which you can provide services (Refer to Attachment J' DCFS Area Map).

- ☐ Area 1
- ☐ Area 2
- ☐ Area 3
- ☒ Area 4
- ☒ Area 5
- ☐ Area 6
- ☒ Area 7
- ☒ Area 8
- ☒ Area 9
- ☒ Area 10

Southern Counseling Services aim to promote equal opportunities, eliminate discrimination and eliminate harassment through the following: Opposing all forms of unlawful and unfair discrimination. All employees (whether part-time, full-time or temporary), volunteers, members, and beneficiaries will be treated fairly and with respect.

-

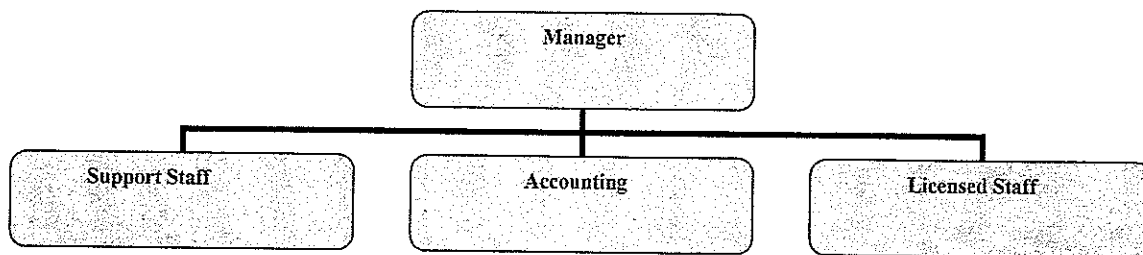
-

Bill Rubin, LCSW  
901-277-2851  
901-726-1895 fax

Southern Counseling Services is currently providing IFS, Home Studies, Adoption Studies, Adoption Summaries and In-Home Counseling Services to counties in Arkansas. The counties receiving some or all of these services include All of area 1X , St Francis, Lee, Monroe, Drew Phillips, All of area Four and all of area Eight. These contracts total approximately 480,000.00. These contracts serve the population that DCFS refers to Southern Counseling. Many hundreds of families are served by these contracts. The Verification of these contracts is Contact Phone Number 501-682-9049.

The Role of the Respondent in providing the above services has been General Manager. The responsibilities of this position have been to oversee all of the Quality Assurance, Staffing, and Budgeting and Accounting duties required by these projects. The contract period for the above contracts were on a twelve month basis for each of the contract years and staff months for each year was for 12 months.

#### **Organizational Chart of overall Business Structure**



**....Medicaid Enrollment Status:** Provider currently has applied to become a behavioral health services provider in the AR Medicaid program and documentation of that is attached.

Services will be provided in a fashion that is convenient and meaningful to the client and will be performed in the client's home when possible. Late afternoons, weekends and early mornings can be arranged depending on the needs and circumstances of the client. Licensed therapists that live close to these counties will provide Counseling services. The tasks to be performed by the staff include: Traveling to the client's home to provide counseling services and coordinating the community support services the family needs.

See attached: License, Resume and List of Personnel.



**Contract and Grant Disclosure and Certification Form**

**Failure to make any disclosure required by Governor's Executive Order 98-04, or any violation of any rule, regulation, or policy adopted pursuant to that Order, shall be a material breach of the terms of this contract. Any contractor, whether an individual or entity, who fails to make the required disclosure or who violates any rule, regulation, or policy shall be subject to all legal remedies available to the agency.**

**As an additional condition of obtaining, extending, amending, or renewing a contract with a state agency I agree as follows:**

1. Prior to entering into any agreement with any subcontractor, prior or subsequent to the contract date, I will require the subcontractor to complete a **CONTRACT AND GRANT DISCLOSURE AND CERTIFICATION FORM**. Subcontractor shall mean any person or entity with whom I enter an agreement whereby I assign or otherwise delegate to the person or entity, for consideration, all, or any part, of the performance required of me under the terms of my contract with the state agency.
2. I will include the following language as a part of any agreement with a subcontractor:  

*Failure to make any disclosure required by Governor's Executive Order 98-04, or any violation of any rule, regulation, or policy adopted pursuant to that Order, shall be a material breach of the terms of this subcontract. The party who fails to make the required disclosure or who violates any rule, regulation, or policy shall be subject to all legal remedies available to the contractor.*
3. No later than ten (10) days after entering into any agreement with a subcontractor, whether prior or subsequent to the contract date, I will mail a copy of the **CONTRACT AND GRANT DISCLOSURE AND CERTIFICATION FORM** completed by the subcontractor and a statement containing the dollar amount of the subcontract to the state agency.

**I certify under penalty of perjury, to the best of my knowledge and belief, all of the above information is true and correct and that I agree to the subcontractor disclosure conditions stated herein.**

Signature Bill Rubin Title Manager Date 5/24/2024

Vendor Contact Person Bill Rubin Title Manager Phone No. (901) 227-2851

**Agency use only**

Agency Number 0710 Agency Name Department of Human Services Agency Contact Person Debra Lovins Contact Phone No. (870) 972-1732 or Grant No. 4600023785

Contract Number 4600023785  
Attachment Number 9

## CONTRACT AND GRANT DISCLOSURE AND CERTIFICATION FORM

Failure to complete all of the following information may result in a delay in obtaining a contract, lease, purchase agreement, or grant award with any Arkansas State Agency.

SUBCONTRACTOR: SUBCONTRACTOR NAME:

☐ Yes ☒ No

IS THIS FOR:

TAXPAYER ID NAME: Southern Counseling Services, LC Goods? ☐ Services? ☒ Both? ☐

YOUR LAST NAME: Rubin FIRST NAME: Bill M.I.:

ADDRESS: 1970 Lyndale

CITY: Memphis STATE: TN ZIP CODE: 38107 COUNTRY: USA

**AS A CONDITION OF OBTAINING, EXTENDING, AMENDING, OR RENEWING A CONTRACT, LEASE, PURCHASE AGREEMENT, OR GRANT AWARD WITH ANY ARKANSAS STATE AGENCY, THE FOLLOWING INFORMATION MUST BE DISCLOSED:**

### FOR INDIVIDUALS \*

Indicate below if: you, your spouse or the brother, sister, parent, or child of you or your spouse is a current or former: member of the General Assembly, Constitutional Officer, State Board or Commission Member, or State Employee:

Position Held	Mark (✓)		Name of Position of Job Held [senator, representative, name of board/ commission, data entry, etc.]	For How Long?		What is the person(s) name and how are they related to you? [i.e., Jane Q. Public, spouse, John Q. Public, Jr., child, etc.]	Person's Name(s)	Relation
	Current	Former		From MM/YY	To MM/YY			
General Assembly								
Constitutional Officer								
State Board or Commission Member								
State Employee								

☒ None of the above applies

### FOR AN ENTITY (BUSINESS) \*

Indicate below if any of the following persons, current or former, hold any position of control or hold any ownership interest of 10% or greater in the entity: member of the General Assembly, Constitutional Officer, State Board or Commission Member, State Employee, or the spouse, brother, sister, parent, or child of a member of the General Assembly, Constitutional Officer, State Board or Commission Member, or State Employee. Position of control means the power to direct the purchasing policies or influence the management of the entity.

Position Held	Mark (✓)		Name of Position of Job Held [senator, representative, name of board/ commission, data entry, etc.]	For How Long?		What is the person(s) name and what is his/her % of ownership interest and/or what is his/her position of control?	Person's Name(s)	Ownership Interest (%)	Position of Control
	Current	Former		From MM/YY	To MM/YY				
General Assembly									
Constitutional Officer									
State Board or Commission Member									
State Employee									

☒ None of the above applies

OFFICIAL BID PRICE SHEET

710-24-0010 Home Studies

All costs must be included in the unit price. Costs not included in the unit price below are not billable under a contract established from this solicitation. Bidder must submit a printed copy of the completed official bid price sheet with bid submission.

Quantities are estimated for bidding purposes only and may increase or decrease. Consideration will only be given to those that bid all line items.

Instructions: Enter the unit price for each line item. Extended amounts and the annual grand total will auto-calculate.

ITEM	DESCRIPTION	ESTIMATED QUANTITY	UNIT PRICE	EXTENDED AMOUNT
1	Home Study	476	\$ 650.00	\$309,400.00
2	Home Study Update	215	\$ 450.00	\$96,750.00
ANNUAL GRAND TOTAL				\$406,150.00

AUTHORIZATION SIGNATURE

By my signature below, I certify that the aforementioned statements are true and correct and that I accept the Terms and Conditions as presented in this bid, and that I am authorized by the respondent to submit this bid on his/her behalf.

Printed Name: Bill Rubin

Date: 5/23/2024

Signature: Bill Rubin

Title: MANAGER

Vendor Name: Bill Rubin

# Certificate of Completion

This certificate is presented to

**Bill Rubin**

For successfully completing

**SAFE Supervisor Training**

For a total of 6.00 credit hours on

06/23/2011



**MIDSOUTH  
TRAINING ACADEMY**

**SCHOOL OF SOCIAL WORK**



Gigi Peters, LMSW  
Executive Director

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# Certificate of Completion

This certificate is presented to

**Bill Rubin**

For successfully completing

## **Structured Analysis Family Evaluation (SAFE) Training**

For a total of 12.00 credit hours on

05/18/2011



**MIDSOUTH  
TRAINING ACADEMY**

**SCHOOL OF SOCIAL WORK**



Gigi Peters, LMSW  
Executive Director



**Arkansas Department of Health  
Social Work License Card**

License No.

928-C

William E. Rubin, LCSW

1970 Lyndale Ave.

Memphis TN 38107-5109

Expiration Date:

7/31/2025

Card bearer is licensed and in good standing with the Arkansas  
Social Work Licensing Board.

Tammy Charlton, LCSW

Chair

P.O.B  
5/21/81

72150

SS

429-67-7592

## Ashleigh Franck

304 W. 6<sup>th</sup> Street • Sheridan, AR • 501-313-9332 • asfranck@outlook.com

*An enthusiastic clinical professional willing to work hard and go the extra mile.*

### SUMMARY OF QUALIFICATIONS

- Well-developed problem-solving abilities.
- Clinical and therapeutic experience.
- Openness, eagerness, and willingness to learn and adapt to change.
- Proven abilities in project management.
- Hard working, and able to multi task effectively.

### PROFESSIONAL EXPERIENCE

Arkansas Blue Cross Blue Shield, Little Rock, AR

Oct. 2016-Present

#### *Social Work Case Manager*

- Conducted psychosocial assessment of members to identify needs.
- Connected members with community support and resources to address social determinants of health.
- Developed and implemented care plan goals for members.
- Collaborated with the multi-disciplinary team to formulate a supportive plan.
- Maintained support of members to help facilitate psychosocial stability, therefore assisting in members maintaining health goals.
- Developed and presented case presentations to employee groups.

DaVita Dialysis, Little Rock, AR

July 2012- Oct. 2016

#### *Renal Social Worker*

- Assisted patients in locating resources essential to completing dialysis.
- Completed periodic assessment and review of patient status and needs.
- Worked with patients to apply for programs to assist in obtaining resources.
- Evaluated patient's individual situations in order to determine how to best meet their needs.
- Problem solved with clients in crisis situations.
- Developed rapport with clients that come from a variety of socioeconomic backgrounds.
- Counseled patients in areas of their life which were affected by dialysis and made appropriate referrals for further intervention if needed.

Rex Healthcare, Apex, NC

#### *Medical Social Worker, Admission Coordinator*

Oct. 2008-June 2012

- Completed initial assessments to determine patient discharge needs.
- Coordinated discharge needs and services from the skilled nursing facility setting.
- Collaborated with the interdisciplinary team to coordinate an appropriate discharge plan.
- Completed MDS assessments for individual patients.
- Reviewed medical information to determine appropriate admissions to the skilled nursing facility setting.

Adden 438 Oak Tree Ridge  
Ridge S.

Sheridan AR 72150

### **ASSOCIATIONS ORGANIZATIONS and AWARDS**

- Gamma Beta Phi (honor organization), member
- National Society of Collegiate Scholars, member
- Chi Omega Sorority, Active Member 1999-2003, Rush Co-Chairman (2002)
- Cum Laude, Arkansas State University, 2003
- President's List, Arkansas State University
- Dean's List, Arkansas State University
- Greek Honor Roll, Arkansas State University, 2000-2003

### **REFERENCES**

Available Upon Request



**Little Rock Community Mental Health, Little Rock, AR**

May 2004-Oct. 2004

***Case Manager, Mental Health Professional***

- Developed and implemented treatment plans specific to client needs.
- Conducted home visits and therapeutic sessions to determine client progress.
- Implemented necessary interventions with individual clients to assist in meeting goals.
- Collaborated with treatment team including psychiatrists, nurses, and mental health professionals and paraprofessionals to determine individual care plans.
- Prepared documentation for individual clients assessing severity of illness.

**Central Arkansas Veteran Healthcare System, Little Rock, AR**

***Intern***

Aug. 2003-May 2004

- Conducted psychosocial assessments of patients of the women's clinic as well as the nursing home care unit.
- Coordinated discharge plans for veterans on the nursing home care unit.
- Made referrals specific to veteran needs on the nursing home care unit as well as veterans seen at the women's clinic.
- Participated in interdisciplinary team meetings and reported on veteran psychosocial needs.
- Organized and implemented family participation in team meetings and developed rapport with veteran family members.

**EDUCATION and CREDENTIALS**

**Certified Case Manager**

*The Commission for Case Manager Certification (2018)*

**Licensed Certified Social Worker**

*State of Arkansas (2008)*

**Licensed Clinical Social Worker**

*State of North Carolina (2008)*

**Licensed Master Social Worker**

*State of Georgia (2020)*

**Licensed Master Social Worker**

*State of Louisiana (2017)*

**Licensed Independent Clinical Social Worker**

*State of Minnesota (2019)*

**Licensed Certified Social Worker**

*State of South Dakota (2019)*

**University of Arkansas at Little Rock**

*Master of Social Work (2004)*

**Arkansas State University**

*B.A. in Social Work (2003)*

- Worked directly with insurance companies to determine coverage and medical necessity to receive skilled nursing services.
- Educated families on long term care in regard to Medicare guidelines, medical appropriateness, and insurance coverage.
- Helped to develop marketing strategies to better promote facility services.
- Maintained relationships with referral services in the community to help increase daily census.

**Therapeutic Connections, Inc., Raleigh, NC**

***Outpatient Therapist***

Aug. 2008-June 2010

- Conducted in home individual therapy sessions with children.
- Developed rapport with the identified client to determine the best possible therapeutic interventions.
- Worked with the identified client's family to identify issues within the family system.
- Collaborated with other treatment team members, including paraprofessionals and qualified professionals to determine the appropriate treatment course.
- Completed assessments and treatment plans for individual clients.

**St. Vincent Health System/Living Hope Little Rock, AR**

Oct. 2004-July 2008

***Therapist, Indigent Services Coordinator, Clinical Director***

- Developed rapport with outside referral sources, including mental health centers, therapists, and psychiatrists.
- Maintained contact with mental health centers concerning indigent cliental to develop and retain relationships in the community.
- Developed, organized and prepared data illustrating a variety of referral sources and their specific contribution to the hospital.
- Assessed referrals for admission to the hospital based on client symptomology, functional level, and behavioral history.
- Assessed individual clients' in a psychosocial manner to determine individual treatment needs for therapeutic purposes.
- Created and individualized treatment plans and assisted clients in implementing these specific plans.
- Developed rapport with client family members to determine patient history and areas of need.
- Conducted therapeutic family sessions to address education, as well as family/client concerns and expectations for treatment.
- Managed employees in a clinical setting, providing supervision and assistance with problem solving in a fast paced atmosphere.
- Led trainings focused on customer satisfaction and implementation of new procedures in clinical documentation.
- Assisted in developing new forms to be used in clinical documentation.
- Collaborated with mental health professionals, including psychiatrists, nurses, and therapists to determine an appropriate plan of treatment for clients.

ARKANSAS DEPARTMENT OF HEALTH  
SOCIAL WORK LICENSING BOARD

P. O. Box 251965  
Little Rock, AR 72225



April 11, 2022

Governor Asa Hutchinson  
José R. Romero, MD  
Secretary of Health

Ashleigh Franck, LCSW  
304 W 6th St.  
Sheridan, AR 72150

Ruthie Bain  
Director  
Phone: 501-372-5073  
Fax: 501-372-6301  
Email: swlb@arkansas.gov  
Website: arkansas.gov/swlb

Ashleigh Franck, LCSW;

This is to notify you that your licensure as a Social Worker has been approved for the period of June 1, 2022 through May 31, 2024. The attached wallet-size license card will serve as confirmation of license renewal.

Please remember to retain your continuing education documentation for a period of two years in the event you are audited. If audited, you will be required to submit documented proof that you attended all of the continuing education you listed on your summary sheet. If you are unable to provide proof that you attended the workshops, an administrative hearing will be held to consider revocation of your license.

In order to renew your license for your new expiration date, (May 31, 2024) you must complete social work continuing education between the dates of June 1, 2022 through May 31, 2024. Credits obtained between these dates will apply toward your next renewal period. Please see the Board's website for specific requirements for continuing education.

Future renewal notice reminders will be mailed to the address on file in the Board office 60 days prior to the expiration date of your license. It is your responsibility to notify the Board of any change in address and to renew your license in a timely manner even if you do not receive the renewal notice.

Congratulations on your license renewal, and please contact the Board office if you have any questions or need additional information.

Please watch the Board's website on a regular basis for updates or changes that may affect your license.

Please remove card carefully!  
Bend back and forth along crease  
before separating.



Arkansas Department of Health  
Social Work License Card

License No. 3976-C  
Expiration Date: 5/31/2024  
Ashleigh Franck, LCSW  
304 W 6th St.  
Sheridan AR 72150

Card bearer is licensed and in good standing with the Arkansas  
Social Work Licensing Board.

Thomas D. Crutcher, M.D.  
Chair

The card to the left is your new license card. It reflects your new expiration date. Please keep it safe and receive. Please punch it out carefully.

If lost or stolen, an additional fee of \$20 is required and a cashier's check must be submitted for twenty dollars (\$20).

Please keep this card safe and use it as proof of your license. Please keep this card safe and use it as proof of your license.

# Certificate of Completion

SAFE - Structured Analysis Family Evaluation

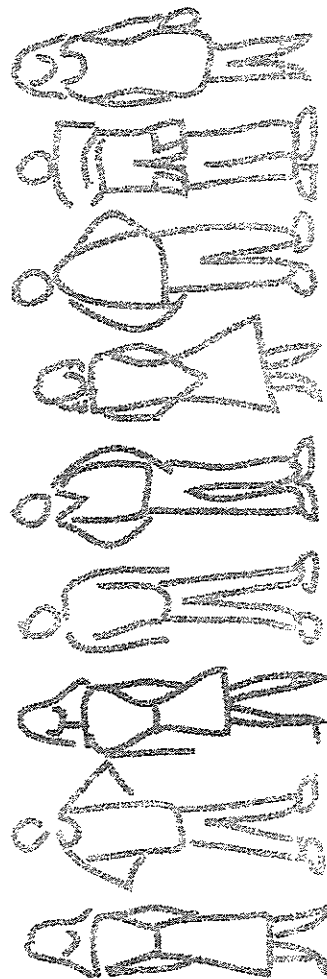
This is to certify that

**Cassandra Frey**

has completed 12 hours of SAFE Training and is certified to perform SAFE Home Studies

02/28/2022-03/01/2022

Date(s):



*Kelly Castaneda*

Kelly Castaneda  
Executive Director

ARKANSAS DEPARTMENT OF HEALTH  
SOCIAL WORK LICENSING BOARD

P. O. Box 251965  
Little Rock, AR 72225



Nathaniel Smith, MD, MPH  
Secretary of Health

Ruthie Bain  
Executive Director

Phone: 501-372-5071

Fax: 501-372-6301

Email: [swlb@arkansas.gov](mailto:swlb@arkansas.gov)

Website: [arkansas.gov/swlb](http://arkansas.gov/swlb)

Issue Date: July 28, 2020

Cassandra Frey, LMSW  
305 Hawkins St  
Batesville, AR 72501

Dear Cassandra;

The Social Work Licensing Board is pleased to notify you of your licensure as a Licensed Master Social Worker since you have successfully completed the licensure examination. You are now entitled to all rights, privileges and responsibilities as prescribed in the Social Work Licensing Act (No. 791 of 1981), including the use of the initials "LMSW" after your name on all professional correspondence.

Your license, No. 10230-M, is subject to renewal July 31, 2022 and every two years thereafter. Your license may be renewed by submitting the renewal fee and verification that you completed 48 hours of social work continuing education during the two-year licensure period (August 1, 2020 – July 31, 2022). The specifics of the continuing education requirement can be found online at [www.arkansas.gov/swlb](http://www.arkansas.gov/swlb). Please bookmark and review the website often for any updates or changes.

A renewal notice will be mailed to the most current address on file with the Board approximately two months prior to your renewal date. It is your responsibility to keep the Board informed of any change of address.

A license certificate is being prepared and will be mailed to you at a later date. Your license number and your renewal date appear on the attached wallet-size license card. Please note your license number on all correspondence with the Board.

Congratulations on your licensure, and please contact the Board office for any additional information or assistance.

Sincerely,

Leigh Hudson, LCSW  
Chairman of the Board

The card to the left is your new social work license card, which reflects your license number and expiration date. This is the only card you will receive. Please punch it out carefully along the perforated line.

If lost or stolen, an additional card may be requested by written request and a cashier's check or money order in the amount of twenty dollars (\$20). A request form is available on our website.



Arkansas  
Social Work License Card

License No.

10230-M

Expiration Date:

7/31/2022

Cassandra Frey, LMSW

305 Hawkins St

Batesville AR 72501

Card bearer is licensed and in good standing with the Arkansas  
Social Work Licensing Board.

Chairman

Please remove card carefully!  
Bend back and forth along crease  
before separating.

# CASSONDR A FREY

305 Hawkins St, Batesville, Arkansas 72501 | (C) 8706153535 | [fcassandra9553@gmail.com](mailto:fcassandra9553@gmail.com)

Certified Nursing assistant well-equipped to provide emotional support in a comfortable, soothing environment. Strong belief in importance of companionship and support in patient

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## SKILLS

- Dementia and Alzheimer's knowledge
- Compassionate
- Companionship and emotional support
- Efficient and reliable team player
- Highly dependable
- Family support
- Dedicated hospice care provider
- Initiative and problem-solving abilities
- Organization strategies
- Active Listening
- Leadership
- Time management
- Planning/Event planning
- Energetic performer

## WORK HISTORY

04/2010 TO CURRENT

**CERTIFIED NURSING ASSISTANT**

**MOUNTAIN VIEW HEALTH AND REHABILITATION – ARKANSAS**

- Responded appropriately to the physical, emotional and developmental needs of patients.
- Cared for clients with diagnoses such as respiratory failure, diabetes, Parkinson's disease, and muscular dystrophy.
- Maintained accurate records of patient care, condition, progress and concerns.
- Helped residents programming goals and increase their independence.
- Following safe lifting techniques and individual resident lifting instructions.
- Reported any unusual circumstances in the patients' condition or environment.
- Provided a comforting and soothing environment.
- Documents objective data and routine aspects of patient care.
- Performed direct patient care aimed at increasing comfort, psycho, social and spiritual well-being by providing assistance with personal hygiene, physical comfort, prevention of skin breakdown, rehabilitation and safety.

05/2018 – CURRENT

## **ASSISTANT**

**PEGGY GOODWIN LCSW – BATESVILLE, ARKANSAS**

- Billing insurance agencies and networking with new insurance agencies.
- Organization and time management
- Scheduling of clients
- Processing referrals for clients to local agencies and providing the knowledge for their next steps.
- Knowledge of Relevant Software

## **EDUCATION**

**High School Diploma: 2009**

Mountain View High School – Arkansas

**Associate of Arts: General Education: 2015**

G.P.A. – 3.2

University of Arkansas Community College of Batesville

**Bachelor of Social Work: May 2018**

G.P.A. – 3.8

Arkansas State University – Jonesboro, Arkansas

STATE OF ARKANSAS  
SOCIAL WORK LICENSING BOARD  
P. O. Box 251965  
Little Rock, AR 72225



Asa Hutchinson  
Governor

Ruthie Bain  
Executive Director

Phone: 501-372-5071

Fax: 501-372-6301

Email: [swlb@arkansas.gov](mailto:swlb@arkansas.gov)

Website: [arkansas.gov/swlb](http://arkansas.gov/swlb)

August 13, 2018

Peggy Sue Goodwin, LCSW  
1360 N Heights  
Batesville, AR 72501

Peggy Sue Goodwin, LCSW;

This is to notify you that your licensure as a Social Worker has been approved for the period of August 1, 2018 through July 31, 2020. The attached wallet-size license card will serve as confirmation of license renewal.

Please remember to retain your continuing education documentation for a period of two-years in the event you are audited. If audited, you will be required to submit documented proof that you attended *all* of the continuing education you listed on your summary sheet. If you are unable to provide proof that you attended the workshops, an administrative hearing will be held to consider revocation of your license.

In order to renew your license for your new expiration date, (July 31, 2020) you must obtain 48 hours of social work continuing education between the dates of August 1, 2018 through July 31, 2020. Only hours obtained between these dates will apply toward your next renewal period. Please see the Board's website for specific requirements for continuing education.

Future renewal notice reminders will be mailed to the address on file in the Board office approximately two months prior to the expiration date of your license. It is your responsibility to notify the Board of any change in address and to renew your license in a timely manner even if you do not receive the reminder.

Congratulations on your license renewal, and please contact the Board office if you have questions or need additional information.

Please watch the Board's website on a regular basis for updates or changes that may affect your license.

Please remove card carefully!  
Bend back and forth along crease  
before separating.



Arkansas  
Social Work License Card

License No.

4100-C

Peggy Sue Goodwin, LCSW

1360 N Heights

Batesville AR 72501

Expiration Date:

7/31/2020

Card bearer is licensed and in good standing with the Arkansas  
Social Work Licensing Board

  
Chairman

The card to the left is your new social work license card, which reflects your new expiration date. This is the only card you will receive. Please punch it out carefully along the perforated line.

If lost or stolen, an additional card may be requested by written request and a cashier's check or money order in the amount of twenty dollars (\$20).

Please keep this letter for your records. You may wish to make a copy before you remove the card.





# Certificate of Successful Completion



Ed4Nurses



CMI EDUCATION

## The 10 Core Competencies of Trauma, PTSD, Grief & Loss

Speaker(s): MICHAEL DUBI, ED.D., LMHC

October 27, 2015

Little Rock, AR

The following participant

**Peggy Goodwin**

4160 - C

(License #, if applicable)

has completed the above-referenced educational activity in its entirety or as indicated below.

This certificate provides sponsor verification of individual attendance and may be used for your records or for any licensing not listed below. We maintain attendance records for 7 years.

**COUNSELORS:** This intermediate activity consists of 6.25 clock hours of continuing education instruction. Credit requirements and approvals vary per state board regulations. Please save the course outline, the certificate of completion you receive from the activity and contact your state board or organization to determine specific filing requirements.

**SOCIAL WORKERS:** PESI, Inc. Provider #1062, is approved as a provider for social work continuing education by the Association of Social Work Boards (ASWB), [www.aswb.org](http://www.aswb.org) through the Approved Continuing Education (ACE) Program. PESI, Inc. maintains responsibility for the program. ASWB Approval Period: January 27, 2014-January 27, 2017. Social workers should contact their regulatory board to determine course approval for continuing education credits. Social workers participating in this course will receive 6.25 (Clinical) continuing education clock hours in participating in this intermediate course.

**MARRIAGE AND FAMILY THERAPISTS:** This activity consisted of 380 minutes of continuing education instruction. Credit requirements and approvals vary per state board regulations. Please save the course outline, this certificate of completion and contact your state board or organization to determine specific filing requirements.

**PSYCHOLOGISTS:** PESI, Inc. is approved by the American Psychological Association to sponsor continuing education for psychologists. PESI maintains responsibility for this program and its content. This seminar awards 6.25 credits to participating professionals. Full attendance is required. No partial credit will be offered for partial attendance.

**ADDICTION COUNSELORS:** PESI, Inc. is an approved provider of continuing education by the National Association of Alcoholism & Drug Abuse Counselors (NAADAC), provider # 00131. Full attendance is required; no partial credit will be awarded for partial attendance. This course qualifies for 7.5 contact hours.

**NURSES/NURSE PRACTITIONERS/CLINICAL NURSE SPECIALISTS:** This activity meets the criteria for an American Nurses Credentialing Center (ANCC) Activity. PESI, Inc. is an approved sponsor by the American Psychological Association, which is recognized by the ANCC for behavioral health related activities. Full attendance is required; no partial credit will be awarded for partial attendance.

This activity qualifies for 6.25 contact hours.

**ARKANSAS COUNSELORS:** This intermediate activity is approved for 6.25 clock hours of continuing education instruction. The Arkansas Board of Examiners in Counseling recognizes courses and providers that are approved by the APA. A certificate of attendance will be awarded at the end of the program to counselors who complete the program evaluation, to submit to their state board.

**MISSISSIPPI MARRIAGE & FAMILY THERAPISTS:** PESI, Inc. is an approved provider with the Mississippi State Board of Examiners for Social Workers and Marriage & Family Therapists. Provider #: TCE0005 Approval #M15-069. This course has been approved for 6.0 continuing education hours.

**MISSISSIPPI COUNSELORS:** This activity consists of 6.25 clock hours of continuing education instruction. Credit requirements and approvals vary per state board regulations. Please save the course outline, the certificate of completion you receive from the activity and contact your state board or organization to determine specific filing requirements.

**OTHER PROFESSIONS:** This activity qualifies for 380 minutes of instructional content as required by many national, state and local licensing boards and professional organizations. Retain your certificate of completion and contact your board or organization for specific filing requirements.

### DISCLAIMERS:

\*\* Information obtained in this course should be used within your scope of practice

\*\*It is your ethical responsibility to report accurate hours to your licensing board. If you are in partial attendance a revised certificate will be sent to you, upon your request, after the activity. Please allow 30-45 days.

\*\*Even though you have received this Certificate of Attendance, if you have a balance due, the balance must be paid in full within 30 days, or your hours may be retracted.

\*\*All participants are provided a post-test/evaluation form that is to be completed and turned in at the conclusion of the seminar. If you require a copy of the test/evaluation, please have a copy made at the seminar. Or you may call our customer service department and a copy of your test/evaluation will be emailed to you. Please allow 30-45 days.

PESI, Inc. offers continuing education programs and products under the brand names PESI, PESI HealthCare, PESI Rehab, HealthEd, MEDS-PDN, Psychotherapy Networker and Ed4Nurses.

*Kristine M. Cleasby*

Kristine Cleasby, Senior Continuing Education Administrator

PESI, Inc. 1-800-844-8260  
P.O. Box 1000, Eau Claire, WI 54702-1000

# Certificate of Completion

Is Hereby Granted To

Name: **Peggy S. Goodwin**

to certify the completion of

21.0 Continuing Education Units at the

Brainspotting Training Institute Workshop

*Brainspotting Phase I Training*

July 22-24, 2016

This program was approved by the  
National Association of Social Workers –  
Tennessee Chapter (Provider Number: NASWTN  
2016-0066) for 21.0 continuing education units.

*Cherie Buck, PhD, LCSW*  
Sponsoring Organization's Representative  
verifying workshop attendance

P.O. BOX 2344 • BATESVILLE, AR. 72503  
PHONE 870-847-0379 • E-MAIL PEGGY.GOODWIN611@GMAIL.COM

# PEGGY S. GOODWIN

## EDUCATION

---

August 1996 – May 1990 <i>High School Diploma</i>	Northwest High school House Springs, MO
January 1997 – May 1999 <i>Associates of Arts Degree</i>	Ozarka College Melbourne, AR
August 1999 and Sept 2009 <i>Bachelors and Masters in SW</i>	Arkansas State University State University, AR

## PROFESSIONAL EXPERIENCE

---

<b>August 2014-- present</b>  <i>Therapist</i> <ul style="list-style-type: none"><li>▪ Outpatient Mental Health conducting individual and family therapy in home, office, and schools.</li></ul>	Hope Behavioral Cherokee Village, AR
<b>March 2012 - May 2012</b>  <i>Therapist</i> <ul style="list-style-type: none"><li>▪ Outpatient Mental Health conducting individual, family, and group therapy. For seven months I was the Clinical Director (Feb. 2013-Sept. 2013)</li></ul>	Ascent Children Services Batesville, AR
<b>June 2011-March 2012</b>  <i>Therapist</i> <ul style="list-style-type: none"><li>▪ Conduct Individual and family session in home, office and schools.</li></ul>	Life Strategies Counseling Batesville, AR
<b>January 2010-June 2011</b>  <i>Therapist/Intern</i> <ul style="list-style-type: none"><li>▪ Conduct Group session with adults and geriatrics</li><li>▪ Conduct Individual Behavioral Sessions</li><li>▪ Conduct Family Behavioral Session</li></ul>	St. Bernard's Behavioral

**October 2001-December 2009**

Department of Human Services  
Cherokee Village, AR

*Family Service Worker Specialist/Investigations*

- Investigate child abuse and neglect
- Case management services
- Court Testimony and documentation

**January 1994-September 2001**

Abundant Life Preschool  
Hardy, AR

*Assistant Facility Director/Teacher*

**March 1991-December 1994**

G.C. Services  
St. Louis, MO

**June 1990-July 1991**

Fenton Play & Learn

## VOLUNTEER EXPERIENCE

Ozark Family Development Center (Now called Spring River Child and Adult Services) *Domestic Violence Agency*. Responsibilities included facilitating weekly support group for youth, attending meetings, and assisting in fundraisers.

Sharp County Angel Tree Program: Responsibilities include screening families for assistance with Christmas, facilitating fundraisers, set up a wrapping party day, shop for presents, distribute gifts, and advertisement for the program.

TONE: Once a year I attend the TONE conference in Jonesboro as a SAY (self affirmed youth) adult leader. This is a drug free and abstinence teen conference. I have been volunteering for TONE for 5 years now.

# Certificate of Completion

SAFE - Structured Analysis Family Evaluation

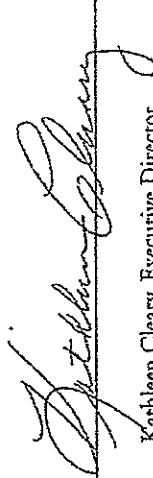
This is to certify that

Mia Polk-Hampton

has completed 12 hours of SAFE Training and is certified to perform SAFE Home Studies

Date(s): Mar 26-27 2013



  
Kathleen Cleary, Executive Director  
Consortium for Children

STATE OF ARKANSAS  
SOCIAL WORK LICENSING BOARD  
P. O. Box 251965  
Little Rock, AR 72225



Asa Hutchinson  
Governor

Ruthie Bain  
Executive Director

Phone: 501-372-5071

Fax: 501-372-6301

Email: swlb@arkansas.gov

Website: arkansas.gov/swlb

August 12, 2019

Mia L. Polk, LCSW  
17 Bentley Cir.  
Little Rock, AR 72210

Mia L. Polk, LCSW;

This is to notify you that your licensure as a Social Worker has been approved for the period of **October 1, 2019 through September 30, 2021**. The attached wallet-size license card will serve as confirmation of license renewal.

Please remember to retain your continuing education documentation for a period of two-years in the event you are audited. If audited, you will be required to submit documented proof that you attended *all* of the continuing education you listed on your summary sheet. If you are unable to provide proof that you attended the workshops, an administrative hearing will be held to consider revocation of your license.

In order to renew your license for your new expiration date, **(September 30, 2021)** you must obtain 48 hours of social work continuing education between the dates of **October 1, 2019 through September 30, 2021**. Only hours obtained between these dates will apply toward your next renewal period. Please see the Board's website for specific requirements for continuing education.

Future renewal notice reminders will be mailed to the address on file in the Board office approximately two months prior to the expiration date of your license. It is your responsibility to notify the Board of any change in address and to renew your license in a timely manner even if you do not receive the reminder.

Congratulations on your license renewal, and please contact the Board office if you have questions or need additional information.

Please watch the Board's website on a regular basis for updates or changes that may affect your license.

Please remove card carefully!  
Bend back and forth along crease  
before separating.



Arkansas  
Social Work License Card

License No.

2401-C

Mia L. Polk, LCSW

17 Bentley Cir.

Little Rock AR 72210

Expiration Date:

9/30/2021

Card bearer is licensed and in good standing with the Arkansas  
Social Work Licensing Board

*Asa Hutchinson*

Chairman

The card to the left is your new social work license card, which reflects your new expiration date. This is the only card you will receive. Please punch it out carefully along the perforated line.

If lost or stolen, an additional card may be requested by written request and a cashier's check or money order in the amount of twenty dollars (\$20).

Please keep this letter for your records. You may wish to make a copy before you remove the card.

**Mia Polk-Hampton, LCSW**  
**17 Bentley Circle**  
**Little Rock, AR. 72210**  
**501.786.6757**

---

**Objective** I am eager to contribute to an organization that can use an enthusiastic self-starter who offers an excellent education in social work along with people of all age groups, ethnic, cultural, and socioeconomic backgrounds.

**Profile** Motivated, personable business professional with multiple college degrees and a successful track record of successful clinical practices. Talent for quickly mastering clinical concepts and skills. Diplomatic and tactful with professionals and nonprofessionals at all levels. Accustomed to handling sensitive, confidential records. Demonstrated history of producing accurate, timely reports and meeting stringent Medicaid and insurance guidelines.

**Qualifications**

- \*Licensed Clinical Social Worker.
- \*10+ Years Experience providing direct services to clients w/Mental Illnesses/behavioral issues.
- \*8 years of Case Management experience.
- \*10+ years experience in managing staff.
- \*Knowledgeable of community resources.

**Education**

1994	Received Diploma from Emerson High School
1995-2000	UALR (Received Bachelors of Speech Pathology)
2006	UALR (Received Masters of Social Work Degree)

**Past and Present Employment**

**03/2015-01/2018: Humana (Field Care Manager)**  
**(501) 482-8143**

My duties include, but are not limited to the following:

- Developing a professional care plan from the assessment findings and in collaboration with support persons and medical team to ensure the facilitation of the provision of the best care.
- Conducting assessments to identify problems, eligibility for assistance and need for services.

**12/10-03/15: State of the Heart Counseling Services (Group Therapist)  
(501) 414-0070**

My duties include, but are not limited to the following:

- Development of clinical forms-Contributing /Assisting in accreditation process for JACHO/COA
- Practice evaluation.
- Completing Intake of new Admissions.

**12/13-12/16: UALR MidSOUTH (SAFE Study Contractor)  
(501) 296-1920**

My duties include:

- Review training/historical information provided by applicants related to adoption/foster/provisional placements.
- Conduct interviews of applicants and collaterals.
- Complete (SAFE) evaluations related to applicant information and feasibility to placements.

**12/10-09/11: People Advocating Transition (Nicole Johnson)  
870-534.4900**

My duties included, but were not limited to the following:

- Individual, Family, and Group Therapy (Using CBT, Solution Focused, and Family Systems Therapy as Guide)
- Managing and Supervising Case managers-Collaborate with other entities in the community.

**References:** Available Upon Request



STATE OF ARKANSAS  
SOCIAL WORK LICENSING BOARD  
P. O. Box 251965  
Little Rock, AR 72225



Asa Hutchinson  
Governor

Ruthie Bain  
Executive Director

Phone: 501-372-5071

Fax: 501-372-6301

Email: [swlb@arkansas.gov](mailto:swlb@arkansas.gov)

Website: [arkansas.gov/swlb](http://arkansas.gov/swlb)

April 10, 2017

Sabrina D. Hampton, LMSW  
110 N. Gannaway St.  
Warren, AR 71671

Sabrina D. Hampton, LMSW:

This is to notify you that your licensure as a Social Worker has been approved for the period of **April 1, 2017** through **March 31, 2019**. The attached wallet-size license card will serve as confirmation of license renewal.

Please remember to retain your continuing education documentation for a period of two-years in the event you are audited. If audited, you will be required to submit documented proof that you attended *all* of the continuing education you listed on your summary sheet. If you are unable to provide proof that you attended the workshops, an administrative hearing will be held to consider revocation of your license.

In order to renew your license for your new expiration date, (**March 31, 2019**) you must obtain 48 hours of social work continuing education between the dates of **April 1, 2017** through **March 31, 2019**. Only hours obtained between these dates will apply toward your next renewal period. Please see the Board's website for specific requirements for continuing education.

Future renewal notice reminders will be mailed to the address on file in the Board office approximately two months prior to the expiration date of your license. It is your responsibility to notify the Board of any change in address and to renew your license in a timely manner even if you do not receive the reminder.

Congratulations on your license renewal, and please contact the Board office if you have questions or need additional information.

Please watch the Board's website on a regular basis for updates or changes that may affect your license.

Please remove card carefully!  
Bend back and forth along crease  
before separating.



Arkansas  
Social Work License Card

License No.

4191-M

Expiration Date:

3/31/2019

Sabrina D. Hampton, LMSW  
110 N. Gannaway St.  
Warren AR 71671

The card to the left is your new social work license card, which reflects your new expiration date. This is the only card you will receive. Please punch it out carefully along the perforated line.

If lost or stolen, an additional card may be requested by written request and a cashier's check or money order in the amount of twenty dollars (\$20).

Please keep this letter for your records. You may wish to make a copy before you remove the card.

Card bearer is licensed and in good standing with the Arkansas  
Social Work Licensing Board.

*Harold Dean, LMSW*

Chairman

**Ashley County Division of Children and Family Services**  
Hamburg, AR/Stipend Student-Intern (08/08-05/09)

- Assisted Family Service Worker with investigations
- Supervised foster child visits
- Completed a case file
- Entered information into computer database (CHRIS)
- Assisted Family Service Worker with transportation of clients

STATE OF ARKANSAS  
SOCIAL WORK LICENSING BOARD  
P. O. Box 251965  
Little Rock, AR 72225



Asa Hutchinson  
Governor

Ruthie Bain  
Executive Director

Phone: 501-372-5071

Fax: 501-372-6301

Email: [swlb@arkansas.gov](mailto:swlb@arkansas.gov)  
Website: [arkansas.gov/swlb](http://arkansas.gov/swlb)

October 14, 2019

Katrina L. Hoofman, LCSW  
PO Box 8022  
Searcy, AR 72143

Katrina L. Hoofman, LCSW;

This is to notify you that your licensure as a Social Worker has been approved for the period of November 1, 2019 through October 31, 2021. The attached wallet-size license card will serve as confirmation of license renewal.

Please remember to retain your continuing education documentation for a period of two-years in the event you are audited. If audited, you will be required to submit documented proof that you attended *all* of the continuing education you listed on your summary sheet. If you are unable to provide proof that you attended the workshops, an administrative hearing will be held to consider revocation of your license.

In order to renew your license for your new expiration date, (October 31, 2021) you must obtain 48 hours of social work continuing education between the dates of November 1, 2019 through October 31, 2021. Only hours obtained between these dates will apply toward your next renewal period. Please see the Board's website for specific requirements for continuing education.

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Please remove card carefully!  
Bend back and forth along crease  
before separating.



Arkansas  
Social Work License Card

License No.

4365-C

Katrina L. Hoofman, LCSW

PO Box 8022

Searcy AR 72143

Expiration Date:

10/31/2021

Card bearer is licensed and in good standing with the Arkansas  
Social Work Licensing Board

  
Chairman

The card to the left is your new social work license card, which reflects your new expiration date. This is the only card you will receive. Please punch it out carefully along the perforated line.

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Please keep this letter for your records. You may wish to make a copy before you remove the card.

Arkansas Department of Human Services  
Division of Children and Family Services  
REQUEST FOR CPS CENTRAL REGISTRY CHECK

RECEIVED  
AUG 01 2008

CENTRAL REGISTRY

Authorization for Release of Confidential Information contained within the Arkansas Child Protective Services Central Registry.

A. TYPE OF APPLICATION: Foster Parent ☐ Adoptive Parent ☐ Other ☒

B. I, Katrina L. Hoffman authorize the Arkansas Child Protective Services Central Registry to release any information their files may contain concerning the undersigned and any birth/legal children or any other children under the age of 18 who are now or have resided in the home of the undersigned. I understand that the name of any confidential informants, or other information which does not pertain to me, may not be released.

C. This information should be addressed to: Attn: Bill Rubin, LCSW Worker/Title

Southern Counseling Services 901 726-1895  
Office Requesting the Report  
1970 Lyndale Street Memphis Tennessee 38107  
Address

D. Katrina L. Hoffman 7/11/08 [Redacted] Age/DOB & Neglect Central Registry Race  
Applicant's Signature Date SSN

E. Other names I have been known by: Katrina L. Johnson

F. Residential History for last 10 years:

Present Address (since July 2007): 112 Larkspur  
Scary, AR 72143

THE ARKANSAS CHILD ABUSE  
& NEGLECT CENTRAL REGISTRY  
AUG 04 2008  
CONTAINS NO RECORD UP  
TO THE REFERENCED NAME  
J. LOUDEN

H. This information is requested by DHS staff for internal use because \_\_\_\_\_

Signature of Requesting Agent: \_\_\_\_\_

I. Results: ☒ No information found ☐ Information found report attached

## **Katrina L. Hoofman**

P.O. Box 8022  
Searcy, AR 72145

501-230-1666

[trina8022@yahoo.com](mailto:trina8022@yahoo.com)

**Objective:** To obtain a social work position working with children and families.

**Summary:** Hands-on experience working with children and families.  
Dedicated employee with a positive work ethic.  
Self-motivated and goal-oriented worker.

**Education:** **Master of Social Work, May 2009**  
University of Arkansas, Little Rock, Arkansas

**Bachelor of Social Work, July 2006**  
Harding University, Searcy, Arkansas  
Summa cum laude graduate

**Experience:** **Medical Social Worker, July 2006 to Present**  
**White County Medical Center, Searcy, Arkansas**

- Assist patients with establishing home care and obtaining equipment prior to discharge.
- Coordinate inpatient psychiatric treatment placement for patient.
- Assess patient's post discharge needs.
- Arrange nursing home placements.
- Refer patient for hospice services.
- Provide support for families in crisis.
- Research and obtain resources from patient's community.

**Office Manager, July 2000 to July 2006**

**Harding University, Searcy, Arkansas**

- Assisted in preparing, editing, and publishing quarterly publications for The Belden Center.
- Coordinated materials and events for Students in Free Enterprise and Phi Beta Lambda through The Belden Center.
- Organized annual graduation and alumni banquets for Harding School of Biblical Studies.
- Coordinated and distributed monthly living expense checks for students enrolled in HSBS.
- Implemented the HSBS Emergency Family Fund.
- Administered tests and posted grades for both The Belden Center and HSBS.

**Office Manager, February 1998 to July 2000**

**Chiropractic Care Clinic, Searcy, Arkansas**

- Supervised, hired, and evaluated office employees.
- Managed and increased accounts receivable and collection accounts returns.
- Performed patient financial counseling and treatment plan options.

**Subject:** Fwd: My license renewal

**From:** Annie Haynes <[anniemhaynes16@gmail.com](mailto:anniemhaynes16@gmail.com)>

**Date:** 12/27/2019, 9:16 AM

**To:** Bill Rubin <[bill.rubinscs@comcast.net](mailto:bill.rubinscs@comcast.net)>

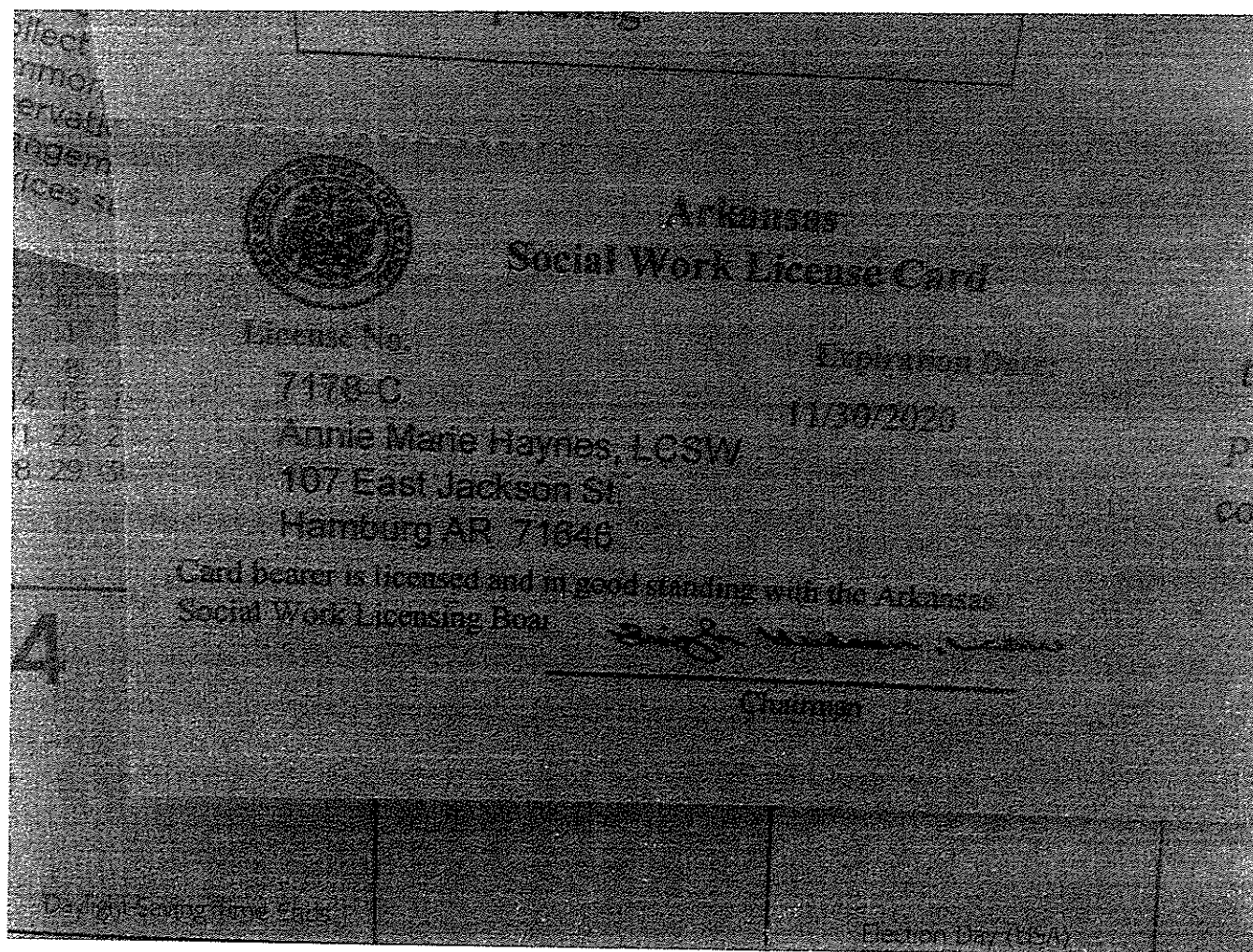
----- Forwarded message -----

**From:** Annie Haynes <[anniemhaynes16@gmail.com](mailto:anniemhaynes16@gmail.com)>

**Date:** Thu, Nov 8, 2018 at 8:18 PM

**Subject:** My license renewal

**To:** <[t.lindsey@deltacounseling.org](mailto:t.lindsey@deltacounseling.org)>



## **References for Annie M Haynes**

**Tracey Bratton, LCSW**  
Monticello, AR 71655  
870-723-5832

**Amy Harper, LCSW**  
Monticello, AR  
870-866-8361

**Megan Harris, LPC**  
Crossett, AR  
870-415-7845

**Cynthia Polk, LCSW**  
Crossett, AR 71635  
870-500-6807

**Ashley Whitaker, RN, BSN**  
RN Case Manager/Utilization Review Nurse  
Ashley County Medical Center  
1015 Unity Road  
Crossett, AR 71646  
870-364-0538 (office)  
870-940-0997 (cell)  
[ashley.whitaker@acmconline.org](mailto:ashley.whitaker@acmconline.org)

**Annie Marie Haynes, LCSW**

307 Cherrywood Street ☐ Hamburg, AR 71646 ☐ 870-224-6096 ☐ kelnicy@yahoo.com

**EDUCATION**

---

**University of Arkansas at Little Rock, Little Rock, AR MSW (5/2014)**

*Relevant graduate level coursework:* Advanced Direct Practice with individuals, families, and groups; Assessment and Differential Diagnosis; Sociology of the Family; Family Mediation; Grief Loss and Social Work; Diversity and Oppression; Social Work Research; Statistics for Social Work

**University of Arkansas at Monticello, Monticello, AR BSW (5/2010)**

*Relevant undergraduate coursework:* Human Behavior and the Social Environment; Social Welfare Policy; Child Abuse and Neglect; Gerontology; Race and Ethnic Relations; Social Work Research; Social Work Practice with individuals, group, and communities; Abnormal Psychology; Social Psychology; Developmental Psychology

**PROFESSIONAL LICENSURE**

---

Arkansas Social Work Board, Licensed Certified Social Worker (LCSW issued 11/23/2016)

**SOCIAL WORK EXPERIENCE**

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*Mental Health Profession, Transitions-Intensive Out-Patient at Drew Memorial Hospital, Monticello, AR (full-time therapist, November 2016-present)*

- Provides individual assessment, treatment planning, individual and group intervention services to diverse population of older adults and their families.
- Participates in multi-disciplinary team of psychiatrist, registered nurse, certified nursing assistants, and social workers.

*Mental Health Professional, DaySpring Behavioral Health Services, Monticello, AR (full-time therapist, February 2016-November 2016)*

- Provides individual assessment, treatment planning, individual, home-based, group, and crisis intervention services to diverse population of children and their families.
- Participates in multi-disciplinary team of psychiatrists, psychologists, social workers, and case managers.

*Hospital Social Worker/Case Manager, Ashley County Medical Center, Crossett, AR (full-time, August 2014-February 2016)*

- Initial screening and evaluation of Patients.
- Coordinate Patient discharge and continuity of care planning.
- Promote communication and collaboration among health care team members.
- Connect Patients with needed and available community resources.
- Arrange for resources/funds to finance medications, medical equipment, and other needed services.
- Refer Patients to In-Patient Rehabilitation Centers, Psychiatric Hospitals, Home Health, Long Term Acute Care Hospitals, Nursing Home, Assisted Living Facilities, and Hospice.
- Employ crisis intervention.
- Create and conduct Swing Bed Activities with Swing Bed Patients.
- Follow up with Patients through discharge phone calls.



**Bill Rubin**

**From:** "Lauren Hannah" <laurenhannah12@yahoo.com>  
**Date:** Wednesday, February 22, 2017 4:19 PM  
**To:** "Bill Rubin" <bill.rubinses@comcast.net>  
**Subject:** Fwd: New license

Lauren Hannah

Be the change you want to see in the world.  
Mahatma Ghandi

Begin forwarded message:

**From:** Lauren Hannah <laurenhannah12@yahoo.com>  
**Date:** October 14, 2016 at 1:46:21 PM CDT  
**To:** Sherri Harp <sharps@mshs.org>  
**Subject:** New license



## Arkansas Social Work License Card

**License No.**

6677-C

**Expiration Date:**

9/30/2018

Lauren Elizabeth Hannah, LCSW

4116 Cathedral Cove

Jonesboro AR 72404

Card bearer is licensed and in good standing with the Arkansas  
Social Work Licensing Board.

A handwritten signature in cursive script, reading "Harold Osborn, LCSW".

Chairman

Lauren Hannah

Be the change you want to see in the world.  
Mahatma Ghandi

2/22/2017

( )  
**Lauren White** lew1985@yahoo.com (flannery)

---

870-530-6167  
124 CR 418  
Jonesboro, AR 72404

---

## **Objectives**

A position working to provide mental health services to families, individuals or communities.

## **Education**

**Arkansas State University-Main Campus**  
PO Box 2460  
State University, AR 72467

Bachelor of Science in Social Work (BSW)  
May 2008

**Arkansas State University-Main Campus**  
PO Box 2460  
State University, AR 72467

Master of Science in Social Work  
Expected May 2011

## **Experience**

**Case Manager/ Mental Health Paraprofessional**  
**Families Inc. June 2009 to Present**

- Provide concrete services and broker services needed
- Provide parenting skills to the family's of clients and assist clients in meeting treatment goals
- Monitor adult client's medicine consistency
- Teach anti-anxiety skills and monitor mental health of severely depressed adults
- Communicate with treatment team as to daily/weekly needs of clients
- Teach life skills to the families of clients

**Case Manager/ Mental Health Paraprofessional**  
**Life Strategies Counseling Inc. June 2008 - May 2009**

- Provide concrete services for clients and their families
- Assist clients in meeting their treatment goals determined by the therapist
- Use workbooks to help with anger management and discipline

- Gather baseline data to monitor behavior patterns and changes
- Build rapport with clients and their families
- Monitor and enforce safety plans in the homes of sexual abuse victims
- Assist in Healthy Boundaries group for sexual abuse victims aged 4 to 9

#### **Case Manager (social work intern)**

**PACES January 2008-May 2008**

- Provide pre-natal and parenting education to parents from ages 10 to 26
- Teach life skills to parents such as budgeting, household chores etc....
- Assisted with clients and children for young mothers during weekly group
- Enlisted community support for agency projects

#### **Athletic Mentor (social work intern)**

**Arkansas State University Athletics Department**

**August 2008-December 2008**

- Monitor and assist athletes with class work
- Assisted with the SAAC committee meetings
- Provide understanding and knowledge to athletes having a difficult time

#### **Office Manager**

**Charles White Muffler Shop**

**January 2006-August 2008**

- Filing and office organization
- Payroll

#### **Loan Officer**

**Master Cash November 2004 to December 2005**

- Take payments on loans
- Authorized new loans if qualifications were met

#### **Skills**

- Excellent interpersonal and communication skills
- Experience in mediating difficult situations
- Knowledge of sexual abuse victims and treatment for victims
- Broker for agencies and clients in need
- Small group facilitator
- Well organized and efficient
- Computer Skills (Quick Books, Microsoft Word and Excel)
- Proposal writing experience

#### **Community Service**

- PACES group volunteer (January 2008 to August 2008)
- Angel Food Ministries (November 2008 to present)
- Grace Life Food Drives and Community dinners (2004 to present)

# Arkansas State University

Upon recommendation of the Faculty and by virtue of  
the authority vested in the Board of Trustees  
confers upon

**Lauren Elizabeth White**

the degree of

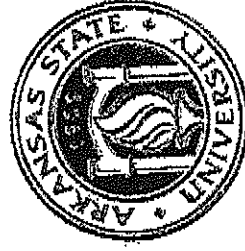
**Bachelor of Social Work**  
**Social Work**

all the rights and privileges therewith appertaining.

Issued at Jonesboro, Arkansas on this  
Tenth Day of May, Two Thousand-eight.

*W. L. Johnson*  
Chair of the Board

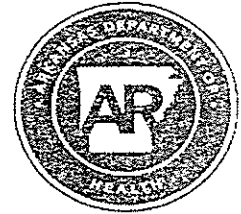
*W. L. Johnson*  
President



*Robert L. Pitts*  
Chancellor  
*S. L. Smith*

Vice Chancellor for Research and Academic Affairs

Arkansas Department of Health  
**SOCIAL WORK LICENSING BOARD**  
P. O. Box 251965  
Little Rock, AR 72225



January 13, 2020

Nathaniel Smith, MD, MPH.  
Secretary of Health

Yvonne Holmes, LMSW  
5110 Battle Creek Dr.  
Memphis, TN 38134-4306

Ruthie Bain  
Director  
Phone: 501-372-5071  
Fax: 501-372-6301  
Email: swlb@arkansas.gov  
Website: arkansas.gov/swlb

Yvonne Holmes, LMSW;

This is to notify you that your licensure as a Social Worker has been approved for the period of **March 1, 2020 through February 28, 2022**. The attached wallet-size license card will serve as confirmation of license renewal.

Please remember to retain your continuing education documentation for a period of two-years in the event you are audited. If audited, you will be required to submit documented proof that you attended *all* of the continuing education you listed on your summary sheet. If you are unable to provide proof that you attended the workshops, an administrative hearing will be held to consider revocation of your license.

In order to renew your license for your new expiration date, (**February 28, 2022**) you must obtain 48 hours of social work continuing education between the dates of **March 1, 2020 through February 28, 2022**. Only hours obtained between these dates will apply toward your next renewal period. Please see the Board's website for specific requirements for continuing education.

Future renewal notice reminders will be mailed to the address on file in the Board office approximately two months prior to the expiration date of your license. It is your responsibility to notify the Board of any change in address and to renew your license in a timely manner even if you do not receive the reminder.

Congratulations on your license renewal, and please contact the Board office if you have questions or need additional information.

Please watch the Board's website on a regular basis for updates or changes that may affect your license.

Please remove card carefully!  
Bend back and forth along crease  
before separating.



**Arkansas Department of Health  
Social Work License Card**

License No.

1634-M

Yvonne Holmes, LMSW  
5110 Battle Creek Dr.

Memphis TN 38134-4306

Expiration Date:

2/28/2022

Card bearer is licensed and in good standing with the Arkansas  
Social Work Licensing Board

Chairman

The card to the left is your new social work license card, which reflects your new expiration date. This is the only card you will receive. Please punch it out carefully along the perforated line.

If lost or stolen, an additional card may be requested by written request and a cashier's check or money order in the amount of twenty dollars (\$20).

Please keep this letter for your records. You may wish to make a copy before you remove the card.



EXPIRATION DATE 01/31/2019 LICENSE NO. LSW0000006159 RENEWAL NO. 331181

THIS IS TO CERTIFY THAT:

YVONNE HOLMES

IS A DULY LICENSED

LICENSED MASTER SOCIAL WORKER

IN THE STATE OF TENNESSEE AS REQUIRED BY THE  
TENNESSEE CODE ANNOTATED.  
COMMISSIONER OF HEALTH  
SIGNATURE

HOLMES, YVONNE

Renewal No.  
331181

State of Tennessee  
Department of Health

10338417  
License No.  
LSW0000006159

## Division of Health Related Boards

This Certifies that

YVONNE HOLMES

*whose credentials have been approved by the:*

BOARD OF SOCIAL WORKER LICENSURE  
has fulfilled all requirements for renewal and registration as  
required by the Tennessee Code Annotated and is a duly  
authorized: LICENSED MASTER SOCIAL WORKER  
in the State of Tennessee through JANUARY 31, 2019

  
DIRECTOR, HEALTH RELATED BOARDS  
COMMISSIONER

## YVONNE HOLMES

---

5110 Battle Creek Dr. ~ Memphis, Tn 38134  
Work (870) 702-5928 ~ Cellular (901) 351-5110

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### OBJECTIVE:

Highly motivate and goal-oriented social worker is seeking a supervisory or therapist position that will fully utilize more than twenty years of pre and post master experience relating to individuals and families who are involved in the foster care system. Desire a social work position that will provide a challenging opportunity to significantly contribute to the development, support and enhancement of an organization as well as the clients served.

### QUALIFICATIONS

Track Record of Success: Background exemplifies a successful track record in foster home relations. Ability to establish and maintain professional relationships. Ability to meet clients needs in the most efficient and least restrictive manner. Application of systems approach in meeting reunification goals. Psychosocial assessment and treatment planning. Foster home studies. Skilled in foster home recruitment, training, retention and in maintaining ongoing compliance. Able to supervise therapeutic foster care staff in order to meet the needs of clients, biological and foster families. Broad understanding of case management responsibilities, data collection and documentation. Individual and group therapy, supervisory experience. Culturally competent.

- Resource management: Referral of client for ancillary services. In depth knowledge of community resources.
- Team oriented: Participate in interdisciplinary and multidisciplinary teams to assess family strengths and concerns.
- Special Training and Affiliations: Parent as Tender Healers (PATH) Trainer, Foster Pride Adopt Pride Trainer, trained in fingerprinting and CAFAS. 20-40 hours per year of social work and case management training since 1982. Member of FFTA
- Family Relations: Liaison between state, local providers and family members.
- Time Management: Ability to work independently, prioritize responsibilities and manage multiple tasks simultaneously. Detail-oriented and organized. Skilled in working in fast-paced environments. Resourceful and skilled in problem-solving.

### WORK HISTORY

08 ~ 2004 – Present: *Therapeutic Foster Care Coordinator: Counseling Services of Eastern AR*  
Oversee the daily operation of the therapeutic foster care program.  
Supervise staff and foster parents. Recruit and train foster parents.  
Maintain foster home records for licensure compliance. Provide outpatient individual therapy as needed.

02~ 2004 – 08/2004 *Clinical Therapists: Counseling Services of Eastern Arkansas*  
Provide outpatient individual and family therapy for children, adults and families as well as group and school based therapy. Intakes, psychosocial assessments, treatment plans; serve as part of a multidisciplinary team.

- 2002 ~ 2003 *Clinical Therapist Internship: Delta Medical Center*  
Psychological assessments, individual, group and family therapy for dually diagnosed outpatient clients. Developed treatment plans.
- 2001 ~ 2002 *Clinical Therapist Internship: Exchange Club*  
Provided individual and group therapy. Completed psychosocial assessments of court ordered participants in the Domestic Violence Program. Provided court reports using various assessment tools that indicated probability of repeated domestic violence and child abuse
- 1992 ~ 2004 *Case Manager: Meritan (Formerly: Stepping Stones and Home Share)*  
Maintenance and supervision of medically fragile and therapeutic foster youths. Psychosocial assessments and implementation of treatment plans and services based upon the medical, emotional, social and educational needs of the child. Other duties, included, but not limited to discharge planning, court involvement, coordinating interventions, home visits and studies, foster parent training, referral for services, home modifications, arranged for orthopedic appliances, therapy, counseling, nursing services and durable medical equipment.
- 1988 ~ 1992 *Social Counselor: Tennessee Department of Human Services*  
Maintain children in foster home and agency placements. Permanency to assess family strengths and establish criteria for family reunification. Prepare social history, referral for services based on family needs. Individual and family counseling. Supervise family visitation. Extensive Juvenile Court involvement (court reports, legal referrals, and petitions). Facilitated adoptions. Strong community affiliations. Information gathering and case documentation.

## **EDUCATION**

- 2000 ~ 2003 Master of Science Social Work, University of Tennessee, Memphis, Tn  
1981 ~ 1985 Bachelor of Science Criminal Justice, Delta State University, Cleveland, Ms.

## **LICENSES & CERTIFICATES**

- Licensed Master Social Worker, Arkansas, 2003  
Licensed Master Social Worker, Tennessee, 2003  
Parents As Tender Healers (PATH), 2002  
CPR and First Aid Instructor, 2004  
Foster Pride/Adopt Pride Trainer

## **AWARDS**

- Tennessee Association Direct Care Service Award for West Tennessee, 1996  
Employee of the Year, Meritan (formerly Senior Services), 1995-1996



# Aaron Ermert

948 Elm St Cave City

Ar, 72521

aaronermertlcsw@gmail.com

870-323-2735

## Objective

Application for betterhelp.com as an Independent practitioner.

## Education

Arkansas State University, Jonesboro, AR

Masters of Social Work

GPA 3.80

Graduated: May 2019

Arkansas State University, Jonesboro, AR

Bachelors of Social Work

GPA: 3.85

Graduated: May 2018

Three Rivers Community College, Poplar Bluff, MO

Associates in General Education

GPA: 3.6

Graduated: May 2015

## Work Experience

Aaron Ermert, LCSW

Jan 2023- Current

## Self Employed Mental Health Therapist

- Individual therapy
- Crisis stabilization
- working with adults, teens and children
- Family therapy

Pinnacle Pointe Outpatient, Batesville AR

May 2019- Current

## Mental Health Professional

- Individual therapy
- Working with children in school-based therapy
- Family therapy
- Helped clients get access to services

**Aaron Ermer**

948 Elm St Cave City

Ar, 72521

aaronermerlcs@gmail.com

870-323-2735

Med tech/ QBHP

- Pass medications
- Assist clients in ADL's

June 2015-May 2018

Mid-South Health Systems, Corning, AR  
Qualified Behavioral Health Professional

- Working with clients on the 911 program
- Overseeing compliance with treatment plans
- Ensure the safety of clients and employees as a TACT Instructor
- Promoted to QBHP II, helped to train new hires

August 2017-Dec 2017

Department of Children and Family Services, Piggott, AR  
Intern

- Follow cases plans
- Client support
- Ensure the welfare of children

April 2010-June 2015

Harps Grocery, Corning, AR  
Grocery Manager

- Maintained day to day operations
- Delegated task to employees
- Kept grocery store on budget

**Leadership and Involvement**  
Phi theta Kappa

Fall 2014-Spring 2015

- Engaged with group members to organize events.

Arkansas State University Social Work Organization, Member

Spring 2017- spring 2019

Arkansas State University Phi Alpha, Member

Fall 2017- spring 2019

## Aaron Ermert

948 Elm St Cave City

Ar, 72521

aaronermertlcsw@gmail.com

870-323-2735

### **Skills, Training, & Certifications**

Microsoft Office: Word, PowerPoint, and Excel

Statistical Package for Social Sciences (SPSS)

Advanced Therapeutic Alternatives in Crisis Training (TACT) instructor

Verbal D & Handle with Care

CPR Certified

Brain spotting

Matrix Model (addiction counseling)

Trauma Focused Cognitive Behavioral Therapy (TF-CBT)

Obtained LCSW in Nov 2022

Motivational interviewing (MI)

Dialectical Behavioral Therapy (DBT)

## **Honors and Awards**

Chancellors List

- Spring 2017- Fall 2017

Dean's List

- Fall 2014-Spring 2016

# *Certificate of Completion*

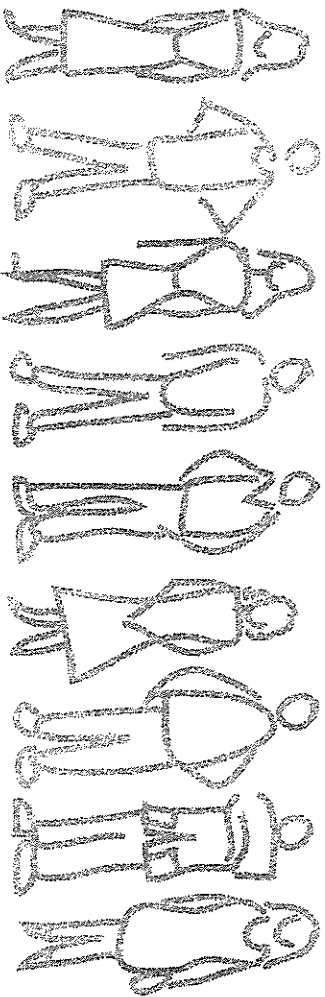
SAFE - Structured Analysis Family Evaluation

This is to certify that

**April Ash**

has completed 12 hours of SAFE Training and is certified to perform SAFE Home Studies

Date(s): 11/29/2021-11/30/2021



*Kelly Castaneda*  
\_\_\_\_\_  
Kelly Castaneda  
Executive Director

# April R. Ash, LMSW

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Cell 859-433-5411  
Aprilash0612@gmail.com

**Objective** I am seeking a job where I can use my experience and natural skills in leadership, teamwork, empathy, communication and organization to empower and nurture those in our community.

**Experience** Unity Health-White County Medical Center: Hospital Social Worker January 2020-current

- Complete patient assessments to determine discharge needs
- Assist and/or refer patients and their families access community resources
- Work as a team with nurses, doctors, and other hospital staff to work toward safe patient discharge plans; while maintaining patients' right to self determination

Unity Health-Harris Medical Center: Gero-psych Social Worker May 2018-December 2020.

- Conduct therapeutic groups with patients
- Develop treatment plans
- Complete bio-psychosocial and Mini-Mental Status Exams
- Assist with discharge planning

Bluegrass Area Agency on Aging: Medicaid Waiver Support Broker Coordinator and Supports for Community Living Case Manager Coordinator March 2013-January 2018

- Provide direct supervision to Support Broker and Case Manager staff
- Ensure Support Broker and Case Manager staff are following Medicaid regulations
- Complete client assessments and plans of care
- Interview and hire new Support Broker and Case Manager staff as needed
- Manage and maintain Support Broker and Case Manager caseloads
- Coordinate all Support Broker and Case Manager training, both new hire and ongoing
- Conduct Support Broker and Case Manager team meetings to discuss waiver client cases
- Complete staff evaluations
- Oversee Waiver Consumer Directed Option timesheet process with regard to Support Broker duties
- Process and check all Support Broker and Case Manager paperwork
- Screen incoming phone calls for services

Bluegrass Area Agency on Aging: Medicaid Waiver Consumer Directed Option Quality Assurance Aug. 2012-March 2013

- Monitor all Medicaid waiver Reassessments for completion and ensure they are regulation compliant
- Complete billing spreadsheet for monthly home visits and assessments
- Track Medicaid waiver documents from Physician's offices for annual re-certifications
- Submit data for Criminal Background checks and Nurse Aide Abuse Registry check.
- Monitor all employee packets for completeness

Bluegrass Area Agency on Aging: Consumer Directed Option Support Broker & Homecare Case Manager October 2006-August 2012

- Monthly home visits with clients to ensure they are safe and welfare intact
- Review client's timesheets and budgets to ensure they are Medicaid compliant
- Work with client's to develop their Care Plans and Support Spending Plans
- Assist with finding services to help seniors stay safe in their homes

Stay at home mom, Jan 2003-October 2006 with occasional part time work as a Substitute Teacher March 2004 – September 2005 Volusia County Schools, DeLand, FL

Social Worker March 2001-Jan. 2003, Mt Dora Christian Home and Bible School, Mt. Dora, FL

- Provide case management to the children living in the foster homes on campus
- Assist in the development of IEP's for the on campus children
- Liaison on behalf of the children in the foster homes between foster parents, the school staff, and legal guardians

Counselor and Life Skills Specialist, Aug. 1999- Feb. 2001, Children's Home Society, DeLand, FL

- Provide individual counseling to the elementary age children in foster residence
- Conduct group therapy with elementary age children and the teenagers residing in the foster homes
- Teach the children independent living and social skills and implement continual teaching opportunities in the residence

## Education

University of Kentucky, Lexington, KY

August 1998 – May 1999

- Master of Social Work

Harding University, Searcy, AR

- Bachelor of Social Work, graduated Cum Laude

August 1994 – May 1998

CPR and First Aid Certified

**April R. Ash**

108 Live Oak Dr., Searcy, AR, 72143 Cell 859-433-5411



**References**

Celeste Collins, Director of Bluegrass Area Agency on Aging and Independent Living, 859-269-8021. [Ccollins@bgadd.org](mailto:Ccollins@bgadd.org)

Sinclair Winburn, Director of Social Services, Unity Health-HMC, Newport, AR, 807-523-4300, [Sinclar-winburn@unityhealth.org](mailto:Sinclar-winburn@unityhealth.org)

Holly Tussey, Social Worker, Charter Ridge, 859-977-5915.  
[Holly.tussey@yahoo.com](mailto:Holly.tussey@yahoo.com)

---

**April R. Ash**

108 Live Oak Dr., Searcy, AR, 72143 Cell 859-433-5411



**Arkansas Department of Health  
Social Work License Card**

License No.

3839-C

Expiration Date:

8/31/2024

Leon Kenneda Edwards, LCSW

3810 Pineview Road #103

Memphis TN 38125

Card bearer is licensed and in good standing with the Arkansas  
Social Work Licensing Board.

Tammy Charlton, LCSW

Chair



Leon K. Edwards, LCSW

**Leon K. Edwards**  
**3810 Pineview Road #103**  
**Memphis, Tennessee 38125**  
**(901)-229-6565**  
**lxaxa 1@hotmail.com**

## **OBJECTIVE**

To obtain a challenging position with a professional organization employing my degree and proven work experience. Special interests are in the social work profession.

## **EDUCATION**

University of Tennessee-College of Social Work, Knoxville, TN 37996  
Social Work Major, 08/12-05/15, Doctor of Social Work

University of Tennessee-College of Social Work, Memphis, TN 38104  
Social Work Major, 08/04-05/07, Master of Science in Social Work

Mississippi Valley State University, College of Professional Studies, Itta Bena, MS 38941  
Social Work Major, 08/01-08/04, Bachelor of Social Work

Holmes Community College, Grenada, MS 38901  
Liberal Arts Major, 05/00-08/01, completed 26 credit hours

Northwest Community College, Senatobia, MS 38668  
Pre-Law Major, 08/97-12/99, completed 24 credit hours

## **CERTIFICATION & LICENSURE**

Licensed Clinical Social Worker-Tennessee, January, 2012  
Licensed Certified Social Worker-Arkansas, August, 2020

Leon K. Edwards, LCSW

Licensed Certified Social Worker-Mississippi, October, 2019

Licensed Clinical Social Worker-Texas, April, 2021

Substance Abuse Counseling Technical Certification-completed 15 credit hours

## MAJOR COURSES

Social Work Practice in Health Care Settings

Advanced EBP for Addictions and Dual Diagnosis Treatment

## WORK EXPERIENCE

- |                 |  |
|-----------------|--|
| 03/22-Present   | Pathway Healthcare, Birmingham, AL<br><b><u>Tele-Mental Health Behavioral Health Counselor,</u></b><br>provides direct care for the organization's consumers with substance abuse related disorders and other emotional/psychological disorders.   |
| 07/2021-Present | Vertava Health, Memphis, TN<br>Mental Health Counseling Department,<br><b><u>Part-time Mental Health Therapist,</u></b><br>provides direct care for the organization's consumers with substance abuse related disorders and other emotional/psychological disorders.   |
| 07/21-03/22     | Spero Health, Memphis, TN<br>Substance Abuse Counseling Department,<br><b><u>Substance Abuse Therapist,</u></b><br>provided direct care for the organization's consumers with substance abuse related disorders.   |
| 11/18-10/21     | Piece of Mind Counseling Service, LLC, Memphis, TN<br>Private Mental Health Practice<br><b><u>Owner/Mental Health Therapist,</u></b><br>provided direct care for the organization's consumers with emotional/psychotic/substance abuse disorders by performing scheduled therapy sessions and conducted psychosocial assessment interviews with new consumers. |
| 04/21-06/21     | Vitae Health Systems, Memphis, TN<br>Counseling Service<br><b><u>Psychotherapist,</u></b><br>provided direct care for the nursing home residents with emotional/mood/other behavioral health conditions by performing psychosocial   |

Leon K. Edwards, LCSW

assessment interviews with new residents and by performing scheduled therapy sessions.

- 01/21-04/21      180 Health Partners-Strongwell, Nashville, TN  
 Social Work/Counseling Department  
**Tele-Mental Health Therapist (Partner Advocate)**  
 provided direct care for the organization's consumers with substance abuse related disorders and other emotional/psychological disorders.
- 5/18-12/20      Hospice Compassus, Memphis, TN  
 Social Service Department,  
**Hospice Social Worker,**  
 provided psychosocial services for patients and their family members, performed monthly face-to-face visits within the patients /caregiver's environment (e.g. homes, long-term care facilities, etc.), linked the patients/caregivers to community resources, and provided emotional support for patients/caregivers, while adhering to the hospice philosophy.
- 9/18-12/20      Parkwood Behavioral Health Hospital, Olive Branch, MS  
 Social Service Department  
**Mental Health Therapist (PRN),**  
 provided direct care for the organization's consumers with emotional/psychotic disorders, performed scheduled therapy sessions, and conducted psychosocial assessment/interviews with the organization's new consumers.
- 11/19-09/20      Spero Health, Memphis, TN  
 Substance Abuse Counseling Department,  
**Substance Abuse Therapist,**  
 provided direct care for the organization's consumers with substance abuse related disorders.
- 6/10-5/18      DaVita Dialysis (Diversified Specialty Institute), Memphis, TN  
 Social Service Department  
**Dialysis Social Worker,**  
 provided psychosocial services for patients treated by the facility, including in-center and home dialysis patients (if applicable) and worked with health care team to promote positive adjustment, rehabilitation and improved quality of life for the patients.
- 1/17-2/18      Janet Scott, Ph.D.& Associates, Memphis, TN  
**Independent Contracted Mental Health Therapist,**  
 provided direct care for the adult inmates with emotional/psychotic disorders, educated adult inmates about community/

Leon K. Edwards, LCSW

agency resources, performed weekly therapy sessions, and conducted intake/initial interviews with the inmates.

1/08-6/10

Fresenius Medical Care, Covington, TN

Social Service Department

**Dialysis Social Worker,**

provided psychosocial services for all patients treated by the facility, worked with the health care team to promote positive adjustment, rehabilitation and improved quality of life for the patients.

8/06-1/08

Midtown Mental Health Center, Memphis, TN

Community Support Program

**Adult Case Manager/Adult Therapist/Primary Intake Interviewer,**

provided direct care for the adult consumers with emotional and psychotic disorders, linked adult consumers to community/agency resources, performed weekly therapy sessions, and conducted intake interviews with the agency's new consumers.

6/06-8/06

Midtown Mental Health Center, Memphis, TN

Clinical Services Department

**Adult Outpatient Services MSSW Intern,**

provided direct care for the adult consumers with emotional and psychotic disorders, worked with the intake department staff by completing intake/interviews, assisted in the Mobile Crisis department when responding to the crisis calls, assisted in the Community Support Program by conducting weekly home visits, and worked in the Baby Love Program by offering educational groups to mother's addicted to alcohol and drugs.

8/04-5/05

Regional Medical Center, Memphis, TN

Social Services/Nursing Department

**MSSW Intern-Trauma Unit,**

assisted with the discharge planning process, worked with the patients' families while carrying out the discharge planning tasks, linked the families and patients' to the proper resources.

8/03-12/03

Mississippi Valley State University, Itta Bena, MS

Department of Community Services/Service Learning

**Student Assistant/BSW Intern,**

located community service work assignments for MVSU students, monitored students' work performance and kept records of the students' work hours.

Leon K. Edwards, LCSW

8/00-8/03

Greenwood Public School District, Greenwood, MS

**Substitute Teacher,**

gained the students' respect, carried out teacher's daily lesson plans, maintained students' interest in subject matters, achieved daily goals and objectives, adhered to and enforced policies and procedures when dealing with disciplinary problems.

**VOLUNTEER EXPERIENCE**

Greenwood Leflore Hospital Social Service Department

**AFFILIATIONS**

Alpha Kappa Mu National Honor Society

Alpha Phi National Social Work Honor Society

Social Work Club

**HONORS**

Honor Scholar Award

Dean's List Scholar

Presidential List Scholar

Magna Cum Laude Graduate

**REFERENCES**

Available upon request

Leon K. Edwards, LCSW

**LEARNING INSTITUTION/COLLEGES/UNIVERSITIES ADDRESSES**

Mississippi Valley State University **(BSW)**

College of Professional Studies

14000 Highway 82 West

Itta Bena, MS 38941

University of Tennessee College of Social Work/Memphis Campus **(Moved) (MSSW)**

Boling Center for Developmental Disabilities

711 Jefferson Avenue, Suite #607 W

Memphis, TN 38163

University of Tennessee College of Social Work **(DSW)**

1618 Cumberland Avenue

401 Henson Hall

Knoxville, TN 37996

**CURRENT & PAST JOB LOCATION ADDRESSES**

Spero Health

920 Estate Drive, Suite #8

Memphis, TN 38119

Vertava Health

530 Oak court Ct. Drive, Suite #255

Memphis, TN 38117

Piece of Mind Counseling Service, L.L.C **(Closed)**

3385 Austin Peay Highway, Suite #209 A

Memphis, TN 38128



# Certificate of Completion

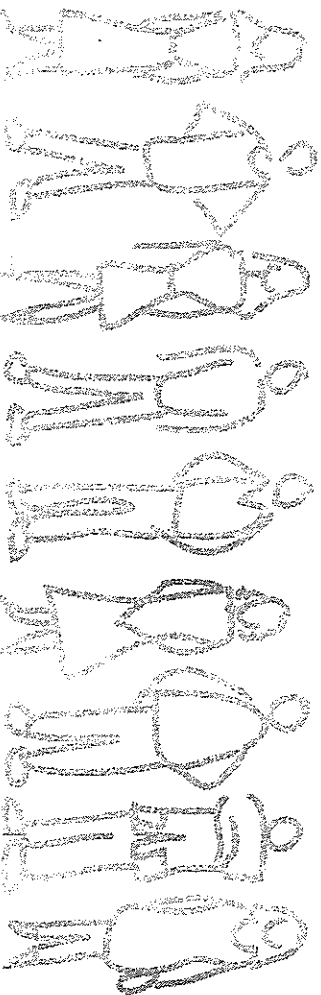
SAFE - Structured Analysis Family Evaluation

This is to certify that

**Telia Dunn**

has completed 12 hours of SAFE Training and is certified to perform SAFE Home Studies

Date(s): July 21-22, 2020



*Kelly Castaneda*

Kelly Castaneda  
Executive Director



**Arkansas**  
**Social Work License Card**

**License No.**

**533-M**

**Expiration Date:**

**1/31/2021**

**Telia Mashburn Dunn, LMSW**

**176 Ramsey Hill Rd.**

**Nashville AR 71852-7531**

Card bearer is licensed and in good standing with the Arkansas  
Social Work Licensing Board

*Sign Hudson, LMSW*

---

**Chairman**

**Telia Dunn, LMSW**  
PO Box 114, Nashville, AR 71852 teliadunn@gmail.com  
870-845-6179

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<b>Education</b>	<u><b>Master of Science in Social Work:</b></u> The University of Texas at Arlington, December 1991.  <u><b>Bachelor of Science in Human Development and Family Studies:</b></u> The University of Arkansas at Fayetteville; December 1989.
<b>Work Experience</b>	<u><b>Southwest Arkansas Counseling and Mental Health Center (SWACMHC)</b></u> <u><b>April 2019-present</b></u> – Clinic Director for Nashville and DeQueen Clinics/Therapist; Responsibilities: Overseeing operations of two mental health clinics and staff. Individual, family and marital therapy, treatment planning, group therapy, community education and consultation. Corporate Compliance Officer for the agency. <u><b>June 2014-April 2019</b></u> – Site Director of Split Rail Residential Care Facility for SWACMHC; Responsibilities: Overseeing operations of mental health staff and operations of services at an RCF. Fill in for therapists, group therapy, individual therapy, working with clients, families, staff and community. <u><b>August 1999 – June 2014</b></u> – Nashville Clinic Therapist; Responsibilities: Individual, family and marital therapy, treatment planning, group therapy, community education and consultation. Assisting in the Hope Clinic carrying a small caseload at one point. <u><b>June 1998-August 1999</b></u> – Split Rail Residential Care Facility Therapist, Prescott, AR; Responsibilities: Individual, family and group therapies, treatment planning, MICA Coordinator and MICA group therapy.
<b>April 1992- June 1998</b>	<u><b>Medical Social Worker Hospital HomeCare</b></u> , a department of Medical Park Hospital, Hope, AR; Responsibilities: Assessments of home health patients, assistance with resources, counseling and follow-up, staff and community education.
<b>1996-1998</b>	<u><b>College Instructor:</b></u> University of Arkansas Community College at Hope, University of Arkansas at Pine Bluff; Taught: Social policy, Race and Ethnicity, Social Problems.
<b>August 1991- June 1992</b>	<u><b>Yvonne Fellers &amp; Associates, Texarkana, TX. Social Work Private Practice Associate</b></u> Responsibilities: Contract work with: Golden Care Gero-Psychiatric Unit/Southwest AR Counseling & Mental Health Center; Blankenship's Kidney and Diabetes Center for Texarkana, Hope, Nashville, Magnolia, and Camden, AR; Evergreen Presbyterian Ministries Group Home assessments; St. Michael Home Health; Hospice of Texarkana; court ordered home studies.
<b>January 1991- August 1991</b>	<u><b>Family Haven Crisis and Resource Center, Paris, TX. Client Advocate</b></u> Responsibilities: Crisis Counseling with victims of family violence and/or sexual abuse/assault and their families, group psychoeducation, community awareness and public speaking.
<b>October 1987- December 1989</b>	<u><b>Planned Parenthood, Fayetteville, AR, Clinic Assistant</b></u> Responsibilities: Patient intake and interviews, counseling with patients, and general office duties.
<b>Activities &amp; Honors</b>	Social Work Licensing Board – July 1998-October 2004 Nashville Junior Auxiliary Life Time Member Medical Park Hospital Employee of the Year 1992 P.E.O. – Nashville AM Chapter (a philanthropic educational organization) P.E.O. – Arkansas State Chapter Program for Continuing Education State Chairman 2017-2019 Certified Lay Servant for the United Methodist Church Lay Leader for Nashville First United Methodist Church, Nashville, AR Noahs of Ark Walk to Emmaus Team Selection Committee, Lay Director of Walk # 173 Previously served for 3 years on the Noahs of Ark Walk to Emmaus Board of Directors



**Arkansas**  
**Social Work License Card**

**License No.**

**533-M**

**Expiration Date:**

**1/31/2021**

**Telia Mashburn Dunn, LMSW**

**176 Ramsey Hill Rd.**

**Nashville AR 71852-7531**

Card bearer is licensed and in good standing with the Arkansas  
Social Work Licensing Board

A handwritten signature in cursive script, reading "David Hudson, LMSW".

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**Chairman**



**Arkansas Department of Health  
Social Work License Card**

**License No.**

**3242-C**

**Expiration Date:**

**10/31/2023**

**Jaclyn Marie Billins, LCSW**

**3212 South Crescent Dr.**

**Bryant AR 72022**

Card bearer is licensed and in good standing with the Arkansas  
Social Work Licensing Board.

*Debra Gay Hend PhD, LCSW*

**Chair**

**Counseling Associates, Inc.** - Conway, Arkansas  
Community Counseling - School Based Therapy Program  
**Graduate School of Social Work Internship**

August 2006 - May 2007

The program serves school aged children with various DSM-IV diagnoses.

- Contact with individual clients within the school setting to monitor the daily well-being and identify needs for social intervention through self observation or school staff report.
- Identifies and provides emergency crisis services as necessary.
- Home visits with family members as a means of providing support and/or to teach needed parenting skills.
- Facilitate group sessions among clients (5<sup>th</sup> and 6<sup>th</sup> graders) once per week. The session topics included teamwork, self esteem, anger management, self discovery, etc.
- Work closely with primary therapists, clinic psychiatrist, and administrative staff in order to provide continuity of care and appropriate interventions. Among those interventions, to organize and schedule med clinics within the school setting once per month.
- Frequent contact with outside agencies and/or organizations as a means of gaining additional services or support for clients. Agencies include DHS, DDS, FINS officers, etc.

**Central Arkansas Veterans Healthcare System**- North Little Rock, Arkansas  
Mental Health Service Line  
Dual Diagnosis Program  
**Graduate School of Social Work Internship**

May 2006 - August 2006

The program serves veterans that have Axis I Psychiatric diagnoses with a simultaneous drug and/or alcohol addiction. A psychosocial approach has been taken in order to assist veterans in developing a realistic wellness plan to support sobriety, management of psychiatric symptoms, and self-growth. The program is consumer driven and recovery focused.

- Involved in a daily group process with patients in a therapeutic setting.
- Unscheduled individual therapy due to supervisor having an "open-door" policy.
- Assist in an educational class once per week.
- Attend daily morning report, and weekly DRA meetings, Aftercare meetings, and client staffing.
- Intense involvement with appropriate documentation (ex. psychosocial assessments, progress notes, discharge notes, group notes, and educational notes).
- Outreach services
- Assist the patient with legal, financial, transportation and housing needs.
- Frequent contact made with community programming (ex. homeless shelters, Chem. Free, residential facilities).

**Pediatric Specialty Care, Inc.** - North Little Rock, Arkansas  
**Mental Health Specialist**

July 2005 - May 2006

- Work closely with professional staff (LMSW, LCSW, LPC, LAC, Psychological Examiner, Psychologist) and treatment room staff for patient monitoring and coordination of mental health services.
- Monitors the daily well-being of patients and identifies need for social intervention if necessary.
- Identifies and provides emergency crisis services as necessary.
- Participates in multidisciplinary staffing, as appropriate, to keep abreast of therapy goals and progress.

**Early Childhood Developmental Specialist**

April 2004 - July 2005

- The facility is for children that range from 2 months to 6 years in age with behavioral issues, physical disabilities, cognitive delays, gross/fine motor delays, and/or severe speech delays.
- Class size is (15) 2-year olds
- Personal responsibilities include the daily care of the children while noting behavioral, physical, and social progress. All of the above skills are worked on while within the room as well as individual therapy outside of the classroom. The Early Childhood Developmental Specialist is responsible for developing and scheduling a majority of the methods for improving progress.
- The ultimate duty as an Early Childhood Developmental Specialist is to protect and enrich the lives of the patients. Therefore, being obligated to notify the appropriate individuals if any harm is being bestowed upon the patients at any given time.

**PROFESSIONAL EXPERIENCE - NON-SOCIAL SERVICE RELATED**

**Little Rock Monthly Magazine**- Little Rock, Arkansas  
**Account Executive**

November 2003 - April 2004

- Business to Business selling of advertising space within the publication to surrounding businesses.
- Strong communication skills along with presentation skills are required.
- Assist the advertisers in producing their ad along with following it through to the approval process.
- Ranked #2 Sales Representative after the 2<sup>nd</sup> month with the publication
- As of the 2<sup>nd</sup> month, successfully brought in over 30 new accounts.

**FORZA Marketing Group - Little Rock, Arkansas**

October 2001– November 2003

**Business Manager / Account Executive**

- Promoted from a Traffic Manager position where responsibilities include managing all company projects during the initial stages to ensure the proper steps were taken to process them to the strategy and creative development teams.
- Present to potential clients the services provided by FORZA in the initial stages of campaign development.
- Serve as liaison between my clients and the creative team to ensure expectations are met during the conceptual stages through the completion of the project.
- Manage the timeline and budget throughout the project to meet client deadlines and agreed cost of services.
- Coordinate with CFO to ensure monthly billing is accurate and timely.
- Current accounts include: Arkansas Blue Cross and Blue Shield, Arkansas Foundation for Medical Care, Jefferson Regional Hospital, JMP International, Blue Cross of Idaho, Moses Truckee and Larry North Fitness of Dallas.
- Served on the new business committee that exhibited the agency during presentations and successfully brought in several new accounts.
- Key player in the negotiations for a substantial increase in a set monthly retainer with a current client (\$11,000 to \$20,000 per month).
- Daily success in the selling process of various services and products produced by the agency to current clients.

**Enterprise Rent-A-Car - Little Rock, Arkansas**

November 2000 – October 2001

**Branch Corporate Accounts Manager**

- Sold corporate services to general and service managers of auto dealerships, insurance adjusters and agents, and corporate customers.
- Assisted Branch Manager in maintaining financial and operational duties for the branch.
- Assisted individual customers via phone and in person.

**VOLUNTEER WORK****2007-2010 – Junior League of Little Rock**

- A women's organization committed to developing the potential of women and improving the community through philanthropy projects.

**2006 – Salvation Army**

- Food Service

**2001-2002 - Arkansas Children's Hospital**

- A particular floor was assigned to each volunteer. Duties involved visiting with family members and nurturing the patients.
- Volunteer Time: Four Hours per Week
- Reason for leaving: Scheduling conflict due to needing to obtain a second job



Arkansas  
Social Work License Card

License No.

2573-C

Expiration Date:

1/31/2021

Kimberly L. Baggett, LCSW

1242 CR 2108

Hooks TX 75561

Card bearer is licensed and in good standing with the Arkansas  
Social Work Licensing Board

A handwritten signature in cursive script, likely belonging to the Chairman of the Arkansas Social Work Licensing Board.

Chairman



Page 4

**Kim Baggett, LCSW**

PO Box 697

Hooks, TX 75561

903-278-6869

**Education**

University of Arkansas-Little Rock, AR

Master's in Social Work (MSW)-May 2006

Texas A&M University-Texarkana, TX

Bachelors of Arts and Applied Sciences-December 2003

**Credentials**

Licensed Certified/Clinical Social Worker (LCSW)

Arkansas #2573-C and Texas #42657

**Work Experience**

Genesis PrimeCare-Trauma Therapist

February 2016-Present

- Provide counseling services to adults, adolescents and children who have experienced trauma
- Group Therapy
- Assess patient needs and connect to available resources

Hooks ISD-Family Engagement Specialist for ACE Afterschool Program

July 2014-February 2016

- Encourages family/parental involvement in the school by providing ongoing educational and enrichment programs.
- Assess family needs and connect family to available resources
- Establish and maintain a Community Task Force of leaders vested in the success of the ACE program.
- Develop a Family Resource Center available at each campus.

Arkansas Commission on Child Abuse, Rape and Domestic Violence

September 2013-Present

- Multidisciplinary Team Coordinator  
Miller and Little River County

Baggett

- Facilitate a team discussion made up of DCFS, CACD, local law enforcement, prosecutors office, juvenile probation officers, mental health providers and medical workers involved in Priority 1 or Priority II sexual abuse cases. The team will discuss the investigation, coordinate interventions to reduce potential trauma to children and families, and improve services and outcomes to children and families.
- Prepare monthly data reports for each county.
- Seek practical solutions to encourage cooperation between local agencies.

Baggett Social Worker Services, PLLC

Owner/Social Worker

January 15, 2011-Present

- Forensic Investigator
  - Complete psychosocial assessments and studies for families involved in the court system including home studies, social studies, adoption studies and visitation studies.
- Intensive Family Services Therapist/Contract Administrator
  - Work with families who are at high risk of disrupted placement of their children in their homes or community. Services included parenting, counseling, community resource referrals, homemaker skills, job training, and financial management
  - Work with parents to reduce and understand the trauma that their decisions make on their children.
  - *Contracted ended June 2012*
- Medical Social Work
  - Assessments, referrals and counseling in a variety of medical settings including hospital, home health, hospice, nursing home, rehab and therapeutic environments.
- Cooperative Parenting Educator
  - Provide cooperative parenting education as required by the Texas Court Systems for parents seeking a divorce.
- Mediator
  - Seek resolutions for family and workplace disputes.
- Parenting Coordinator
  - Provide court ordered parenting coordination services.
- Therapist
  - Provide counseling services to adults, adolescents and children who have experienced trauma
  - Group Therapy

Baylett

- Complete accounting and prepare reports. Complete all accounts payable and receivable.

Behavioral Health Center-Texarkana, TX

Social Worker

June 1, 2006-October 3, 2007


- Forensic Investigator
  - Completed psychosocial assessments for families involved in court disputes including home studies, social studies, adoption studies and visitation studies.
- Intensive Family Services Therapist
  - Worked with families who were at risk of disrupted placement of their children in their homes or community. Services included parenting, counseling, community resource referrals, homemaker skills, job training, and financial management.
- Substance Abuse Assessments (SAP)
  - Completed psychosocial assessments and testing for Department of Transportation.
- Medical Social Work
  - Assessments, referrals and counseling in a variety of medical settings including hospital, home health, hospice, nursing home and therapeutic environments.
- Cooperative Parenting Educator
  - Provide cooperative parenting education as required by the Texas Court Systems for parents seeking a divorce.
- Mediator
  - Seek resolutions for family and workplace disputes.
- Parenting Coordinator
  - Provide court ordered parenting coordination services.
- Therapist
  - Provide counseling services to adults, adolescents and children. Also, provided contract therapeutic services for former federal prisoners reintegrating into their communities.
  - Group therapy
  - Provided therapy to federal prisoners reintegrating into society.

Texarkana Kid Exchange

Program Director

August 1, 2005-May 12, 2006

- Assessment and case management for families receiving services
- Supervised visitation of family members and their children
- Supervised employees



Arkansas Department of Health  
Social Work License Card

License No.  
7764-M

Expiration Date:  
7/31/2023

ShaQuata L. Davis, LMSW  
1104 Sandino Drive  
Jonesboro AR 72405

Card bearer is licensed and in good standing with the Arkansas  
Social Work Licensing Board.

Debra Stagg Davis, LMSW  
Chair

# ***ShaQuata Davis***

5025 Rockport Drive  
Jonesboro, AR 72404  
(870) 740-0949  
shaquatab@aol.com

## **EDUCATION**

**Arkansas State University, Jonesboro, AR**  
**Masters in Social Work**  
**Bachelor of Science in Social Work**  
**Associate of Science**

May 2015  
May 2013  
December 2012

## **EXPERIENCE**

**Jonesboro VA Outpatient Clinic, Jonesboro, AR** December 2018-Present  
**Pact Social Worker**

- Provide case management to veteran and their families
- Set up home health services
- Set up contract nursing placement
- Educate veterans on programs offered through the VA
- Link veterans to community resources for support and services
- Enter consults for non-skilled care
- Assist veterans with completing program applications

**Life Strategies Counseling Incorporated, Jonesboro, AR** August 2017-November 2018  
**Mental Health Professional**

- Provide individual, family, and group psychotherapy
- Complete biopsychosocial assessments
- Complete intake assessments
- Provide case management
- Diagnose individuals with mental incapacities
- Assist client in developing goals and objectives for client's master treatment plan
- Update treatment plans
- Assist clients with utilizing community resources
- Assist client with achieving goals and objectives

**Home Health Professionals and Hospice, Jonesboro, AR** August 2017-November 2021

**Medical Social Worker**

- Provide social services to elderly population
- Psychosocial evaluation on clients
- Link client with community resources for support and services
- Assess clients for mental, social, emotional deficiencies
- Assist clients and families with learning how to cope with chronic illnesses
- Assist with long term or short-term placement

**Life Strategies Counseling Incorporated, Jonesboro, AR** January 2017-July 2017

**Quality Management Specialist**

- Prepared for audits of individual medical records and providers.

- Performed audits of clinical charts and defer to QA Coordinator for decisions about quality of care and best practices
- Evaluated medical records for accurate and complete documentation of medical necessity, treatment modalities and appropriate level of care.
- Monthly reviews of paraprofessional levels of care
- Performed all other duties as assigned

**Life Strategies Counseling Incorporated, Jonesboro, AR**      October 2015-October 2016  
**Mental Health Professional**

- Provided individual, family, and group psychotherapy
- Completed intake assessments
- Provided casemanagement
- Diagnosed individuals with mental incapacities
- Assisted client in developing goals and objectives for their master treatment plan
- Updated treatment plans
- Assisted clients with utilizing community resources
- Assisted client with achieving goals and objectives

**Arkansas Department of Workforce, Jonesboro, AR**      October 2014 – October 2015  
**Workforce Specialist**

- Processed unemployment claims
- Utilized and demonstrated use of Arkansas Job Link
- Spoke with claimants about their unemployment benefits
- Connected with clients to assist with job searches
- Managed TEA (Transitional Employment Assistance) Cases
- Assisted participants in achieving goals and objectives
- Assisted participants with utilizing community resources that were available for them

**United Cerebral Palsy (Internship), Jonesboro, AR**      January 2014-April 2015  
**CaseManager**

- Assisted casemanager with assigning placement for those with disabilities
- Assisted casemanager with assigning placement for direct care workers
- Conducted group with consumers
- Assisted team develop care plan for individuals with disabilities

**Arkansas Counseling and Associates (Internship), Jonesboro, AR**      August 2013-December 2014

**Mental Health Professional**

- Conducted individual, family, and group psychotherapy sessions
- Assisted individuals in developing goals and objectives for treatment plans
- Conducted face to face sessions with paraprofessionals
- Updated treatment plans
- Assisted Mental Health Professional diagnose clients
- Helped clients utilize resources in the community

**Walgreens, Jonesboro, AR**      September 2008 - December 2014  
**Cashier/Stocker**

- Received, organized, and stocked shipments
- Merchandised displays and re-shelved products

- Assisted with the inventory of supplies and equipment
- Assisted customers and processed sales transactions

**Arkansas Counseling and Associates, Blytheville, AR**  
**Case Manager/Tech**

January 2013 - August 2013

- Spoke with clients about treatment plan goals and objectives
- Followed-up with collaterals about client's progress
- Made sure client paperwork was signed and complete
- Conducted group work with children

#### SKILLS

Computer and Internet proficiency  
Strong communication skills with diverse populations  
Decision making skills  
Learning agility

#### LEADERSHIP AND ACTIVITIES

Strong Turner Certificate  
Social Work Organization

# Certificate of Attendance

This certificate is presented to

*Marie Jenkins*

For attendance at

**Structured Analysis Family Evaluation (SAFE) Training**

for a total of 12.00 credit hours on  
November 15, 2017

MIDSOUTH Little Rock



MIDSOUTH  
TRAINING ACADEMY

SCHOOL OF SOCIAL WORK

Gigi Peters, LMSW  
Executive Director



# STATE OF ARKANSAS

## SOCIAL WORK LICENSING BOARD

1

In the Name and By the Authority of the State of Arkansas, the Arkansas Social Work Licensing Board hereby certifies that:

*Marie Ruth Walker*

has been duly examined and found qualified to practice as a Licensed Master Social Worker and is hereby licensed with all rights, privileges and responsibilities prescribed by Act 791 of 1981.

In testimony hereof we have set forth our hands upon this document at Little Rock, Arkansas this *8th* day of *December* Two Thousand *Ten*

*Dorinda Brown*

Chairperson

*Stacy Brown*

Vice-Chairperson

*Shavina All*

Secretary



Certificate No. 2545-M

*Full-Time Post-Master's Experience*

Mississippi Department of Human Services, Division of Family and Children Services,  
Jackson, Mississippi  
Family Protection Specialist, Senior December 2006 to March 2007  
Acting Area Social Work Supervisor, March 2007 to June 2007  
Resource Specialist, Advanced, July 2007 to April 2008  
Family Protection Specialist, Advanced April 2008 to December 2009

**Current Professional, Academic, or Scientific Memberships**

National Association of Social Workers

**Community Service**

*Service to the Community*

Academic Partnership Interdisciplinary Committee, January 2010 to Present

*Service to Professional Organizations*

National Association of Social Workers, Arkansas Chapter  
Board Member, South East Branch Representative, July 2011 to Present  
Membership Committee, August 2011 to Present

*Service to the Academic and Scientific Community*

The University of Arkansas at Monticello  
Phi Alpha Honor Society Faculty Advisor, January 2010 to Present  
Retention Committee, August 2010 to Present  
Search Committee, December 2010 to June 2011

**Academic and Professional Awards, Grants, and Other Recognition**

*Honor Society Inductions*

Phi Alpha, National Honor Society for Social Work, April 2001

*Professional Awards or recognition*

CSWE Gero-Ed Center Certification of Completion: Curriculum development Institution (CDI)  
3 – Year Program. September 27, 2011

# Certificate of Completion

SAFE - Structured Analysis Family Evaluation

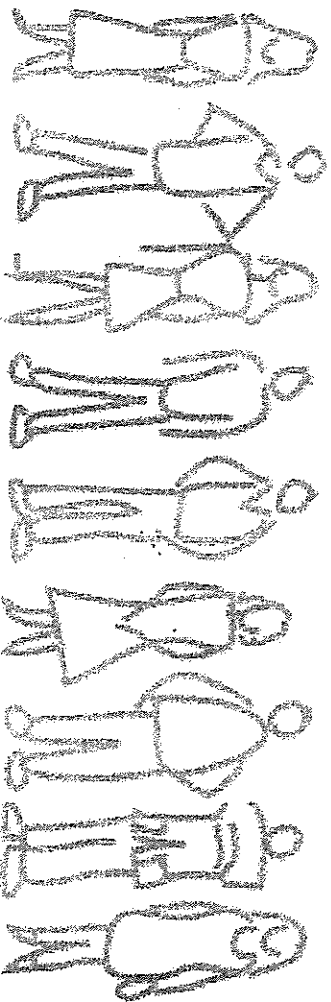
This is to certify that

**Janet Lewis**

\_\_\_\_\_ has completed 12 hours of SAFE Training and is certified to perform SAFE Home Studies \_\_\_\_\_

11/29/2021-11/30/2021

Date(s): \_\_\_\_\_



*Kelly Castaneda*

\_\_\_\_\_  
Kelly Castaneda  
Executive Director

---

# Janet Lewis

LMSW

2516 Senator St.  
Texarkana AR 71854  
(903) 824 3026  
honeyville3.0@gmail.com

## SKILLS

Excellent facilitative skills across diverse backgrounds  
Ability to use assessment tools/collect data/data entry  
Ability to multitask and prioritize workload  
Computer skills using Microsoft Office  
Strong engagement and interpersonal skills  
Excellent communication skills both orally and written  
EMDR certified  
Licensed Master Social Worker

## EXPERIENCE

### **Dierksen Hospice, Texarkana, AR**

*LMSW*

August 2019 -present

- Complete, assessments and charting
- Provide supportive counseling and services
- Collaborate with care team and participate in IDG meetings
- Establish care plans and implement interventions
- Provide resources and advocacy for patients
- Consult w/ LCSW supervisor and seek consultation

### **Arkansas Dept. Human Services, Texarkana AR - Resource Unit Extra Help/FSW-Comm Engage Spec.**

July 2016 - August 2019

- Complete in-home consultation for new foster/adopt inquiries
- Facilitate PRIDE make-up sessions
- Facilitate foster parent trainings
- Complete SAFE updates for ICPC requests

- 
- Assist resource unit with resource home visits and meeting state licensing requirements
  - Assist with resource family file maintenance and compliance
  - Responsible for the coordination of diligent recruitment plan in service area
  - Engage the general public, community groups, stakeholders, etc. in recruitment and retention efforts

**Univ of Ark. Little Rock, Arkadelphia AR - *Child program specialist***

March 2015 - July 2016

- Facilitate children's group sessions and co-facilitate parent-child interactive sessions
- Engage children in NFA activities in conjunction with parent program
- Communicate with program participants
- Assist in processing referrals from DCFS
- Collect data using NFA assessment tools
- Assist in program documentation, evaluation and reporting requirements
- Facilitate parent education sessions as needed

**Arkansas Dept. Human Services, Texarkana AR - *FSW-Investigator***

July 2014- February 2015

- Investigate reports of alleged child maltreatment
- Assess health and safety of children
- Interview all parties to the investigation
- Prepare written reports
- Prepare affidavits; court petitions
- Attend court and administrative hearings

## **EDUCATION**

**University of Arkansas Little Rock - *Masters Social Work***

August 2016 - May 2019

**Social Work Internship I & II, Texarkana AR - Preferred Family Healthcare**

August 2017 - May 2018

**ADP Internship I & II, Texarkana AR - Moonbrook Mind & Body Integrative Services**

August 2018 - May 2019

**Texas A&M-Texarkana - *Bachelor of Science***

January 2012 - May 2014

Psychology Major; Sociology Minor Cum Laude

## **REFERENCES**

---

Jessica Bennett, LCSW Moonbrook Mind & Body (903) 748-2412

Rhonda Jones UALR Foster parent trainer (870) 210-0492

Gala Griffin DCFS Supervisor (870) 918-6391



## Arkansas Social Work License Card

License No.

5230-C

Expiration Date:

4/30/2021

Angela M. Pereira, LCSW  
308 Glines Ct  
Harrison AR 72601

holder is licensed and in good standing with the Arkansas  
Social Work Licensing Board

*Angela M. Pereira*

Chairman

Angela (Ang) M. Pereira, LCSW  
308 Glines Ct.  
Harrison, Arkansas 72601  
417 / 293-1933

### *Education*

Master of Social Work (MSW)  
July 2007 - December 19, 2008  
Missouri State University – Springfield, Missouri

Bachelor of Social Work (BSW)  
June 2005 – May 18, 2007  
Missouri State University – Springfield, Missouri

### *Licensure*

State of Arkansas / Social Work Licensing Board  
Licensed Clinical Social Work (LCSW)  
License No. 5230-C Expires: 4/30/2019

State of Missouri / Social Work Licensing Board  
Licensed Clinical Social Work (LCSW)  
License No. 2017015347 Expires: 9/30/2018

### *Credentials*

Mental Health First Aid (MHFA USA), National Certified Instructor

Family Development Credential (FDC)

Civil and Family Mediation – Alternative Dispute Resolution

### **EMPLOYMENT HISTORY**

Bailey Behavioral Health. LLC  
Harrison, Arkansas  
August 2017 – Present

North Arkansas Regional Medical Center (NARMC) Hospice of the Hills  
Harrison, Arkansas  
May 2015 – Present  
*Medical Social Worker*

Ascent Children's Health Services  
Batesville, Arkansas  
June 2014 – May 2015  
*Mental Health Therapist*



Missouri State University (MSU)  
Springfield, Missouri  
Spring and Fall 2014  
*Per-course Instructor*

Legacy Hospice of North Arkansas and Northeast Oklahoma  
Livingston, Alabama – Corporate Office  
July 2013 – May 2014  
*Regional Administrator*

Horizon Health – Johnson Regional Medical Center – Senior Care  
Clarksville, Arkansas 72830  
October 2012 – July 2013  
*Mental Health Therapist*

Riverways Home Care & Hospice Services of Ozarks Medical Center (OMC)  
West Plains, Missouri  
November 1993 – October 2012  
*Social Services Coordinator / Bereavement Counselor / Oversight Manager*  
October 2012 – October 2013  
*PRN Consultant*

# Certificate of Attendance

This certificate is presented to

*Jocelyn Pannell*

For attendance at

## Structured Analysis Family Evaluation (SAFE) Training

For a total of 12.00 credit hours on

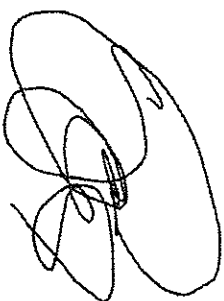
10/22/19 - 10/23/19

LITTLE ROCK

**UA** LITTLE  
ROCK

MIDSOUTH TRAINING ACADEMY

SCHOOL OF SOCIAL WORK



Gigi Peters, LMSW  
Executive Director



Arkansas  
Social Work License Card

License No. 8835-C      Expiration Date: 5/31/2024

Jocelyn Marie Pannell, LCSW  
113 Birchwood Circle  
Cabot AR 72023

Card bearer is licensed and in good standing with the Arkansas  
Social Work Licensing Board.

Tammy Chaston, LCSW  
Chair

53427 AN

# Jocelyn Pannell

## LMSW

165 Roper Road  
Mc Rae, AR 72102  
501-941-8793  
jxpannell@ualr.edu

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### PROFESSIONAL EXPERIENCE

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#### Social Services

***Pinnacle Pointe Outpatient Behavioral Health Services***      ***Mental Health Professional***      ***August 2018-Present***

- Maintain confidentiality of records relating to clients' treatment.
- Guide clients in the development of skills and strategies for dealing with their problems.
- Prepare and maintain all required treatment records and reports.
- Counsel clients and patients, individually and in group sessions, to assist in overcoming dependencies, adjusting to life, and making changes.
- Collect information about clients through interviews, observation, and scales.
- Act as client advocates in order to coordinate required services or to resolve emergency problems in crisis situations.
- Develop and implement treatment plans based on clinical experience and knowledge.
- Collaborate with other staff members to perform clinical assessments and develop treatment plans.
- Evaluate clients' physical or mental condition based on review of client information.
- Meet with families, probation officers, police, and other interested parties in order to exchange necessary information during the treatment process.
- Refer patients, clients, or family members to community resources or to specialists as necessary.
- Counsel family members to assist them in understanding, dealing with, and supporting clients or patients.
- Evaluate the effectiveness of counseling programs and clients' progress in resolving identified problems and moving towards defined objectives.
- Modify treatment activities and approaches as needed in order to comply with changes in clients' status.
- Learn about new developments in the field by reading professional literature, attending courses and seminars, and establishing and maintaining contact with other social service agencies.
- Discuss with individual patients their plans for life after leaving therapy.
- Gather information about community mental health needs and resources that could be used in conjunction with therapy.
- Monitor clients' use of medications and report to psychiatrist.

***Pinnacle Pointe Outpatient Behavioral Health Services***      ***Mental Health Paraprofessional***      ***August 2017-August 2018***

- Serves as part of the client's treatment team.
- Makes necessary referrals and serves as liaison with other agencies.
- Provides timely documentation to support services rendered and provides written reports as required by other agencies (i.e. DCFS, legal system, etc.).
- Builds support network around client by working with authorized collateral sources (parents, teachers, other community agencies as appropriate).
- Provides clinical supportive interventions according to treatment plan on an off-site basis.
- Establishes positive relationship with client, family and their support network.
- Models stability for client and family with regular sessions.
- Empower client to improve day to day functionality, reducing stressors and increasing ability to focus on treatment goals.
- Encourages client compliance with the treatment the therapist/counselor/physician is providing.
- Monitors/reports client behavior in all environments.
- Attends clinic staffings as required by clinic supervisor.

***Pinnacle Pointe Outpatient Behavioral Health Services***      ***Receptionist***      ***June 2016-August 2017***

- Assisting the staff psychiatrist with client appointments, obtaining vitals of clients, processing medication-related authorizations, and refills
- Communicating with staff, clients, physicians, and parents concerning appointments, medications, and needs that may arise concerning clients
- Processing payments for services rendered
- Obtaining and processing client information for referrals and intakes
- Verifying insurance benefits
- Reason for leaving: Job Promotion to Mental Health Paraprofessional (MHPP)

- Member of the Phi Alpha Social Work Honor Society at UALR
- Member of the Alpha Sigma Lambda Non-traditional Student Honor Society at UALR
- Member of the Student Social Work Organization (SSWO)
- Member of the National Organization of Social Workers (NASW)
- Graduated Summa Cum Laude in the Bachelor of Social Work Program Spring 2016
- Member of the Gamma Beta Phi at ASU-Beebe

## VOLUNTEER EXPERIENCE & ADDITIONAL TRAINING

### Internship

<b><i>Pinnacle Pointe Outpatient Behavioral Health Services-Searcy/Cabot</i></b>	<b>August 2017-May 2018</b>
<ul style="list-style-type: none"> <li>•MHP services for adults and adolescents in clinic and school based settings</li> <li>•Providing agency, community, and individual interventions under the supervision of a LMHP</li> <li>•Providing documentation as a part of the client's treatment team</li> </ul>	
<b><i>Pinnacle Pointe Outpatient Behavioral Health Services-Searcy</i></b>	<b>May 2017-August 2017</b>
<ul style="list-style-type: none"> <li>•MHP services for adults and adolescents in a clinic based setting</li> <li>•Providing agency, community, and individual interventions under the supervision of a MHP</li> </ul>	
<b><i>The Pointe Outpatient Behavioral Health Services-Cabot</i></b>	<b>October 2015- May 2016</b>
<ul style="list-style-type: none"> <li>•MHPP services for adolescents in a school-based setting</li> <li>•Writing non-billable notes for clients</li> </ul>	
<b><i>Methodist Family Health Outpatient Services</i></b>	<b>August 2015- October 2015</b>
<ul style="list-style-type: none"> <li>•MHPP services for adolescents in a school-based setting</li> <li>•Writing non-billable notes for clients</li> </ul>	

### Trainings

- Completion of EMDR Training April 2018
- Completion of AR Best TF-CBT Introductory Training April 2018

### Volunteer work through outside agencies

<b>The Call in White County Board Member and Transitional Age Program (TAP) Coordinator</b>	<b>December 2015- June 2018</b>
<ul style="list-style-type: none"> <li>•Primary duties include (but is not limited to): program development/planning/evaluation/and research, establishing community supports, fundraising, public speaking, leading educational classes for foster parents and foster youth, coordination with White County DCFS, transportation for foster youth, and leading a team of volunteers serving as mentors/tutors/life skills instructors for aging-out foster youth.</li> </ul>	

References are available upon request.

**University of Arkansas at Little Rock School of Social Work Graduate Assistant****August 2016-May 2018**

- Directly work under professors in the School of Social Work to perform duties as needed for daily operations within the department
- Research as assigned to enhance knowledge base of professors, enhance program operations, and increase abilities of the department to communicate and work efficiently with other colleges.
- Communication with students as liaison for the BSW Program Coordinator
- Other duties include (but are not limited to): creating spreadsheets, data processing and evaluation, revising documents, and processing student applications as assigned

**Open Arms Shelter****Emergency Foster Care Relief Worker****July 2005- May 2009**

- Daily communication with Department of Children and Family Services (DCFS) to accept or deny placements of foster children in the shelter, communication concerning the care and needs of the children placed at the shelter, and communication via weekly progress notes sent to each child's caseworker.
- Communication and coordination with other agencies such as Court Appointed Special Advocates (CASA), Attorneys ad Litem, and local volunteers
- Management of donations and inventory
- Liaison to the Lonoke School District
- Temporarily promoted to the case manager position until the position was filled, and trained the new hire for the position
- Reason for leaving: Career advancement

**Texarkana Baptist Children's Home****Houseparent****July 2003-July 2005**

- Responsible for scheduling and referring children for medical appointments, counseling, and educational needs
- Responsible for the daily living needs for up to 10 children in assigned dorm
- Maintaining accurate records of the children's needs, behavior, and monetary funds
- Attending community events to represent TBCH
- Communication with school personnel and other agencies in regards to the children's needs and well being
- Reason for leaving: Career advancement closer to home

Other Fields**Sub Teach, USA****Substitute Teacher****August 2012-May 2013**

- Responsible for the safety and supervision of students in the classroom
- Following and implementing lesson plans assigned by the teacher
- Being prepared to fill-in lesson material if the lesson plan was unavailable
- Reason for leaving: The company lost its contract with the Beebe School District

**Faith Baptist Academy****Three year-old Teacher****June 2009- August 2012**

- Scheduling and planning for classroom activities and community enrichment opportunities for 13-40 children
- Preparation of lesson plans, portfolios for students, and parent conferences
- Behavior modification and redirection to achieve positive behaviors in the classroom or during activities
- Knowledge and adherence to state and DHS guidelines and regulations in relation to the classroom
- Knowledge of DHS child maltreatment reporting criteria for mandated reporting
- Referrals as needed for speech and OT services
- Lead teacher for the summer school-age program
- Reason for leaving: Decision to continue higher education

**EDUCATION**

Arkansas Social Work Licensing Board	Awarded State Licensure	July 31, 2018
Association of Social Work Boards	Completion of Masters Examination	July 16, 2018
University of Arkansas at Little Rock	Master of Social Work	Fall 2016-Spring 2018
University of Arkansas at Little Rock	Bachelor of Social Work	Fall 2014- Spring 2016
Arkansas State University Beebe, AR.	Associate of Arts in Liberal Arts	Fall 2008- Spring 2014

**ACCOMPLISHMENTS & HONORS**

- Graduate School GPA 3.85
- UALR Chancellor's list: Fall 2014, Spring 2015, and Spring 2016 at UALR
- CEHP Dean's List Fall 2015 at UALR

# Certificate of Completion

*This certificate is presented to*

*Candace Rice*

*For successfully completing*

*Structured Analysis Family Evaluation (SAFE) Training*

*For a total of 12.00 credit hours from*

*07/26/2021 - 07/27/2021*

*ZOOM*



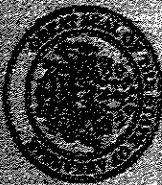
MIDSOUTH  
COLLEGE OF BUSINESS,  
HEALTH, AND HUMAN SERVICES

A handwritten signature in black ink, appearing to read 'Gigi Peters'.

Gigi Peters, LMSW  
Executive Director



Please remove card carefully!  
Bend back and forth along crease  
before separating.



Arkansas Department of Health  
Social Work License Card

License No.

9464-M

Expiration Date:

7/31/2023

Candace J. Rice, LMSW

2311 Pearl Circle

Van Buren AR 72956

Card holder is licensed and in good standing with the Arkansas  
Social Work Licensing Board.

Dana M. O'Neil, PhD, LCSW

Chair



# CANDACE RICE

---

2311 Pearl Circle  
Van Buren, AR 72956  
(479) 739-4550  
candacerice833@yahoo.com

## EDUCATION

**UNIVERSITY OF ARKANSAS**, Fort Smith, Arkansas

**Degrees:**

- Bachelor in Psychology (obtained May 2008)
- Associates of Art (obtained May 2006)

**Concentrations:**

- Psychology (General) [Major]
- American History [Minor]

**Walden University**, Minnesota

- Master's in Social Work

## SKILLS

**Software:** Microsoft Office, Internet Explorer

**Office:** Typing, Alphabetizing, Filing / Sorting, Switchboard

## TRAINING / CERTIFICATIONS

**10/19-3/20 CRISIS INTERVENTION CENTER**

Licensed Mental Health Professional

- Assessments for mental health treatment
- Psychosocial Assessments
- Individual therapy including Cognitive Behavioral Therapy, Cognitive Processing Therapy & EMDR (Certification in progress)
- Crisis Intervention

**8/15- 10/19 CRISIS INTERVENTION CENTER**

Sexual Assault Coordinator

- Coordinates volunteers and on-call schedule for exams
- Advocates for victim/survivors
- Case management for clients of sexual assault
- Train nurses in ER about sexual assault
- Teach weekly support group
- Teach class in two local rehab centers

- 4/13-8/15 Donald Reynold's Crisis Intervention Center Fort Smith, AR**  
**Shelter Advocate**
- Client intake and departure
  - Domestic Violence hotline
  - In charge of daily functions of shelter
  - In person crisis counseling
- 7/12-12/12 Deans Discount Carpet Fort Smith, AR**  
**Office Assistant**
- Answered incoming calls
  - Accounts Receiving/ Accounts Payable
  - Scheduled carpet/flooring installations
  - Customer service
- 4/11-5/12 HARP'S MARKTPLACE Fort Smith, AR**  
**Associate-Seafood Department**
- Provide customer service via in person and phone
  - Organizing and displaying products
  - Assist customers in resolving product dilemmas
- 6/08-11/10 VISTA HEALTH Fort Smith, AR**  
**Inpatient Care Coordinator (Social Services)**
- Participate with other health care professionals in discharge planning
  - Psychosocial intake assessments to determine patient needs
  - Resolve patient-to-patient and staff-to-patient conflict
  - Organize unit contacts for all outside agencies including juvenile probation, schools and other mental health facilities
- 3/06-8/07 HARP'S MARKETPLACE Fort Smith, AR**  
**Associate-Bakery/Deli Department**

- Fulfill customized product orders
- Design and create unique product displays for in-store and customer use
- Calculate cost and accept customer payments

**3/98–3/04      CHILDREN'S EMERGENCY SHELTER      Fort Smith, AR**

- Manage and supervise direct care employees
- Monitor distribution of patient medications and confidential client information
- Compose and evaluate weekly case reviews for the Department of Human Services and Juvenile Court of Sebastian County
- Review and disseminate all incident and accident reports to appropriate agencies

**4/20- Cognitive Processing Therapy Certified**

**7/20- EMDR Trained**

#### **AWARDS**

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4/18- Recipient of the Visionary Voice Awards from the National Sexual Violence Resource Center

## REFERENCES

**Christina Scherrey**

Attorney  
Public Defender's Office  
40 South 4<sup>th</sup> St.  
Fort Smith, AR 72901  
(479)283-9219  
[cscherrey@co.sebastian.ar.us](mailto:cscherrey@co.sebastian.ar.us)

**Tara Uptigrove**

Drug and Alcohol Counselor  
Sebastian County Drug Court  
3109 South 99<sup>th</sup> St.  
Fort Smith, AR 72903  
(479)650-6900  
[Tara.Blentlinger@arkansas.gov](mailto:Tara.Blentlinger@arkansas.gov)

**Dianna Ladd**

Sebastian County Judge  
4937 Old Greenwood Rd.  
Fort Smith, AR 72903  
(479) 252-0646  
[diannaladd@sbcglobal.net](mailto:diannaladd@sbcglobal.net)

# Certificate of Completion

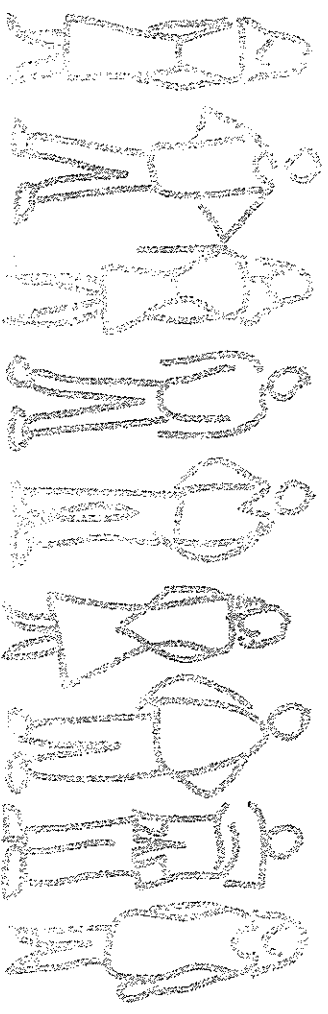
SAFE - Structured Analysis Family Evaluation

This is to certify that

**Andraia Sienko**

has completed 12 hours of SAFE Training and is certified to perform SAFE Home Studies

Date(s): 09/11/2023-09/12/2023



*Kelly Castaneda*  
\_\_\_\_\_  
Kelly Castaneda  
Executive Director

# ANDRAIA SIENKO

401 WEST 24<sup>TH</sup> STREET APARTMENT 63  
FAYETTEVILLE, ARKANSAS 72701  
(870) 204-4499

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## WORK EXPERIENCE

### Site Manager

Professional Property Management - Harrison, AR

September 2019 to December 2019

- Managed on site property - 44 units
- Completed all tasks related to running an office
- Deposited rent to Harrison Housing Authority (HHA)
- Performed basic accounting – posting
- Managed faxes, copying, and filing
- Communicated with compliance manager
- Liaison with the residents, management, and maintenance

\*To be brief- I worked two jobs and I left to attend college at the University of Arkansas to finish my degree.

### SECRETARY

CAMPCO CONSULTING INC BERRYVILLE - Berryville, AR

January 2018 to September 2019

- Completed all tasks related to running an office
- Managed faxes, copying, and filing
- Managed payroll
- Performed as scribe to complete minutes for all business meeting
- Managed and arranged meetings and scheduling payments.
- Provided customer service for individuals seeking information and those wanting to file a complaint
- Prepared weekly logs of business activity

### Personal Care Assistant (PCA)

HOME INSTEAD SENIOR CARE - Harrison, AR

January 2016 to January 2018

- Performed and monitored all aspects of the clients need for assistance with activities of daily living (ADLs)
- Monitored nutritional intake and management of medications

## **EDUCATION**

HIGH SCHOOL DIPLOMA  
SUMMIT HIGH SCHOOL  
May 2012

ASSOCIATE OF ARTS  
NORTH ARKANSAS COLLEGE  
May 2015

BACHELOR'S IN SOCIAL WORK  
UNIVERSITY OF ARKANSAS  
May 2022

MASTER'S IN SOCIAL WORK  
UNIVERSITY OF ARKANSAS  
May 2023

## **INTERNSHIPS**

7HILLS HOMELESS CENTER-HOPE PROGRAM  
SOCIAL WORK INTERN  
AUGUST 2021 – DECEMBER 2021

BUTTERFIELD TRAIL VILLAGE  
SOCIAL WORK INTERN  
JANUARY 2022 - MAY 2022

PEACE AT HOME FAMILY SHELTER  
SOCIAL WORK INTERN  
AUGUST 2022 – MAY 2023

## **SKILLS**

- Communication
- Empathy
- Compassionate
- Critical Thinker
- Research
- Collaborative
- Outlook
- Self-awareness
- Microsoft Office
- Secretarial
- Active Listener
- Customer Service
- Emotional Intelligence
- Self-care
- Quick learner
- Multitasker

# Certificate of Attendance

This certificate is presented to

*Yasheka Somlar*

For attendance at

**Structured Analysis Family Evaluation (SAFE) Training**

for a total of 12.00 credit hours on  
November 15, 2017

MidSOUTH Little Rock



MID SOUTH  
TRAINING ACADEMY

SCHOOL OF SOCIAL WORK

A handwritten signature in black ink, appearing to read 'Gigi Peters'.

Gigi Peters, LMSW  
Executive Director



SALT VA

Yasheka K Somlar  
4904 Rockport Dr.  
Jonesboro, Ar 72404  
(870) 243-8703

**Objective**

To provide quality service and treatment while demonstrating dignity and respect for all colleagues and patients served.

**Experience**

**Apr 2016 - Present      Jonesboro VA Clinic (Sterling Medical) Jonesboro, AR**

**Primary Care Social Worker, MSW, LCSW**

Assess patient needs: psychosocial case management/care coordination: information and referral services: brief and/or supportive counseling: resource broker: financial assistance/counseling: education/counseling regarding Advanced Directives and/or any other pertinent forms, arrangements, placements, etc: crisis intervention as needed: placement into long term/extended care facilities: interdisciplinary consultation: clinical interventions and other social work requirements to comply with administrative duties related to patient care.

**Jun 2013 – Apr 2016      St. Bernards Outpatient Dialysis      Jonesboro, AR**

**Dialysis Social Worker, LMSW**

Provide quality social services to patients/families that address psycho-social needs-assessing; assisting; referring; linking to resources: educating; planning; counseling (as needed); etc. Maintaining documentation according to State requirements-completing assessments, KDQOLs, 2728s, 2746s, etc. in a timely manner. Attend Quality Meetings-provide information to team members when needed/requested. Attend workshops, webinars, etc. to increase knowledge/development. Communicates effectively with patients and staff. Interdepartmental committee member- serves on the Safety Committee.

**Nov 2012 – Jun 2013      Mid-South Health Systems      Wynne, AR**

**Therapist, LMSW**

Provided direct on site and/or off site mental health services (diagnostic assessment, individual/family therapy, group, crisis interventions) to assigned clients. Provided services both on-site and off-site. Completed master treatment plans and treatment plan updates. Furnished required reports to DCFS, legal system and other involved agencies (as needed). Attended regularly scheduled clinic staff meetings. Provided complete and timely documentation to support services rendered. Court appearances as needed.

**Apr 2012 – Nov 2012      Dept. Of Comm. Corrections      Osceola, AR**

**Clinical Supervisor/Treatment Coordinator**

Supervise advisors working with residents (inmates) sentenced to substance abuse treatment within a modified therapeutic community setting. Coordinate and monitor classes and overall treatment for residents. Review and maintain files – advisor and resident files. Provide individual counseling and group therapy. Furnish reports to drug court as needed. Assist in creating/implementing treatment policy for treatment programs as needed. Evaluate employees.

**Aug 2011 – Apr 2012      Families, Inc. Counseling      Trumann, AR**

**Therapist, LMSW**

Provides direct on site and/or off site mental health services (diagnostic assessment, individual/family therapy, group, crisis interventions) to assigned clients. Provides services both on-site and off-site. Completes master treatment plans and treatment plan updates. Furnishes required reports to DCFS, legal system and other involved agencies (as needed). Attends regularly scheduled clinic staff meetings. Provides complete and timely documentation to support services rendered. Testifies in court as needed.

Yasheka K Somlar  
4904 Rockport Dr.  
Jonesboro, Ar 72404  
(870) 243-8703

**Aug 2009 – May 2012      Arkansas State University      Jonesboro, AR**

**Adjunct Faculty Instructor (May 2011 to May 2012)**

Instructor for the Spring 2012 Generalist Case Management course. Instructor for Fall 2011 Introduction to Social Work undergraduate course.

**Graduate Assistant/Instructor (Aug 2009 to May 2011)**

Instructor for SW2223 Social Problems undergraduate course.

Provide assistance to the Social Work Department staff and faculty by answering the phones, greeting and assisting advisees, and by assisting professors with research and other projects. Collaborated with faculty to organize the 2010 Annual Social Work Conference as well as provided students with information about the social work profession during the conference.

Guest Speaker for Social Work Practice I on March 1, 2011. Presentation on the importance of evidence-based practice, ethics, and the wide scope of Social Work as a profession.

**Oct 2005 – Oct 2009      Families, Inc. Counseling      Trumann, AR**

**Mental Health Paraprofessional (Jan 2006 to Oct 2009)**

Provided case management services for adults, adolescents, and children. Communicated with the interdisciplinary treatment team (supervisor, psychiatrists, therapists) regarding clients' progress on a regular basis and supported therapists' goals and objectives by teaching and modeling appropriate behaviors, assisting with coping and activity of daily living skills, transporting, gathering information, and assisting with resources.

**SLS Implementer-Outreach Program (Oct 2005 to Jan 2006)**

Provided in-home respite and mentoring services to children and families at risk of out-of-home support.

Yasheka K Somlar  
4904 Rockport Dr.  
Jonesboro, Ar 72404  
(870) 243-8703

**Education**

Arkansas State University – Jonesboro, Arkansas  
Master's of Social Work Degree

Arkansas State University – Jonesboro, Arkansas  
Bachelor's of Social Work Degree

East Arkansas Community College – Forrest City, Arkansas  
Associate's of Arts

Yasheka K Somlar  
4904 Rockport Dr.  
Jonesboro, Ar 72404  
(870) 243-8703

**Reference**

Mai Snow (870) 351-0067	Social Worker, LCSW, DCSW Jonesboro VA Clinic – Jonesboro, Arkansas
Dr. Barbara Turnage (615) 971-5213	Associate Dean of Social Work Middle Tennessee – Murfreesboro, Tennessee (Assoc. Dean - Present) Arkansas State University – Jonesboro, Arkansas (Professor - Previously)
Dr. Marilyn Johnson (870) 362-0466	Psychologist/Therapist Mid South Health Systems – Wynne, Arkansas
Dr. Elmo Diaz (870) 897-4366	Psychiatrist Families, Inc Counseling – Jonesboro, Arkansas

# Certificate of Completion

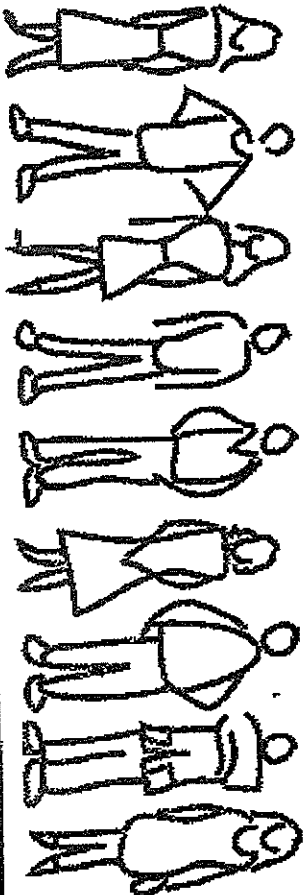
SAFE - Structured Analysis Family Evaluation

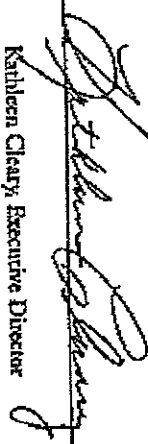
This is to certify that

GERTRUDE TERRELL THOMPkins

has completed 12 hours of SAFE Training and is certified to perform SAFE Home Studies

Date(s): May 2-3, 2017



  
Kathleen Cleary, Executive Director  
Consortium for Children

STATE OF ARKANSAS  
 SOCIAL WORK LICENSING BOARD  
 P. O. Box 251965  
 Little Rock, AR 72225



Asa Hutchinson  
 Governor

Ruthie Bain  
 Executive Director

Phone: 501-372-5071

Fax: 501-372-6301

Email: swlb@arkansas.gov

Website: arkansas.gov/swlb

May 13, 2019

Gertrude Terrell Thompkins, LCSW  
 900 Kings Mountain Drive  
 Little Rock, AR 72211

Gertrude Terrell Thompkins, LCSW;

This is to notify you that your licensure as a Social Worker has been approved for the period of May 1, 2019 through April 30, 2021. The attached wallet-size license card will serve as confirmation of license renewal.

Please remember to retain your continuing education documentation for a period of two-years in the event you are audited. If audited, you will be required to submit documented proof that you attended *all* of the continuing education you listed on your summary sheet. If you are unable to provide proof that you attended the workshops, an administrative hearing will be held to consider revocation of your license.

In order to renew your license for your new expiration date, (April 30, 2021) you must obtain 48 hours of social work continuing education between the dates of May 1, 2019 through April 30, 2021. Only hours obtained between these dates will apply toward your next renewal period. Please see the Board's website for specific requirements for continuing education.

Future renewal notice reminders will be mailed to the address on file in the Board office approximately two months prior to the expiration date of your license. It is your responsibility to notify the Board of any change in address and to renew your license in a timely manner even if you do not receive the reminder.

Congratulations on your license renewal, and please contact the Board office if you have questions or need additional information.

Please watch the Board's website on a regular basis for updates or changes that may affect your license.

Please remove card carefully!  
 Bend back and forth along crease  
 before separating.



Arkansas  
 Social Work License Card

License No.

5902-C

Expiration Date:

4/30/2021

Gertrude Terrell Thompkins, LCSW  
 900 Kings Mountain Drive  
 Little Rock AR 72211

Card bearer is licensed and in good standing with the Arkansas  
 Social Work Licensing Board

*Asa Hutchinson*  
 Chairman

The card to the left is your new social work license card, which reflects your new expiration date. This is the only card you will receive. Please punch it out carefully along the perforated line.

If lost or stolen, an additional card may be requested by written request and a cashier's check or money order in the amount of twenty dollars (\$20).

Please keep this letter for your records. You may wish to make a copy before you remove the card.

## **GERTRUDE TERRELL THOMPkins**

900 Kings Mountain Drive

Little Rock, AR 72211

(501) 231-9809 cell

(501) 353-2667 home

---

### **QUALIFICATIONS**

- ❖ Licensed Clinical Social Worker- (number 5902-C)
- ❖ Licensed Alcohol and Drug Abuse Counselor-(number 420-L)
- ❖ SAFE Trained Home Study Evaluator
- ❖ 13+ Years of experience providing direct services to clients w/ Serious Mental Illnesses
- ❖ 13+ years of case management experience
- ❖ 5 years of mental health program development and administrative experience
- ❖ 8+ years of leadership and clinical supervision experience
- ❖ Knowledgeable with JACHO/COA accreditation procedures and policies
- ❖ Leadership and creativity skills in designing individualized approaches to manage the complex needs of SMI
- ❖ Knowledgeable of mental health issues surrounding traumatic experiences, dual diagnosis and treatment modalities
- ❖ 8 years experience providing evidence-based treatment, such as Cognitive Behavioral Therapy
- ❖ 8 years of recovery practices utilizing the 10 Components of Recovery
- ❖ Familiar with community resources within the state of Arkansas

### **EDUCATION:**

**University of Arkansas at Little Rock**

**Little Rock, Arkansas**

May 2007 Graduate - Master of Social Work Degree

May 2005 Graduate – Bachelor of Social Work Degree

December 1998 Graduate

BBA-Human Resource Management/ Industrial Relations

### **WORK HISTORY:**

**PAT Center**

**February 2011 to Present**

**Mental Health Professional**

- Complete clinical documentation through the use of a computerized record system
- Complete Bio-Psychosocial assessments
- Develop Recovery/Treatment Plans and updates
- Conduct community and home visits
- Provide crisis intervention
- Participate in interdisciplinary treatment team meeting
- Provide mental health education to school officials, staff, and parents
- Provide clinical supervision to case managers
- Discharge and Transition planning

**HLH Consultants, Inc**

**October 2016 to Present**

**Independent Contract (Therapist)**

- Provide intensive family and individual counseling for DHS clients to reunify families
- Provide psychotherapy treatment by providing evidenced-based treatment to individuals with SMI and dual diagnosis (to include but not limited to, PTSD, depression, bipolar, anxiety, substance abuse disorders)

### **State of the Heart Counseling Services**

December 2010-May 2016

#### **Co-owner/Finance Officer/Therapist**

- After-school program development for children with behavioral challenges and SMI
- Accounting of all incoming and outgoing expenses, revenue, billings
- Preparation of business local, state, federal, taxes and payroll
- Developed and implement a financial management system, budget analysis
- Administrative oversight of incoming revenue and outgoing spending
- Conduct psychotherapy group for children
- Provided individual counseling to adults and families
- Development of proposals for grants, to include foster and adoption home studies for the Arkansas Department of Human Services and Access to Recovery (ATR) for substance abuse case management
- Development of policy and procedures to maintain Medicaid compliance
- Provided clinical supervision to college students (interns)
- Complete clinical documentation through the use of a computerized record system

### **New Beginnings Behavioral Health Services**

April 2008 to December 2010

(Formerly known as Therapeutic Family Services of Little Rock)

#### **Therapist**

- Complete clinical documentation through the use of a computerized record system
- Complete Bio-Psychosocial assessments
- Development of school-based policies and procedures, including Outpatient Day Treatment Program
- Participate in interdisciplinary treatment team meetings
- Key personnel in accreditation process for COA
- Development of clinical forms
- Servicing individuals with adolescence with Serious Emotional Disturbances and Families
- Discharge /Transition Planning
- Developing Treatment Plan in collaboration with treatment team/patient
- Individual, Family and Group Therapy (Using CBT and Structural Therapy as a Guide)
- Managing and Supervising Case managers- Collaborate with other entities in the community

### **Stuttgart Inspirations IOP Counseling Center**

June 2007 – February 2008

#### **Therapist**

- Served on interdisciplinary treatment team coordinating patient care for elderly and mentally and/or physically challenged patients
- Facilitated psychoeducational group therapy sessions in an Intensive Outpatient Geropsychiatric Facility
- Complete clinical/ progress documentation
- Conducted individual therapy
- Completed Mental Status Evaluation and Bio-Psychosocial assessments
- Developed Master Treatment Plans and Treatment Plan Reviews
- Submitted weekly patient progress/regress report to nursing home



**Centers for Youth and Families**

**January 2005 to June 2007**

**Case Manager/MSW Intern**

- Served on an interdisciplinary team coordinating patient care
- Conducted individual, family, and group therapy sessions
- Monitored client's behavior in the home and school on a weekly basis
- Offered on-going support and guidance to individual clients and families through telephone contacts, on/off site, crisis intervention, and collateral services
- Served as role model to clients
- Served as liaison between agency and community services
- Maintained an active caseload of clients
- Documented all activities and maintained progress reports

**Senior Services Arkansas Stepping Stone**

**August 2003 to January 2005**

**Therapeutic Foster Care Case Manager**

- Conducted regular visits to foster family and client in home and school
- Participated in interdisciplinary treatment team meetings
- Served as liaison between client, DHS, foster parent and biological parent when applicable working toward permanency of reunification, adoption or independent living
- Prepared weekly and monthly progress reports
- Attended judicial review hearings
- Worked with family and referral contacts for continued services
- Accessed, retrieved, processed and input case records in a data base in a timely and organized manner

**VOLUNTEER ORGANIZATIONS**

2000 – 2006 RAIN Care Partner: Trained to care for individuals diagnosed with AIDS or that are HIV positive

1998 – 2003 Watershed Corporation Volunteer: Put together 'Care baskets' for needy families

1996-1998 Sherman Park Community Center Volunteer: Served as a mentor to at risk youths

1994 – 1998 NAACP Local Board Member: Served on the local and state chapter advocating any and all injustices committed toward individuals or groups that were being oppressed

1997 Coordinator of the Little Rock Town Hall Meeting on Africa: Assisted with welcoming African delegation to LR and served as liaison by showing delegation the sites of LR

1993 – 1995 United Way Priorities and Allocations Committee Volunteer – served on several boards that determined how monies would be allocated to the different organizations.



Arkansas  
Social Work License Card

License No.

5956-C

Expiration Date:

1/31/2020

Jeannie Rebecca Tucker, LCSW

519 Spring Branch Dr.

Monticello AR 71655

Card bearer is licensed and in good standing with the Arkansas  
Social Work Licensing Board

A handwritten signature in cursive script, likely belonging to the Chairman of the Arkansas Social Work Licensing Board.

Chairman

# REBECCA TUCKER-SHIFFLETT

519 Spring Branch Dr, Monticello, AR 71655 | C: 870-308-0239 | rebeccatucker9707@yahoo.com

## Professional Summary

Team-oriented clinically certified Mental Health Therapist with strong track record of establishing solid relationships with clients, co-workers, administration and local agencies.

## Skill Highlights

- Licensed Certified Social Worker (LCSW)
- Knowledge of protocol of Child Protective Services (CPS) and the juvenile justice system
- Strong public speaker
- Cognitive Behavior Therapy (CBT) trained
- Service Area Director
- Experienced in individual, family, and group psychotherapy
- Experienced in Intellectual Disabilities
- Skilled in intake interviewing, treatment and discharge planning
- Trained in crisis intervention techniques
- Trained in Motivational Interviewing

## Experience

Conducted therapeutic individual, family, and group sessions. Responsible for day-to-day operations and therapeutic services for day treatment program for children and another for geriatric patients. Served as Service Area Director for over 2 years. Worked to transition individuals with an intellectual disability from institutions into community living. Provided clinical supervision to other therapist, case managers and office staff.

## Career Chronology

1. Therapist PRN  
Drew Memorial Health Care Systems Monticello, AR  
March 17 - Present
2. Behavioral Health Consultant/Therapist  
Mainline Health Systems Inc. - Portland, AR  
Jan 2016 to Jan 2017
3. Intensive Outpatient Therapist  
Bradley County Medical Center - Warren, AR  
Feb 2014 to Dec 2015
4. Licensed Certified Social Worker/Transition Coordinator  
South East Arkansas Human Development Center - Warren, AR  
Nov 2011 to Feb 2014
5. Therapist  
Living Hope Southeast - Monticello, AR  
Nov 2007 to Nov 2011

## Education and Training

- Master of Science, Social Work  
University of Arkansas at Little Rock - Little Rock, AR  
5/05 to 5/07
- Bachelor of Science, Social Work  
University Of Arkansas at Monticello - Monticello, AR  
08/00 to 5/05

# Certificate of Completion

*This certificate is presented to*

*Tera Turner*

*For successfully completing*

*Structured Analysis Family Evaluation (SAFE) Training*

*For a total of 12.00 credit hours from*

*01/25/2021 - 01/26/2021*

*ZOOM*



MIDSOUTH  
COLLEGE OF BUSINESS,  
HEALTH, AND HUMAN SERVICES

A handwritten signature in black ink, appearing to read 'Gigi Peters'.

Gigi Peters, LMSW  
Executive Director

# Tera Copeland

## **Therapist/LMSW**

337 Story St. Brookland, AR 72417

turnertera637@gmail.com

870-206-0251

A social work position utilizing exceptional skills in problem solving, listening, and communication. Where a positive attitude and being a team player make a difference in the quality of care.

## Work Experience

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### **LMSW/social worker**

St. Bernards Medical Center/ Total Life Healthcare - Jonesboro, AR

October 2014 to Present

- Mental health therapy individual and family
- Coordinate monthly Caregiver support group
- Bio-psycho-social assessments
- Crisis intervention
- Referrals to local resources ex. Food bank, housing, or electricity assistance and much more
- Discharge planning
- IDT meetings reviewing plan of care with physician, RN, RD, PT, OT, and AT

### **LMSW/Social Worker**

St. Bernards Dialysis Jonesboro, AR

October 2013 to October 2014

- Assisted patients with obtaining Medicaid or insurance to cover payment
- Crisis intervention for behavioral issues/disturbances and depression caused by treatment
- IDT rounds on patients monthly with physician, RN, and RD
- Made referrals for transplant to those who qualified
- Completed Medication assistance application for those who couldn't afford their medications

### **MHP/ Outpatient Therapist**

Hope Behavioral Healthcare - Cherokee Village, AR

June 2012 to March 2013

Individual and Family therapy in home, office, and school settings

Assist clients to develop appropriate skills needed to be active in their social environments

Crisis intervention/evaluations/placement for inpatient needs

Staffing with client advocates, colleagues, Psychiatrists, and others involved in client care

### **Therapist/LMSW Behavioral Health**

St. Bernard Behavioral Health - Jonesboro, AR

June 2011 to June 2012

- Individual, Group, and Family Therapy

- Assist clients develop appropriate skills for proper social interaction and success
- Educate families on the patients illness and encouragement on proper care
- Crisis intervention/assessments
- Continuing communication with the Psychiatrist's and other staff involved in patient care

### **Intern/ ER Outpatient Social Work Services**

VA Medical Center - Memphis, TN

January 2011 to May 2011

- Collaborate with emergency room services to provide the best services possible to all veterans
- Continuous communication with all social workers in the VA Medical Center
- Follow up with consults and doctors orders
- Refer clients to all necessary services as well as refer to eligibility for qualifications of services

### **Intern/ HUD VASH Homeless Program**

VA Medical Center - Memphis, TN

August 2010 to December 2010

- Collaborate with transitional housing and MHA to assist homeless Veterans in finding permanent housing
- Assist Veterans in completing the application process to receive the housing voucher
- Follow up with Veterans and home visits, providing case management services
- Refer clients to other necessary services

### **Case Manager/ Community Intervention Specialist**

Mid-South Health Systems - Jonesboro, AR

October 2007 to July 2010

- Collaborate with therapist, client, and family to create and follow treatment plan.
- Continuous communication with family and school personnel to address strengths and needs.
- Assist family and school personnel in behavior modification techniques to help client achieve desired behaviors.
- Participate in multidisciplinary team

### **Intern**

Mid-South Health Systems - Jonesboro, AR

January 2010 to April 2010

- Perform diagnostic assessments on incoming patients
- Co-facilitate and facilitate process group with dual diagnosis patients
- Timely and accurate documentation
- Developed treatment plans for patients

### **Intern**

St. Bernard's Behavioral Health - Jonesboro, AR

May 2009 to December 2009

- Perform psycho-social assessments on incoming patients
- Observe and co-facilitate process group with dual diagnosis patients
- Timely and accurate documentation
- Discharge planning
- Participated in team/staff meetings and collaborated with Physicians and administration

## Education

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### **Master of Social Work**

Arkansas State University - Jonesboro, AR  
2008 to 2011

### **Bachelor in Social Work**

Arkansas State University - Jonesboro, AR  
2000 to 2004

## Skills

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Bilingual in Spanish

## Certifications/Licenses

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### **LMSW**

December 2019 to December 2021



## Arkansas Department of Health Social Work License Card

License No.

2343-M

Expiration Date:

8/31/2023

Gretchan Nichole West, LMSW

709 Scenic Valley Drive

Heber Springs AR 72543-7254

Card bearer is licensed and in good standing with the Arkansas  
Social Work Licensing Board.

*Debra Glaze Hund PhD, LSW*

Chair



## **Gretchan N. West**

Scenic Valley Drive Heber Springs, AR 72543

501-590-8969 \* gretchan.west@gmail.com

### **Work Experience**

*2022 Heber Springs Counseling*

Heber Springs, AR

- Mental Health Professional
  - Complete psychosocial assessments on clients who are referred
  - Diagnosis and treat children, adolescents and adults with mood and behavioral disorders
  - Conduct individual and family therapy sessions as needed
  - Develop an individualized psychotherapy treatment plan for all clients upon admission

*2020 Hospice Home Care*

Searcy, AR

- Medical Social Worker
  - Visit patients and families to assess psychosocial needs in home setting
  - Complete psychosocial assessments on both patients and families up to five days upon admission
  - Work with an average caseload of forty patients and maintain flexible schedule
  - Establish goals and perform interventions based on individual patient needs
  - Work with interdisciplinary team to discuss and meet patient needs

*2019 Methodist Family Health*

Heber Springs, AR

- Mental Health Professional
  - Provide school-based and outpatient therapy for elementary, middle school and high school clients
  - Diagnose and treat clients with mood and behavioral disorders
  - Develop and implement individualized psychotherapy treatment plans
  - Conduct individual, family and group sessions daily and crisis interventions as needed
  - Maintain an average caseload of 40 clients
  - Oversee case management services on a weekly basis

*2018 Conway Behavioral Health*

Conway, AR

- Therapist

- Conduct one process group daily as well as individual and family sessions as needed
- Complete initial psychosocial assessments on all new patients
- Establish goals and perform interventions based on each individualized need
- Conduct crisis interventions as needed
- Complete all case management duties including discharge planning
- Work with interdisciplinary team to discuss patient needs daily

*2016 The Pointe Outpatient Behavioral Health*      Conway, AR

- Mental Health Professional
  - Provide school-based therapy for middle and high school clients in alternative learning environment
  - Diagnose and treat children and adolescents with mood and behavioral disorders
  - Develop and implement individualized psychotherapy treatment plans for all clients
  - Conduct individual, family and group sessions as well as crisis interventions.

*2013 Life Strategies Counseling, Inc.*      Batesville, AR

- Mental Health Professional
  - Complete psychosocial assessments on all clients who are referred
  - Diagnose and treat children, adolescents and adults with mood and behavioral disorders
  - Maintain an average caseload of approximately 25 clients
  - Conduct individual and family therapy sessions as well as crisis interventions as needed
  - Develop individualized psychotherapy treatment plan for all patients upon admission
  - Oversee caseworker on a weekly basis

*2010 Arkansas Hospice*      Little Rock, AR

- Medical Social Worker for Inpatient Center
  - Complete up to three initial psychosocial assessments daily
  - Establish goals and perform interventions based on each individualized need
  - Conduct grief counseling sessions for patients and families as needed
  - Complete bereavement follow-up calls on average four per day
  - Perform case management duties for patients who transfer home

## Education

*University of Arkansas*

Little Rock, AR

May 2009

Master of Social Work Degree

Member of Phi Alpha Social Work Honor Society

*Lyon College*

Batesville, AR

May 2005

Bachelor of Arts Degree in Psychology with Religion and Philosophy Minor

## **Amy N. Williams, LCSW**

5 Southpointe, Searcy, AR 72143 | Cell: (870) 319-0060 | Email: anobrien2014@gmail.com

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### **CAREER OBJECTIVE**

To continue my career in social work where I will apply my knowledge of diverse populations, psychology, policy, and therapy to improve the lives of individuals.

### **SUMMARY OF QUALIFICATIONS**

- Comprehensive understanding of how to create behavioral health treatment plans and working within an interdisciplinary team.
- Experienced in conducting individual, family, and group therapy based on the needs of the clientele.
- Ability to manage a caseload of up to 50 clients, working with each individual to set specific goals.
- Clinical knowledge and understanding of the DSM-5.
- Trained in therapeutic techniques such as: Eye Movement Desensitization and Reprocessing (EMDR), Cognitive Behavioral Therapy (CBT), Acceptance and Commitment Therapy (ACT), Solution Focused Brief Therapy (SFBT), and Interpersonal Psychotherapy (IPT).
- Multi-tasking skills with a proficiency in written and verbal communications with a strong attention to detail.
- Ability to network and utilize extensive knowledge of community resources to meet clientele's need for assistance.

### **EXPERIENCE**

#### ***Unity Health - Clarity Health and Wellness***

PRN Clinical Therapist

November 2022 - Present

Primary duties include working within an outpatient mental health clinic providing therapy to individuals, couples, and families while utilizing the best-suited therapeutic technique to help clientele to reach their desired goals or needs.

#### ***Mid-South Health Systems***

PRN Contract Employee

Mental Health Crisis Responder

December 2019 – Present

Primary duties include completing psychosocial assessments of individuals who are in crisis to determine if they would benefit from psychiatric hospitalization while also utilizing therapeutic stabilization techniques to assist in de-escalating the client.

***Elite Hospice***

Medical Social Worker

November 2021 – November 2022

Primary duties include working within an interdisciplinary team to meet the needs of clientele, completing biopsychosocial assessments, providing clients and their families with psychoeducation related to various illnesses, offering emotional support, and assisting with connecting to needed resources

***Unity Health-Specialty Care Campus***

Behavioral Health Social Worker at Clearview

May 2019 – November 2021

PRN Behavioral Health Social Worker

June 2018 – May 2019

Primary duties as the Clearview behavioral health social worker include leading therapeutic groups, completing biopsychosocial assessments, scheduling referral appointments for clientele, and gathering collateral information about clientele from family members while providing in-depth psychoeducation on the signs and symptoms of Neurocognitive and other mental health disorders.

***Unity Health Searcy Medical Center***

Patient Accounts Representative

March 2016 – May 2018

Reviewed, processed, and transmitted Medicare, Medicaid, anesthesia, and primary insurance claims in a professional and efficient manner.

**INTERNSHIP EXPERIENCE**

***Arkansas State Hospital***

Graduate Social Work Intern

August 2018 – May 2019

Assisted in creating and implementing treatment care plans individualized to clients based on their current needs, preparing clients for their upcoming legal trials, meeting with clients individually to provide therapeutic services, conducting therapeutic groups, and completing discharge arrangements that meet client needs.

***Unity Health Hospital***

Graduate Social Work Intern

May 2018 – August 2018

Collaborated with case managers to create a discharge plan specialized to the clients, connecting clients to appropriate community resources, offering emotional support, and initiating referrals to various agencies like home health, hospice, and rehabilitation facilities.

Amy N. O'Brien  
Resume - Page 3

***Unity Health Specialty Care Campus***

Undergraduate Social Work Intern

August 2017 – May 2018

Primary responsibilities included working with the treatment team to provide adequate care for clients while they were hospitalized, completing biopsychosocial assessments, connecting clients with desired outpatient programs, co-leading therapeutic groups, and offering individualized meetings to process and problem solve client stressors.

**EDUCATION**

***University of Arkansas at Little Rock***

Little Rock, Arkansas (5/2018 – 5/2019)

Master of Social Work, GPA 3.8

***University of Arkansas at Little Rock***

Little Rock, Arkansas (8/2016 - 5/2018)

Bachelor of Social Work, GPA 4.0

***Arkansas State University at Beebe***

Beebe, Arkansas (8/2014 - 5/2016)

Associates of Liberal Arts, GPA 3.6

**CERTIFICATIONS**

***Arkansas Social Work Licensing Board***

Licensed Certified Social Work (LCSW)

Issued on: 09/13/2022

License Number: 9032-C

***Eye Movement Desensitization and***

***Reprocessing (EMDR)***

Certification Issued: 06/24/2023

***Structured Analysis Family Evaluation***

***(SAFE)***

Certification Issued: 06/13/2023

***CPR Certified***

American Red Cross Basic Life Support

Issued On: 01/03/2022

## REFERENCES

Heather Baker, LCSW  
Supervisor at Mid-South Health Systems  
3203 E. Moore Ave.  
Searcy, AR 72143  
Email: heather.baker@arisahealth.org

Jessica Parker, LCSW  
Supervisor at Mid-South Health Systems  
3203 E. Moore Ave.  
Searcy, AR 72143  
Cell: 870-919-2806  
Email: jessica.parker@arisahealth.org

Megan Gosser, LSW  
Co-Worker at Elite Hospice  
3109 E. Moore Ave. Suite 2  
Searcy, AR 72143  
Cell Phone: 501-691-9623  
Email: megan.gosser@lhcgroupp.com

Dr. Andrew Powell  
Attending Physician at Unity Health Clearview  
Unity Health  
1200 S. Main St.  
Searcy, AR 72143  
Cell: 501-539-2508  
Email: Andrew.Powell@unity-health.org



## SOCIAL WORK LICENSING BOARD ROSTER

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# Aaron Ermert

**Location:** Cave City, AR**Level:** LCSW**License Number:** 9606-C**Date Issued:** 11/16/2021**Expiration:** 11/30/2025**Disciplinary Action:** no

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**Licensure Level Key:****LCSW:** Licensed Certified Social Worker**LMSW:** Licensed Master Social Worker**LSW:** Licensed Social Worker**PLMSW:** Provisional Licensed Master Social Worker**PLSW:** Provisional Licensed Social Worker





## SOCIAL WORK LICENSING BOARD ROSTER

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# Amy Nicole Williams

**Location:** Searcy, AR**Level:** LCSW**License Number:** 9032-C**Date Issued:** 9/13/2022**Expiration:** 9/30/2024**Disciplinary Action:** No

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## SOCIAL WORK LICENSING BOARD ROSTER

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# Andraia Lynn Sienko

**Location:** Mountain Home, AR**Level:** PLMSW**License Number:** PLMSW**Date Issued:** 8/18/2023**Expiration:** 8/18/2024**Disciplinary Action:** No

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## SOCIAL WORK LICENSING BOARD ROSTER

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# Angela M. Pereira

**Location:** Harrison, AR**Level:** LCSW**License Number:** 5230-C**Date Issued:** 4/4/2017**Expiration:** 4/30/2025**Disciplinary Action:** no

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## SOCIAL WORK LICENSING BOARD ROSTER

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# Annie Marie Haynes

**Location:** Hamburg, AR**Level:** LCSW**License Number:** 7178-C**Date Issued:** 11/23/2016**Expiration:** 11/30/2024**Disciplinary Action:** no

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## SOCIAL WORK LICENSING BOARD ROSTER

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# April Ash

**Location:** Searcy, AR**Level:** LMSW**License Number:** 8781-M**Date Issued:** 5/15/2018**Expiration:** 5/31/2026**Disciplinary Action:** no

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# Ashleigh Franck

**Location:** Sheridan, AR**Level:** LCSW**License Number:** 3976-C**Date Issued:** 5/24/2012**Expiration:** 5/31/2026**Disciplinary Action:** No

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# Candace J. Rice

**Location:** Van Buren, AR**Level:** LCSW**License Number:** 9464-C**Date Issued:** 8/17/2022**Expiration:** 8/31/2024**Disciplinary Action:** no

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# Gertrude Terrell Thompkins

**Location:** Little Rock, AR**Level:** LCSW**License Number:** 5902-C**Date Issued:** 4/30/2013**Expiration:** 4/30/2025**Disciplinary Action:** no

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# Gretchan Nichole West

**Location:** Heber Springs, AR**Level:** LMSW**License Number:** 2343-M**Date Issued:** 8/25/2009**Expiration:** 8/31/2025**Disciplinary Action:** no

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## SOCIAL WORK LICENSING BOARD ROSTER

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# Jaclyn Marie Billins

**Location:** Bryant, AR**Level:** LCSW**License Number:** 3242-C**Date Issued:** 10/13/2015**Expiration:** 10/31/2025**Disciplinary Action:** no

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# Janet D Lewis

**Location:** Texarkana, AR**Level:** LCSW**License Number:** 9455-C**Date Issued:** 7/6/2023**Expiration:** 7/31/2025**Disciplinary Action:** no

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## SOCIAL WORK LICENSING BOARD ROSTER

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# Jeannie Rebecca Tucker

**Location:** Monticello, AR**Level:** LCSW**License Number:** 5956-C**Date Issued:** 1/24/2012**Expiration:** 1/31/2026**Disciplinary Action:** no

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# Jocelyn Marie Pannell

**Location:** Cabot, AR**Level:** LCSW**License Number:** 8835-C**Date Issued:** 5/17/2022**Expiration:** 5/31/2026**Disciplinary Action:** No

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## SOCIAL WORK LICENSING BOARD ROSTER

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# Katrina L. Hoofman

**Location:** Searcy, AR**Level:** LCSW**License Number:** 4365-C**Date Issued:** 10/3/2013**Expiration:** 10/31/2025**Disciplinary Action:** no

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# Kimberly L. Baggett

**Location:** Hooks, TX**Level:** LCSW**License Number:** 2573-C**Date Issued:** 1/13/2011**Expiration:** 1/31/2025**Disciplinary Action:** no

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# Lauren Elizabeth Hannah

**Location:** Jonesboro, AR**Level:** LCSW**License Number:** 6677-C**Date Issued:** 11/30/2022**Expiration:** 11/30/2024**Disciplinary Action:** no

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# Marie Ruth Jenkins

**Location:** Crossett, AR**Level:** LCSW**License Number:** 6022-C**Date Issued:** 10/7/2014**Expiration:** 10/31/2024**Disciplinary Action:** no

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# Mia L. Polk

**Location:** Little Rock, AR**Level:** LCSW**License Number:** 2401-C**Date Issued:** 9/2/2009**Expiration:** 9/30/2025**Disciplinary Action:** no

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# Sabrina D. Hampton

**Location:** Warren, AR**Level:** LMSW**License Number:** 4191-M**Date Issued:** 3/18/2015**Expiration:** 3/31/2025**Disciplinary Action:** no

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# ShaQuata L. Davis

**Location:** Jonesboro, AR**Level:** LCSW**License Number:** 7764-C**Date Issued:** 6/2/2023**Expiration:** 6/30/2025**Disciplinary Action:** no

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# Telia Mashburn Dunn

**Location:** Nashville, AR**Level:** LMSW**License Number:** 533-M**Date Issued:** 7/29/1992**Expiration:** 1/31/2025**Disciplinary Action:** no

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# Tera Lea Copeland

**Location:** Brookland, AR**Level:** LMSW**License Number:** 5353-M**Date Issued:** 12/14/2011**Expiration:** 12/31/2025**Disciplinary Action:** no

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# Yasheka Kanete Somlar

**Location:** Memphis, TN**Level:** LCSW**License Number:** 5733-C**Date Issued:** 8/1/2017**Expiration:** 8/31/2025**Disciplinary Action:** no

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# Yvonne Holmes

**Location:** Memphis, TN**Level:** LMSW**License Number:** 1634-M**Date Issued:** 2/13/2004**Expiration:** 2/28/2026**Disciplinary Action:** no

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# Cassondra Walker

**Location:** Batesville, AR**Level:** LMSW**License Number:** 10230-M**Date Issued:** 7/28/2020**Expiration:** 7/31/2026**Disciplinary Action:** No

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**From:** [Bill Rubin](#)  
**To:** [Karrie Goodnight](#)  
**Subject:** Re: 710-24-010 Home Studies Clarification  
**Date:** Saturday, June 22, 2024 12:49:09 PM  
**Attachments:** [image001.png](#)  
[image002.jpg](#)

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[EXTERNAL SENDER]

Karrie I would like to include services in Area 3, let me know if I need to do anything else..Bill

On 6/21/2024 3:50 PM, Karrie Goodnight wrote:

Dear Potential Vendor,

DHS requests service coverage for all counties in the State of Arkansas for Home Studies. With that, please clarify whether you would like to include service area 3 as part of your submission. Please provide a response via email by 2:00 pm CST, June 24, 2024 at [DHS.OP.Solicitations@dhs.arkansas.gov](mailto:DHS.OP.Solicitations@dhs.arkansas.gov). If you have any questions, please feel free to give me a call.

Thank you,



**Karrie Goodnight**

Division of Shared Services/Office of Procurement

Solicitation Team Lead

P: 501.320.3906

C: 501.813.7082

[Karrie.Goodnight@dhs.arkansas.gov](mailto:Karrie.Goodnight@dhs.arkansas.gov)

[Humanservices.arkansas.gov](http://Humanservices.arkansas.gov)



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**From:** [Bill Rubin](#)  
**To:** [Karrie Goodnight](#)  
**Subject:** Re: 710-24-010 Price Only Discussion  
**Date:** Monday, June 24, 2024 8:25:47 AM  
**Attachments:** [image001.png](#)  
[image002.jpg](#)

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[EXTERNAL SENDER]

Karrie Bid remains as originally submitted. Let me know if you need anything else

On 6/24/2024 8:09 AM, Karrie Goodnight wrote:

Dear Potential Vendor,

After review of your pricing for home studies and home study updates, DHS requests the best and lowest price you can offer for these services. Bidders are not required to submit lower pricing and may submit a written response stating their bid remains as originally submitted. If you choose to submit a lower price, please specify pricing for both home studies and home study updates. Pricing cannot be increased. Please provide a response via email by 4:00 pm CST, June 24, 2024, at [DHS.OP.Solicitations@dhs.arkansas.gov](mailto:DHS.OP.Solicitations@dhs.arkansas.gov). If you have any questions, please feel free to give me a call.

Thank you,



**Karrie Goodnight**

Division of Shared Services/Office of Procurement

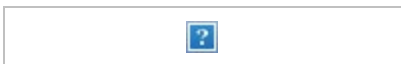
Solicitation Team Lead

P: 501.320.3906

C: 501.813.7082

[Karrie.Goodnight@dhs.arkansas.gov](mailto:Karrie.Goodnight@dhs.arkansas.gov)

[Humanservices.arkansas.gov](https://humanservices.arkansas.gov)



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