

**Vermont Board of Allied Mental Health Practitioners
Disclosure Requirement
Non-licensed and Non-certified Psychotherapists**

MELISSA CULVER, LADC

Qualifications and Experience

(See attached pages)

Information concerning unprofessional conduct for this profession attached

CLIENT'S DISCLOSURE CONFIRMATION

My signature acknowledges that I have been given the professional qualifications and experience of **Melissa Culver**, a listing of actions that constitutes unprofessional conduct according to the Vermont Statutes, and method for making a consumer inquiry to filing a complaint with the Office of Professional Regulations.

Client Signature

Date

Practitioner's Signature

Date

Formal Education

Master of Arts; Counseling Psychology 9/02 – 5/05
Antioch New England Graduate School (now known as Antioch University New England)
Keene, New Hampshire
67 credits

Bachelor of Arts; Human Services 9/89 - 5/93
Trinity College of Vermont
Burlington, Vermont

Credentials

- Licensed Alcohol and Drug Abuse Counselor (LADC)
Effective: 1/27/09-1/31/11
- State of Vermont Non-Licensed & Non-Certified Psychotherapy Roster
Effective: 12/1/08-11/30/10

Professional Organization Memberships

- NAADAC – The Association for Addiction Professionals
- Vermont Addictions' Professional Association

Additional Training: Workshops & Seminars

ETHICS:

Advanced Ethics 4/30/09
Vermont Addictions' Professional Association & The Department of Health
Tom Durham
Montpelier, Vermont
6 CEU's

Basic Ethics 9/29/08
Vermont Addictions' Professional Association & The Department of Health
Anthony Quintilliani, PhD, LADC
Waterbury, Vermont
6 CEU's

Assessing & Managing Suicidality: Ethical Issues & Standard of Care Strategies 6/1/06 -6/2/06
Brattleboro Retreat; Brattleboro, Vermont
12 CEU's

An Exploration of How Our Personal Ethics Guide Our Interpretation of the Ethical Codes 6/6/03
Vermont Mental Health Counseling Association
Dianne Coffey, ED.D
Montpelier, Vermont
3 CEU's

FAMILY THERAPY:

Family Work 5/26/09
Vermont Addictions' Professional Association & The Department of Health
Jody Kamon, Ph.D.
Burlington, Vermont
6 CEU's

Family Readiness and Support Services Training Vermont Air National Guard Angela Prive Burlington, Vermont One day training to provide volunteer phone support services to families with deployed relative(s)	6/29/04
 <u>SUPERVISION:</u>	
Basic Clinical Supervision Vermont Addictions' Professional Association & The Department of Health Anthony Quintilliani, PhD, LADC Burlington, Vermont 6 CEU's	11/21/08
 <u>SUBSTANCE ABUSE & PREVENTION</u>	
Cocaine Dependency: Effective assessment & treatment methods Addiction Technology Transfer Center of New England; Center of Alcohol & Addiction Studies, Brown University Michael Torch, MA, LADC, CCS 10 CEU's	6/16/08 – 7/25/08
Advanced Pharmacology – Staying current with drugs of abuse Addiction Technology Transfer Center of New England; Center of Alcohol & Addiction Studies, Brown University Kevin Scheel, MS, MAC, LMFT 8 CEU's	6/2/08 – 7/4/08
The Vermont Strategic Prevention Framework Learning Community Training Series: Effective Implementation Center for Health & Learning & VT Department of Health JoEllen Tarallo-Falk, Ed.D. Montpelier, Vermont 6 CEU's	5/29/08
Co-Occurring 101: Mental Health and Substance Use Conditions Vermont Integrated Services Program Anthony Quintiliani, Ph.D., LADC Montpelier, Vermont 10 CEU's	5/21/08 & 5/22/08
Core Functions of Addictions Counseling Addiction Technology Transfer Center of New England; Center of Alcohol & Addiction Studies, Brown University Kevin Scheel, MS, MAC, LMFT 10 CEU's	5/12/08 – 6/20/08
The Adolescent Brain & High Risk Behavior Vermont Department of Health, Division of Alcohol and Drug Abuse Programs Center For health & Learning Michael Nerney Montpelier, Vermont 6 CEU's	4/22/08
Helping You To Help Your Patients: An Introduction to Medication for Alcohol Dependence Part 1 & Part 2 Join Together / Boston University School of Public Health On-line training program 4 hours contact time / 2 CEU's	4/14/08

Chemical Dependency and Post-Traumatic Stress Disorder 4/14/08 – 5/16/08
Addiction Technology Transfer Center of New England;
Center of Alcohol & Addiction Studies, Brown University
Michael Torch, MA, LADC, CCS
8 CEU's

Methamphetamine 2-hour Information and Training Session 8/10/05
Vermont Department of Health; Division of Alcohol and Drug Abuse Programs
Paula Gile, Substance Abuse Prevention Consultant
Burlington, Vermont
2 CEU's

Alcohol & Drugs; Babies & Children: Addressing Substance Abuse in the Early Years 1/30/04
Vermont Department of Health; Division of Alcohol and Drug Abuse Programs
Trudee Ettlinger, Ph.D., A.P.R.N., LADC
St. Albans, Vermont
5 CEU's

ASSESSMENT:

The DSM-IV-TR for Clinicians: Accurate Diagnosis & Effective Treatment Planning 1/11/08
PESI, LLC; Burlington, Vermont
Brooks Baer, MA, LCPC, CMHP
7.5 CEU's

COUNSELING THEORIES, METHODS AND TECHNIQUES

Grounding the Self 2/27/09
Pratyaagati, LLC; Burlington, Vermont
Bree Greenberg-Benjamin, M.S., Ed., LMFT
6 CEU's

Mindfulness; On the Path To Balance 4/30/04
Arnold Kozak, Ph.D. & Cherylanne Schreiner-Kozak, A.A.D.P.
Montpelier, Vermont
6 CEU's

Self-Mutilation Behavior in Youth and Adults: Causes, Treatment & Prevention 6/6/06
Cross Country Education; Burlington, Vermont
Joseph W. Shannon, Ph.D.
6 CEU's

Understanding & Treating Self-Injury 12/9/05
Vermont Trauma Institute; Burlington, Vermont
Barent W. Walsh, Ph.D.
6 CEU's

Trauma and Recovery 11/12/04
Vermont Trauma Institute; Burlington, Vermont
Bessel van der Kolk, M.D.
6 CEU's

SOCIAL & CULTURAL DIVERSITY

Embracing a World of Diversity; The Second Annual Northern New England Conference on Refugee Health 03/03
VT Refugee Resettlement Program & The University of Vermont
Burlington, Vermont

Experience in the Practice of Psychotherapy

Psychotherapist 8/09 - Present

Azimuth Counseling and Therapeutic Services, Inc.

- Provide psychotherapy to individuals, couples, families and groups. Part-time, Supervised.

Senior Staff Counselor 8/05 – 5/09

UVM Counseling Center, Burlington, VT

- Provide psychotherapy to individuals, couples, and groups. Full / Part-time, Supervised.

Substance Abuse Clinician 5/05 – 8/05

The Chittenden Center; The Howard Center for Human Services
Burlington, VT

- Provided psychotherapy to individuals, couples, and groups.
- Emphasis on addictions treatment and recovery work. Full-time, Supervised.

Internship

UVM Counseling Center, Burlington, VT

8/04 – 5/05

- Provided psychotherapy to individuals, couples, and groups.
- Emphasis on addictions treatment, education programming / prevention.
- Completed 8 week training series on Mindfulness; practice & therapeutic implementation
Part-time, Supervised

Internship

8/03 – 5/04

Champlain Drug and Alcohol Services; The Howard Center for Human Services
St. Albans, VT

- Provided psychotherapy to individuals, couples, and groups.
- Emphasis on addictions treatment and recovery work. Part-time, Supervised.

Crisis Clinician

3/03 – 8/03

ASSIST Program; The Howard Center for Human Services
Burlington, VT

- Offered supportive counseling and case management to individuals experiencing acute emotional crises. Emphasis on crisis stabilization. Part-time; substitute, Supervised.

Scope of Practice

Theoretical Orientation:

Integrative, using an interpersonal process in Cognitive Behavioral Therapy, Existential and Feminist Theories, Solution Focused and Strength's-based perspectives

Areas of specialization:

Youth

Adults: in groups and individually

Substance abuse

Developmental transitions

Women's growth and development

Mindfulness for stress reduction and addressing addictions

Treatment Methods:

Utilize Motivational Interviewing, Stages of Change and Strength's-based approaches to develop appropriate treatment goals and intervention strategies

Psycho-education

Collaboration with health care providers, referring agencies and significant others in client's life

**VERMONT SECRETARY OF STATE
OFFICE OF PROFESSIONAL REGULATION
BOARD OF ALLIED MENTAL HEALTH PRACTITIONERS
UNPROFESSIONAL CONDUCT FOR NON-LICENSED AND NON-CERTIFIED
PSYCHOTHERAPISTS
TITLE 26, VERMONT STATUTES ANNOTATED, CHAPTER 78, SECTION 4093
AND TITLE 3 CHAPTER 5 UNPROFESSIONAL CONDUCT**

The Office of Professional Regulation provides Vermont licensees, certifications, and registrations for over 37,000 practitioners and businesses. Thirty-nine professions and occupations are supported and managed by this office. A list of professions regulated is found below.

Each profession or occupation is governed by laws defining professional conduct. Consumers who have inquiries or wish to obtain a form to register a complaint may do so by calling 802.828.2372, or by writing to the Director of the Office, Secretary of State, 26 Terrace Street, Drawer 09, Montpelier, Vermont, 05609-1106.

Upon receipt of a complaint, an administrative review determines if the issues raised are covered by the applicable professional conduct statute. If so, a committee is assigned to investigate, collect information, and recommend action or closure to the governing body.

All complaint investigations are confidential. Should the investigation conclude with a decision for disciplinary action against a professional's license and ability to practice, the name of the license holder will then be made public.

Complaint investigations focus on licensure and fitness of the licensee to practice. Disciplinary action, when warranted, ranges from warning to revocation of license, based on the circumstances. You should not expect a return of fees paid or additional unpaid services as part of the results of the process. If you seek restitution of this nature, consider consulting with the Consumer Protection Division of the Office of the Attorney General, retaining an attorney, or filing a case in Small Claims Court.

Accountancy	Hearing Aid Dispensers	Pharmacy
Acupuncture	Land Surveyors	Physical Therapists
Architects	Marriage & Family Therapists	Private Investigative & Security Services
Athletic Trainers	Clinical Mental Health Counselors	Psychoanalyst
Auctioneer	Midwives, Licensed	Psychology
Barbers & Cosmetologists	Motor Vehicle Racing	Psychotherapists, Non-licensed
Boxing Control	Naturopaths	Radiologic Technology
Chiropractic	Nursing	Real Estate Appraisers
Dental Examiners	Nursing Home Administrators	Real Estate
Dietitians	Occupational Therapists	Social Workers, Clinical
Electrolysis	Opticians	Tattooists
Professional Engineering	Optometry	Veterinary
Funeral Service	Osteopathic Physicians & Surgeons	

Chapter 78: Roster of Psychotherapists Who Are Nonlicensed

§§ 4090. Disclosure of information

The board shall adopt rules requiring persons entered on the roster to disclose to each client the psychotherapist's professional qualifications and experience, those actions that constitute unprofessional conduct, and the method for filing a complaint of making a consumer inquiry, and provisions relating to the manner in which the information shall be displayed and signed by both the rostered psychotherapists and the client. The rules may include provisions for applying or modifying these requirements in cases involving institutionalized clients, minors and adults under the supervision of a guardian. (Added 1993, No. 222 (Adj. Sess.), §§ 17; amended 1997, No. 40, §§ 69.

§ 4093. Unprofessional conduct

- (a) Unprofessional conduct means the following conduct and conduct set forth in section 129a of Title 3:
- (1) Providing fraudulent or deceptive information in an application for entry on the roster.

- (2) Conviction of a crime that evinces and unfitness to practice psychotherapy.
- (3) Unauthorized use of a protected title in professional activity.
- (4) Conduct which evidences moral unfitness to practice psychotherapy.
- (5) Engaging in any sexual conduct with a client, or with the immediate family member of a client, with whom the psychotherapist has had a professional relationship within the previous two years.
- (6) Harassing, intimidating or abusing a client.
- (7) Entering into an additional relationship with a client, supervisee, research participant or student that might impair the psychotherapist's objectivity or otherwise interfere with his or her professional obligations.
- (8) Practicing outside or beyond a psychotherapist's area of training, experience, or competence without appropriate supervision.

(b) After hearing, and upon a finding of unprofessional conduct, the board may take disciplinary action against a rostered psychotherapists or an applicant. (Added 1993, No. 222 (Adj. Sess.) §§ 17; amended 1997, No. 40, §§ 71; 1997, No. 145 (Adj. Sess.), §§ 61; 1999, No. 52, §§ 37.)

Unprofessional Conduct Standards

Title 3, Chapter 5

§ 129a. Unprofessional Conduct

(a) In addition to any other provision of law, the following conduct by a licensee constitutes unprofessional conduct. When that conduct is by an applicant or person who later becomes an applicant, it may constitute grounds for denial of a license or other disciplinary action. Any one of the following items, or any combination of items, whether or not the conduct at issue was committed within or outside the state, shall constitute unprofessional conduct:

- (1) Fraudulent or deceptive procurement or use of a license.
- (2) Advertising that is intended or has a tendency to deceive.
- (3) Failing to comply with provisions of federal or state statutes or rules governing the practice of the profession.
- (4) Failing to comply with an order of the board or violating any term or condition of a license restricted by the board.
- (5) Practicing the profession when medically or psychologically unfit to do so.
- (6) Delegating professional responsibilities to a person whom the licensed professional knows, or has reason to know, is not qualified by training, experience, education or licensing credentials to perform them.
- (7) Willfully making or filing false reports or records in the practice of the profession; willfully impeding or obstructing the proper making or filing of reports or records or willfully failing to file the proper reports or records.
- (8) Failing to make available promptly to a person using professional health care services, that person's representative, succeeding health care professionals or institutions, upon written request and direction of the person using professional health care services, copies of that person's records in the possession or under the control of the licensed practitioner.
- (9) Conviction of a crime related to the practice of the profession or conviction of a felony, whether or not related to the practice of the profession.
- (10) In the course of practice, gross failure to use and exercise on a particular occasion or the failure to use an exercise on repeated occasions that degree of care, skill and proficiency which is commonly exercised by the ordinary skillful, careful and prudent professional engaged in similar practice under the same or similar conditions, whether or not actual injury to a client, patient or customer has occurred.
- (11) Exercising undue influence on or taking improper advantage of a person using professional services, or promoting the sale of services or goods in a manner which exploits a person for the financial gain of the practitioner or a third party.

(b) Failure to practice competently by reason of any cause on a single occasion or ON multiple occasions may constitute unprofessional conduct.

(c) Failure to practice competently includes:

- (1) Performance of unsafe or unacceptable patient or client care; or
 - (2) failure to conform to the essential standards of acceptable and prevailing practice.
- (3) The burden of proof in a disciplinary action shall be on the state to show by a preponderance of the evidence that the person has engaged in unprofessional conduct.
- (d) After hearing, and upon a finding of unprofessional conduct, a board or an administrative law officer may take disciplinary action against a licensee or applicant, including imposing an administrative penalty not to exceed \$1,000.00 for each unprofessional conduct violation. Any money received from the imposition of an administrative penalty imposed under this section shall be deposited in the general fund.
- (e) In the case where a standard of unprofessional conduct as set forth in this section conflicts with a standard set forth in a specific board's statute or rule, the standard that is most protective of the public shall govern.

Last Amended: 2002 Legislative Session - Effective July 1, 2002 (H. 761)

Client's Disclosure Confirmation

My signature acknowledges that I have been given the professional qualifications and experience of Melissa Culver, M.A., a listing of actions that constitutes unprofessional conduct, according to Vermont statues, and the method for making a consumer inquiry or filing a complaint with the Office of Professional Regulation. Information concerning unprofessional conduct for this profession is included within this disclosure statement.

Client Signature

Date

Clinician's Signature

Date