

A P P R O V E D
VIRGINIA BOARD OF SOCIAL WORK
MINUTES
INFORMAL CONFERENCE COMMITTEE
FRIDAY, OCTOBER 21, 2005

TIME & PLACE: The Informal Conference Committee convened at 11:00 a.m. on Friday, October 21, 2005, at the Department of Health Professions, 6603 West Broad Street, Fifth Floor, Richmond, Virginia.

MEMBERS PRESENT: Valerie Carter-Williams, LCSW, Chair
David Boehm, LCSW

STAFF PRESENT: Evelyn B. Brown, Executive Director
Grant Kronenberg, Adjudication Analyst
Arnice Covington, Administrative Assistant

OTHERS PRESENT: Lynne C. Kemp, Esquire

CONFERENCE

SCHEDULED: **HEATHER BAKER, LCSW**

Ms. Baker appeared before the Informal Conference Committee on Friday, October 21, 2005 at 11:00 a.m. to review allegations that she may have violated portions of the laws and regulations governing the practice of social work in the Commonwealth of Virginia.

The Chair recognized Ms. Baker and Ms. Kemp and invited their comments regarding the allegations. Ms. Baker made an opening statement.

Mr. Boehm moved that the Committee convene a closed meeting pursuant to Section 2.2-3711(A)(28) of the *Code of Virginia* for the purpose of deliberation to reach a decision in the matter of Ms. Baker regarding the allegations outlined in the Notice of Hearing. Additionally, Mr. Boehm moved that Ms. Brown, Mr. Kronenberg and Ms. Covington attend the closed meeting because their presence in the closed meeting is deemed necessary, and their presence will aid the Committee in its deliberations.

The motion was seconded and carried.

The Committee reconvened in open session.

Mr. Boehm moved that the Informal Conference Committee certify that it heard, discussed or considered only public business matters lawfully exempted from

open meeting requirements under the Virginia Freedom on Information Act and only such public business matters as were identified in the motion by which the Closed Meeting was convened. The motion was seconded and carried.

FINDINGS OF FACT:

Ms. Baker violated 18 VAC 140-20-150(3), and 18 VAC 140-20-160(5) and (8) of the Board of Social Work Regulations, in that, from approximately December 2003 to February 2004, she treated Clients A and B without possessing adequate experience to provide them with effective therapy services.

Ms. Baker violated 18 VAC 140-20-150(10), and 18 VAC 140-20-160(5) and (8) of the Board of Social Work Regulations, in that, she failed to maintain sufficient clinical records regarding Clients A and B. Specifically, Ms. Baker kept inadequate progress notes, lacked individual client assessments, and lacked an adequate treatment plan.

ACTION:

WHEREFORE, the Virginia Board of Social Work, effective upon entry of this Order, hereby ORDERS that NO ACTION be taken against Heather Nelson Baker, L.C.S.W., who holds License No. 0904-005419 to practice as a clinical social worker in the Commonwealth of Virginia. Ms. Baker shall maintain a course of conduct in her practice of social work commensurate with the requirements of Title 54.1, Chapter 37 of the Code and all laws of the Commonwealth.

ADJOURNMENT:

The Conference was adjourned at 1:30 p.m.

Valerie Carter-Williams, LCSW

Evelyn B. Brown, Executive Director
Board of Social Work

As provided by law, this decision shall become a Final Order thirty days after the service of such order unless a written request to the Board for a formal hearing on the allegations made against Ms. Baker is received from Ms. Baker within such time. If service of the order is made by mail, three additional days shall be added to that period. Upon such timely request for a formal hearing, the decision of this conference shall be vacated.