



COMMONWEALTH OF VIRGINIA

County of Henrico

Non-Professional Services Contract

Contract No. 2528A

This Non-Professional Services Contract (this "Contract") entered into this 26th day of August 2023, by Franklin & Topher, LLC dba Quadrant Family Services LLC (the "Contractor") and the County of Henrico, Virginia (the "County").

WHEREAS the County has awarded the Contractor this Contract pursuant to Request for Proposals No. 23-2528-5JEC, (the "Request for Proposals"), for Parenting Groups.

WITNESSETH that the Contractor and the County, in consideration of the mutual covenants, promises and agreements herein contained, agree as follows:

SCOPE OF CONTRACT: The Contractor shall provide the services to the County as set forth in the Contract Documents.

COMPENSATION: The compensation the County will pay to the Contractor under this Contract shall be \$1,200 per group session. A "Group Session" consists of five (5) two-hour sessions. Additionally, hourly rates for all-inclusive one-on-one sessions, bilingual services and translation services shall be \$75 per hour.

CONTRACT TERM: The Contract term shall be for a period of one year beginning August 15, 2023 and ending August 14, 2024. The County may renew the Contract for up to four one-year terms giving 30 days' written notice before the end of the term unless Contractor has given the County written notice that it does not wish to renew at least 90 days before the end of the term.

CONTRACT DOCUMENTS: This Contract hereby incorporates by reference the documents listed below (the "Contract Documents") which shall control in the following descending order:

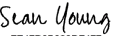
1. This Non-Professional Services Contract between the County and Contractor.
2. The General Contract Terms and Conditions included in the Request for Proposals.
3. Contractor's Best and Final Offer dated July 20, 2023 (Exhibit A).
4. Contractor's Original Proposal dated June 1, 2023 (Exhibit B).
5. The Scope of Services included in the Request for Proposals.

IN WITNESS WHEREOF, the parties have caused this Contract to be duly executed intending to be bound hereby.

[Remainder of page intentionally left blank; signature page to follow]

Franklin & Topher, LLC dba Quadrant
Family Services LLC
8401 Mayland Drive, Suite B
Richmond, VA 23294

DocuSigned by:

Sean Young

Signature

Sean T. Young, President/COO


Printed Name and Title

8/18/2023

Date

County of Henrico, Virginia

P.O. Box 90775
Henrico, VA 23273-0775



Signature

Oscar Knott, CPP, CPPO, VCO

08/26/2023

Date

APPROVED AS TO FORM:



Assistant County Attorney

8-24-23

Date

RFP 23-2528-5JEC

Parenting Groups

Offeror: Quadrant Family Services LLC

Responses

1. Quadrant Family Services (QFS) is able to meet the administrative requirements for this proposal.
 - a. QFS maintains all case records in a database that is HIPAA and DJJ compliant. All QFS staff have login credentials which are password protected and they are only able to access. All documentation is secured in this system, from the initiation of services until discharge. All paperwork provided to the family shall be in their native language.
 - b. QFS practices sound fiscal management of all its programs and uses a third-party accounting firm to manage its financial records.
 - c. QFS will keep the VJCCCA Office abreast of any parents not attending a scheduled group. This information will be disseminated via email.
 - d. All discharge summaries will be provided in an appropriate timeframe as set forth by the VJCCCA Office. The Discharge Summary will include information about the participants attendance, level of participation, and program compliance. The group facilitators will provide clinically sound recommendations for additional services that may benefit the family following program completion.
 - e. QFS will schedule time to meet monthly with the VJCCCA Coordinator.
 - f. QFS will provide all program participants with a program evaluation at the end of the group session. The results of this evaluation will be shared with the VJCCCA Office after each group. An annual evaluation of the program shall be provided to the VJCCCA Coordinator.
 - g. As previously mentioned, all documentation will remain confidential. QFS will destroy all confidential information according to state and federal regulations.
 - h. QFS will provide all billing and CPR information to the VJCCCA Office by the 5th of the month following the month of services rendered. The billing information will include all pertinent information for billing purposes.
 - i. All records will be made available to the VJCCCA Coordinator and DJJ personnel upon request.
 - j. QFS will develop and implement a plan to disseminate information regarding this program at the approval of the VJCCCA Coordinator.
2. Proof of CPR certifications and QMHP license were previously sent.
3. Please see the attachment to the email for the BAFO.

Pricing / Cost Proposal

Item	Service	Unit Price	Estimated Quantity	Extended Total
1	Parenting Group Price Per Program	\$1200	10	\$12,000
2	All-Inclusive Hourly Rate for One-on-One Services	\$75	10	\$750
3	Bilingual Hourly Rate	\$75	5	\$375
4	Translation Services Hourly Rate	\$75	5	\$375
Total Hypothetical Price (Sum of Extended Total of Items 1-4)				\$13,500

Exceptions

There are no exceptions taken to the Scope of Services and General Terms and Conditions of this Request for Proposal.

Assumptions

There are no assumptions to be listed to this Request for Proposal.

EXHIBIT B



REQUEST FOR PROPOSAL

Parenting Group Virginia Juvenile Crime Control Act

JUNE 1, 2023

QUADRANT FAMILY SERVICES, LLC.
8401 Mayland Dr. Richmond, VA 23294

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Quadrant Family Services, LLC

June 1, 2023

Dear Grant Manager,

My name is Sean T. Young, and I am the President/COO at Quadrant Family Services. Our organization has been around for 7 years, and we focus on helping families heal from dysfunction and keeping the family unit together. Throughout our time as a renowned organization, we have collaborated with local government agencies to provide community-based services.

We are seeking a contract with Henrico County to provide the parenting under the Virginia Juvenile Community Crime Control Act. QFS has track record of receiving the more difficult cases in the community and discharging services on average within 90-120 days, with 95% success rate. QFS is dedicated to helping you to overcome the challenges of servicing at-risk youth and families. QFS is passionate about educating the community in how to heal from fear, stress, and trauma.

We thank you in advance for the opportunity to be considered throughout this process and for providing organizations like ours with opportunities to keep families united.

Sincerely,

DocuSigned by:

FE47D08282DF477...

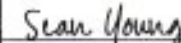
Sean T. Young

ATTACHMENT A PROPOSAL SIGNATURE SHEET

My signature certifies that the proposal as submitted complies with all requirements specified in this Request for Proposal ("RFP") No. 23-2528-5JEC – Parenting Groups.

My signature also certifies that by submitting a proposal in response to this RFP, the Offeror represents that in the preparation and submission of this proposal, the Offeror did not, either directly or indirectly, enter into any combination or arrangement with any person or business entity, or enter into any agreement, participate in any collusion, or otherwise take any action in the restraining of free, competitive bidding in violation of the Sherman Act (15 U.S.C. Section 1) or Sections 59.1-9.1 through 59.1-9.17 or Sections 59.1-68.6 through 59.1-68.8 of the Code of Virginia.

I hereby certify that I am authorized to sign as a legal representative for the business entity submitting this proposal.

LEGAL NAME OF OFFEROR (DO NOT USE TRADE NAME):
Franklin & Topher, LLC dba Quadrant Family Services LLC.
ADDRESS: 8401 Mayland Dr. Suite B
Richmond, VA 23294
FEDERAL ID NO: 82-2632213
SIGNATURE: <small>DocuSigned by:</small> 
NAME OF PERSON SIGNING (PRINT): Sean T. Young
TITLE: President/COO
TELEPHONE: 804-475-2927
FAX: 804-384-9583
EMAIL ADDRESS: admin@quadrant-fls.com
DATE: 6/1/23

ATTACHMENT B BUSINESS CATEGORY CLASSIFICATION FORM

Company Legal Name: Franklin & Topher, LLC dba Quadrant Family Services, LLC.

This form completed by: Signature: Sean Young Title: President/COO
DocuSigned by: FE47D0B282DF477
 Date: 6/1/23

PLEASE SPECIFY YOUR BUSINESS CATEGORY BY CHECKING THE APPROPRIATE BOX(ES) BELOW.

(Check all that apply.)

- ☒ **SMALL BUSINESS**
☐ **WOMEN-OWNED BUSINESS**
☒ **MINORITY-OWNED BUSINESS**
☐ **SERVICE-DISABLED VETERAN**
☐ **EMPLOYMENT SERVICES ORGANIZATION**
☐ **NON-SWAM (Not Small, Women-owned or Minority-owned)**

SUPPLIER REGISTRATION – The County of Henrico encourages all suppliers interested in doing business with the County to register with eVA, the Commonwealth of Virginia's electronic procurement portal, <http://eva.virginia.gov>.

eVA Registered? ☒ **Yes** ☐ **No**

If certified by the Virginia Minority Business Enterprises (DMBE), provide DMBE certification number and expiration date.
 _____ NUMBER _____ DATE

DEFINITIONS

For the purpose of determining the appropriate business category, the following definitions apply:

"Small business" means a business, independently owned and controlled by one or more individuals who are U.S. citizens or legal resident aliens, and together with affiliates, has 250 or fewer employees, or annual gross receipts of \$10 million or less averaged over the previous three years. One or more of the individual owners shall control both the management and daily business operations of the small business.

"Women-owned business" means a business that is at least 51 percent owned by one or more women who are U.S. citizens or legal resident aliens, or in the case of a corporation, partnership, or limited liability company or other entity, at least 51 percent of the equity ownership interest is owned by one or more women who are U.S. citizens or legal resident aliens, and both the management and daily business operations are controlled by one or more women.

"Minority-owned business" means a business that is at least 51 percent owned by one or more minority individuals who are U.S. citizens or legal resident aliens, or in the case of a corporation, partnership, or limited liability company or other entity, at least 51 percent of the equity ownership interest in the corporation, partnership, or limited liability company or other entity is owned by one or more minority individuals who are U.S. citizens or legal resident aliens, and both the management and daily business operations are controlled by one or more minority individuals.

"Minority individual" means an individual who is a citizen of the United States or a legal resident alien and who satisfies one or more of the following definitions:

1. **"African American"** means a person having origins in any of the original peoples of Africa and who is regarded as such by the community of which this person claims to be a part.

2. **"Asian American"** means a person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian subcontinent, or the Pacific Islands, including but not limited to Japan, China, Vietnam, Samoa, Laos, Cambodia, Taiwan, Northern Mariana Islands, the Philippines, a U.S. territory of the Pacific, India, Pakistan, Bangladesh, or Sri Lanka and who is regarded as such by the community of which this person claims to be a part.

3. **"Hispanic American"** means a person having origins in any of the Spanish-speaking peoples of Mexico, South or Central America, or the Caribbean Islands or other Spanish or Portuguese cultures and who is regarded as such by the community of which this person claims to be a part.

4. **"Native American"** means a person having origins in any of the original peoples of North America and who is regarded as such by the community of which this person claims to be a part or who is recognized by a tribal organization.

"Service disabled veteran business" means a business that is at least 51 percent owned by one or more service disabled veterans or, in the case of a corporation, partnership, or limited liability company or other entity, at least 51 percent of the equity ownership interest in the corporation, partnership, or limited liability company or other entity is owned by one or more individuals who are service disabled veterans and both the management and daily business operations are controlled by one or more individuals who are service disabled veterans.

"Service disabled veteran" means a veteran who (i) served on active duty in the United States military ground, naval, or air service, (ii) was discharged or released under conditions other than dishonorable, and (iii) has a service-connected disability rating fixed by the United States Department of Veterans Affairs.

"Employment services organization" means an organization that provides community-based employment services to individuals with disabilities that is an approved Commission on Accreditation of Rehabilitation Facilities (CARF) accredited vendor of the Department of Aging and Rehabilitative Services.

ATTACHMENT C
Virginia State Corporation Commission (SCC)
Registration Information

The Offeror:

☒ is a corporation or other business entity with the following SCC identification number:
S6993036 **-OR-**

☐ is not a corporation, limited liability company, limited partnership, registered limited liability partnership, or business trust **-OR-**

☐ is an out-of-state business entity that does not regularly and continuously maintain as part of its ordinary and customary business any employees, agents, offices, facilities, or inventories in Virginia (not counting any employees or agents in Virginia who merely solicit orders that require acceptance outside Virginia before they become contracts, and not counting any incidental presence of the Bidder in Virginia that is needed in order to assemble, maintain, and repair goods in accordance with the contracts by which such goods were sold and shipped into Virginia from Bidder's out-of-state location) **-OR-**

☐ is an out-of-state business entity that is including with this bid/proposal an opinion of legal counsel which accurately and completely discloses the undersigned Bidder's current contracts with Virginia and describes why those contracts do not constitute the transaction of business in Virginia within the meaning of §13.1-757 or other similar provisions in Titles 13.1 or 50 of the Code of Virginia.

Please check the following box if you have not checked any of the foregoing options but currently have pending before the SCC an application for authority to transact business in the Commonwealth of Virginia and wish to be considered for a waiver to allow you to submit the SCC identification number after the due date for bids: ☐

ATTACHMENT D
PROPRIETARY/CONFIDENTIAL INFORMATION IDENTIFICATION

NAME OF OFFEROR: Franklin & Topher, LLC dba Quadrant Family Services

Trade secrets or proprietary information submitted by an Offeror shall not be subject to public disclosure under the Virginia Freedom of Information Act; however, the Offeror must invoke the protections of Va. Code § 2.2-4342(F) in writing, either before or at the time the data or other materials are submitted. The Offeror must specifically identify the data or materials to be protected including the section(s) of the proposal in which it is contained and the pages numbers, and state the reasons why protection is necessary. A summary of trade secrets and proprietary information submitted shall be submitted on this form. The proprietary or trade secret material submitted must be identified by some distinct method such as highlighting or underlining and must indicate only the specific words, figures, or paragraphs that constitute trade secret or proprietary information. Va. Code § 2.2-4342(F) prohibits an Offeror from classifying an entire proposal, any portion of a proposal that does not contain trade secrets or proprietary information, line item prices, or total proposal prices as proprietary or trade secrets. If, after being given reasonable time, the Offeror refuses to withdraw such classification(s), the proposal will be rejected.

SECTION/TITLE	PAGE NUMBER(S)	REASON(S) FOR WITHHOLDING FROM DISCLOSURE
Financial Capacity	8-9	Financial Information
References	9	Contact info (phone & email)
Appendix A	14-46	Staff Personal Info
Appendix B	50-52	Contact Info, Client Name
Appendix C	53-54	Proprietary Curriculum Info

Statement of the Scope

Quadrant Family Services (QFS) is submitting this proposal with full understanding of the scope of services requested. QFS will provide group sessions to parents of truant, delinquent or CHINS youth when parents have been identified in need of parenting skills. QFS is prepared to provide parenting groups referred by the 14th District CSU through the Henrico VJCCCA office. Each group will consist of five (5) – two (2) hour sessions held weekly or bi-weekly. There will be two facilitators in each group session. QFS understands that a maximum of ten (10) groups will run per fiscal year unless approved by the VJCCCA Coordinator. QFS understands that all services are to be located within the County of Henrico, must be handicap accessible and at locations in both the eastern and western areas of the County reasonably accessible to all participants. QFS plans to utilize public meeting places (i.e. libraries, community centers, etc.) to hold the groups.

The curriculum will encompass parental skill building, appropriate parenting skills, developing parenting action plans to include effective limit setting, developmentally appropriate behavior, appropriate consequences/discipline, family value systems and strength based family roles, supervision, accepting personal responsibility and responsibilities of being a parent, assisting parents in building relationships with their child, noncustodial parent, school personnel, community resources and court personnel.

Two of Quadrant's flagship programs are the Parent Education Group and Parent Coaching program. The Parent Education Group is a 12-week open enrollment course for parents to learn the effects of fear, stress and trauma on the body and brain. In addition to education, this course offers support to the family and helps them understand where their behaviors originate. There is a process for change and it will occur as parents develop a new norm that recognizes fear, stress and trauma as the main source of behaviors. Parents are given the tools to master their two main jobs of raising children, which is taking care of themselves and teaching their children values and standards. With our Parent Coaching services our parent coaches provide a committed service to families that have children removed from the home or are soon to be returned to the home. The coach meets with families virtually and in the home to monitor, observe and teach parents practical Love Based Parenting Skills that can be used to heal dys-function within the family. They report to FAPT, Court Services Unit, Judges, and or Probation as needed to educate all interested parties as to the true nature of problems that exist within the home and the corrective measures that have been implemented. Initially, services are usually 6 to 10 hours per week to educate parents on: fear, stress and trauma effects on the body and brain.

Qualifications, Experience, Resumes and Financial Capacity

Established in January of 2016, Quadrant Family Services (QFS) provides a host of comprehensive community-based services to help preserve the family unit. QFS at its core strives to provide a high standard of service with a philosophy centered around the Love Based Model. We strive to prevent disruption before it occurs or help the child return to the home setting. The goal is to achieve this by looking at a family focused intervention not a child focused intervention. QFS takes a whole family approach. Our goal is to heal the entire family.

Since 2016 QFS has contracted and/or worked with multiple localities across the Commonwealth of Virginia to help individuals and families move from dysfunction to function. Those localities include Henrico County, City of Richmond, King William County, King and Queen County, Louisa County, Chesterfield-Colonial Heights, James City County, City of Williamsburg, York County, Poquoson, Culpeper County, Stafford County, City of Fredericksburg, Fairfax County, Spotsylvania County, Lancaster County, and Essex County. QFS have serviced high-risk and court involved individuals and families.

QFS offers a diverse staff with vast experience in the human services and mental health fields. This experience and knowledge assist team members in helping families heal from fear, stress, and trauma by providing trauma-focused interventions and education. Direct Care Staff are credentialed as Qualified Mental Health Professionals (QMHP) through the Virginia State Board of Counseling. QFS employs multiple Licensed Professional Counselors, who provide supervision to direct care staff. Clinical supervisors are responsible for ensuring direct care staff are providing services which are clinically sound, ensuring the quality and integrity of documentation, and providing guidance with crisis situations. QFS also has Directors of Programs to provide training and staff development to staff in each regional office. Directors support direct care staff through training and ongoing communication to address concerns and ensure understanding of policy and procedures. Directors are responsible for developing, planning, establishing goals and evaluating programs. Directors report on the status and needs of the programs. Directors build relationships with case managers and referents to ensure collaboration in meeting the needs of the community. Clinical Supervisors and Directors report directly to the President/COO of QFS. The President/COO is the face of QFS, responsible for the overall leadership and strategic planning. The President/COO has the responsibility to carry out the mission and is responsible for overall management and operation of all aspects of the organization. The President/COO focuses on long-range goals, strategies, plans and policies routinely exercising discretion and independent judgment in the performance of job duties. The President/COO is accountable for the overall programmatic and fiscal integrity of the organization. The President/COO reports directly to the CEO, who establishes the overall vision and mission of the organization. Please see Appendix A for evidence of qualified staff.

QFS is a financially stable organization. Over the past three years QFS has made the following revenue:

- 2019-- [REDACTED]

- 2020-- [REDACTED]
- 2021-- [REDACTED]

References

In this tab, offerors should provide a minimum of three (3) references, who can attest to the Offeror's past performance to provide services similar to those required for the contract. The information provided should include contact person's name, position, up-to-date telephone number and email address, the company for which the contact person worked, and the time period of the services performed. Offerors may not use Henrico County as one of their references.

QFS has partnered with many community stakeholders and have serviced many individuals and families over the years. Below are the names of those who have provided references for QFS:

- Jenny Brown, Senior Family Services Specialist, [REDACTED],
[REDACTED], Louisa DSS
- [REDACTED]
- Cherie Martin, Family Services Worker, [REDACTED]
[REDACTED]

See Appendix B for testimonials.

Service Approach/Implementation of Services

QFS provides a plethora of services to enhance the family unit. QFS services that closely resembles the scope of work this proposal is requesting are the Parent Education and Support Group and Parent Coaching Programs. As previously mentioned QFS takes a wraparound approach in providing services to the entire family not just one specific individual. QFS has discovered taking a wraparound approach assist in long-lasting effectiveness. In addition to a wraparound approach, QFS is one of the leading agencies in trauma-informed care. We have come to understand that unresolved fear, stress, and trauma can gravely impact and individual, family, and community. We pride ourselves on helping individuals and families heal from fear, stress, and trauma and lead a more healthy, impactful and influential lifestyle. This is particularly imperative for parents. What the parents display children usually inherit or follow. Through the parenting group QFS will help parents understand their role as parents and the potential outcomes of not being a "conscious parent". The QFS parenting group has the following goals:

1. To empower parents to come up with solutions on their own that works for them and their children
2. To help parents understand that it is in the context of a new relationship is where healing begins

3. To help parents to understand that all severe behaviors are almost always predictable and through the expressing, processing, and understanding is where healing begins.

QFS will provide a group that consists of five (5) – two (2) hour sessions that utilizes an evidenced based curriculum focusing on strengths-based interventions. The curriculum will incorporate STEP, Parenting Teenagers (Systematic Training for Effective Parenting), The Love and Logic Model, which are both evidenced-based. These two models help parents to focus more on building relationship with their children and helping their children learn how to problem solve, rather than focusing on just the child's behaviors. QFS believes, "Behaviors are a language, stating I need attention and I need to be taught". We believe helping parents to address the underlying issues their children face and teaching standards will show the children to value relationships and live a principle-centered life. QFS will utilize an array of teaching modalities to include: classroom discussion, interactive role-play, homework, guest speakers, videos, and coaching and modeling. There will always be two facilitators for each group. Please see Appendix C for an outline of the group sessions.

QFS will receive referrals from the VJCCCA Coordinator. QFS will send out approved VJCCCA letters to group participants two weeks prior to the group starting and following up with a phone call as a reminder one week prior to the group beginning. In providing the group QFS will remain in contact with VJCCCA Coordinator with any concerns or issues with group participants. QFS will maintain confidential files on each group participant in its HIPPA and DJJ Standards compliant database. QFS will keep written records of attendance and progress of participants, providing them to the VJCCCA Coordinator as requested. At the end of each group, QFS will provide a Discharge Summary for each group participant. All written communication with the family shall be in their native language and documented accordingly. At the end of each program participants will be given an evaluation and QFS will provide them to the VJCCCA Coordinator.

QFS staff facilitators will be available to families by phone 24 hours a day, seven days per week while they are participating in the groups. QFS understands the importance of families having access to a coach in order to address and work through any issues which arise. QFS staff will also be present at any court hearings upon the request of the Court. In the initial session of each group QFS staff will provide written summaries of the material to be covered, general rules of conduct, expectations of each participant, program rules and expectations to include discharge for noncompliance. Each participant will be expected to sign the paperwork with a clear understanding of the program's material and requirements.

Pricing / Cost Proposal

Item	Service	Unit Price	Estimated Quantity	Extended Total
1	Parenting Group Price Per Program	\$1200	10	\$12,000
2	All-Inclusive Hourly Rate for One-on-One Services	\$75	10	\$750
3	Bilingual Hourly Rate	\$75	5	\$375
4	Translation Services Hourly Rate	\$75	5	\$375
Total Hypothetical Price (Sum of Extended Total of Items 1-4)				\$13,500

Exceptions

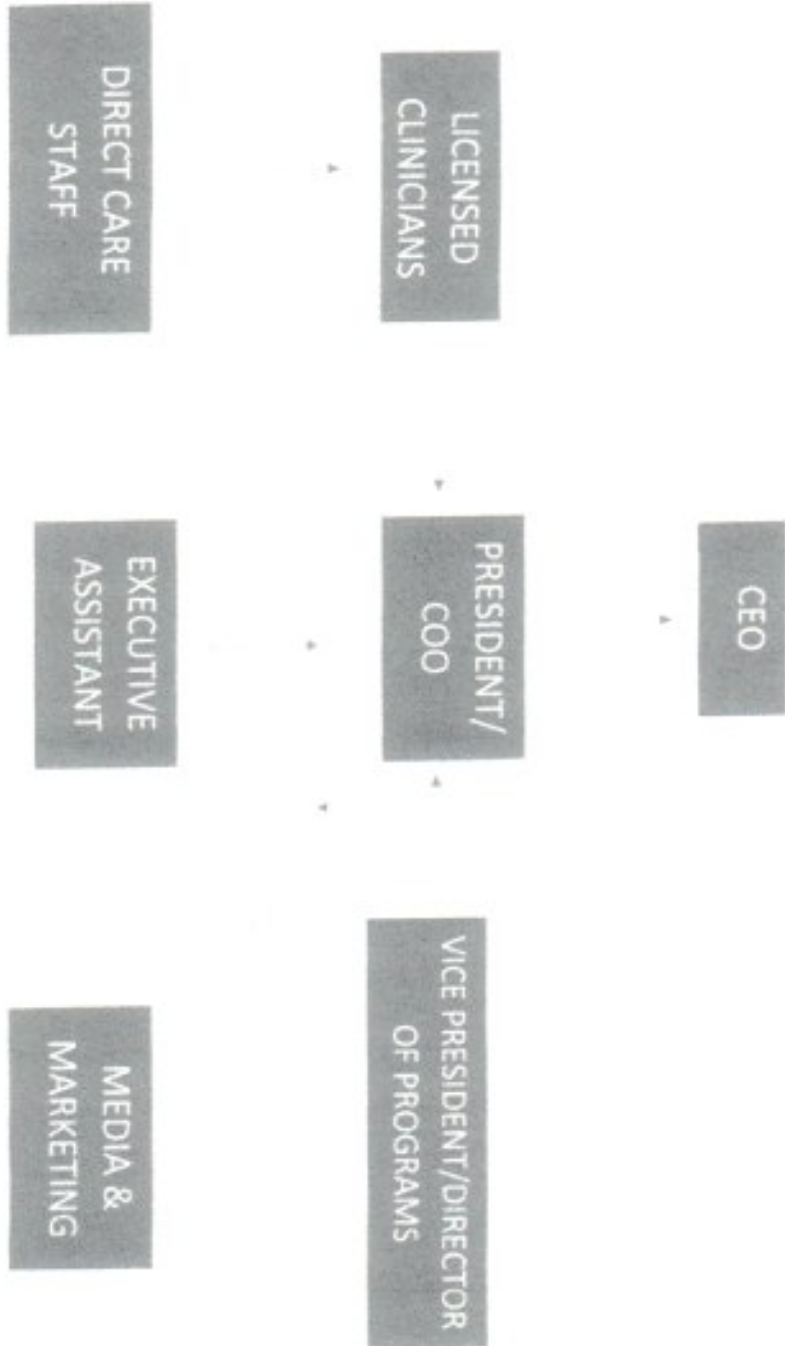
There are no exceptions taken to the Scope of Services and General Terms and Conditions of this Request for Proposal.

Assumptions

There are no assumptions to be listed to this Request for Proposal.

Appendices

QUADRANT FAMILY SERVICES, LLC. ORGANIZATIONAL CHART



Justin Keith Huerkamp, LPC, CSOTP

Curriculum Vitae
April 2019

Home address/phone

[REDACTED]
[REDACTED]
[REDACTED]

Email: [REDACTED]

EDUCATION

August 2003 **Master of Science in Counseling and Psychology, Magna Cum Laude**
to Mississippi College, Clinton, Mississippi (CACREP accredited)
July 2005

August 1999 **Bachelor of Science in Psychology**
to Mississippi College, Clinton, Mississippi
May 2003 Major: Psychology; Minor: Sociology

LICENSE AND CERTIFICATIONS

Licensed Professional Counselor, License # 0701005711
Issued: 01/07/2014
Expires: 06/30/2019

Safety Care Instructor
Issued: 5/25/2016
Expires: 5/25/2019

Certified Sex Offender Treatment Provider #0812000797
Issued: 2/26/2018
Expires: 6/30/2019

Trauma Focused Cognitive Behavioral Therapy (in the process of obtaining certification)

CURRENT EMPLOYMENT

November 2018
to **Outpatient Therapist, Richmond Wellness Center**
Present Richmond, Virginia

Huerkamp 2

Setting/Population: Outpatient counseling office providing therapy to youth and adults with various mental health concerns. Clients include individuals aged 3 and up who present with behavioral problems, and various other forms of mental unhealth including but not limited to Post Traumatic Stress Disorder, Attention Deficit Hyperactivity Disorder, and various Mood Disorders.

Duties: Provide direct care to clients. Therapy provided is Trauma Informed Care. This includes family centered therapy along with reality therapy, solution focused therapy, brief therapy, gestalt therapy, and cognitive behavioral therapy, and Trauma-Focused CBT.

November 2018

to **Outpatient Therapist and Clinical Supervisor, Family Preservation Services**
Present Richmond, Virginia

Setting/Population: Outpatient counseling office providing therapy to youth and adults with various mental health concerns. Clients include individuals aged 3 and up who present with behavioral problems, and various other forms of mental unhealth including but not limited to Post Traumatic Stress Disorder, Attention Deficit Hyperactivity Disorder, and various Mood Disorders, juveniles who have committed sexual harm. Providing supervision for qualified individuals, Residents in Counseling, who are obtaining supervision to be a Licensed Professional Counselor.

Duties: Provide direct care to clients. Therapy provided is Trauma Informed Care. This includes family centered therapy along with reality therapy, solution focused therapy, brief therapy, gestalt therapy, cognitive behavioral therapy, Trauma-Focused CBT, treatment in the Sexual Harm Program and Relapse Prevention Program. Provide weekly supervision to Residents in Counseling.

November 2018

to **Outpatient Therapist and Clinical Supervisor, Integrated Health Services**
Present Richmond, Virginia

Setting/Population: Outpatient counseling office providing therapy to youth and adults with various mental health concerns. Clients include individuals aged 3 and up who present with behavioral problems, and various other forms of mental unhealth including but not limited to Post Traumatic Stress Disorder, Attention Deficit Hyperactivity Disorder, and various Mood Disorders. Treatment for youth and juveniles who are in the YSB program for youth who exhibit sexualized behaviors. Providing supervision for qualified individuals, Residents in Counseling, who are obtaining supervision to be a Licensed Professional Counselor.

Duties: Provide direct care to clients. Therapy provided is Trauma Informed Care. This includes family centered therapy along with reality therapy, solution focused therapy, brief therapy, gestalt therapy, cognitive behavioral therapy, Trauma-Focused CBT, treatment in the Sexual Harm Program and Relapse Prevention Program. Provide weekly supervision to Residents in Counseling.

OTHER CLINICAL EXPERIENCE

Clinical Director (April 2014 – December 2018)
Family Preservation Services—Richmond Region
Richmond, Virginia

Setting/Population: Intensive In-home family therapy, Mental Health Skill Building clients, BTS Services, youth with various forms of trauma, youth who have committed sexual harm. Clients include individuals aged 3 and up who present with behavioral problems, and various other forms of mental unhealth including but not limited to Post Traumatic Stress Disorder, Attention Deficit Hyperactivity Disorder, and various Mood Disorders. Counselors supervised include Intensive in-home counselors, BTS counselors, Mental Health Skill Building counselors and counselors providing other home based services

Duties: Responsible for supervision and coordination of all clinical programming. Supervises all direct care staff and administers all related clinical process functions. Perform liaison functions with referring agents and am responsible for quality management of all clinical functions. Performs all related duties in collaboration with the Regional Director's focus on productivity and viability of the region. Coordinates with the referring agent, the treatment team, and the client/family to supervise and monitor the treatment goals and objectives for all cases. Supervises the processing of referrals and assignment of cases. In collaboration with the Regional Director, investigates and mediates complaints and/or concerns between staff and client/families, staff and referring agents, and collateral sources. Develops and facilitates staff training and in-service programs to maintain contract and regulatory requirements. Participates in developing and monitoring programs, policies, procedures and practices in keeping with FPS and community standards, as well as with Contract and Licensure requirements. Recruits, screens, trains, supervises, and evaluates clinical staff. Provides direct services to clients and families as appropriate or assigned. Conducts clinical assessments on children and families, and prepares assessment report in timely manner. Therapy provided is Trauma Informed Care. This includes family centered therapy along with reality therapy, solution focused therapy, brief therapy, gestalt therapy, and cognitive behavioral therapy. Currently sees around 6 outpatient clients per week for Trauma Focused Cognitive Behavioral therapy and also juveniles who have committed sexual harm and are in the Sexual Harm program or in the Relapse Prevention program.

Clinical Supervisor and Intensive In-Home Therapist (July 2013 – April 2014)
Compass Counseling Services of Northern Virginia
Fredericksburg, Virginia

Setting/Population: Intensive In-home family therapy and Mental Health Support clients. Clients include individuals aged 7 to 21 who present with behavioral problems, and various other forms of mental unhealth including ADHD, PTSD, ODD. Counselors supervised include Intensive in-home counselors, and Mental Health Support counselors.

Duties: Supervise up to 10 Intensive In-Home and Mental Health Support counselors. Supervision occurs on a weekly basis and includes individual and group supervision. Responsible for reviewing staff Case Notes, Treatment Plans, monthly Progress Reports, and Magellan (previously Kepro) extensions. Conduct two or more therapy sessions per week with clients in their home setting. Therapy provided is family centered therapy along with reality therapy, solution focused therapy, brief therapy, gestalt therapy, and cognitive behavioral therapy. Also conduct assessments, produce Treatment Plans, attend IEP meetings, FAPT meetings, communicate with the court system and schools. As an LPC, review assessments and diagnosis performed by LMHP-e's.

Clinical Supervisor (August 2011 – July 2013)
Attachment and Trauma Institute
Richmond, Virginia

Setting/Population: Office setting with Intensive In-Home and Mental health Support counselors.

Duties: Supervise up to 10 Intensive In-Home and Mental Health Support counselors. Supervision occurs on a weekly basis and includes individual and group supervision. Responsible for reviewing staff Case Notes, Treatment Plans, monthly Progress Reports, and Kepro extensions. Responsible for completing the Local Human Rights Committee (LHRC) quarterly and annual reports and attending the quarterly LHRC meetings. Other duties include maintaining a weekly hours report keeping track of hours worked for all employees, attending FAPT and court when needed, staying in contact with referral sources, and staffing new cases. Also responsible for maintaining advertisement for the company for new hires and scheduling and conducting interviews. Attend a weekly management meeting with other supervisors, Quality Assurance, and the Clinical Director to make appropriate plans for staffing and other management issues.

Intensive In-Home Therapist (September 2007 – July 2011)
Attachment and Trauma Institute
Richmond, Virginia

Setting/Population: In home family therapy and Mental Health Support. Clients include trauma victims, behavioral problems such as ADHD, ODD, PTSD, and various other forms of mental unhealth.

Duties: Conduct two or more therapy sessions per week with clients in their home setting. Therapy provided is family centered therapy along with reality therapy, solution focused therapy, brief therapy, gestalt therapy, and cognitive behavioral therapy. Also conduct assessments, produce Treatment Plans, attend IEP meetings, FAPT meetings, communicate with the court system and schools. Other duties include teaching statistics, advising on research, and conducting research.

Therapeutic Day Treatment Specialist (November 2010 – July 2011)
Middle Peninsula Northern Neck CSB
King William, Virginia

Setting/Population: Therapeutic Day Treatment. Clients include children diagnoses with ADHD, ODD, PTSD, PDD, and other behavioral problems.

Duties: Conduct two or more therapy sessions per day with clients in a school setting. One individual when appropriate and one group setting per day. Therapy provided includes reality therapy, solution focused therapy, brief therapy, gestalt therapy, and cognitive behavioral therapy. Also conduct assessments, produce Treatment Plans, attend IEP meetings, FAPT meetings, communicate with the court system and schools.

Psychometrist, Neuropsychology Laboratory (October 2005 – July 2007)
University of Mississippi Medical School
Department of Psychiatry and Human Behavior
Jackson, Mississippi

Setting/Population: Neuropsychology practice within the University medical center. Patients included children, adolescents, adults, and older adults. Presenting problems included ADHD, dementia, traumatic brain injury, and various other neuropsychological and behavioral problems.

Duties: Conduct two or more comprehensive neuropsychological evaluations per week, consisting of administering and scoring mental status exams, intelligence tests, achievement tests, attention tests, memory tests, self-report measures, and interview. Teach psychiatry and psychology residents to administer psychological and neuropsychological tests and train psychology residents in performing bedside evaluations. Assist with Small Groups Training in mental status examinations and interviewing skills to third year medical students and preparing

testing for psychiatry residents. Participate in groups to develop research ideas. Maintain, organize, and update the neuropsychological database.

Selected Tests/Interviews Administered and Scored: WAIS-III, WISC-III, WJ-III Achievement, WJ-III Cognitive Abilities, DRS, DRS-2, CVLT-II, WMS-III, WRAT-III, WCST, Graphesthesia, finger tapping, Trails, BDI-II, STAI, HVOT, Stroop, Stroop-Children Line Bisection, JLO, MMSE, Test of Everyday Attention, TEA-Childrens Version, Rey figure, COWA, Digit Vigilance Test, ACT, WURS, WMT, PAI, Boston, PPVT-III, CVLT-C, WRAML, VMI, NEPSY, Children's Depression Inventory, and Gray Oral Reading Test, among others.

Mental Health Therapist (August 2005 - October 2005)

*Region 8 Mental Health and Retardation Center
Brandon, Mississippi*

Setting/Population: Outpatient community mental health center. Clients included adults, children, and adolescents. Clients presented with a wide variety of issues including depression, anxiety, schizophrenia, OCD, ADHD, and other mental illnesses.

Duties: Provided individual, family, and couples therapy.

Psychiatric Technician (2003-2005)

*St. Dominic Behavioral Health Center
Jackson, Mississippi*

Setting/Population: Inpatient adult mental health hospital.

Duties: Worked with counselors, nurses, and psychiatrists on the mental health inpatient units, assisting in a wide variety of group treatment settings including treatment teams. I also held one-on-one therapy sessions with patients on an as needed basis.

Clinical Assistant (2001-2003)

*St. Dominic Behavioral Health Center
Jackson, Mississippi*

Setting/Population: Inpatient adult chemical dependency unit.

Duties: Worked with counselors on the Chemical Dependency Unit, assisting in a wide variety of group treatment settings. I also conducted Big Book Studies and Meditation groups with patients.

PROFESSIONAL AFFILIATIONS

American Mental Health Counselors Association (AMHCA), 2003-present
Mississippi Counselors Association, 2005-2007
National Board of Certified Counselors, 2005-2014

SELECTED HONORS AND AWARDS

Psi Chi National Honor Society in Psychology (2001)
Leadership Scholarship, Mississippi College (1999)

PUBLICATIONS AND PRESENTATIONS

Peer-Reviewed Articles

- O'Bryant, S. E. O., Gavett, B., O'Jile, J. R., Humphreys, J. D., **Huerkamp J. K.**, Smitherman, T. A., et al. (in press). Clinical utility of Trial 1 of the Test of Memory Malingering (TOMM). *Applied Neuropsychology*.
- Smitherman, T. A., **Huerkamp, J. K.**, Miller, B. L., Houle, T. T., & O'Jile, J. R. (2007). The relation of depression and anxiety to measures of executive functioning in a mixed psychiatric sample. *Archives of Clinical Neuropsychology*, 22, 647-654.

Poster Presentations

- Miller, B., **Huerkamp, J.**, Schumacher, J., & O'Jile, J. (2006). *SSRIs and cognitive performance in patients with dementia*. Poster presented at the 35th Meeting of the International Neuropsychological Society, Portland, OR.
- Wickwire, E., Miller, B.L., Schumacher, J., O'Jile, J., & **Huerkamp, J.** (2006, November). *The Relation between Insomnia and Cognitive Functioning among Middle-Aged Adults*. Poster presented at the annual convention of the Association for Advancement of Behavior Therapy, Chicago, IL.
- Bonner, K., Fucher, E., Heard, G., **Huerkamp, J.K.**, Owens, T., & Spires, T. (2005). *Development of the Cross Cultural Sensitivity Scale*. Poster presented at annual poster presentations at Mississippi College, Clinton, MS.

Paper Presentations

- Huerkamp, J.K.** (2003, April). *Birth Order's Relationship to Spirituality, Self-Esteem, Optimism, and Interests*. Honors paper presentation at Mississippi College, Clinton, MS

EDITING AND REVIEWING

Ad Hoc Reviewing:

Archives of Clinical Neuropsychology
American Journal of Alzheimer's Disease and Other Dementias
Cephalalgia
Journal of the American Geriatrics Society
Journal of Clinical Psychology
Neuropsychiatry, Neuropsychology, & Behavioral Neurology

GRADUATE CLINICAL EXPERIENCE

Graduate Intern, St. Dominic Counseling Center (August 2004-July 2005)

Jackson, Mississippi

Setting/Population: Outpatient treatment center of children, adolescents, and adults referred by various sources including Department of Human Resources, psychiatrists, and self. Presenting complaints were varied and included abuse/neglect, severe behavioral problems, suicidality, depression, and anxiety. (40 hours/week)

Duties: Conducted one or more comprehensive psychological evaluation per week, usually consisting of a clinical interview, mental status exam, intelligence test, achievement test, attention test, memory test, and self-report measures among others. An integrated report was written for each evaluation and recommendations for follow up were given. Also saw multiple individual therapy clients per week.

Selected Tests/Interviews Administered: WAIS-III, WISC-III, MMPI-2, MMPI-A, WIAT-II, CMS-III, WMS-III, Trails, WRAT-III, CVLT-II, WCST, BDI-II, BAI, CPT, TOMM, SCID, VMI Connors, Gordon, and others.

Supervisor: Criss Lott, Ph.D., Licensed Psychologist; Bill Scruggs, MS., Licensed Professional Counselor

Graduate Intern, Outpatient Alcohol and Drug Treatment (August 2004-July 2005)

St. Dominic Behavioral Health Center

Jackson, Mississippi

Setting/Population: Intensive Outpatient treatment for adults with chemical dependence. (4 hours/week)

Duties: Provided bi-weekly group therapy with a co-therapist to adult clients.

Supervisors: Criss Lott, Ph.D., Licensed Psychologist; Bill Scruggs, MS., Licensed Professional Counselor, Ron Waddle, CADAC.

Graduate Intern, National Screening Days

St. Dominic Counseling Center

National Anxiety Disorders Screening Day (October 2004)

National Depression Screening Day (November 2004 and May 2005)

Duties: Assisted in multiple screenings for anxiety and depressive disorders within the community. Administered and scored screening questionnaires, provided feedback regarding risk level for the various disorders, and provided referrals when warranted.

Supervisors: Criss Lott, Ph.D., Licensed Psychologist; Bill Scruggs, MS., Licensed Professional Counselor

ADMINISTRATIVE AND LEADERSHIP EXPERIENCE

Graduate Program Committee (2004)

Mississippi College

Duties: This committee is responsible for evaluating the graduate mental and behavioral

health psychology program and proposing/implementing modifications to that program for the Council for Accreditation of Counseling and Related Educational Programs (CACREP) accreditation. I served on this committee with the Director of the Graduate Psychology Program, other psychology professors, a member of the counseling community, and one other graduate student.

TEACHING EXPERIENCE

Graduate Teaching Assistant

Mississippi College

Fall Semester 2003 to Spring Semester 2005

Description: Assisted professors in teaching courses including Learning Psychology, Psychological Statistics, and Experimental Psychology. During this time, I planned and started up a *betta* fish lab for undergraduate students in the Learning Psychology class to teach concepts of behavioral training. I also was responsible for presenting lectures twice weekly for Psychological Statistics and once weekly for Learning Psychology in the absence of the professor. I designed and graded quizzes and tests for these classes and for the Fish Lab. Delivered lectures on all aspects of Learning Psychology and on different aspects of conducting research.

Supervisor: Bill Wheeler, Ph.D.

Guest Lecturer

Testing and Measurements (Graduate-level)

Mississippi College

May 2006, June 2006, May 2007

Description: Lectured graduate students on different neuropsychological tests and provided demonstrations as to how some of the various tests are administered.



Virginia Department of Health Professions License Lookup

Current as of 07/05/2022 13:25

License Information

License Number	0701005711
Occupation	Licensed Professional Counselor
Name	Justin K Huerkamp
Address	Richmond, VA 23219
Initial License Date	01/07/2014
Expire Date	06/30/2023
License Status	Current Active
Additional Public Information*	No

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This serves as primary source verification of the credential issued by the Commonwealth of Virginia and meets the requirements of the Joint Commission.

* "Yes" means that there is information the Department must make available to the public pursuant to §54.1-2400.2.H of the Code of Virginia; please note that this may also include proceedings in which a finding of "no violation" was made. For additional information click on the "Yes" link above. "No" means no documents are available.

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Virginia Department of Health Professions License Lookup

Current as of 07/05/2022 13:25

License Information

License Number	0812000797
Occupation	Sex Offender Treatment Provider
Name	Justin K Huerkamp
Address	Richmond, VA 23219
Initial License Date	02/26/2018
Expire Date	06/30/2023
License Status	Current Active
Additional Public Information*	No

[Back to License Lookup Result](#)

This serves as primary source verification of the credential issued by the Commonwealth of Virginia and meets the requirements of the Joint Commission.

* "Yes" means that there is information the Department must make available to the public pursuant to §54 1-2400.2.H of the Code of Virginia; please note that this may also include proceedings in which a finding of "no violation" was made. For additional information click on the "Yes" link above. "No" means no documents are available.

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Patrice Rena Powell, Resident in Counseling, CSAC, MAC

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

Summary of Skills

Extensive experience with community based and residential services. Experience performing intakes, assessments, individual therapy, substance abuse counseling, and providing clinical supervision. Ability to form relationships with community stakeholders. Strong oral and written clinical skills. Knowledgeable of various treatment modalities. Able to work as a team player as well as independently. Ability to work in high demanding work environment. Knowledgeable of Medicaid and DBHDS regulations.

Employment

Richmond Behavioral Health Authority (RBHA)

November 2019-present

Program Supervisor I

- Supervises clinical and case management activities of the Substance Abuse Division on North Campus for the Women's Residential Treatment Center; ensures health, safety and welfare of clients; plans, organizes, directs and supervises assigned staff; supervises crisis interventions.
- Sets program priorities; monitors and evaluates service delivery in accordance with established guidelines and principles; develops and enforces program policies and procedures.
- Assists in the recruitment and selection of program personnel; assigns, directs, trains and inspects the work of staff; disciplines, coaches, counsels and evaluates staff performance; recommends suspensions and termination; develops staff schedules and approves leave.
- Conducts meetings to discuss client/program/staff concerns or changes; consults with teams and committees in the planning and development of treatment and discharge plans; coordinates admissions and discharges of clients.
- Monitors and audits clinical and medical records and practices for compliance with regulatory, reimbursement and agency standards; reviews documentation for accuracy.
- Conducts direct care with clients; performs intakes, client assessments and diagnostic interviews; assists clients with activities of daily living.
- Provides crisis intervention and prevention services to individuals and families; develops crisis response plans; provides consultation and education to staff and clients.
- Consults and coordinates treatment with other service providers and client support system.
- Conducts community outreach presentations to local community partners and other service providers.
- Reviews, tracks and analyzes reports; prepares and submits reports.
- Prepares and distributes correspondence to staff to improve communication and shares important announcements, deadlines, changes, etc.
- Serves on a variety of committees as directed; attends and participates in a variety of meetings.
- Attends professional conferences and trainings as required.

The New YCAPP

Substance Abuse Program Coordinator

March 2018-Present

- Provide comprehensive direct clinical outpatient treatment to include intake and diagnostic assessments, corresponding individual and family therapy, and therapeutic groups (when applicable) in compliance with DMAS/DOS policies and procedures.
- Complete weekly client billable, while also providing clinical management and coordination over the Partial Hospitalization and Intensive Outpatient program and its services. Ensure that all clinical documentation for program services are in accordance with DOS and DMAS policies and procedures.
- Maintain compliance with all funding source regulations, rules, and documentation requirements to ensure timely approval of all service authorizations and re-authorizations for our clients.
- Ensure agency and staff compliance with all local, State, and Federal regulatory requirements, including timely and accurate documentation of services provided for; Licensure, HIPAA, Medicaid, Department of Social Services and other professional standards and funding sources.
- Report clinical concerns, as outlined in policy, in a timely manner to your Regional Director and assist in disseminating information to and from the clinical team.
- Effectively collaborate with colleagues to assure client care is occurring as specified in policy and procedure.
- Comply with Commonwealth of Virginia Mandated Reporting Laws.
- Maintain licensing as required
- Coordinator will collaborate with other providers as needed.

The New YCAPP

Clinical Field Supervisor

April 2017-March 2018

- Design and support implementation of treatment protocols in collaboration with senior management
- Provide clinical, technical assistance to staff in case conceptualization, development, and implementation of Individual Service Plans (ISP).
- Supervise non-licensed staff in the provision of all services
- Submit all required documentation for service authorization
- Track service authorization to prevent lapses in authorization
- Monitor the delivery of services to ensure conformance with Agency policy and procedure and State and Federal rules and statutes
- Lead clinical staffing meetings for staff and other appropriate staff to enhance their clinical knowledge.
- Provide consistent First Responder accessibility consistent with Agency Policy and Procedures and State rules/definitions for consumers, guardians, and family members, and Agency staff.

The New YCAPP

October 2016-April 2017

Clinician Support Team (CST)

- Provide direct service daily, including psychoeducational counseling group, individual counseling, and crisis intervention
- Complete Intake Assessments with potential participants and parents
- Establish and maintain positive relationships with school staff
- Promote the program in a positive manner to elicit referrals and maintain census and growth of the program
- Conduct a minimum of one individual therapy session with all participants on case load weekly
- Complete all Authorizations and Progress Notes using sound clinical documentation and abiding by all agency, Medicaid, and licensure standard
- Collaborate with Case Manager to participate in quarterly staffing to review each participant progress.
- Attend all related school related review teams, staffing, etc. as necessary.

Youth Excel and Advancement, LLC

Therapeutic Day Treatment Clinical Supervisor

December 2015-October 2016

- Assists the Site Director with the provision of the TDT services
- Full time supervisor manages TDT staff
- Remains available to assist with crisis intervention.
- Provides on and off-site supervision of Therapeutic Day Treatment teams.
- Recommends, prepares and facilitates trainings as necessary to assist staff in better meeting the needs of clients.
- Facilitates wraparound team meetings to enlist existing supports in determining and meeting service objectives and to identify additional resources and supports.
- Fulfills all documentation and case management functions for providing direct service as outlined in the counselor job description.
- Adheres to and upholds the guidelines and standards of DMHMSAS and DMAS standards and guidelines, in the provision of supervision and clinical care.

Intensive In-Home/Mental Health Skill Building Clinical Supervisor

October 2015-December 2015

- Complete intake assessments to determine eligibility for services and submits completed intakes to the Compliance Director within 48 hours of the face-to-face intake.
- Provides input to admission team regarding treatment needs and recommendations.
- Provides regular clinical supervision to direct service staff in the Intensive In-Home and/or Mental Health Skill Building Programs.
- Conducts in-home therapy services to all Intensive In-Home client or assures that Intensive In-Home clients are actively participating in therapy services with another provider.
- Reviews all progress notes and agency reports for Intensive In-Home Mental Health Skill Building programs and provides feedback to staff for quality improvement.
- Reviews and approves all continued stay service authorization requests written by QMHPs
- Completes Individual Service Plans for all Intensive In-Home and Mental Health Skill Building clients.
- Provides administrative oversight for assigned program and/or sites.
- Conducts quality assurance contacts with client/guardians to ensure quality of services being provided.
- Participates in panel interview for Intensive In-Home/Mental Health Skill Building candidates.
- Meets with clinical supervisor (Licensed Mental Health Professional) at least weekly to reviews.

Other duties as assigned.

Civitas Health Services, Incorporated

November 2014-October 2015

Clinical Supervisor

- Provide direct therapeutic services to clients at a maximum of 15 hours per week.
- Performs an initial client intake and assessment and develops and carries out treatment plans and make referrals for a wide range of assigned child and adults clients including case management for the chronically mentally ill.
- Attends case conferences to review client cases and resolve difficult therapeutic problems.

- Completes, maintain and updates written diagnostic assessments/records, diagnose clients based on: family functioning, psychological/emotional, social, academic, medical, behavioral, substance abuse, skills, and strengths, barriers to economic self-sufficiency treatment history, and utilizing DSM-V to generate proper multi-axial diagnosis.
- Plans and facilitates weekly supervision meetings with assigned staff members where necessary.
- Conduct Program Management duties where necessary.
- Meets with Clinical Director/Supervisor individually on a weekly basis to review planning and feedback concerning counseling issues.
- Provides the appropriate documentation for clinical purposes and proper record keeping.
- Participate in client specific team meetings that involve wraparound services or immediately impact client outcomes.
- Consults with and serves as a liaison with community agencies and other mental health programs and services.
- Conducts documentation review where needed including progress notes, treatment plan, and reports.
- Coordinates client care with other clinicians as needed to insure continuity, as necessary.

Family Redirection Institute, Incorporated

Intensive In-Home Supervisor

April 2010-March 2014

- Performs initial interviews and diagnostic assessment.
- Develops clinical service plan
- Implements, evaluates, and modifies services plan for all assigned individuals.
- Performs individual, family, group counseling, and crisis intervention for In-Home individuals.
- Performs psycho/social assessments
- Administers psychological assessments
- Formulates and coordinates discharge and aftercare planning.
- Attends all required clinical meetings
- Attends all assigned individual and group supervision
- When required, provides supervision to program staff.
- Participates in regular professional development in accordance with discipline and level skill.
- Is available for twenty-four hour crisis intervention and family support.
- Is responsible for the proper and timely documentation of all information required by the Department of Mental Health Retardation and Substance Abuse Services and Family Redirection Institute, Inc.
- Actively coordinates case management, discharge, and aftercare planning and referral agencies.
- Assumes on-call responsibility as necessary.
- Completes all other work-related tasks assigned by the Program Director or the Executive Director and shall report to the Program Director.

Education

NORFOLK STATE UNIVERSITY- *Masters of Arts Urban Education Guidance and Counseling*

CHRISTOPHER NEWPORT UNIVERSITY- *Bachelor of Science in Governmental Administration*

Renton High School- *High School Diploma*

Skills/Certifications

- **Masters of Addiction Counselor (MAC)**
- **Certification Substance Abuse Counselor (CSAC)**
- **Licensed Eligible/ Resident in Counseling**
- **Word/Excel/PowerPoint/Internet**



Virginia Department of Health Professions License Lookup

Current as of 07/05/2022 13:26

License Information

License Number	0701010504
Occupation	Licensed Professional Counselor
Name	Patrice R Powell
Address	Henrico, VA 23231
Initial License Date	05/13/2021
Expire Date	06/30/2023
License Status	Current Active
Additional Public Information*	No

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Virginia Department of Health Professions License Lookup

Current as of 07/05/2022 13:26

License Information

License Number	0710102182
Occupation	Certified Substance Abuse Counselor
Name	Patrice R Powell
Address	Henrico, VA 23231
Initial License Date	08/22/2006
Expire Date	06/30/2023
License Status	Current Active
Additional Public Information*	No

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Virginia Department of Health Professions License Lookup

Current as of 07/05/2022 13:26

License Information

License Number	0718000500
Occupation	Substance Abuse Treatment Practitioner
Name	Patrice R Powell
Address	Henrico, VA 23231
Initial License Date	11/05/2021
Expire Date	06/30/2023
License Status	Current Active
Additional Public Information*	No

[Back to License Lookup Result](#)

This serves as primary source verification of the credential issued by the Commonwealth of Virginia and meets the requirements of the Joint Commission.

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[Back to License Lookup](#)

Sean Young

President and Chief Operating Officer-Quadrant Family Services

[REDACTED]

[REDACTED]

[REDACTED]

To obtain a leadership capacity as a service provider, empowering youth and families.

Authorized to work in the US for any employer

Work Experience

President and COO

Quadrant Family Services - Richmond, VA

July 2020 to Present

The President/COO is the face of Quadrant Family Services, responsible for the overall leadership and strategic planning. The President/COO has the responsibility to carry out the mission and is responsible for the overall management and operation of all aspects of the organization. The President/COO focuses on long-range goals, strategies, plans and policies routinely exercising discretion and independent judgment in the performance of job duties. The President/COO is accountable for the overall programmatic and fiscal integrity of the organization.

Parent Coach/Therapeutic Mentor QMHP A/C

Quadrant Family Services - Richmond, VA

November 2016 to Present

Parent Coaching / Therapeutic Mentoring services for CSA funded individuals. Parent Coaching / Therapeutic Mentoring services include the following:

- Role playing
- Skill acquisition in the community
- Teaching and practicing coping skills
- Relaxation strategies
- Teaching replacement behaviors
- Increasing communication skills
- Practicing conflict resolution strategies
- Experiential practice of new skills in the community
- Social skills training
- Development of treatment plans

Family Services Specialist I -- CPS Investigations Unit

Chesterfield-Colonial Heights Department of Social Services

January 2019 to July 2020

- Counsel individuals and groups regarding time management, parenting, budgeting, personal goal setting, health, and safety issues, problem solving;
- Plan, conduct, prepare materials, coordinate speakers/facilities for education and training groups;
- Intervene with customers in crisis situations;

- Provide emergency services;
- Provides emotional support to individuals/families, validate customer concerns while emphasizing personal responsibility and exploring options with customers;
- Monitor customer participation/compliance with policy suspending benefits when necessary;
- Educate internal and external customers on program components, policies, and procedures
- Communicate orally, in writing, and electronically with internal and external resources to coordinate services;
- Document all case-specific contacts and activities, secure supporting materials, complete all forms, documents and enter required information into documentation systems.

Director of Residential Services QIDP

Visions Family Services - Petersburg, VA

October 2015 to November 2016

Provide administrative oversight for the Residential Services program for adults with Intellectual Disabilities.

Establish and manage the budget, standard operating procedures, and compliance in accord with State and Federal Regulations.

Responsible for the hiring and training of staff.

Program Manager, Therapeutic Day Treatment

Civitas Health Services - Richmond, VA

June 2014 to October 2015

Provide administrative oversight for the Therapeutic Day Treatment program.

* Maintain the day-to-day operations of the program, ensuring that all program needs are met in a timely fashion and according to all regulations.

* Supervise staff, ensuring they have the resources and training necessary to complete their work duties and carry out program objectives.

In-Home Counselor- QMHP-C

Attachment and Trauma Institute - Richmond, VA

June 2010 to May 2014

Qualified Mental Health Professional-Child)

* Provide individual and family counseling to youth at-risk of being removed from the home through effective interventions in the home, school, and community.

* Develop individual service plans, goals and strategies; identifies appropriate resources; counsels clients and makes necessary referrals. Supervise cases, monitors progress and compliance with court orders, and ensures safety and well-being of clients.

* Prepare legal documents; initiate legal actions, such as motions, notices, petitions, and hearings; testify in court and provides written reports, service plans, case histories, and other documents for judicial or administrative review.

Investigator, Child Protective Services

Dept. of Social Services

March 2011 to April 2014

Performed complex and difficult tasks to ensure the protection of children and manages the delivery of services to abused and/or neglected children and their families.

* Investigated complaints of neglect and/or abuse of children. Exercises emergency removal authority with approval.

* Developed service plans which include referrals to other resource providers as necessary. Participate in court presentation of cases.

Social Worker

Dept. of Social Services - Richmond, VA

May 2008 to August 2010

Provide case management to families that are referred by the CPS Hotline or by the Juvenile Court System who are at-risk of out of home placement. Coordinates services provided by other agencies, such as individual or family counseling, educational programs, medical care, mental health care, probation monitoring, substance abuse treatment, and law enforcement intervention.

* Formulate service plans, goals and strategies; identifies appropriate resources; counsels clients and makes necessary referrals. Supervise cases, monitors progress and compliance with court orders, and ensures safety and well-being of clients.

* Prepare legal documents; initiate legal actions, such as motions, notices, petitions, and hearings; testify in court and provides written reports, service plans, case histories, and other documents for judicial or administrative review.

Education

Masters of Divinity in Pastoral Care and Counseling

Virginia Union Univ - Richmond, VA

September 2008 to December 2010

None in Clinical Social Work Practice

Virginia Commonwealth Univ - Richmond, VA

August 2007 to December 2010

None in Family-Centered Practice

Univ. of Georgia - Gwinnett, GA, US

August 2006 to May 2007

Bachelor of Arts in Sociology

Morehouse College - Atlanta, GA

August 2000 to May 2005

Skills

- Microsoft Office (10+ years)
- Supervisor (4 years)
- Workshop Facilitation (10+ years)
- Microsoft Excel
- Mental Health (9 years)
- Documentation
- Management

Morehouse College 830 Westview Drive, S.W., Atlanta, GA 30314-3773**Official Transcript**

Student No: M00147813

Date of Birth: [REDACTED]

Date: 12/08/2007

CPFI

Record of [REDACTED]
Level: Undergraduate

Page: 2

SUBJ	MO	C	COURSE TITLE	CRED	GRD	PTS	R	SUBJ	MO	C	COURSE TITLE	CRED	GRD	PTS	R
Institution Information continued:								Institution Information continued:							
Fall 2002								Fall 2002							
Social Sciences								Social Sciences							
Sociology								Sociology							
Continuing								Continuing							
NRRL 201	N		Introduction to Religion	3.00	N	0.00		NRRL 201	N		Introduction to Religion	3.00	N	0.00	
NSOC 101	N		Introduction to Sociology	3.00	B+	9.90		NSOC 101	N		Introduction to Sociology	3.00	B+	9.90	
NSOC 294	N		Principles of Sociology	3.00	N	0.00		NSOC 294	N		Principles of Sociology	3.00	N	0.00	
Ehrs: 3.00 GPA-Hrs: 3.00 QPts: 9.90 GPA: 3.30								Ehrs: 3.00 GPA-Hrs: 3.00 QPts: 9.90 GPA: 3.30							
Good Standing								Good Standing							
IN PROGRESS WORK								IN PROGRESS WORK							
NSOC 215	N		Criminology	3.00	IN PROGRESS			NSOC 215	N		Criminology	3.00	IN PROGRESS		
NSOC 302	N		Social Research Methods	3.00	IN PROGRESS			NSOC 302	N		Social Research Methods	3.00	IN PROGRESS		
In Progress Credits: 6.00								In Progress Credits: 6.00							
Spring 2003								Spring 2003							
Social Sciences								Social Sciences							
Sociology								Sociology							
Continuing								Continuing							
NRRL 354	N		Junior Assembly	0.00	F	0.00		NRRL 354	N		Junior Assembly	0.00	F	0.00	
NRRL 111	N		Meet. of Music & Music Lit.	3.00	F	0.00		NRRL 111	N		Meet. of Music & Music Lit.	3.00	F	0.00	
NSOC 215	N		Criminology	3.00	B	0.00		NSOC 215	N		Criminology	3.00	B	0.00	
NSOC 301	N		Statistics	3.00	B-	0.10		NSOC 301	N		Statistics	3.00	B-	0.10	
NSOC 302	N		Social Research Methods	3.00	N	0.00		NSOC 302	N		Social Research Methods	3.00	N	0.00	
Ehrs: 3.00 GPA-Hrs: 6.00 QPts: 0.10 GPA: 1.15								Ehrs: 3.00 GPA-Hrs: 6.00 QPts: 0.10 GPA: 1.15							
Good Standing								Good Standing							
Fall 2003								Fall 2003							
Social Sciences								Social Sciences							
Sociology								Sociology							
Continuing								Continuing							
NRRL 451	N		Senior Assembly	0.00	F	0.00		NRRL 451	N		Senior Assembly	0.00	F	0.00	
NRRL 454	N		Survey of Afro-American Music	3.00	D	3.00		NRRL 454	N		Survey of Afro-American Music	3.00	D	3.00	
NRRL 157	N		Weight Training/Physical Fitne	1.00	F	0.00		NRRL 157	N		Weight Training/Physical Fitne	1.00	F	0.00	
NRRL 201	N		Introduction to Philosophy	3.00	N	0.00		NRRL 201	N		Introduction to Philosophy	3.00	N	0.00	
NSOC 101	N		History of Social Thought	3.00	B+	9.90		NSOC 101	N		History of Social Thought	3.00	B+	9.90	
***** CONTINUED ON NEXT COLUMN *****								***** CONTINUED ON NEXT COLUMN *****							

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***** CONTINUED ON PAGE 3 *****

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John L. Mason
Associate Dean of Records and Registration

Morehouse College 830 Westview Drive, S.W., Atlanta, GA 30314-3773

Student No: MC0547823

Date of Birth: [REDACTED]

Official TranscriptDate: 36899
3/27/2007
0971Revised of: [REDACTED]
Level: Undergraduate

Page: 1

COURSE NO.	C	COURSE TITLE	CRED GRD	PTS E
Institution Information continued:				
WART 110	H	Survey of Visual Arts	3.00 A-	11.10
WENG 152	H	Communication in Small Groups	3.00 A	12.00
WREL 201	H	Introduction to Religion	3.00 B	9.00
WREL 211	H	Intro to New Testament	3.00 B	9.00
WROC 403	H	Survey Research & Data Analysis	3.00 A	12.00
WUST 243	H	Introduction to Urban Studies	3.00 B+	9.90
Ehcr: 18.00 GPA-Hrs: 18.00 QPct: 61.00 GPA: 3.50				
Honor Roll				
Good Standing				
***** TRANSCRIPT TOTALS *****				
		Earned Hrs	GPA Hrs	Points GPA
TOTAL INSTITUTION		121.00	124.00	351.00 2.83
TOTAL TRANSFER		0.00	0.00	0.00 0.00
OVERALL		121.00	124.00	351.00 2.83
***** END OF TRANSCRIPT *****				

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John L. Mason
Associate Dean of Records and Registration

HOPE HARRIS

SUMMARY

Improving the quality of life and wellbeing of others is my passion and my pursuit. With experience through community-based work, and my profession training, I am well prepared for advancing my career in the mental health field by working with adults to provide education, training, counseling, advocating, care coordination, and assisting people to help solve problems is required.

EDUCATION

Human Services -Substance Use certificate program (transfer)
J. S. Reynolds' Community College 2010 - Richmond, VA

Bachelor of Science in Interdisciplinary Studies-Minor in Psychology
Liberty University 2015- Lynchburg, VA

Masters in Adult Education Program 2021
Strayer University - Richmond, VA

RELEVANT EXPERIENCE

Richmond Behavioral Health Authority, Richmond Virginia

4/4/2022-Current

Substance Use Case Manager -SUD

The core service provided by substance use disorder (SUD) Case Management Services includes assisting individuals with accessing treatment and support for their substance use needs, co-occurring mental health issues, and/or medical needs as well as accessing supports related to employment and housing. Individualized, person-centered treatment planning. Coordination of services, on-going assessment of needs, monitoring of services and supports, and supportive counseling. Referrals and linkages to resources such as transportation, housing, vocational and employment programs, and medical & dental care. Collaboration with treatment providers (such as a psychiatrist or medical professional) to monitor needs and progress

Quadrants Family Services, Richmond, Virginia
<https://www.quadrant-fs.com/about-us>

11/1/2020-Current

To provide comprehensive services through adolescent skill building/mentoring, parent coaching, parent education/co-parenting and mediation, to improve the character and integrity of the client and preserve the family unit. We educate the community on the psychology of regulation, to gain a deeper understanding of fear, stress and trauma which is the root cause of problematic behaviors to heal the family. Quadrant Family Services strives to provide a high standard of services through a philosophy of love-based relationship.

Parent Coach

Provide parenting education to families impacted by traumatic circumstances. Training families to review and implement more effective parenting skills by learning skills, attempt skills, failing and then adapting. Meeting a minimum of five hours weekly in the client's home. Effort to promote examining the cause of maladaptive behaviors and corrective those behaviors which restores families to healthier state of being.

YCAPP Inc. Richmond, Virginia

8/1/2017-2/1/2020

The New Y-Capp Inc. (THE NEW Y-CAPP INC.) is a behavioral health agency in Richmond, Virginia. Behavioral health centers are responsible for assuring the delivery of community based mental health, mental retardation, substance abuse and/or behavioral health services to individuals with those disabilities.

Case worker

- Developed confidential service plans and other documentation required.
- Assisted consumers in developing independence by increasing their basic living skills.

Hope Harris • [REDACTED]

- Attend agency training for clinical development and support to maintain agency standards. * Advocating for consumers to protect their human rights while developing consumer ability to cope with bipolar depression, OCD, anxiety disorders, and other mental health disorders.
- Collaborating with various agencies to accommodate needs of the client.
- Supporting consumers while they improve behaviors which results in conflict, aggression, isolation, etc.

Ultimate Outcome Therapeutic Services Richmond, Virginia

3/2009-8/2010

A private or public agency usually under local government jurisdiction, responsible for assuring the delivery of community based mental health, intellectual disabilities, substance abuse and/or behavioral health services to individuals with those disabilities. Services may range from companion care, respite, transportation, community integration, crisis intervention and stabilization, supported employment, day support, prevocational services, residential support, therapeutic and supportive consultation, environmental modifications, intensive in-home therapy and day treatment, in addition to traditional mental health and behavioral treatment.

Behavioral Health Worker

- Developed confidential service plans and other documentation required.
- Assisted consumers in developing independence by increasing their basic living skills.
- Attend agency training for clinical development and support to maintain agency standards. * Advocating for consumers to protect their human rights while developing consumer ability to cope with bipolar depression, OCD, anxiety disorders, and other mental health disorders.
- Collaborating with various agencies to accommodate needs of the client.
- Supporting consumers while they improve behaviors which results in conflict, aggression, isolation, etc.

Guiding Young Minds Richmond, Virginia

10/2005-1/2010

Mental Illness Community Based Residential Treatment Facility:

A home-like residential facility providing psychiatric treatment and psycho / social rehabilitative services to individuals diagnosed with mental illness.

Support Staff

- Provides direct supervision to adolescent males 13-16years/ 16-21years.
- Perform documentation daily required by DMAS and crisis support in the facility.
- Supported appropriate behaviors by redirected, problem-solving, and motivation.
- Provided transportation& advocacy with doctors, courts, schools, and employers.
- Facilitated discussion groups to develop males IL skills for discharge.
- Utilizing age-appropriate disciplines to redirect behaviors and alter behaviors.

INTERNSHIPS AND VOLUNTEER WORK

Rubicon Inc. McTavish Street

6/2007 - 12/2008

Rubicon Inc, located in, Richmond, Virginia, is an addiction treatment facility that can help those who need addiction help, get the guidance, treatment, and counseling needed. Rubicon Inc has caring addiction recovery professionals who are devoted to assisting addicts in overcoming addiction and addictive behaviors.

Intern

Rubicon Inc. McTavish Street Richmond, Virginia 23219

- Substance Abuse /Outpatient Therapy
- Participated in weekly Staffing and Supervision.
- Performed drug testing for client.
- Participated in assessments and treatment planning.
- Administrative activities and clerical work.
- Facilitated group session for clients.

RELEVANT COURSEWORK

Helping Across Cultures
Child-Parent Community Relations
Psychology 30 credit hours cognate

Adult Learning Theory
Leadership and Organizational
Organizational Training

CERTIFICATIONS/LICENSES

Hope Harris • [REDACTED]

- Virginia Driver's License
- QMHP-Adult certification
- ASAM certificate 13.0
- VCU -Case Management/Case Coordinator training web- based modules
- First Aid/CPR -current
- Medication Aide

STRAYER UNIVERSITY

Page 1 of 6

Strayer University Unofficial Transcript

Name: [REDACTED]
 Student ID: 200214585
 Last four of SSN: [REDACTED]
 Birth Month & Day: [REDACTED]
 Home Campus: VA - Chesterfield Campus

Print Date: 2021-05-13

Degrees Awarded

Degree: Master of Education
 Confer Date: 2021-03-22
 Degree GPA: 3.200
 Plan: Master of Education Adult Education and Development Concentration

Beginning of Graduate Record

Fall Quarter 2015

Program:	Masters of Education					
Plan:	Master of Education Adult Education and Development Concentration Major					
Course		Description	Attempted	Earned	Grade	Points
EDU 525		Perspectives On Adult Education	4.500	4.500	B	13.500
Term GPA	3.000	Term Totals	4.500	4.500	4.500	13.500
Transfer Term GPA		Transfer Totals	0.000	0.000	0.000	0.000
Combined GPA	3.000	Comb Totals	4.500	4.500	4.500	13.500
Cum GPA	3.000	Cum Totals	4.500	4.500	4.500	13.500
Transfer Cum GPA		Transfer Totals	0.000	0.000	0.000	0.000
Combined Cum GPA	3.000	Comb Totals	4.500	4.500	4.500	13.500

Winter Quarter 2016

Program:	Masters of Education					
Plan:	Master of Education Adult Education and Development Concentration Major					
Course		Description	Attempted	Earned	Grade	Points
EDU 500		Adult Learning Theory	4.500	4.500	A	18.000
Term GPA	4.000	Term Totals	4.500	4.500	4.500	18.000
Transfer Term GPA		Transfer Totals	0.000	0.000	0.000	0.000
Combined GPA	4.000	Comb Totals	4.500	4.500	4.500	18.000
Cum GPA	3.500	Cum Totals	9.000	9.000	9.000	31.500
Transfer Cum GPA		Transfer Totals	0.000	0.000	0.000	0.000
Combined Cum GPA	3.500	Comb Totals	9.000	9.000	9.000	31.500

Spring Quarter 2016

Program:	Masters of Education					
Plan:	Master of Education Adult Education and Development Concentration Major					
Course		Description	Attempted	Earned	Grade	Points
BUS 520		Leadership And Organizational	4.500	4.500	B	13.500

STRAYER UNIVERSITY

Page 2 of 6

Strayer University Unofficial Transcript

Name: [REDACTED]
 Student ID: [REDACTED]

			Attempted	Earned	GPA/Units	Points
Term GPA	3.000	Term Totals	4.500	4.500	4.500	13.500
Transfer Term GPA		Transfer Totals	0.000	0.000	0.000	0.000
Combined GPA	3.000	Comb Totals	4.500	4.500	4.500	13.500
Cum GPA	3.333	Cum Totals	13.500	13.500	13.500	45.000
Transfer Cum GPA		Transfer Totals	0.000	0.000	0.000	0.000
Combined Cum GPA	3.333	Comb Totals	13.500	13.500	13.500	45.000

Summer Quarter 2016

Program Plan:	Masters of Education Master of Education Adult Education and Development Concentration Major					
Course		Description	Attempted	Earned	Grade	Points
EDU 526		Diversity In Adult Education	0.000	0.000	F	0.000
Repeated		Repeat Excluded				
Term GPA	0.000	Term Totals	0.000	0.000	0.000	0.000
Transfer Term GPA		Transfer Totals	0.000	0.000	0.000	0.000
Combined GPA	0.000	Comb Totals	0.000	0.000	0.000	0.000
Cum GPA	3.333	Cum Totals	13.500	13.500	13.500	45.000
Transfer Cum GPA		Transfer Totals	0.000	0.000	0.000	0.000
Combined Cum GPA	3.333	Comb Totals	13.500	13.500	13.500	45.000

Fall Quarter 2016

Program Plan:	Masters of Education Master of Education Adult Education and Development Concentration Major					
Course		Description	Attempted	Earned	Grade	Points
EDU 526		Diversity In Adult Education	4.500	4.500	C	9.000
Repeated		Regular Repeat				
Term GPA	2.000	Term Totals	4.500	4.500	4.500	9.000
Transfer Term GPA		Transfer Totals	0.000	0.000	0.000	0.000
Combined GPA	2.000	Comb Totals	4.500	4.500	4.500	9.000
Cum GPA	3.000	Cum Totals	18.000	18.000	18.000	54.000
Transfer Cum GPA		Transfer Totals	0.000	0.000	0.000	0.000
Combined Cum GPA	3.000	Comb Totals	18.000	18.000	18.000	54.000

Winter Quarter 2017

Program Plan:	Masters of Education Master of Education Adult Education and Development Concentration Major					
Course		Description	Attempted	Earned	Grade	Points
EDU 535		Organizational Training And De	4.500	4.500	B	13.500
Term GPA	3.000	Term Totals	4.500	4.500	4.500	13.500
Transfer Term GPA		Transfer Totals	0.000	0.000	0.000	0.000
Combined GPA	3.000	Comb Totals	4.500	4.500	4.500	13.500
Cum GPA	3.000	Cum Totals	22.500	22.500	22.500	67.500
Transfer Cum GPA		Transfer Totals	0.000	0.000	0.000	0.000
Combined Cum GPA	3.000	Comb Totals	22.500	22.500	22.500	67.500

Spring Quarter 2017

Program Plan:	Masters of Education Master of Education Adult Education and Development Concentration Major					
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STRAYER UNIVERSITY

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Strayer University Unofficial Transcript

Name: [REDACTED]

Student ID: [REDACTED]

Course	Description	Attempted	Earned	Grade	Points
EDU 522	Theories And Practice Of E-Lea	0.000	0.000	F	0.000
Repeated	Repeat Excluded				
Term GPA	0.000 Term Totals	0.000	0.000	0.000	0.000
Transfer Term GPA	Transfer Totals	0.000	0.000	0.000	0.000
Combined GPA	0.000 Comb Totals	0.000	0.000	0.000	0.000
Cum GPA	3.000 Cum Totals	22.500	22.500	22.500	67.500
Transfer Cum GPA	Transfer Totals	0.000	0.000	0.000	0.000
Combined Cum GPA	3.000 Comb Totals	22.500	22.500	22.500	67.500

Summer Quarter 2017

Program Plan:	Masters of Education Master of Education Adult Education and Development Concentration Major				
Course	Description	Attempted	Earned	Grade	Points
EDU 528	Methods Of Teaching Adult Educ	4.500	4.500	C	9.000
Repeated	Repeat Exceeded				
Term GPA	2.000 Term Totals	4.500	4.500	4.500	9.000
Transfer Term GPA	Transfer Totals	0.000	0.000	0.000	0.000
Combined GPA	2.000 Comb Totals	4.500	4.500	4.500	9.000
Cum GPA	2.833 Cum Totals	27.000	27.000	27.000	76.500
Transfer Cum GPA	Transfer Totals	0.000	0.000	0.000	0.000
Combined Cum GPA	2.833 Comb Totals	27.000	27.000	27.000	76.500

Fall Quarter 2017

Program Plan:	Masters of Education Master of Education Adult Education and Development Concentration Major				
Course	Description	Attempted	Earned	Grade	Points
EDU 522	Theories And Practice Of E-Lea	0.000	0.000	F	0.000
Repeated	Repeat Excluded				
Term GPA	0.000 Term Totals	0.000	0.000	0.000	0.000
Transfer Term GPA	Transfer Totals	0.000	0.000	0.000	0.000
Combined GPA	0.000 Comb Totals	0.000	0.000	0.000	0.000
Cum GPA	2.833 Cum Totals	27.000	27.000	27.000	76.500
Transfer Cum GPA	Transfer Totals	0.000	0.000	0.000	0.000
Combined Cum GPA	2.833 Comb Totals	27.000	27.000	27.000	76.500

Winter Quarter 2018

Program Plan:	Masters of Education Master of Education Adult Education and Development Concentration Major				
Course	Description	Attempted	Earned	Grade	Points
EDU 522	Theories And Practice Of E-Lea	0.000	0.000	WP	0.000
Repeated	Repeat Allowed by Permission				
Term GPA	0.000 Term Totals	0.000	0.000	0.000	0.000
Transfer Term GPA	Transfer Totals	0.000	0.000	0.000	0.000
Combined GPA	0.000 Comb Totals	0.000	0.000	0.000	0.000
Cum GPA	2.833 Cum Totals	27.000	27.000	27.000	76.500
Transfer Cum GPA	Transfer Totals	0.000	0.000	0.000	0.000
Combined Cum GPA	2.833 Comb Totals	27.000	27.000	27.000	76.500

STRAYER UNIVERSITY

Page 4 of 6

Strayer University Unofficial Transcript

Name: [REDACTED]
 Student ID: [REDACTED]

Fall Quarter 2018

Program Plan:	Masters of Education				
	Master of Education Adult Education and Development Concentration Major				
Course	Description	Attempted	Earned	Grade	Points
EDU 522	Theory and Practice of e-Learn	4.500	4.500	A	18.000
Repeated:	Repeat by Permission AND Met Program Limit				
Term GPA	4.000 Term Totals	4.500	4.500	4.500	18.000
Transfer Term GPA	Transfer Totals	0.000	0.000	0.000	0.000
Combined GPA	4.000 Comb Totals	4.500	4.500	4.500	18.000
Cum GPA	3.000 Cum Totals	31.500	31.500	31.500	94.500
Transfer Cum GPA	Transfer Totals	0.000	0.000	0.000	0.000
Combined Cum GPA	3.000 Comb Totals	31.500	31.500	31.500	94.500

Winter Quarter 2019

Program Plan:	Masters of Education				
	Master of Education Adult Education and Development Concentration Major				
Course	Description	Attempted	Earned	Grade	Points
EDU 508	Educational Research Methods	4.500	4.500	A	18.000
Term GPA	4.000 Term Totals	4.500	4.500	4.500	18.000
Transfer Term GPA	Transfer Totals	0.000	0.000	0.000	0.000
Combined GPA	4.000 Comb Totals	4.500	4.500	4.500	18.000
Cum GPA	3.125 Cum Totals	36.000	36.000	36.000	112.500
Transfer Cum GPA	Transfer Totals	0.000	0.000	0.000	0.000
Combined Cum GPA	3.125 Comb Totals	36.000	36.000	36.000	112.500

Spring Quarter 2019

Program Plan:	Masters of Education				
	Master of Education Adult Education and Development Concentration Major				
Course	Description	Attempted	Earned	Grade	Points
EDU 528	Methods of Teaching Adult Educ	4.500	4.500	A	18.000
Repeated:	Repeat Exceeded				
Term GPA	4.000 Term Totals	4.500	4.500	4.500	18.000
Transfer Term GPA	Transfer Totals	0.000	0.000	0.000	0.000
Combined GPA	4.000 Comb Totals	4.500	4.500	4.500	18.000
Cum GPA	3.222 Cum Totals	40.500	40.500	40.500	130.500
Transfer Cum GPA	Transfer Totals	0.000	0.000	0.000	0.000
Combined Cum GPA	3.222 Comb Totals	40.500	40.500	40.500	130.500

Summer Quarter 2019

Program Plan:	Masters of Education				
	Master of Education Adult Education and Development Concentration Major				
Course	Description	Attempted	Earned	Grade	Points
EDU 529	Assessing Adult Learners	4.500	4.500	C	9.000
Repeated:	Repeat Exceeded				
Term GPA	2.000 Term Totals	4.500	4.500	4.500	9.000
Transfer Term GPA	Transfer Totals	0.000	0.000	0.000	0.000
Combined GPA	2.000 Comb Totals	4.500	4.500	4.500	9.000

STRAYER UNIVERSITY

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Strayer University Unofficial Transcript

Name: [REDACTED]
 Student ID: [REDACTED]

Cum GPA	3.100	Cum Totals	45.000	45.000	45.000	139.500
Transfer Cum GPA		Transfer Totals	0.000	0.000	0.000	0.000
Combined Cum GPA	3.100	Comb Totals	45.000	45.000	45.000	139.500

Fall Quarter 2019

Program Plan:	Masters of Education Master of Education Adult Education and Development Concentration Major					
COURSE		Description	Attempted	Earned	Grade	Points
EDU 529		Assessing Adult Learners	4.500	4.500	A	18.000
Repeated:		Repeat Exceeded				
Term GPA	4.000	Term Totals	4.500	4.500	4.500	18.000
Transfer Term GPA		Transfer Totals	0.000	0.000	0.000	0.000
Combined GPA	4.000	Comb Totals	4.500	4.500	4.500	18.000
Cum GPA	3.182	Cum Totals	49.500	49.500	49.500	157.500
Transfer Cum GPA		Transfer Totals	0.000	0.000	0.000	0.000
Combined Cum GPA	3.182	Comb Totals	49.500	49.500	49.500	157.500

Spring Quarter 2020

Program Plan:	Masters of Education Master of Education Adult Education and Development Concentration Major					
COURSE		Description	Attempted	Earned	Grade	Points
EDU 550		Adult Learning: Curriculum Des	4.500	4.500	A	18.000
Term GPA	4.000	Term Totals	4.500	4.500	4.500	18.000
Transfer Term GPA		Transfer Totals	0.000	0.000	0.000	0.000
Combined GPA	4.000	Comb Totals	4.500	4.500	4.500	18.000
Cum GPA	3.250	Cum Totals	54.000	54.000	54.000	175.500
Transfer Cum GPA		Transfer Totals	0.000	0.000	0.000	0.000
Combined Cum GPA	3.250	Comb Totals	54.000	54.000	54.000	175.500

Summer Quarter 2020

Program Plan:	Masters of Education Master of Education Adult Education and Development Concentration Major					
COURSE		Description	Attempted	Earned	Grade	Points
EDU 565		Training Strategies and Assess	4.500	4.500	A	18.000
Term GPA	4.000	Term Totals	4.500	4.500	4.500	18.000
Transfer Term GPA		Transfer Totals	0.000	0.000	0.000	0.000
Combined GPA	4.000	Comb Totals	4.500	4.500	4.500	18.000
Cum GPA	3.308	Cum Totals	58.500	58.500	58.500	193.500
Transfer Cum GPA		Transfer Totals	0.000	0.000	0.000	0.000
Combined Cum GPA	3.308	Comb Totals	58.500	58.500	58.500	193.500

Fall Quarter 2020

Program Plan:	Masters of Education Master of Education Adult Education and Development Concentration Major					
COURSE		Description	Attempted	Earned	Grade	Points
EDU 599		Education Capstone	4.500	4.500	C	9.000
Repeated:		Repeat Exceeded				

STRAYER UNIVERSITY

Page 6 of 6

Strayer University Unofficial Transcript

Name: [REDACTED]
Student ID: [REDACTED]

			Attempted	Earned	GPA Units	Points
Term GPA	2.000	Term Totals	4.500	4.500	4.500	9.000
Transfer Term GPA		Transfer Totals	0.000	0.000	0.000	0.000
Combined GPA	2.000	Comb Totals	4.500	4.500	4.500	9.000
Cum GPA	3.214	Cum Totals	63.000	63.000	63.000	202.500
Transfer Cum GPA		Transfer Totals	0.000	0.000	0.000	0.000
Combined Cum GPA	3.214	Comb Totals	63.000	63.000	63.000	202.500

Winter Quarter 2021

Program Plan:	Masters of Education Master of Education Adult Education and Development Concentration Major					
Course		Description	Attempted	Earned	Grade	Points
EDU 599		Education Capstone	4.500	4.500	B	13.500
Repeated:		Repeat Exceeded				

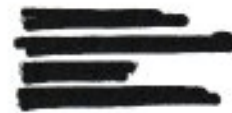
			Attempted	Earned	GPA Units	Points
Term GPA	3.000	Term Totals	4.500	4.500	4.500	13.500
Transfer Term GPA		Transfer Totals	0.000	0.000	0.000	0.000
Combined GPA	3.000	Comb Totals	4.500	4.500	4.500	13.500
Cum GPA	3.200	Cum Totals	67.500	67.500	67.500	216.000
Transfer Cum GPA		Transfer Totals	0.000	0.000	0.000	0.000
Combined Cum GPA	3.200	Comb Totals	67.500	67.500	67.500	216.000
Graduate Career Totals						
Cum GPA	3.200	Cum Totals	67.500	67.500	67.500	216.000
Transfer Cum GPA		Transfer Totals	0.000	0.000	0.000	0.000
Combined Cum GPA	3.200	Comb Totals	67.500	67.500	67.500	216.000

End of Strayer University Unofficial Transcript

Notes:

- An (**) in the "Points" column indicates a pre-requisite course that is excluded from the student's GPA.
- An (**) in the "Grade" column indicates an Administrative Failure or an Administrative Downward Grade has been recorded for the course. The grade is calculated in the student's GPA.
- An (H) in the course description denotes an Honors class.
- A (**) in the "Grade" column indicates the honors designation was not earned for the course.

Janice Penny



EXPERIENCE

Vice President/ Director of Programs - Quadrant Family Services

Qualified Mental Health Provider, Quadrant Family Services

Court Appointed Special Advocate- Hanover CASA

EDUCATION

Radford University, BS- Political Science, Public Administration, Psychology

SKILLS

Parenting Group Facilitator Job Description

POSITION PURPOSE:

This position is responsible for collaborating with and providing parent education and support to identified parents. The facilitator will work with the program manager to identify program sites, build partnerships with community agencies, to achieve the objectives of the 14th Henrico Court Service Unit and Virginia Juvenile Community Crime Control Act.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

The facilitator role provides parental skill building, appropriate parenting skills, developing parenting action plans to include effective limit setting, developmentally appropriate behavior, appropriate consequences/discipline, family value systems and strength based family roles, appropriate and clear communication, anger management, the importance of parental roles, supervision, accepting personal responsibility and responsibilities of being a parent, assisting parents in building relationships with their child, noncustodial parent, school personnel, community resources and court personnel.

Facilitators can articulate and present content in a group setting to diverse audiences. Must be able to complete program certification provided by Program Manager and curriculum developer.

- Supports the vision and goals of Quadrant Family Services
- Excellent presentation and collaboration skills
- Responsible for data collection during presentations
- Understands group dynamics and engages participation
- Possesses the ability to work with diverse backgrounds and cultures

POSITION FUNCTIONS:

- Demonstrated ability to interface effectively and build working relationships with diverse community members and agencies
- Demonstrated ability to communicate effectively verbally and in writing
- Ability to meet assigned deadlines
- Must have excellent presentation skills
- Proficient computer skills in MS Office are required
- Maintains effective communication with program leadership, attendees, staff, and volunteers
- Develops and maintains ongoing relationships with program leadership and program attendees
- Maintains strict client confidentiality under the guidelines of HIPAA
- Database use for gathering and submitting participant surveys to evaluator as assigned
- May represent Quadrant Family Services at events that include speaking engagements on behalf of the organization.

QUALIFICATIONS:

- Minimum of one year of professional experience working with youth or young adults in a community health or related field
- Minimum of a Bachelor's Degree in Human Services Field
- Excellent communication skills
- Bilingual Spanish preferred
- Demonstrates excellent organization skills
- Public Speaking skills with the ability to engage target audience
- Comfortable and knowledgeable about community resources
- Prior experience facilitating groups and discussions
- Training and experience in group facilitation, family-based services and family systems, developmental stages of children and adolescents, effective parenting, conflict resolution, trauma, family relationships and patterns, coping skills, juvenile justice, and problem solving.

COMPUTER & EQUIPMENT SKILLS:

- Have good general knowledge of computer operations
- Proficient in Microsoft Programs: Excel, Word, Power Point
- Use typical office equipment

Appendix B



*Louisa County
Department of Human
Services*

[REDACTED]
Louisa, Virginia 23093-0425

Janice Allen
Director

[REDACTED]
[REDACTED]

October 27, 2021

Re: Letter of Appreciation for Quadrant Family Services

TO WHOM IT MAY CONCERN

My name is Jenny Brown, and I am a Family Services Specialist with the Louisa County Department of Human Services. I am writing this letter on behalf of the other workers in our services unit, our Program Manager, and our CSA coordinator, to express our appreciation for Quadrant Family Services.

Our agency serves a large, rural county that is quite a distance from any metropolitan areas. Given our remote location, we have often struggled to have access to the necessary mental health services for the families we work with. Our options for services tend to be very limited, which often inhibits our ability to find the quality services we expect.

About a year ago, Quadrant Family Services reached out to Louisa County and offered services for our families, to include parent coaching, co-parenting counseling, and supervised visitation. Since we began using their services, we have been extremely impressed with every aspect of their services and the company is now our "go-to" for family services. To begin with, representatives from Quadrant are always present at FAPT and team meetings, and are able to contribute meaningful knowledge and insight into the case/client. As case managers, we not only receive thorough and timely monthly progress reports, but we are able to communicate verbally with the counselors as often as necessary. Quadrant also offers a weekly virtual parenting class on a variety of topics, to which countless of our clients have been referred and many have raved about. Families have reported feeling very comfortable with Quadrant's counselors; it is evident that each counselor is skilled at rapport-building and gaining the trust. In all cases, the counselors from Quadrant are not only knowledgeable and trauma-informed, they are passionate about their work and are committed to making a difference in the lives of others.

A handwritten signature in black ink, appearing to read "Jenny Brown".

Jenny Brown
Senior Family Services Specialist

Testimony from [REDACTED] (former client)

I am a father of 3 boys, ages 6, 13, and 17. My first marriage sadly ended in divorce, and while I was deployed overseas my two older sons from that marriage were removed from their biological mother's custody by social services due to neglect.

When my blended family started our journey together it quickly became apparent we faced challenges that neither my wife nor I had previously experienced, and we sought help for us and our children through family therapy, individual CBT with LCSW & LPC therapists, and tried psychopharmacology with psychiatrists.

None of these efforts prevented the eventual residential treatment for my older sons and ultimate fragmentation of my family.

If, 8-years ago, my family had been referred to the services offered by AJ & Sean first, and then added other services as needed, I believe my family would be in a more positive place now and that we could have avoided the worst experiences of this journey.

Their family and faith based approach truly redefines the "family therapy" model, while all services can have positive effect supporting individuals and families through different challenges, I would strongly recommend encouraging those who have bravely taken their first steps towards healing their family relationships to start here.

We've been trapped in a hopeless darkness for so many years, and my family is not yet healed, but we are finally moving in a positive direction that was not even discernible before thanks to the soulful and honest teachings of these two gentlemen.

Testimony from Cherie Martin (Family Services Worker, Richmond DSS)

Hello,

By now you all are aware that I have transitioned into a new position within Richmond DSS. I just wanted to give a huge shout out and thank you to all of the workers that I have interacted with from Quadrant Family Services. It is incredibly rare to find an entire group of people that are consistent, care about their work and the families, and diligently work through challenges to make change within these families that we serve. Every worker that I have worked with in Quadrant Family Services has been excellent. So much so that each time I think about certain services, my mind immediately requests for Quadrant to see if this service is available with you guys. I wanted to say thank you to Surprize Parker (I know she is no longer with you guys), Cassandra Dixon, Jennifer Pegram, Hope Harris, and Melissa Williams. I was able to relax and know that my families were in good hands!!!

Thank you so very much for all that you have done!!

Cherie Martin

Family Services Worker

[REDACTED]

Appendix C

Parenting Group Curriculum Outline

[REDACTED]

Session 1: Building a Foundation for Effective Parenting

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

Session 2: Enhancing Parenting Skills

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

Session 3: Nurturing Parent-Child Relationships

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

Session 4: Cultivating Responsible Parenting

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

[REDACTED]

Session 5: Strengthening Family Bonds and Moving Forward

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]