



*The Minnesota Board of Psychology protects the public through licensure, regulation and education to promote access to safe, competent, and ethical psychological services.*

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March 11, 2014

Holly Hieb Clausen, PhD, LP  
Developmental Diagnostics, LLC  
15 E Minnesota St, Ste 105  
St. Joseph, MN 56374

Dear Dr. Clausen:

This letter is your official notification that the Minnesota Board of Psychology Complaint Resolution Committee has completed its review of your compliance with the Agreement for Corrective Action, dated July 20, 2013, and has determined that you have satisfactorily completed the agreed upon corrective action. Therefore, the complaint referenced in the Corrective Action Agreement is closed.

Pursuant to Minnesota Statutes Section 214.103 an Agreement for Corrective Action is a public document and as such becomes a permanent part of a licensee's public file. All other material related to a complaint is classified under the Minnesota Government Data Practices Act as "confidential" while the complaint is in active status and "private" after it is closed. Therefore, such material is not a part of your public licensure file and is not available to the public. Please note, this letter will be included in your public licensure file to reflect your compliance with the Agreement for Corrective Action.

Thank you for your cooperation in this matter.

Sincerely,  


Joshua Bramley  
Compliance Specialist

C: Garin L. Strobl  
Hans A. Anderson

**BEFORE THE MINNESOTA  
BOARD OF PSYCHOLOGY  
COMPLAINT RESOLUTION COMMITTEE**

In the Matter of License of  
Holly Hieb Clausen, Ph.D., L.P.  
License Number: LP3529

**AGREEMENT FOR  
CORRECTIVE ACTION**

This agreement is entered into by and between Holly Hieb Clausen, Ph.D., L.P. ("Licensee"), and the Complaint Resolution Committee of the Minnesota Board of Psychology ("Committee") pursuant to the authority of Minn. Stat. § 214.103, Subd.-6(a). Licensee and the Committee hereby agree as follows:

**FACTS**

1. For the purpose of this agreement and any other proceedings before the Minnesota Board of Psychology only, but for no other purpose, including but not limited to any civil litigation, the Board may consider the following facts as true:

a. Licensee failed to complete the psychological reports in a timely manner on numerous occasions in 2010 and 2011.

b. For example, Licensee met with an eight year-old minor client on May 18, 19, and June 7, 2010 for a neuropsychological evaluation. Licensee's report, however, was not completed until December 28, 2010 and was not received by Benton County until January 2011.

c. In another example, Licensee met with a minor client on December 14, 2010 and January 14, 2011 for a neuropsychological evaluation. Licensee's report, however, had not been received as of June 2011. The evaluation was entered into the minor client's record at a later time.

2. On January 4, 2013, Licensee met with the Complaint Resolution Committee ("Committee") to discuss the facts set forth in paragraph 1. Licensee acknowledged that the

reports and assessments were not authored and/or submitted in a timely fashion. Licensee explained that difficulties stemming from beginning her new business largely accounted for the delays. Licensee acknowledged that, as of the date of the conference on January 4, 2013, she had additional unfinished reports from 2011. Based on the discussion, the Committee views Licensee's conduct to be a departure from the minimum standards of acceptable and prevailing practice, violation of Minnesota Statutes Section 148.941, subd. 2(a)(3) and Minnesota Rule 7200.5700. Licensee agrees that the conduct cited above occurred and constitutes a reasonable basis in law and fact to justify the corrective action described in paragraph 3 below.

### CORRECTIVE ACTION

3. Licensee agrees to address the conduct referenced in paragraphs 1 and 2 by taking the following corrective action:

a. *Professional Consultation.* Licensee shall obtain professional consultation from a Minnesota licensed psychologist who has been engaged in the practice of psychology at least as long as Licensee and who engages in the same or similar areas of practice (pediatric neuropsychology). Licensee shall submit the curriculum vitae of the proposed professional consultant for pre-approval by the Committee within 30 days of the date this Agreement for Corrective Action becomes effective. The Committee strongly recommends that Licensee select a consultant with which Licensee has had no previous personal or professional relationship. The Committee reserves the right to reject the consultant proposed by Licensee. If Committee rejects the consultant proposed by Licensee, the Committee may require that Licensee submit additional names, or the Committee may provide Licensee with the name of a consultant. For a period of six (6) months, shall meet with the consultant once per month for a minimum of two (2) hours. The consultant shall submit a report to the Board at the time Licensee

petitions to have this Agreement for Corrective Action terminated. The report shall provide and/or address:

- 1) A Statement that the consultant has reviewed this Agreement for Corrective Action and any other data deemed relevant by the Committee;
- 2) The dates on which the consultations were held with Licensee;
- 3) Licensee's active participation in each consultation;
- 4) The issues discussed in each consultation;
- 5) The consultant's assessment of Licensee's practice management abilities;
- 6) The consultant's opinion as to whether Licensee has demonstrated a satisfactory understanding of the practice management and report writing issues that gave rise to this Agreement for Corrective Action, and whether additional consultations or education is required; and
- 7) Any other information the consultant believes would assist the Board in its ultimate review in this matter.

b. ***Licensee's Report.*** At the conclusion of the consultations, Licensee shall submit a report to the Board. The report shall provide and/or address:

- 1) A brief statement of the topics discussed at each consultation session;
- 2) What Licensee has learned from the consultations, including her own statement as to her comprehension and knowledge of the practice management and report writing issues that gave rise to this Agreement for Corrective Action;

3) A Statement as to how Licensee has changed or will change her practice as a result of the knowledge and skills obtained or honed through the consultation;

4) A statement as to how many reports are outstanding as of the date of Licensee's report, including a statement as to the status of any reports pending longer than three months; and

5) Any other information Licensee believes would assist the Board in its ultimate review of this matter.

4. Licensee shall be responsible for all costs incurred as a result of the compliance with this agreement.

5. If any due date required by the Agreement for Corrective Action is not met, the Committee may fine the Licensee \$100.00 per violation. Licensee shall pay the fine and correct the violation within five days after service on Licensee of a demand for payment and corrective. If Licensee fails to do so, the Committee may impose additional fines not to exceed \$500.00 per violation. The total of all fines may not exceed \$5,000.00. Licensee waives the right to seek review of the imposition of these fines under the Administrative Procedure Act, by *writ of certiorari* under Minn. Stat. § 480A.06, by application to the Board, or otherwise. Neither the imposition of fines nor correction of the violation will deprive the Board of the right to impose additional discipline based on the violation.

6. No condition imposed as a remedy by this Agreement for Corrective Action shall be used as a continuing education activity for the purpose of renewal of Licensee's license to practice psychology.

7. Licensee shall execute all releases necessary to allow the Committee to exchange information with the professional consultant referred to herein.

8. Licensee understands that this agreement does not constitute disciplinary action.

9. Upon Licensee's satisfactory completion of the corrective action referenced in paragraph 3, the Committee agrees to dismiss the complaint(s) referenced in paragraph 1. Licensee agrees that the Committee agrees that if, after dismissal, the Committee receives additional complaints similar to the facts in paragraph 1, the Committee may reopen the dismissed complaint(s).

10. If Licensee fails to complete the corrective action satisfactorily, or if the Committee receives additional complaints similar to the facts described in paragraph 1, the Committee may, at its discretion, reopen the investigation and proceed according to the Board's practice act and Minn. Stat. chs. 214 and 14. In any subsequent proceeding, the Committee may use as proof of the facts of paragraph 1 Licensee's agreements herein Licensee agrees that failure to complete corrective action satisfactorily constitutes failure to cooperate under Minn. Stat. § 148.941, Subd. 4, and may subject Licensee to disciplinary action by the Board.

11. Licensee is represented by Garin L. Strobl, Esq., Quinlivan & Hughes, P.A. The Committee is represented by Benjamin R. Garbe, Assistant Attorney General.

12. This agreement shall become effective upon execution by the Committee and shall remain in effect until the Committee dismisses the complaint, unless the Committee receives additional information that renders corrective action inappropriate. Upon receipt of such information, the Committee may, at its discretion, proceed according to the Board's practice act and Minn. Stat. chs. 214 and 14.

13. Licensee understands and acknowledges that this agreement and any letter of dismissal are classified as public data.

14. Licensee hereby acknowledges having read and understood this agreement and having voluntarily entered into it. This agreement contains the entire agreement between the Committee and Licensee, there being no other agreement of any kind, verbal or otherwise, which varies the terms of this agreement.

LICENSEE

COMPLAINT RESOLUTION COMMITTEE

Holly Hieb Clausen, Ph.D., L.P.  
HOLLY HIEB CLAUSEN, PH.D., L.P.

Jeffrey Leichter, Ph.D., L.P.  
JEFFREY LEICHTER, PH.D., L.P.  
Committee Chair

Dated: 6/4/13

Dated: 6-20-13