

**BEFORE THE MINNESOTA  
BOARD OF PSYCHOLOGY  
DISCIPLINE COMMITTEE**

In the Matter of  
the License of  
Suzanne W. Phillips, M.A., L.P.  
License Number: LP2259

**AGREEMENT FOR  
CORRECTIVE ACTION**

This agreement is entered into by and between Suzanne W. Phillips, M.A., L.P. ("Respondent") and the Discipline Committee of the Minnesota Board of Psychology ("Committee") pursuant to the authority of Minn. Stat. § 214.103, subd. 6(a) (Supp. 1993). Respondent and the Committee hereby agree as follows:

**FACTS**

1. In response to a complaint received by the Board of Psychology, Respondent and her attorney met with the Committee on June 24, 1994, to discuss allegations that Respondent's objectivity was impaired and that Respondent failed to maintain appropriate boundaries with a client, violated the code of ethics adopted by the Board, and engaged in unprofessional conduct. Respondent denied that her objectivity was impaired by her friendship with a client and her engagement in social activities with the client. Based on the discussion at this meeting and Respondent's written statements, the Committee has determined that Respondent failed to demonstrate:

- a. An understanding of appropriate boundaries with clients;
  - b. An understanding of transference and counter-transference phenomena;
- and
- c. Appropriate use of intake procedures, diagnostic tools, and formation of treatment goals and treatment plans for clients.

**CORRECTIVE ACTION**

2. Respondent agrees to address the concerns referenced in paragraph 1 by taking the following corrective action:

- a. Respondent shall successfully complete an individualized professional boundaries training course. Respondent may choose either the course taught at the University of Minnesota by John Hung, Ph.D., L.P. or the course taught by Peter Flint, Ph.D., L.P. All fees for the course are to be paid by Respondent. Respondent shall complete this course within 12 months of the date of this agreement. Successful completion shall be determined by the Committee;

b. Within 30 days of completing the professional boundaries course, Respondent shall report to the Committee what she has learned from the professional boundaries course and how this course has influenced her. Respondent's report must provide and address:

- 1) The date on which Respondent began the boundaries training course;
- 2) A brief statement of the topics discussed at the professional boundaries training course;
- 3) What Respondent has learned from the boundaries training course, including her own statement as to her comprehension and knowledge of boundaries, transference, and ethical issues encountered in practice and how this course will affect her practice in the future;
- 4) Respondent's reasons for believing that she is capable of conducting herself in a fit, competent, and ethical manner in the practice of psychology; and
- 5) Any other information which Respondent believes would assist the Committee in its ultimate review of this matter.

c. Within 60 days of completing the professional boundaries course, Respondent shall cause to be submitted to the Committee a report from the instructor of the boundaries course. This report shall address:

- 1) The extent of Respondent's participation in the course;
- 2) The instructor's assessment of Respondent's knowledge obtained from the course and an opinion as to Respondent's recognition of boundaries and transference issues and Respondent's ethical fitness to engage in the practice of psychology.

d. Respondent shall complete a one-semester practicum course within 18 months from the date of this agreement. The practicum course shall focus on the use of intake procedures, formulation of diagnostic impressions, management of transference/counter-transference issues, and formulation of client treatment goals, plans and contracts. The practicum site may be at the clinic where Respondent is employed. The practicum supervisor may not be from the clinic at which Respondent is employed. This course and the supervisor must be pre-approved by the Committee. All fees for the course and supervisor are to be paid by Respondent. Successful completion shall be determined by the Committee;

e. Within 30 days of completing the practicum course, Respondent shall report to the Committee what she has learned from the practicum course, how this course has influenced her, and how this course will affect her practice in the future. Respondent's report must also provide and address:

- 1) The date on which Respondent began the practicum course;
- 2) A brief statement of the topics discussed at the practicum course;

3) What Respondent has learned from the practicum course, including her own statement as to her comprehension and knowledge of the following topics:

- a) Diagnoses of Respondent's clients;
- b) Formulation of therapy goals for Respondent's clients;
- c) Treatment planning for Respondent's clients;
- d) Assessment of Respondent's clients' progress toward achieving stated goals;
- e) Respondent's role and responsibility for directing clients' therapy;
- f) Respondent's recognition of and ability to address transference and counter-transference issues with clients;
- g) Respondent's ability to establish and maintain appropriate boundaries with clients;
- h) Respondent's efforts and ability to facilitate client self-determination and appropriate termination with clients;
- i) Any other issues deemed appropriate by Respondent, her practicum instructor, or her practicum supervisor;

4) Respondent's reasons for believing that she is capable of conducting herself in a fit, competent, and ethical manner in the practice of psychology; and

5) Any other information which Respondent believes would assist the Committee in its ultimate review of this matter.

f. Within 60 days of completing the practicum course, Respondent shall cause to be submitted to the Committee a report from the instructor of record of the practicum course. This report shall address:

- 1) The extent of Respondent's participation in the practicum course;
- 2) The instructor's assessment of Respondent's knowledge obtained from the practicum course and an opinion as to Respondent's fitness to engage in the practice of psychology.

g. Within 60 days of completing the practicum course, Respondent shall cause to be submitted to the Committee a report from the supervisor of the practicum course. This report shall address:

- 1) The extent of Respondent's participation in the practicum course;

2) The supervisor's assessment of Respondent's knowledge obtained from the practicum course and an opinion as to Respondent's fitness to engage in the practice of psychology.

#### OTHER INFORMATION

3. Upon Respondent's satisfactory completion of the corrective action referenced in paragraph 2, the Committee agrees to dismiss the complaint referenced in paragraph 1. Respondent agrees that the Committee shall be the sole judge of satisfactory completion. Respondent understands and further agrees that if, after dismissal, the Committee receives additional complaints similar to the allegations in paragraph 1, the Committee may reopen the dismissed complaint.

4. If Respondent fails to complete the corrective action satisfactorily, or if the Committee receives additional complaints similar to the allegations described in paragraph 1, the Committee may, in its discretion, reopen the investigation and proceed according to the Board's practice act and Minnesota Statutes chapters 214 and 14. Failure to complete corrective action satisfactorily constitutes failure to cooperate under the Board's practice act. In any subsequent proceeding, the Committee may use as proof of the allegations referenced in paragraph 1 Respondent's agreements herein.

5. Respondent has been represented by Philip G. Villaume throughout these proceedings.

6. 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, in its discretion, proceed according to the board's practice act and Minnesota Statutes chapters 214 and 14.

7. Respondent understands that this agreement does not constitute disciplinary action. Respondent further understands and acknowledges that this agreement is classified as public data.

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

Suzanne W. Phillips M.A., L.P.  
SUZANNE W. PHILLIPS, M.A., L.P.  
Respondent

Norman L. James, Ph.D., L.P.  
NORMAN L. JAMES, Ph.D., L.P.  
Discipline Committee Member

Date: 4/19/95

Date: April 25, 1995

Gerald T. Kaplan  
GERALD T. KAPLAN, M.A., L.P.  
Discipline Committee Member

Date: April 28, 1995

Philip G. Villaume

PHILIP G. VILLAUME  
Philip G. Villaume and  
Associates  
International Plaza  
7900 International Drive  
Suite 675  
Bloomington, MN 55425  
Telephone: (612) 851-0823

Attorney for Respondent

Date: April 19, 1995

Penny Troolin

PENNY TROOLIN  
Assistant Attorney General

525 Park Street, Suite 500  
St. Paul, MN 55103  
Telephone: (612) 297-2040

Attorney for Discipline  
Committee

Date: May 2, 1995