



*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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September 22, 2014

Melissa Severance, MA, LP  
Be Somebody, Inc.  
11550 Stillwater Blvd #102  
Lake Elmo, MN 55042

Dear Ms. Severance:

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 October 7, 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: Hans A. Anderson

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

In the Matter of the License of  
Melissa Severance, M.A., L.P.  
License Number: LP3637

**AGREEMENT FOR  
CORRECTIVE ACTION**

This agreement is entered into by and between Melissa Severance, M.A., 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. This agreement is based upon the following facts:
  - a. Licensee failed to safeguard a client’s private information obtained in the course of her practice as follows:
    - 1) On December 9, 2010, Licensee faxed a document to the Dakota County Attorney’s Office which contained her diagnoses of a minor client (“Client # 1”) and their efforts in dealing with Client # 1’s symptoms without Client # 1’s written consent.
    - 2) On December 15 and 20, 2011, and January 5, 2012, Licensee sent e-mails to Client # 1’s school counselor describing her diagnoses and treatment of Client # 1 and requesting the school counselor’s assistance with Client # 1’s school issues without Client # 1’s written consent.
  - b. Licensee refused to provide Client # 1’s mother with Client # 1’s treatment records upon request.
2. On July 12, 2013, Licensee met with the Committee to discuss the facts set forth in paragraph 1. Licensee acknowledged disclosing information about Client # 1 without Client #

1's written consent. She explained that she had done so in an effort to help Client # 1. Licensee also acknowledged refusing to provide Client # 1's mother with Client # 1's treatment records upon request. She again explained that she had done so in an effort to help Client # 1 and believed providing the records to Client # 1's mother could be harmful to Client # 1. Based on the discussion and all available records and documents, the Committee views Licensee's conduct to be in violation of Minnesota Statutes section 148.941, subdivision 2(a)(1) (violation of a rule the Board is empowered to enforce) and Minnesota Rules 7200.4700, subpart 1, and 7200.4900, subpart 1.a. Licensee agrees 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 one-on-one professional consultation from a Minnesota licensed psychologist to work on issues of transference and counter-transference.

Licensee shall submit the *curriculum vitae* of her 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 the 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, Licensee shall meet with the consultant once per month for a minimum of one (1) hour per consultation.

At the conclusion of the consultations, the consultant shall have 60 days to submit a report to the Board. 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 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 understanding or and ability to deal with issues of transference and counter-transference;
- 6) The consultant's opinion as to whether Licensee has demonstrated a satisfactory understanding of the 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 of this matter.

b. ***Licensee's Report.*** At the conclusion of the consultations, Licensee shall have 30 days to 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 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) 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 compliance with this agreement.

5. If any due date required by the Agreement for Corrective Action is not met, the Committee may fine 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 correction. 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.

#### **OTHER INFORMATION**

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 complaints(s) referenced in paragraph 1. Licensee agrees that the Committee shall be the sole judge of satisfactory completion. Licensee understands and further 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 Hans A. Anderson, 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

Melissa Severance MA LP  
MELISSA SEVERANCE, M.A., L.P.

Dated: 15 Sept 2013

COMPLAINT RESOLUTION COMMITTEE

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

Dated: 10/7/13

