

**BEFORE THE MINNESOTA
BOARD OF BEHAVIORAL HEALTH AND THERAPY**

In the Matter of
Nancy J. Steffen, MA, LPCC
License Number 563

**STIPULATION AND
CONSENT ORDER**

IT IS HEREBY STIPULATED AND AGREED by Nancy J. Steffen, MA, LPCC (“Licensee”), and the Minnesota Board of Behavioral Health and Therapy (“Board”) as follows:

1. During all times herein, Licensee has been and now is subject to the jurisdiction of the Board from which she holds a license to practice professional clinical counseling in the State of Minnesota.

FACTS

2. The Board finds the following:

a. On August 11, 2014, Licensee signed an affidavit in support of a lifelong friend who was undergoing a divorce. The affidavit expressed Licensee’s opinion that her friend was a good parent who provided a stable and supportive environment for her children.

b. In the affidavit, Licensee referred to her credentials as a Licensed Professional Clinical Counselor and indicated that she observed traits in her friend’s husband that were consistent with certain Personality Disorders. She indicated, however, that she had not completed a formal diagnostic assessment of the husband. Licensee’s assessment was made on social interactions, and contained no reservations or qualifications concerning the validity and reliability of her observations.

c. On December 11, 2014, Licensee met with the Board's Complaint Resolution Committee. Licensee expressed contrition as well as an understanding of the negative consequences of her conduct.

REGULATIONS

3. The Board views Licensee's conduct as described in paragraph 2. above to be in violation of statutes and rules enforced by the Board. Licensee agrees that the conduct cited above constitutes a violation of Minn. Stat. § 148B.59(a)(1) (violation of a statute or rule of the board); Minn. Stat. § 148B.59(a)(3) and Minn. R. 2150.7600 (conduct that fails to conform to the minimum standards of acceptable and prevailing practice); Minn. R. 2150.7565, subp. 1.B (rendering an opinion without conducting an examination to support the opinion); and Minn. R. 2150.7565, subp. 3 (providing a report without a basis in information and techniques sufficient to substantiate the findings); and constitutes a reasonable basis in law and fact to justify the disciplinary action provided for in this order.

REMEDY

4. Upon this stipulation and without any further notice or proceedings, the Board hereby issues the following **disciplinary action**:

a. Licensee agrees to pay a **CIVIL PENALTY** in the amount of \$500.

5. This stipulation shall not in any way limit or affect the authority of the Board to temporarily suspend Licensee's license under Minn. Stat. §§ 148B.5901 and 214.077 or to initiate contested case proceedings against Licensee on the basis of any act, conduct, or omission of Licensee justifying disciplinary action occurring before or after the date of this Stipulation and Consent Order which is not related to the facts, circumstances or requirements referenced herein.

6. In the event the Board at its discretion does not approve this settlement or a lesser remedy than indicated in this settlement, then, and in that event, this stipulation is withdrawn and shall be of no evidentiary value and shall not be relied upon nor introduced by either party to this stipulation, except that Licensee agrees that should the Board reject this stipulation and this case proceeds to hearing, Licensee will assert no claim that the Board was prejudiced by its review and discussion of this stipulation or of any records relating to this matter.

7. Any appropriate court may, upon application of the Board, enter its decree enforcing the order of the Board.

8. Licensee has been advised by Board representatives that she may choose to be represented by legal counsel in this matter. Licensee was represented by David P. Bunde, Esq. The Committee was represented by Hans A. Anderson, Assistant Attorney General.

9. Licensee waives all formal hearings on this matter and all other procedures before the Board to which Licensee may be entitled under the Minnesota or United States constitutions, statutes, or rules and agrees that the order to be entered pursuant to the stipulation shall be the final order herein.

10. Licensee hereby knowingly and voluntarily waives any and all claims against the Board, the Minnesota Attorney General, the State of Minnesota and their agents, employees, and representatives which may otherwise be available to Licensee under the Americans With Disabilities Act or the Minnesota Human Rights Act relative to the action taken or authorized against Licensee's license to practice as an alcohol and drug counselor under this stipulation.

11. Licensee hereby acknowledges that she has read, understands, and agrees to this stipulation and has freely and voluntarily signed the stipulation without threat or promise by the Board or any of its members, employees, or agents. When signing the stipulation, Licensee

acknowledges she is fully aware the stipulation is not binding unless and until it is approved by the Board. The Board may approve the Stipulation and Consent Order as proposed, approve the Stipulation and Consent Order subject to specified change, or reject it. If the changes are acceptable to Licensee, the stipulation will then take effect and the order as modified will be issued. If the changes are unacceptable to Licensee or the Board rejects the stipulation, it will be of no effect except as specified herein.

12. This Stipulation and Consent Order constitutes a disciplinary action against Licensee.

13. This Stipulation and Consent Order is a public document and will be sent to all appropriate data banks.

14. This stipulation contains the entire agreement between the parties there being no other agreement of any kind, verbal or otherwise, which varies this stipulation.

LICENSEE


NANCY J. STEFFEN, MA, LPCC

Dated: 5/13/2016

COMPLAINT RESOLUTION COMMITTEE


WALTER ROBERTS, JR., Ed.D, LPCC

Dated: 5.13.2016

ORDER

Upon consideration of this stipulation and all the files, records, and proceedings herein,

IT IS HEREBY ORDERED that Licensee shall pay a CIVIL PENALTY and the terms of this stipulation are adopted and implemented by the Board on this 8th day of June, 2016.

MINNESOTA BOARD OF
BEHAVIORAL HEALTH AND THERAPY

DATE: June 8, 2016

Kari Rechtzigel
KARI RECHTZIGEL
Executive Director