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STATE OF WISCONSIN
BEFORE THE SOCIAL WORKER SECTION
MARRIAGE AND FAMILY THERAPY, PROFESSIONAL COUNSELING,
AND SOCIAL WORK EXAMINING BOARD

IN THE MATTER OF THE DISCIPLINARY	:	
PROCEEDINGS AGAINST	:	
	:	FINAL DECISION AND ORDER
MICHELLE GLYNN ARROWOOD, C.S.W.,	:	LS0502022SOC
RESPONDENT.	:	

The parties to this action for the purposes of Wis. Stat. § 227.53 are:

Michelle Glynn Arrowood, C.S.W.
W9143 Forrest Road
Antigo, WI 54409

Social Worker Section
Wisconsin Marriage and Family Therapy,
Professional Counseling and Social Work Examining Board
PO Box 8935
Madison, WI 53708-8935

Department of Regulation and Licensing
Division of Enforcement
PO Box 8935
Madison, WI 53708-8935

PROCEDURAL HISTORY

The parties in this matter agree to the terms and conditions of the attached Stipulation as the final decision of this matter subject to the approval of the Social Worker Section. The Section has reviewed this Stipulation and considers it acceptable.

Accordingly, the Section adopts the attached Stipulation and makes the following:

FINDINGS OF FACT

1. Michelle Glynn Arrowood, C.S.W., Respondent, date of birth February 11, 1970, is certified by the Social Worker Section as a basic social worker in the State of Wisconsin pursuant to certificate number 2826, which was first granted January 13, 1994.
2. Respondent was granted certification pursuant to the grandparenting provisions of 1991 Wisconsin Act 160, § 21(2)(a)1 and, for this reason, did not take the examination otherwise required for certification. Respondent received a bachelor’s degree in social work from the University of Wisconsin-Oshkosh in 1993.
3. Respondent’s last address reported to the Department of Regulation and Licensing is W9143 Forrest Road, Antigo, WI 54409.
4. Respondent began employment as a social worker with Langlade County Department of Social Services (LCDSS) in Antigo, Wisconsin on December 13, 1993. Respondent’s position was in the Child Protective Services Unit. Respondent continued in that position until October 31, 2001 , when she accepted employment elsewhere. During the time Respondent was in that position:

- a. Respondent was the case worker for BP, a boy in treatment foster placement.

Respondent had numerous contacts with parties involved in the case which occurred by telephone, office visit, supervised visitation and at court. Those parties included the child, counselors, educational professionals and the treatment social worker who conducted weekly home visits.

Respondent completed a termination of parental rights report on BP's family during this period and submitted case records relating to the family to the Regional office of the Department of Health and Family Services.

BP was determined not to be a good candidate for adoption due to his age and treatment issues and remained in foster placement.

Respondent's records show she made a home visit to the foster placement on July 29, 1998 and do not show that she made another home visit until February 2, 2000, 18 months later.

Although LCDSS had no written guidelines or policies regarding the frequency of home visits to children in treatment foster placements, professional standards required that Respondent perform a home visit during that period.

- b. In April 2000, Respondent prepared a report for the Juvenile Court regarding MP, who was born in June 1997, and his two younger half siblings who had been residing with their natural mother. On June 8, 2000, the court issued an order regarding the three children. The order placed MP with his natural father, the non-offending parent, and his step-mother under conditions and restrictions.

Respondent had contacts with parties involved in the case which occurred by telephone and office visits.

On August 29, 2000, Respondent was advised that the father had not attended required AODA treatment since July 6, 2000.

On September 13, 2000, the father told Respondent that the father had been arrested for a domestic violence incident with the step-mother who resided in the home. The arrest did not result in a finding of child abuse or neglect by Marathon County Department of Social Services where the father and step-mother resided.

During the period of placement, the natural mother in a family court action agreed to the father having custody of MP.

On October 13, 2000, Respondent sent a letter to Marathon County Department of Social Services asking that they accept courtesy supervision of the child and the home.

Respondent's records show she never made a home visit to the father's home after the time the child was placed with the father on June 8, 2000, a period of four months.

Although LCDSS had no written guidelines or policies regarding the frequency of home visits to children in relative placements, professional standards required that Respondent perform a home visit during that period.

- c. During 2001, a CHIPS petition had been filed in Juvenile Court alleging sexual abuse by the father of minor siblings DS and RS.

On January 11, 2001, the father signed an Authorization of Disclosure which allowed LCDSS to disclose information regarding the case to his parents, the grandparents of the children. The consent stated that it expired upon case closure.

On April 12, 2001, the Juvenile Court dismissed the CHIPS petition and LCDSS closed the case.

While the petition was pending, the paternal grandparents were being considered for relative placement of the children. They were admitted to the closed court proceedings on the petitions.

On July 13, 2001, the grandparents came to the LCDSS office and asked to speak with Respondent about the case. Respondent determined the Authorization for Disclosure had been signed by the father, but failed to note that it had expired because the case had been closed. Respondent then discussed the case with the grandparents, including information which came from and was contained in the file.

This was a breach of the statutory confidentiality of the records.

5. Since November 1, 2001, Respondent has been employed as the Executive Director of AVAIL, Inc., a domestic violence and sexual assault services center located in Antigo. A member of the board of directors of AVAIL has provided information that Respondent has been successful and valued in that employment. Respondent has not worked as a social worker, or used the title social worker in that position.

6. Respondent has provided proof to the Division that from October 27, 2004 through November 23, 2004, Respondent took and completed "Ethics & Boundaries for Social Workers," a 16 hour online continuing education program sponsored by the University of Wisconsin-Madison, Professional Development and Applied Studies.

7. Neither the Section nor the Department has received any other complaints regarding Respondent's practice during the 11 years she has been credentialed by the Section.

CONCLUSIONS OF LAW

1. The Social Worker Section of the Wisconsin Marriage and Family Therapy, Professional Counseling and Social Work Examining Board has jurisdiction over this matter pursuant to Wis. Stat. § 457.26(2) and authority to enter into this stipulated resolution pursuant to Wis. Stat. § 227.44(5).

2. Respondent, by engaging in the conduct set out above, violated:

- a. Wis. Adm. Code § MPSW 20.02(22) - Negligence in practice in more than one instance.
- b. Wis. Adm. Code § MPSW 20.02(10) - Revealing facts, data, information, records or communication received from a client in a professional capacity.

ORDER

NOW, THEREFORE, IT IS HEREBY ORDERED:

1. Respondent, Michelle Glynn Arrowood, C.S.W., is hereby Reprimanded for the above conduct.

2. Within 90 days of the date of this Order, Respondent shall take and complete 6 hours of continuing education on the subject of social worker ethics, which course or courses shall first be approved by the Section, or its designee. Respondent is prohibited from applying these credits toward satisfaction of the continuing education required during the July 1, 2003 through June 30, 2005 registration biennium.

3. Six of the credits earned by Respondent by taking the course set out at Finding of Fact 6 above are hereby accepted as fulfillment of the continuing education required by the preceding paragraph. Respondent may apply the remaining ten credits from that course toward satisfaction of the continuing education required during the July 1, 2003 through June 30 2005 registration biennium.

4. Respondent shall, within 120 days of the date of this Order, pay to the Department of Regulation and Licensing the costs of this proceeding in the amount of \$300.00 pursuant to Wis. Stat. § 440.22(2).

5. All requests, notifications and payment shall be mailed, faxed or delivered to:

Department Monitor
Department of Regulation and Licensing
Division of Enforcement
1400 East Washington Ave.
P.O. Box 8935
Madison, WI 53708-8935
Fax (608) 266-2264

6. This Order is effective on February 2, 2005.

Dated at Madison, Wisconsin this 2nd day of February, 2005.

George Kamps
Chairperson
Social Worker Section