

## WISCONSIN DEPARTMENT OF SAFETY AND PROFESSIONAL SERVICES



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

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IN THE MATTER OF THE DISCIPLINARY  
PROCEEDINGS AGAINST

MELISSA J. MONSOOR,  
RESPONDENT.

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FINAL DECISION AND ORDER

0003688

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Division of Legal Services and Compliance Case No. 14 SOC 176

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

Melissa J. Monsoor  
8805 W. Chambers St.  
Milwaukee, WI 53222

Social Worker Section of the Wisconsin Marriage and Family Therapy, Professional  
Counseling, and Social Work Examining Board  
P.O. Box 8366  
Madison, WI 53708-8366

Division of Legal Services and Compliance  
Department of Safety and Professional Services  
P.O. Box 7190  
Madison, WI 53707-7190

The parties in this matter agree to the terms and conditions of the attached Stipulation as the final disposition of this matter, subject to the approval of the Social Worker Section of the Wisconsin Marriage and Family Therapy, Professional Counseling, and Social Worker Examining Board (Section). The Section has reviewed this Stipulation and considers it acceptable.

Accordingly, the Section in this matter adopts the attached Stipulation and makes the following Findings of Fact, Conclusions of Law and Order.

FINDINGS OF FACT

1. Respondent Melissa J. Monsoor, (DOB June 9, 1967) is certified in the state of Wisconsin to practice social work, having certificate number 5613-120, first granted on September 5, 1995 and current through February 28, 2015. Respondent's most recent address on file with the Wisconsin Department of Safety and Professional Services (Department) is 8805 West Chambers Street, Milwaukee, Wisconsin, 53222.

2. In 2013, the Department of Safety and Professional Services began an audit of compliance with the continuing education requirements for social workers for the 2011-2013 biennium.

3. Respondent's name was randomly selected as a subject of the audit.

4. Respondent failed to demonstrate compliance with continuing education requirements for the 2011-2013 biennium as follows:

- a. Respondent submitted evidence that she had completed 35.5 credits of continuing education;
- b. 19.5 hours were completed in the 2011-2013 biennium;
- c. 16 were completed in the 2013-2015 biennium;
- d. Respondent did not take any credits related to social work ethics and boundaries;
- e. Respondent therefore completed 19.5 hours of 30 due in the 2011-2013 biennium.

5. As of the date of this Final Decision and Order, Respondent has complied with continuing education requirements for the 2011-2013 biennium.

6. In resolution of this matter, Respondent consents to the entry of the following Conclusions of Law and Order.

#### CONCLUSIONS OF LAW

1. The Social Worker Section of the Wisconsin Marriage and Family Therapy, Professional Counseling, and Social Work Examining Board has jurisdiction to act in this matter pursuant to Wis. Stat. § 457.26(2), and is authorized to enter into the attached Stipulation pursuant to Wis. Stat. § 227.44(5).

2. Respondent violated Wis. Admin. Code § MPSW 8.02(1), by failing to complete 30 credits of continuing education in the appropriate biennium.

3. Respondent, in failing to comply with the requirements of Wis. Admin. Code § MPSW 8.02(1), has engaged in unprofessional conduct as defined by Wis. Admin. Code § 20.02(2).

4. Respondent violated Wis. Admin. Code § MPSW 8.02(1)(b), by failing to complete at least four (4) of the thirty (30) required continuing education hours in the subject area of social work ethics and boundaries.

5. Respondent, in failing to comply with the requirements of Wis. Admin. Code § 8.02(1)(b), has engaged in unprofessional conduct as defined by Wis. Admin. Code § MPSW 20.02(2).

6. As a result of the above violation(s), Melissa J. Monsoor is subject to discipline pursuant to Wis. Stat. § 457.26(2)(h).

### ORDER

1. The attached Stipulation is accepted.

2. Respondent, Melissa J. Monsoor, certificate no. 5613-120, is hereby REPRIMANDED.

3. Courses taken on October 16-17, 2013, and September 24, 2014 were retroactively applied to the 2011-2013 biennium and may not be used to fulfill continuing education requirements for the 2013-2015 biennium

4. Respondent is on notice that the Department may audit her compliance with continuing education requirements in the next biennium.

5. Within 90 days from the date of this Order, Respondent Melissa J. Monsoor shall pay COSTS of this matter in the amount of \$100.00.

6. Payment of costs shall be made payable to the Wisconsin Department of Safety and Professional Services and sent by Respondent to the Department Monitor at the address below:

Department Monitor  
Division of Legal Services and Compliance  
Department of Safety and Professional Services  
P.O. Box 7190, Madison, WI 53707-7190  
Telephone (608) 267-3817; Fax (608) 266-2264  
DSPSMonitoring@wisconsin.gov

7. Violation of any of the terms of this Order may be construed as conduct imperiling public health, safety and welfare and may result in a summary suspension of Respondent's license. The Board in its discretion may in the alternative impose additional conditions and limitations or other additional discipline for a violation of any of the terms of this Order. In the event Respondent fails to timely submit payment of costs as ordered, Respondent's certificate (5163-120) may, in the discretion of the Board or its designee, be SUSPENDED, without further notice or hearing, until Respondent has complied with payment of the costs.

8. This Order is effective on the date of its signing.

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

by: Nick Smir  
A Member of the Section (DW)

Date 1/28/15

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

IN THE MATTER OF THE DISCIPLINARY  
PROCEEDINGS AGAINST

MELISSA J. MONSOOR,  
RESPONDENT.

STIPULATION

0003688

Division of Legal Services and Compliance Case No. 14 SOC 176

Respondent Melissa J. Monsoor, and the Division of Legal Services and Compliance,  
Department of Safety and Professional Services stipulate as follows:

1. This Stipulation is entered into as a result of a pending investigation by the  
Division of Legal Services and Compliance. Respondent consents to the resolution of this  
investigation by Stipulation.

2. Respondent understands that by signing this Stipulation, Respondent voluntarily  
and knowingly waives the following rights:

- the right to a hearing on the allegations against Respondent, at which time the State has  
the burden of proving those allegations by a preponderance of the evidence;
- the right to confront and cross-examine the witnesses against Respondent;
- the right to call witnesses on Respondent's behalf and to compel their attendance by  
subpoena;
- the right to testify on Respondent's own behalf;
- the right to file objections to any proposed decision and to present briefs or oral  
arguments to the officials who are to render the final decision;
- the right to petition for rehearing; and
- all other applicable rights afforded to Respondent under the United States Constitution,  
the Wisconsin Constitution, the Wisconsin Statutes, the Wisconsin Administrative Code,  
and other provisions of state or federal law.

3. Respondent is aware of Respondent's right to seek legal representation and has  
been provided an opportunity to obtain legal counsel before signing this Stipulation.

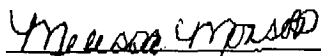
4. Respondent agrees to the adoption of the attached Final Decision and Order by  
the Social Worker Section of the Wisconsin Marriage and Family Therapy, Professional  
Counseling, and Social Work Examining Board (Section). The parties to the Stipulation consent  
to the entry of the attached Final Decision and Order without further notice, pleading, appearance  
or consent of the parties. Respondent waives all rights to any appeal of the Section's order, if  
adopted in the form as attached.


5. If the terms of this Stipulation are not acceptable to the Section, the parties shall not be bound by the contents of this Stipulation, and the matter shall then be returned to the Division of Legal Services and Compliance for further proceedings. In the event that the Stipulation is not accepted by the Section, the parties agree not to contend that the Section has been prejudiced or biased in any manner by the consideration of this attempted resolution.


6. The parties to this Stipulation agree that the attorney or other agent for the Division of Legal Services and Compliance and any member of the Section ever assigned as an advisor in this investigation may appear before the Section in open or closed session, without the presence of Respondent, for purposes of speaking in support of this agreement and answering questions that any member of the Section may have in connection with deliberations on the Stipulation. Additionally, any such advisor may vote on whether the Section should accept this Stipulation and issue the attached Final Decision and Order.

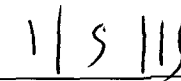
7. Respondent is informed that should the Section adopt this Stipulation, the Section's Final Decision and Order is a public record and will be published in accordance with standard Department procedure.

8. The Division of Legal Services and Compliance joins Respondent in recommending the Section adopt this Stipulation and issue the attached Final Decision and Order.

  
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Melissa J. Monsoor, Respondent  
8805 W. Chambers St.  
Milwaukee, WI 53222  
Certificate no. 5613-120

  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Cody Wagner, Attorney  
State Bar Number 1069666  
Department of Safety and Professional Services  
Division of Legal Services and Compliance  
P.O. Box 7190  
Madison, WI 53707-7190  
Tel. (608) 261-0116  
Fax: (608) 266-2264  
EMAIL: cody.wagner@wi.gov

  
\_\_\_\_\_  
Date