

## WISCONSIN DEPARTMENT OF SAFETY AND PROFESSIONAL SERVICES



### **Wisconsin Department of Safety and Professional Services Access to the Public Records of the Reports of Decisions**

This Reports of Decisions document was retrieved from the Wisconsin Department of Safety and Professional Services website. These records are open to public view under Wisconsin's Open Records law, sections 19.31-19.39 Wisconsin Statutes.

#### **Please read this agreement prior to viewing the Decision:**

- The Reports of Decisions is designed to contain copies of all orders issued by credentialing authorities within the Department of Safety and Professional Services from November, 1998 to the present. In addition, many but not all orders for the time period between 1977 and November, 1998 are posted. Not all orders issued by a credentialing authority constitute a formal disciplinary action.
- Reports of Decisions contains information as it exists at a specific point in time in the Department of Safety and Professional Services data base. Because this data base changes constantly, the Department is not responsible for subsequent entries that update, correct or delete data. The Department is not responsible for notifying prior requesters of updates, modifications, corrections or deletions. All users have the responsibility to determine whether information obtained from this site is still accurate, current and complete.
- There may be discrepancies between the online copies and the original document. Original documents should be consulted as the definitive representation of the order's content. Copies of original orders may be obtained by mailing requests to the Department of Safety and Professional Services, PO Box 8935, Madison, WI 53708-8935. The Department charges copying fees. *All requests must cite the case number, the date of the order, and respondent's name* as it appears on the order.
- Reported decisions may have an appeal pending, and discipline may be stayed during the appeal. Information about the current status of a credential issued by the Department of Safety and Professional Services is shown on the Department's Web Site under "License Lookup."

The status of an appeal may be found on court access websites at:

<http://ccap.courts.state.wi.us/InternetCourtAccess> and <http://www.courts.state.wi.us/wscca>

- Records not open to public inspection by statute are not contained on this website.

**By viewing this document, you have read the above and agree to the use of the Reports of Decisions subject to the above terms, and that you understand the limitations of this on-line database.**

**Correcting information on the DSPS website:** An individual who believes that information on the website is inaccurate may contact [DSPS@wisconsin.gov](mailto:DSPS@wisconsin.gov)

STATE OF WISCONSIN  
BEFORE THE DEPARTMENT OF SAFETY AND PROFESSIONAL SERVICES

---

IN THE MATTER OF THE LICENSE OF

ROBERT E. MCMANIMON-MOE,  
RESPONDENT.

:  
:  
: FINAL DECISION AND ORDER  
: FOR REMEDIAL EDUCATION  
:

**0005425**

---

Division of Legal Services and Compliance Case No. 16 RSA 031

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

Robert E. McManimon-Moe,  
412 E. South Street  
Caledonia, MN 55921

Wisconsin Department of Safety and Professional Services  
P.O. Box 8368  
Madison, WI 53708-8368

Division of Legal Services and Compliance  
Wisconsin 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 Wisconsin Department of Safety and Professional Services (Department). The Department has reviewed this Stipulation and considers it acceptable.

Accordingly, the Department adopts the attached Stipulation and makes the following Findings of Fact, Conclusions of Law and Order.

FINDINGS OF FACT

1. Respondent Robert E. McManimon-Moe, (DOB June 13, 1957) is certified in the state of Wisconsin to practice substance abuse counseling, having certification number 1371-132, first issued on March 1, 1991, and current through February 28, 2019. Respondent is also certified in the state of Wisconsin to practice as an intermediate clinical supervisor, having license number 12246-134, first issued August 15, 2001, and current through February 28, 2019. Respondent's most recent address on file with the Department is 412 East South Street, Caledonia, Minnesota 55921.

2. At all times relevant to this proceeding, Respondent was employed as a substance abuse counselor at a clinic, located in Onalaska, Wisconsin. Respondent worked as a counselor from October 2014, until September 2015, when he was promoted to clinical supervisor. In December 2015, Respondent was demoted to counselor.

3. From approximately August 2015, to August 2016, Respondent's patient documentation and records contained incomplete assessments and were missing treatment plans.

4. On May 31, 2016, the clinical supervisor discussed non-compliance in completing treatment plans with Respondent.

5. On June 28, 2016, the clinical supervisor discussed options to help get Respondent up-to-date with filing documents in charts.

6. On July 5, 2016, the clinical supervisor discussed the need to develop a system of filing documents in patient files so Respondent does not fall behind on this task. Respondent produced documents requiring attention including case notes, treatment contracts, and other documents to the clinical supervisor.

7. On August 2, 2016, the clinical supervisor addressed issues with recordkeeping and timeliness of documentation with Respondent.

8. On August 4, 2016, the clinical supervisor conducted an audit of patient charts and found several gross deficiencies in Respondent's documentation.

9. On August 5, 2016, Respondent was terminated from his employment as a result of the deficient records, in addition to other reasons.

10. Respondent acknowledges deficiencies in his paperwork. These deficiencies, in part, were because Respondent chose to focus on the treatment plan through direct interaction with the patient over completing supporting documentation.

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

#### CONCLUSIONS OF LAW

1. The Wisconsin Department of Safety and Professional Services has jurisdiction to act in this matter pursuant to Wis. Stat. § 440.88, and is authorized to enter into the attached Stipulation pursuant to Wis. Stat. § 227.44(5).

#### ORDER

1. The attached Stipulation is accepted.

2. Within six (6) months of the date of this Order, Robert E. McManimon-Moe (certificate no. 1371-132 and license no. 12246-134) shall, at his own expense, take and successfully complete six (6) hours of education with four (4) hours of education on the topic of documentation and two (2) hours of education on the topic of time management for health care professionals as follows:

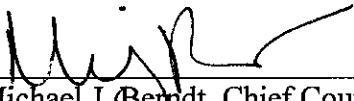
- a. Each course attended in satisfaction of this Order must be pre-approved by the Department or its designee. Respondent shall be responsible for locating course(s) satisfactory to the Department and for obtaining the required approval of the courses from the Department or its designee. Respondent must take and pass any exam offered for the course(s).
- b. Respondent shall submit proof of successful completion of the education in the form of verification from the institution providing the education to the Department Monitor at the address stated below.
- c. None of the education completed pursuant to this requirement may be used to satisfy any continuing education requirements that have been or may be instituted by the Department.

3. Request for approval of courses and proof of successful course completion shall be 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](mailto:DSPSMonitoring@wisconsin.gov)

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

WISCONSIN DEPARTMENT OF SAFETY AND PROFESSIONAL SERVICES

By:   
Michael J. Berndt, Chief Counsel  
On Behalf of the Department

9/11/17  
Date

STATE OF WISCONSIN  
BEFORE THE DEPARTMENT OF SAFETY AND PROFESSIONAL SERVICES

---

IN THE MATTER OF THE LICENSE OF :  
 : STIPULATION  
ROBERT E. MCMANIMON-MOE, :  
RESPONDENT. : 0005425

---

Division of Legal Services and Compliance Case No. 16 RSA 031

Respondent Robert E. McManimon-Moe 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 Wisconsin Department of Safety and Professional Services (Department). 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 Department's Order, if adopted in the form as attached.

5. If the terms of this Stipulation are not acceptable to the Department, 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

Division of Legal Services and Compliance for further proceedings. In the event that the Stipulation is not accepted by the Department, the parties agree not to contend that the Department 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 may appear before the Department, without the presence of Respondent, for purposes of speaking in support of this agreement and answering questions that the Department may have in connection with deliberations on the Stipulation.

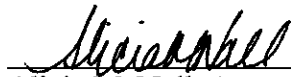
7. Respondent is informed that should the Department adopt this Stipulation, the Department's Final Decision and Order is a public record and will be published in accordance with standard Department procedure.

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



Robert E. McManimon-Moe, Respondent  
412 E. South St.  
Caledonia, MN 55921  
Certificate no. 1371-132  
License no. 12246-134

8/21/17  
Date



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

8/30/17  
Date