

WISCONSIN DEPARTMENT OF SAFETY AND PROFESSIONAL SERVICES



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STATE OF WISCONSIN
BEFORE THE DEPARTMENT OF SAFETY AND PROFESSIONAL SERVICES

IN THE MATTER OF DISCIPLINARY
PROCEEDINGS AGAINST

GLEND A P. MATTHEWS, C.S.A.C.,
RESPONDENT.

:
:
: FINAL DECISION AND ORDER
:
:

ORDER 00065 14

Division of Legal Services and Compliance Case No. 18 RSA 046

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

Glenda P. Matthews, C.S.A.C.
6019 W Calumet Road
Milwaukee, WI 53223

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 Glenda P. Matthews, C.S.A.C., (DOB June 3, 1961) is credentialed in the state of Wisconsin to practice clinical substance abuse counseling, having credential number 10434-132, first issued on May 7, 2004, and current through February 28, 2021. Respondent's most recent address on file with the Department is 6019 West Calumet Road, Milwaukee, Wisconsin 53223.

2. At all times relevant to this proceeding, Respondent was employed as a clinical substance abuse counselor at a counseling service center (Center), located in Milwaukee, Wisconsin.

3. On June 27, 2019, the Department requested, via a phone call to the phone number on record with the Department, that the Respondent provide proof of completion of continuing education (CE) credits completed during the 2015-2017 biennium.

4. Respondent provided only CE credits for the 2017-2019 biennium.

5. On June 28, 2019, the Department requested, via a phone call to the phone number on record for the Respondent, email to the email address on record for the Respondent, and physical mail to the address on record for the Respondent, the requested CE documents pertaining to the 2015-2017 biennium.

6. On July 3, 2019, Respondent indicated, via phone call with the Department, that she only completed a limited number of credit hours for the 2015-2017 biennium and could not produce proof of completion of the CE classes for verification.

7. 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).

2. By the conduct described in the Findings of Fact, Glenda P. Matthews, C.S.A.C., engaged in unprofessional conduct as defined by Wis. Admin. Code § SPS 168.01(1)(a) by failing to complete required number of continuing education credits for the 2015-2017 biennium.¹

3. By the conduct described in the Findings of Fact, Glenda P. Matthews, C.S.A.C., engaged in unprofessional conduct as defined by Wis. Admin. Code § 165.01(3)(c) by failing to complete 40 hours of continuing education credits for the 2015-2017 biennium.²

4. As a result of the violations noted in the Conclusions of Law, Respondent Glenda P. Matthews, C.S.A.C., is subject to discipline pursuant to Wis. Stat. § 440.88(6).

ORDER

¹ Wisconsin Admin. Code ch. 168 was repealed and recreated by 2017 Wis. Act 262, effective May 1, 2018. Wisconsin Admin. Code § 168.01(1)(a), as cited in this Order, was in effect during the 2015-2017 biennium.

² Wisconsin Admin. Code ch. 165 was repealed and recreated by 2017 Wis. Act 262, effective May 1, 2018. Wisconsin Admin. Code § 165.01(3)(c), as cited in this Order, was in effect during the 2015-2017 biennium.

1. The attached Stipulation is accepted.
2. Respondent Glenda P. Matthews, C.S.A.C., is REPRIMANDED.
3. The credential to practice as a clinical substance abuse counselor issued to Glenda P. Matthews, C.S.A.C., (credential number 10434-132) in LIMITED as follows:
 - a. Within 180 days of the date of this Order, Respondent shall successfully complete forty (40) continuing education credits offered by a provider pre-approved by the Department Monitor, including taking and passing any exam offered for the courses.
 - b. Respondent may provide proof of completion of continuing education credits completed during the 2015-2017 biennium to the Department Monitor. Those continuing education credits will count towards satisfying the continuing education credit amount required by this Order.
 - c. All education completed pursuant to this Order shall be taken in-person or in a live, interactive format. Education such as online on-demand or self-study education shall not be approved.
 - d. Respondent shall submit proof of successful completion of the ordered education in the form of verification from the institution providing the education to the Department Monitor at the address stated below.
 - e. 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, and also may not be used in future attempts to upgrade a credential in Wisconsin.
 - f. This limitation shall be removed from Respondent's credential after satisfying the Department or its designee that Respondent has successfully completed all the ordered education.
4. Within ninety (90) days from the date of this Order, Glenda P. Matthews, C.S.A.C., shall pay COSTS of this matter in the amount of \$345.00.
5. Request for approval of courses, proof of successful course completion and payment of costs (made payable to the Wisconsin Department of Safety and Professional Services) 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

You may also submit this information online via DSPS' Monitoring Case Management System,
here:

<https://app.wi.gov/DSPSMonitoring>

6. In the event that Respondent violates any term of this Order, Respondent's certificate (no. 10434-132) to practice clinical substance abuse counseling in the state of Wisconsin may, in the discretion of the Department or its designee, be SUSPENDED, without further notice or hearing, until Respondent has complied with the terms of the Order. The Department may, in addition and/or in the alternative refer any violation of this Order to the Division of Legal Services and Compliance for further investigation and action.

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

WISCONSIN DEPARTMENT OF SAFETY AND PROFESSIONAL SERVICES

By: A. Rohmeyer
Aloysius Rohmeyer, Chief Counsel
On Behalf of the Department

10-22-2019
Date

STATE OF WISCONSIN
BEFORE THE BOARD OF NURSING

IN THE MATTER OF DISCIPLINARY
PROCEEDINGS AGAINST

GLEND A P. MATTHEWS, C.S.A.C.,
RESPONDENT.

:
:
:
:
:

STIPULATION

ORDER 0006514

Division of Legal Services and Compliance Case No. 18 RSA 046

Respondent Glenda P. Matthews, C.S.A.C., 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 Board of Nursing (Board). 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 Board's order, if adopted in the form as attached.

5. If the terms of this Stipulation are not acceptable to the Board, the parties shall not be bound by the contents of this Stipulation, and the matter shall then be returned to the Division

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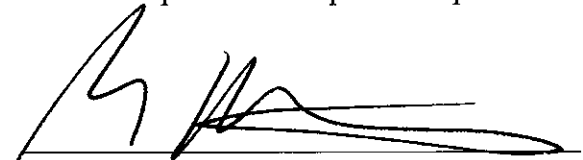
DEPT OF SAFETY & PROFESSIONAL SERVICES
DIV OF LEGAL SERVICES & COMPLIANCE

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.

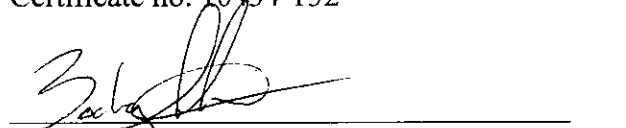
8. The Division of Legal Services and Compliance joins Respondent in recommending that the Department adopt this Stipulation and issue the attached Final Decision and Order.



Glenda P. Matthews, C.S.A.C., Respondent
6019 W Calumet Road
Milwaukee, WI 53223
Certificate no. 10434-132

10/9/19

Date



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

10/14/19

Date