

Record Of Inquiry Decision

In the matter of: Verna Sullivan, #1075

Complaint Number(s): 17-16, 18-09 and 18-10

And

In the matter of: *The Social Work Profession Act, C.C.S.M. c. S169*

Hearing date(s): May 14, 2021

Complaint:

In December 2017, May 2018, and July 2018 the Manitoba College of Social Workers (MCSW) received complaints against Registered Social Worker (RSW) Verna Sullivan in accordance with Part 7 of *the Social Work Profession Act (SWPA)*. The Member pled guilty to Charges via an Agreed Statement of Facts acknowledging that the RSW:

1. Failed to sign case notes from October 12, 2017, to April 24, 2018
 - *Standards of Practice - Standard 5 - Social Work File Records - clause 5.3.*
2. Failed to disclose a fee schedule and practices with regards to fees, cancellations and unpaid bills
 - *Code of Ethics - Guideline 5 - Ethical Responsibilities in Private Practice - clause 5.3.1.*
3. Failed to discuss or have any written policies available concerning fees or policies concerning charges for missed or cancelled appointments
 - *Standards of Practice - Standard 7 - Private Practice - clause 7.5, 7.6 & 7.7*
4. While in private practice, failed to maintain regular, consistent and structured supervision from a supervisor with relevant expertise, experience and knowledge of social work ethics and standards of practice
 - *Standards of Practice - Standard 7 - Private Practice - clause 7.2*

Findings of Panel:

On May 14, 2021, following a Joint Submission that the RSW had breached the MCSW's Standards of Practice and Code of Ethics, the Inquiry Panel accepted a Joint Submission on Penalty.

Following a determination that the RSW was guilty of professional misconduct, the Inquiry Panel made the following Orders:

Conditions were placed on the RSW's entitlement to practice as a social worker including:

1. The RSW be reprimanded.
2. The RSW acknowledge that the ethical duties set out in the Code and Standards apply to involuntary clients.

3. The RSW's practice be subject to supervision for at least one year.
4. During Supervision the RSW will review or establish a service contract and formal policies that are consistent with the requirements of the Standards and Code relating to disclosure of scope of services, fees and missed/cancelled appointments

As per Section 53(1) of the *SWPA*, the Panel accepted the joint proposal that the RSW pay to the College the sum of \$15,000.00 to recover a portion of the costs of the investigation and proceedings related to the complaint.