

BEFORE THE  
BOARD OF LICENSED PROFESSIONAL COUNSELORS AND THERAPISTS  
OF THE STATE OF OREGON

In the matter of the application	)	<b>PROPOSED AND FINAL ORDER</b>
for licensure as an LMFT by	)	<b>REFUSAL TO ISSUE, NOTICE,</b>
	)	<b>AND WAIVER OF FORM OF ORDER</b>

Nancy Trowbridge  
PO Box 853  
Neskowin, OR 97149

**Proposed Order**

Pursuant to ORS 675.715 to 675.835 and OAR 833-001-0001 TO 833-060-0001, the State Board of Licensed Professional Counselors and Therapists proposes to reject the application of Nancy Trowbridge to obtain a license as a marriage and family therapist and to close the application file on the facts set forth herein and incorporated by reference.

**Right to a Hearing**

The applicant, Nancy Trowbridge, has the right to a hearing under the provisions of the Administrative Procedures Act, ORS chapter 183. Unless a hearing is requested in writing addressed to the Administrator, Board of Licensed Professional Counselors and Therapists, 3218 Pringle Road SE #160, Salem, Oregon 97302-6312 and is received on or before the close of business within 60 days from service by certified mail, or approximately August 5, 1996, this order becomes a final order without further action. If a hearing is requested, you may be represented by counsel at the hearing. Attached is information on the procedures, right of representation, and the rights of parties relating to conduct of the hearing as required under ORS 183.413(2).

**Waiver**

If you request a hearing but fail to appear at the scheduled hearing, the Board may issue a final order by default denying you a license. By failing to request a hearing or appear at a hearing, Nancy Trowbridge waives any statutory requirements as to the form of the order including Findings of Fact and Conclusions of Law under the provisions of ORS 183.470.

**Facts and Statements in Support of Order**

1. Application for licensure signed by Nancy Trowbridge-Bingham was received on or about 5/18/94.

2. Applicant documented a master of arts degree in counseling psychology from National University, awarded October 5, 1986.

3. Using the standards set forth in OAR 833-025-0001 through 0006, applicant failed to document that her degree met the standards for marriage and family therapy degrees. The Board did not find course descriptions to indicate that except for one course in family counseling, there was a lack of marriage and family therapy and marriage and family studies courses.


4. Applicant failed to document meeting the work experience standards for supervised work experience set forth in ORS 675.715 and OAR 833-020-0100. Supervisors Deaton and Sargent could not be approved because they did not attest to at least five years of experience in working with couples and families, nor that they were trained in the systemic approach to therapy. The remaining supervision was all group supervision. The Board could only approve 540 of the required 2,000 post-degree supervised client contact hours needed for licensure.

5. OAR 833-020-0020 requires applicants who fail to become licensed within one year to reapply. One year from application was May 18, 1995.

6. The Board of Licensed Professional Counselors and Therapists application file and the documents therein are incorporated by reference in support of this order in the form the file existed on August 25, 1995.

Dated: June 3, 1996

State Board of Licensed Professional  
Counselors and Therapists

  
Carol F. Fleming, Administrator

Attachment: Contested Case Rights and Procedures

Served by certified mail no. P 298 595 523 on June 3, 1996

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No request for hearing having been received in the time prescribed herein, this order is affirmed as final and shall be served by mail.

**Appeal Rights**

Nancy Trowbridge is entitled to judicial review of this final order. Judicial review may be obtained by filing a petition for review within 60 days from the service of this order after it becomes final, which will be accomplished by mailing. The appeal procedures for this order are set forth in ORS 183.

Dated and mailed: 9/9/96 State Board of Licensed Professional  
Counselors and Therapists

[REDACTED]

Carol F. Fleming, Administrator

By certified mail no. P298 595 536 mailed 9-9-96

P&FO