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CONSENT AGREEMENT

This Consent Agreement is made by and between the National Athletic Trainers' Association Board of Certification, Inc., ("BOC"), a North Carolina non-profit corporation with a place of business at 1415 Harney Street, Suite 200, Omaha, Nebraska 68102, and Courtney Schaiper ("Respondent") of [REDACTED] Taylor Mill, Kentucky, [REDACTED] referred to hereinafter collectively as the "Parties."

WHEREAS, Respondent has been certified by the BOC (Certification Number 080702024) as having satisfied the requirements established by the BOC with regard to knowledge and professional competence in the area of entry-level athletic training; and

WHEREAS, the Parties stipulate to the truth and accuracy of the following:

1. On February 27, 2014, Respondent submitted her 2011-2013 continuing education report and attested to the following statements: 1) "I am in possession of and prepared to present all original documentation confirming participation in reported activities. I am aware I must keep these records for at least 2 years after the reporting period has ended." 2) I am aware that the BOC reserves the right to audit me at any time and that failure to comply with BOC audit policies may result in the suspension of my BOC certification. 3) "I am aware that falsification of this report may result in the revocation of my BOC certification."
2. Respondent was required to participate in the audit and was sent an Audit Notice from the BOC on April 7, 2014. Respondent was mailed an Audit Notice (2nd Notice) on May 5, 2014. Respondent's audit was to be completed May 27, 2014. The BOC mailed Respondent an Investigation Notice on June 11, 2014. Respondent has not yet complied with the BOC Continuing Education audit.

3. The Respondent's conduct is a violation of the Code of Professional Responsibility ("Code") 2.3 and 3.9 of the *BOC Standards of Professional Practice* ("BOC Practice Standards"). 2.3 in that the Respondent failed to comply with the most current BOC recertification policies and requirements. 3.9 in that the Respondent failed to act candidly, responsibly and truthfully in making any statement to the BOC.
4. The above described Code violations constitute grounds for disciplinary action pursuant to Section 9 of the *BOC Professional Practice and Discipline Guidelines and Procedures* ("BOC Discipline Procedures").

WHEREAS, Respondent, in consideration of this Consent Agreement and for the purpose of terminating the BOC's investigation into her conduct, voluntarily admits that her actions as set forth above violate Code 2.3 and 3.9 of BOC Practice Standard violations and agrees that, for purposes of this or any future proceeding before the BOC, this Consent Agreement shall have the same effect as if ordered after a full hearing held pursuant to Section 7 of the BOC Discipline Procedures;

WHEREAS, Respondent understands and acknowledges Respondent's rights to a hearing and to appeal a decision by a hearing panel, but waives those rights and stipulates and agrees to the issuance of this Consent Agreement without further proceedings in this matter, and agrees to be fully bound by the terms and conditions specified herein; and

WHEREAS, the BOC Executive Director has consented to the execution of this Consent Agreement;

NOW, THEREFORE, pursuant to Section 5 of the BOC Discipline Procedures and in consideration of the mutual covenants contained herein, the receipt and sufficiency of which are hereby acknowledged, the Parties hereby stipulate and agree to the following:

1. The Parties agree that this Consent Agreement shall be and hereby is legally binding and is in full and complete settlement and resolution of any and all charges and/or claims that were or could have been brought by the BOC regarding the actions of Respondent as set forth above in Paragraphs 1 and 2 of Page 1, and shall constitute an admission by the Respondent that these actions violated Code 2.3 and 3.9 of the BOC Practice Standards.

2. In exchange for the summary termination of the BOC's investigation into Respondent's conduct as described in Paragraphs 1 and 2 of Page 1 above, Respondent voluntarily admits: (1) the truthfulness of the factual allegation(s) set forth in Paragraphs 1 and 2 of Page 1 above; and (2) that Respondent's actions, as set forth in Paragraphs 1 and 2 of Page 1 above, violate Code 2.3 and 2.9 of the BOC Practice Standards. Respondent further agrees that for purposes of this or any future proceeding before the BOC, this Consent Agreement shall have the same effect as if ordered after a full hearing held pursuant to Section 7 of the BOC Discipline Procedures.

3. Respondent waives all right to a hearing on the merits of this matter as provided in Section 7 of the BOC Disciplinary Procedures.

4. Respondent waives all right to appeal the charges and/or claims set forth herein to the BOC or to any administrative, regulatory, judicial or other forum.

5. Respondent waives all right to challenge or otherwise contest the validity of this Consent Agreement to the BOC or to any administrative, regulatory, judicial or other forum. The Consent Agreement may be enforced by either party in an action at law or equity.

6. Respondent consents to and agrees that Respondent's certification status is considered Suspended. Respondent acknowledges and agrees that the suspension of a BOC certification is considered public information and may be published or otherwise disclosed by the BOC.

7. Pursuant to Section 10 of the BOC Discipline Guidelines, upon execution of this Consent Agreement, Respondent is required to return by traceable mail her BOC certification card to the BOC office within 10 calendar days. Further, while suspended Respondent is not authorized to do the following:

- a. Represent herself to the public as a practicing Certified Athletic Trainer or use the certification marks "ATC" or C.A.T." following your name; or
- b. Serve as an item writer for the BOC certification exam; or
- c. Serve as a supervisor of students who are satisfying the athletic training requirements for certification eligibility.

8. Certification status of Respondent will remain Suspended until she complies with the 2010-2013 Continuing Education Audit. If Respondent has not complied with the 2010-2013 Continuing Education Audit by December 31, 2015, any request for reinstatement of certification must be reviewed by a Reinstatement Panel.

9. Any alleged breach of any provision of this Consent Agreement by Respondent may, at the sole and absolute discretion of the BOC, result in the following actions:

- a. The BOC shall notify Respondent in writing by certified mail, return receipt requested or by tracked courier that the term(s) of this Consent Agreement have been breached and include a description of the acts or omission(s) constituting a breach the term(s) of this Consent Agreement.
- b. Respondent shall be allowed fifteen (15) days from the date of the receipt of notification required in Paragraph 9(a) above to demonstrate to the sole satisfaction of the BOC that he has cured the breach in question.
- c. Failure to cure the breach within the fifteen (15) day time period will terminate the BOC's obligations under this Consent Agreement and will cause the original matter, as outlined in Paragraphs 1 through 3 of Page 1, above, to be referred to the BOC Professional Practice and Discipline Committee ("PPD Committee") which shall make a final determination of the disciplinary action, if any, to be taken.
- d. In addition, Respondent's breach of any term of this Consent Agreement may constitute an additional and independent Code violation and may

provide separate grounds for the BOC to suspend, revoke, or otherwise take action with regard to his BOC certification.

10. Any notice by the BOC pertaining to this Consent Agreement shall be sufficient if sent to Respondent at the last address of record Respondent has reported to the BOC, or to an attorney designated by Respondent.

11. Respondent agrees that the factual and legal allegations as contained in this Consent Agreement shall be deemed true and admitted in any subsequent proceeding before the BOC in which her compliance with this Consent Agreement or the BOC Practice Standards is at issue.

12. Any extension of time or grace period for reporting granted by the BOC in its sole and absolute discretion shall not be a waiver or preclude the BOC from taking action at a later time. The BOC shall not be required to grant any waiver, extensions of time, or grace periods.

13. This Consent Agreement shall be binding on and shall inure to the benefit of the Parties, their successors, assigns, or other legal representatives.

14. No waiver, change, amendment, or discharge of any term or condition hereof and no consent of either Party shall be of any force or effect unless made in writing and signed by both Parties or by duly authorized agents of the Parties. Any waiver granted by the BOC shall be at the sole and absolute discretion of the BOC and shall not function as a continuing waiver.

15. This Consent Agreement contains the entire understanding between the Parties and supersedes any and all pre-existing understandings, either oral or written, between the Parties relating to the subject matter hereof.

IN WITNESS WHEREOF, the Parties have executed this Consent Agreement, effective as of the 15th day of July, 2014.

National Athletic Trainers' Association Board of Certification, Inc.

Denise M Fandel

Signature

Denise Fandel

Printed Name

Executive Director

Title

8/15/14

Date

Courtney Schaiper

Courtney Schaiper

Signature

Courtney Schaiper

Printed Name

8/16/2014

Date



BOARD OF CERTIFICATION
FOR THE ATHLETIC TRAINER
25 Years of Certainty

July 16, 2014

Courtney Schaiper
4868 Taylor Mill Rd
Taylor Mill, KY 41015

Dear Ms. Schaiper:

The Board of Certification, Inc. (BOC) records show you have not yet complied with the 2010-2013 audit. Your audit was to be completed by May 27, 2014. Your conduct is a violation of Code 2.3 and 3.9 of the BOC Code of Professional Responsibility section of the BOC Standards of Professional Practice. The BOC would like to offer a Consent Agreement for suspension of your certification until you have complied with the audit as a resolution. You have thirty (30) days to review and return the enclosed Consent Agreement. If you agree to the terms of the Consent Agreement, please sign and date the appropriate section on the last page and return the original to the BOC office. If you do not agree to the terms of the Consent Agreement, please return the original unsigned.

Once the Consent Agreement is received by the BOC, the Executive Director must review the Consent Agreement. Once all parties are in agreement, you will receive a copy of the signed Consent Agreement and the case will be considered closed.

If the BOC does not receive the Consent Agreement by August 16, 2014, it will be assumed that you do not wish to enter in to a Consent Agreement. If you do not enter the Consent Agreement, the BOC will resume its consideration of your disciplinary matter.

Sincerely,

A handwritten signature in black ink, appearing to read 'Stacy Arrington', written over a printed name.

Stacy Arrington
Credentialing Services Manager



INVESTIGATION NOTICE

June 11, 2014

Courtney Schaiper
4868 Taylor Mill Road
Taylor Mill, KY 41015

Dear Courtney:

Board of Certification, Inc. (BOC) records indicate you were required to participate in the Continuing Education (CE) audit for the 1/1/2011 - 12/31/2013 reporting period. The BOC emailed you an audit notice on 4/7/2014 and mailed you an audit reminder notice on 5/5/2014. To date, the BOC has not received your audit materials. Because these allegations concern conduct that may violate the *BOC Standards of Professional Practice*, the BOC has decided to conduct an investigation pursuant to Section 3 of the *Professional Practice and Discipline Guidelines and Procedures*.

If you have additional information, documentation and/or comments regarding the above described information, the BOC requests you submit them and/or the previously requested audit documentation to the BOC no later than July 11, 2014. Your current certification status is Certified, however; failure to comply with this process may lead to suspension of your certification.

Sincerely,

A handwritten signature in cursive script that reads "Stacy Arrington".

Stacy Arrington
Credentialing Services Manager

cc: BOC Professional Practice and Discipline Committee
BOC Chief Counsel

Enclosures: *BOC Standards of Professional Practice*
Professional Practice and Discipline Guidelines and Procedures
Copy of Emailed Audit Notice
Copy of Mailed Audit Notice



May 5, 2014

Courtney Schaiper
4868 Taylor Mill Road
Taylor Mill KY 41015

AUDIT NOTICE (2nd Notice)

Dear Courtney:

This is your audit notification; you are required to participate in the Board of Certification (BOC) audit of the 1/1/2011 - 12/31/2013 CE reporting period. On April 7, 2014, we emailed the first audit notification to courtney.schaiper@gmail.com. Failure to comply with the audit violates Code 2.3 of the Code of Professional Responsibility section in the *BOC Standards of Professional Practice* (www.bocatc.org) and may result in the suspension of your certification.

The BOC must receive the following materials no later than 5:00pm CT on **May 27, 2014**:

1. CE Reporting Summary:

- Go to the following link to print a list of the CEUs you reported: www.bocatc.org/audit/080702024
- Print page

2. Documentation: Include original documentation or notarized copies for all CE activities

- Refer to the *2013 Recertification Requirements* (www.bocatc.org) for proper documentation to submit
- A notary form is enclosed for your convenience

3. Emergency Cardiac Care (ECC): Include front and back copies, signed by you, of all certification card(s) or certificate(s) showing compliance in ECC for the 1/1/2011 - 12/31/2013 CE reporting period

- Include a letter of explanation if you are missing an ECC card or certificate

NOTE: If you would like your documentation returned, you **must** provide a self-addressed, stamped envelope; otherwise, all documentation will be discarded.

Mail the requested materials to the following address:

Board of Certification
Attn: CE Audit
1415 Harney St Ste 200
Omaha NE 68102-2250

You will receive notification of the outcome of your audit no later than July 18, 2014. Please contact the BOC office at Audit@bocatc.org or (877) 262-3926 with questions. Thank you for your cooperation in this process.

Sincerely,

A handwritten signature in cursive script that reads 'Stacy Arrington'.

Stacy Arrington
Credentialing Services Manager

James Higgins

From: Board of Certification, Inc. <BOC@boccert.org>
Sent: Monday, April 07, 2014 10:35 AM
To: courtneyschalper@gmail.com
Subject: Audit Notice from the BOC



Audit Notice

Dear Courtney,

This is your audit notification; you are required to participate in the Board of Certification (BOC) audit of the 1/1/2011 - 12/31/2013 CE reporting period. Failure to comply with the audit violates Code 2.3 of the Code of Professional Responsibility section in the [BOC Standards of Professional Practice](#) and may result in the suspension of your certification.

The BOC must receive the following materials no later than 5:00pm CT on **May 27, 2014**:

1. **CE Reporting Summary:**
 - o Click here for a list of the CEUs you reported
 - o [Print page](#)
2. **Documentation:** Include original documentation or notarized copies for all CE activities
 - o Refer to the [2013 Recertification Requirements](#) for proper documentation to submit
3. **Emergency Cardiac Care (ECC):** Include front and back copies, signed by you, of all certification card (s) or certificate(s) showing compliance in ECC for the 1/1/2011 - 12/31/2013 CE reporting period
 - o Include a letter of explanation if you are missing an ECC card or certificate

NOTE: If you would like your documentation returned, you must provide a self-addressed, stamped envelope; otherwise, all documentation will be discarded.

Mail the above requested materials to the following address:

Board of Certification
Attn: CE Audit

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1415 Harney St Ste 200
Omaha NE 68102-2250

You will receive notification of the outcome of your audit via email no later than July 18, 2014. Please contact the BOC office at Audit@boccert.org or (877) 262-3926 with questions. Thank you for your cooperation in this process.

Sincerely,

Stacy Arrington
Credentialing Services Manager

Board of Certification, Inc. | 1415 Harney Street, Suite 200 | Omaha, Nebraska 68102 | (402) 559-0091 | www.boccert.org

[Log In to BOC Central™](#)



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