



**CONSENT AGREEMENT**

This Consent Agreement is made by and between the Board of Certification, Inc., ("BOC"), a North Carolina non-profit corporation with a place of business at 1411 Harney Street, Suite 100, Omaha, Nebraska, 68102, and Allison C McWilliams ("Respondent") of [REDACTED] Dundee, Michigan, [REDACTED], referred to hereinafter collectively as the "Parties."

WHEREAS, Respondent satisfied the BOC certification examination ("exam") eligibility requirements established by the BOC and submitted an application to take the exam dated March 23, 2023; and

WHEREAS, Respondent registered for the BOC exam and took the exam during the May/June 2023, October 2023, May/June 2024, May/June 2025 and July/August 2025 exam windows.

WHEREAS, the Parties have stipulated to the truth and accuracy of the following:

1. March 13, 2026, the BOC received multiple complaints alleging the Respondent engaged in practicing athletic training without a valid state license or valid BOC certification in that Respondent introduced themselves as an athletic trainer and was represented as an athletic trainer on social media and provided athletic training services including, reducing a dislocated finger, taping athletes and providing emergent care during a wrestling tournament. Per multiple witness statements provided to the BOC, Respondent was observed reducing a dislocated finger, managing blood timeouts during a wrestling match, taping an injured athlete, and evaluating an athlete with a head injury and determining they had a concussion.
2. March 13, 2026, the BOC sent Respondent an Investigation Notice electronically via Xodo sign (formerly Eversign). March 17, 2026, Respondent provided a written response to the BOC stating, "At the time referenced in the complaint, I was present at the event assisting the athletic department in a limited support capacity. My role

was to be an assistant to the athletic department and administrators on duty. I was not employed by the athletic department as a Certified Athletic Trainer, nor was I functioning in the role of a licensed or Certified Athletic Trainer." Additionally, Respondent stated, "During the course of the event, an athlete experienced an injury and I briefly assisted. My actions were those of a concerned individual attempting to help in the moment and were not intended to constitute the professional practice of Athletic Training."

3. The Respondent's conduct also violates the Code of Professional Responsibility ("Code") 3.2 and 3.5 of the BOC Standards of Professional Practice ("BOC Practice Standards"). Code 3.2 in that the Respondent failed to know and comply with applicable local, state and/or federal rules, requirements, regulations and/or laws related to the practice of athletic training. Code 3.5 in that the Respondent misrepresented either directly or indirectly, their skills, training, professional credentials, identity or services or the skills, training, credentials, identity or services of athletic training.
4. The above-described Code violation constitutes 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 and the disciplinary proceedings against them, voluntarily admits that their actions as set forth above violate Codes 3.2 and 3.5 of the BOC Practice Standards 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, the 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 Chief Executive Officer has consented to the execution of this Consent Agreement;

NOW, THEREFORE, pursuant to Section 3 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 and shall constitute an admission by the Respondent that their actions violated Codes 3.2 and 3.5 of the BOC Practice Standards.

2. In exchange for the summary termination of the BOC's investigation into Respondent's conduct as described above, Respondent voluntarily admits: (1) that the facts set forth in Paragraphs 1 and 2 on Pages 1 and 2 above; (2) that Respondent's actions, violate Codes 3.2 and 3.5 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 they shall comply at all times with the BOC Practice Standards.

7. Respondent consents to and agrees that they are issued a PUBLIC CENSURE. A Public Censure is a written reprimand from the BOC to the Respondent. It shall be standard procedure to publish Public Censures; this includes but is not limited to the Disciplinary Action Exchange, State Regulatory Agencies and the "BOC Cert Update."

8. Respondent consents to and agrees to complete 3 hours in professional ethics administered by a BOC Approved Provider. Such a course(s) may be synchronous or asynchronous. Documentation showing completion of the required ethics course must be received by the BOC before certification will be granted.

9. Respondent's certification shall be placed on probation for a period of three (3) years once certification is granted. During this time Respondent's certification is considered to be in good standing insofar as Respondent incurs no criminal charges or convictions and verifies this fact in writing to the Committee on an annual basis. Respondent will be required to submit the annual report no earlier than April 1st and no later than April 30<sup>th</sup> of each year.

10. Respondent consents to and agrees that Respondent's certification status is considered CERTIFIED once all exam candidate requirements of the transition to certification are met.

11. All reports required by the terms of this Consent Agreement shall be due according to a schedule to be established by the BOC. Documentation showing completion of the required ethics course must be received by the BOC before certification will be granted. All correspondence and reports concerning the above restrictions and/or requirements are to be addressed to BOC Professional Practice and Discipline Committee.

12. 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 or by tracked courier, return receipt requested, or by secure electronic delivery with receipt verification (e.g., Xodo sign) 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. Such a breach may result in the Respondent's state athletic trainer agency and/or current employer being contacted as permitted by Section 14.2 of the BOC Discipline Guidelines.
- b. Respondent shall be allowed fifteen (15) days from the date of the receipt of notification required in Paragraph 12(a) above to demonstrate to the sole satisfaction of the BOC that Respondent 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 described in Paragraphs 1 and 2 on Pages 1 and 2, 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 Respondent's BOC certification.

13. 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.

14. 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 Respondent's compliance with this Consent Agreement or the BOC Practice Standards is at issue.

15. 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.

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

17. 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 constitute a continuing waiver.

18. 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 23<sup>rd</sup> day of April 2026.

**Board of Certification, Inc.**

*Anne M. Minton*

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Signature

Anne M Minton

\_\_\_\_\_  
Printed Name

Chief Executive Officer

\_\_\_\_\_  
Title

May 07 2026

\_\_\_\_\_  
Date

*Allison McWilliams*

\_\_\_\_\_  
Signature

Allison C McWilliams

\_\_\_\_\_  
Printed Name

May 05 2026

\_\_\_\_\_  
Date