

RSM

By: Angie Pauder
Deputy Agency Clerk

**STATE OF FLORIDA
BOARD OF CLINICAL SOCIAL WORK, MARRIAGE AND FAMILY THERAPY AND
MENTAL HEALTH COUNSELING**

DEPARTMENT OF HEALTH,

Petitioner,

vs.

Case No.: 2008-25103

License No.: IMH 4836

JAIMINA PATEL, M.H.C.I.,

Respondent.

_____ /

FINAL ORDER

THIS MATTER came before the Board of Clinical Social Work, Marriage and Family Therapy and Mental Health Counseling (hereinafter "Board") at a duly noticed public meeting on January 14, 2011, in Orlando, Florida, for final agency action pursuant to Sections 120.569 and 120.57(4), Florida Statutes. Petitioner was represented by Laura Fullerton López, Assistant General Counsel, with the Department of Health. Respondent was neither present nor represented by counsel.

Upon receipt of service of the Administrative Complaint, Respondent submitted an Election of Rights wherein she did not contest the factual allegations contained in the Administrative Complaint and requested a Hearing Not Involving Disputed Issues of Material Fact before the Board.

The prosecuting attorney offered the investigative file into evidence to prove the facts as alleged in the Administrative Complaint and for the purposes of determining penalty. The investigative file was received into evidence and the Board finds that the uncontested facts adequately support the allegations. After a complete review of the record in this matter,

including consideration of the Administrative Complaint, any written evidence or testimony, and any mitigating or aggravating circumstances, the Board makes the following findings and conclusions:

FINDINGS OF FACT

1. The allegations of fact set forth in the Administrative Complaint are approved, adopted, and incorporated herein by reference as the findings of fact by the Board.
2. There is competent, substantial evidence to support the Board's findings and conclusions.

CONCLUSIONS OF LAW

1. The conclusions of law alleged and set forth in the Administrative Complaint are approved and adopted and incorporated herein by reference as the conclusions of law of the Board.
2. The violations set forth in the Administrative Complaint warrant disciplinary action by the Board.
3. Based upon the Findings of Fact, the Board concludes that the licensee violated: Section 491.009(1)(w), Florida Statutes, by violating Section 491.0045(3), F.S. and rules 64B4-3.008(1) and 64B4-2.002(1)(b)-(d), F.A.C., by practicing mental health counseling without being under proper supervision; Section 491.009(1)(u), Florida Statutes, by failing to maintain in confidence a communication made by a patient or client; and Section 491.009(1)(r), Florida Statutes, by failing to meet minimum standards of performance in professional activities when measured against generally prevailing peer performance.

The Board is empowered by Section 491.009(2) and/or 456.072(2), Florida Statutes, to impose a penalty against Respondent.

THEREFORE IT IS **ORDERED AND ADJUDGED**, that:

1. **Reprimand.** The Board shall issue a reprimand.

2. **Administrative Fine.** The Board shall impose a fine in the amount of **two thousand dollars (\$2,000.00)**. The fine shall be paid within **two (2) years** of the filing date of this Final Order.

3. **Probation.** Because Respondent is a mental health counseling intern, she is required under Chapter 491, Florida Statutes, and Rule 64B4-3.008, Florida Administrative Code, to continue in supervision as defined by Rule 64B4-2.002, Florida Administrative Code. Such supervision is to continue until Respondent is in receipt of a license to practice mental health counseling or a letter from the Department informing her that she is licensed as a mental health counselor. In addition to the normal supervision required for all interns, Respondent's mental health counseling intern registration shall be placed on probation for a period of **two (2) years**. The probationary terms are:

a. **Supervision:** Respondent shall practice only under the supervision of a Board-approved qualified supervisor. If he or she desires to do so, the licensee presently serving as Respondent's qualified supervisor may be approved to serve as Respondent's probation supervisor. Respondent shall submit the curriculum vitae of her proposed supervisor for review and approval by the Board.

b. **Records review.** During the probationary period, Respondent shall allow the supervisor access to all Respondent's patient medical records, calendar, patient logs or other documentation necessary to supervise Respondent as required. The supervisor shall review a minimum of twenty-five percent (25%) of Respondent's records at least once per month.

c. **Supervisor's Probation Responsibilities:**

1. During the entire probationary period, the supervisor shall submit quarterly reports, in affidavit form, which shall include:

- a. A brief statement of why Respondent is on probation;
- b. A description of Respondent's practice (type and composition);
- c. A statement addressing Respondent's compliance with the terms of probation;
- d. A brief description of the supervisor's relationship with Respondent;
- e. A statement advising the Board of any problems that have arisen; and
- f. A summary of the dates that the supervisor met with Respondent, the number of records reviewed, the overall quality of the records reviewed, and the dates Respondent contacted the supervisor.

2. Obligation to report. The supervisor is required to report immediately to the Board any violations by Respondent of Chapters 456 or 491, Florida Statutes, or the rules promulgated pursuant thereto.

d. **Respondent's reports.** Respondent shall submit quarterly reports, in affidavit form, which shall include:

1. A brief statement of why Respondent is on probation;
2. A description of Respondent's practice location;
3. A description of Respondent's current practice (type and composition);
4. A brief statement of compliance with probationary terms;
5. A description of the relationship with the supervising psychotherapist;
6. A statement advising the Board of any problems which have arisen; and

7. A statement addressing compliance with any restrictions or requirements imposed.

e. Continuity of Practice

1. Tolling Provisions. In the event that Respondent leaves the State of Florida for a period of **thirty (30) days** or more or otherwise does not engage in the active practice of mental health counseling in the State of Florida, the following probationary provisions shall be tolled and shall remain tolled until Respondent returns to the active practice of mental health counseling in the State of Florida:

- a. The time period of probation;
- b. The indirect supervision, including the file review and submission of quarterly supervisor reports; and
- c. Preparation of investigative reports detailing compliance with the probationary terms.

2. During any time period when Respondent's probation is tolled, Respondent shall continue to submit reports to the Compliance Officer in the manner directed by the Compliance Officer.

3. Active Practice. In the event that Respondent leaves the active practice of mental health counseling for a period of **one (1) year** or more, the Board may require that Respondent appear before the Board and demonstrate her ability to practice mental health counseling with skill and safety to patients prior to resuming the practice of mental health counseling in Florida.

f. Petition for Termination

During the last six (6) months of the probationary period, Respondent shall file a

petition for probation termination with the Board. The petition for termination of probation shall be considered by the Board. The Board expressly retains jurisdiction to extend the probationary period if it determines that Respondent has not complied with the terms and conditions of probation.

g. **Appearance:** Respondent shall appear before the Board at the first meeting after said probation commences, at the last meeting of the Board preceding termination of probation, and at such other times as requested by the Board.

4. **Continuing Education.** Within **one (1) year** of the filing date of this Final Order, Respondent shall complete **sixteen (16) hours** of additional “live” Board approved continuing education. **Eight (8) hours** shall be earned by successfully completing the laws and rules course required for licensure and **eight (8) hours** shall be in the area of ethics and professionalism relevant to the practice of mental health counseling in the State of Florida. These hours shall be in addition to the hours required for license renewal. Within **ten (10) days** of completion of the course(s) and/or receipt of the certificate(s) of completion, Respondent shall mail a copy of the continuing education certificate(s) of completion to the Board of Clinical Social Work, Marriage and Family Therapy and Mental Health Counseling Compliance Officer.

RULING ON MOTION TO ASSESS COSTS

The Board reviewed Petitioner’s Motion to Assess Costs, grants the Motion, and imposes the costs associated with the investigation and prosecution of this case in the amount of **three thousand one hundred ninety-eight dollars and twenty-two cents (\$3,198.22)** to be paid within **two (2) years** from the filing date of this Final Order. Payment of the fine and costs shall be made to the Board of Clinical Social Work, Marriage and Family Therapy and Mental Health Counseling and mailed to: DOH-Compliance Management Unit, P.O. Box 6320, Tallahassee,

Florida 32314-6320, Attention: Clinical Social Work, Marriage and Family Therapy and Mental Health Counseling Compliance Officer.

This Final Order shall become effective upon filing with the Clerk of the Department of Health.

DONE AND ORDERED this 8 day of February, 2011.

BOARD OF CLINICAL SOCIAL WORK, MARRIAGE AND FAMILY THERAPY AND MENTAL HEALTH COUNSELING



Sue Foster, Executive Director
on behalf of Mary Macomber, J.D., CHAIR

NOTICE OF RIGHT TO JUDICIAL REVIEW

A PARTY WHO IS ADVERSELY AFFECTED BY THIS FINAL ORDER IS ENTITLED TO JUDICIAL REVIEW PURSUANT TO SECTION 120.68, FLORIDA STATUTES. REVIEW PROCEEDINGS ARE GOVERNED BY THE FLORIDA RULES OF APPELLATE PROCEDURE. SUCH PROCEEDINGS ARE COMMENCED BY FILING ONE COPY OF A NOTICE OF APPEAL WITH THE AGENCY CLERK OF THE DEPARTMENT OF HEALTH AND A SECOND COPY, ACCOMPANIED BY FILING FEES PRESCRIBED BY LAW, WITH THE DISTRICT COURT OF APPEAL, FIRST DISTRICT, OR WITH THE DISTRICT COURT OF APPEAL IN THE FLORIDA APPELLATE DISTRICT WHERE THE PARTY RESIDES. THE NOTICE OF APPEAL MUST BE FILED WITHIN THIRTY (30) DAYS OF THE FILING DATE OF THE ORDER TO BE REVIEWED.

CERTIFICATE OF SERVICE

I HEREBY CERTIFY that a true and correct copy of the foregoing has been furnished by certified U.S. Mail to: **Jaimina Patel**, 3215 South Ocean Boulevard, Unit 1005, Highland Beach, Florida 33487; and by interoffice mail to **Deborah B. Loucks**, Assistant Attorney General, Office of the Attorney General, PL-01, The Capitol, Tallahassee, Florida 32399-1050; **Laura Lopez**, Assistant General Counsel, Department of Health, 4052 Bald Cypress Way, Bin # C-65, Tallahassee, Florida 32399-3265, on February 8th, 2011.

Melissa Nobiles

Deputy Agency Clerk

7010 0780 0002 2870 2248

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City, State, ZIP+4	
PS Form 3800, August 2005 See Reverse for Instructions	

**STATE OF FLORIDA
DEPARTMENT OF HEALTH**

DEPARTMENT OF HEALTH,

Petitioner,

v.

CASE NO. 2008-25103

JAIMINA PATEL, M.H.C.I.,

Respondent,

ADMINISTRATIVE COMPLAINT

COMES NOW the Petitioner, Department of Health, by and through its undersigned counsel, and files this Administrative Complaint before the Board of Clinical Social Work, Marriage and Family Therapy and Mental Health Counseling (hereinafter Board) against Jaimina Patel, M.H.C.I., and alleges:

1. Petitioner is the state department charged with regulating the practice of Clinical Social Work, Marriage and Family Therapy and Mental Health Counseling pursuant to section 20.43, Florida Statutes; Chapter 456, Florida Statutes; and Chapter 491, Florida Statutes.

2. Respondent is, and has been at all times material hereto, a licensed mental health counselor intern in the State of Florida, having been issued license number IMH 4836 on September 24, 2004.

3. Respondent's address of record is 3215 S. Ocean Boulevard, Unit 1005, Highland Beach, Florida 33487.

4. Respondent was employed as a primary therapist by Caron Renaissance (hereinafter CR) in or about January, 2008.

5. While employed at CR, Respondent practiced mental health counseling without supervision.

6. RF, M.H.C.I. was employed as a primary therapist by CR from on or about September 15, 2007, to on or about June 3, 2008, when she resigned her employment at CR.

7. After June 3, 2008, RF was no longer an employee of CR.

8. Respondent and RF have known each other for over ten years and are friends.

9. Respondent and RF have worked together at the Renfrew Center, Phoenix Clinic and CR.

10. Richard Craig was a mental health counselor and Program Director at CR.

11. On or about June 9, 2008, a confidential record of group therapy conducted at CR containing a number of confidential patient communications and captioned: "Subject: FW: Randi's Pm group" and "Importance: High," was sent by Richard Craig via email to "Family Group; Therapists."

12. The email of a confidential record of group therapy sent by Richard Craig on June 9, 2008, to "Family Group; Therapists" was sent by Respondent to email address rbf913@aol.com, at 8:23 a.m., on June 10, 2008.

13. The email address rbf913@aol.com belongs to RF.

14. Respondent tendered her resignation to CR following the discovery of the information breach on June 17, 2008.

15. After June 17, 2008, the mother of anonymous patient X, a patient at CR, subsequently contacted CR through clinical therapist AH, an employee of CR, and stated that Respondent was attempting to enter into a clinical relationship for payment with patient X, while patient X was still a patient at CR.

COUNT I

16. Petitioner realleges and incorporates paragraphs one (1) through fifteen (15) as if fully set forth herein.

17. Section 491.0045(3), Florida Statutes (2008), requires a registered intern to remain under supervision until he or she is in receipt of a license or a letter from the department stating that she is licensed to practice in the profession for which she applied.

18. Rule 64B4-3.008(1), F.A.C. (2008) provides that an "applicant who practices . . . mental health counseling must continue in "supervision" as defined in Rule 64B4-2.002, F.A.C., and use the term . . . "registered mental health counseling intern" until he or she is in receipt of a license to practice the profession for which he or she has applied or a letter from the Department stating he or she is licensed, even if the two (2) year post-masters supervision requirement has been satisfied."

19. Rule 64B4-2.002(1), F.A.C. (2008), defines supervision for mental health counseling intern as: (b) at least one hour of supervision every two weeks; (c) at least

one hour of supervision per 15 hours of psychotherapy, with a minimum of one hour of supervision every two weeks; (d) focus on the raw data from the intern's clinical work, which is made directly available to the supervisor through such means as written clinical materials, direct observation and video and audio recordings.

20. Section 491.009(1)(w), Florida Statutes (2008), finds that violating any provision of chapter 491, chapter 456, or any rules adopted pursuant thereto is grounds for discipline.

21. Respondent violated section 491.009(1)(w), Florida Statutes (2008), by violating section 491.0045(3), Florida Statutes (2008), and rules 64B4-3.008(1) and 64B4-2.002(1)(b)-(d), F.A.C., (2008), by practicing mental health counseling without being under proper supervision.

COUNT II

22. Petitioner realleges and incorporates paragraphs one (1) through fifteen (15) as if fully set forth herein.

23. Section 491.009(1)(u), Florida Statutes (2008), provides that failure of a registered intern "to maintain in confidence a communication made by a patient or client in the context of such services, except as provided in s. 491.0147" is grounds for discipline by the Board.

24. Respondent sent via e-mail, a confidential record of group therapy documenting confidential patient communications to the e-mail address rbf913@aol.com, belonging to RF, who was not an employee or otherwise authorized to access or possess the confidential information.

25. Based on the foregoing, Respondent violated section 491.009(1)(u), Florida Statutes (2008), when she failed to maintain in confidence the confidential record of group therapy containing confidential patient communications, by sending the group therapy record via e-mail to the e-mail address rbf913@aol.com, belonging to RF, who was not an employee or otherwise authorized to possess the confidential information.

COUNT III

26. Petitioner realleges and incorporates paragraphs one (1) through fifteen (15) as if fully set forth herein.

27. Section 491.009(1)(r), Florida Statutes (2008), provides that "failing to meet minimum standards of performance in professional activities when measured against generally prevailing peer performance, including the undertaking of activities for which the licensee, registered intern or certificateholder is not qualified by training or experience" is grounds for discipline.

28. Respondent violated section 491.009(1)(r), Florida Statutes (2008), by failing to meet minimum standards of performance in professional activities by one or more of the following means:

- a. By practicing mental health counseling without supervision; or
- b. By forwarding via e-mail a confidential record of group therapy containing confidential patient communications to e-mail address rbf913@aol.com belonging to her friend and former employee of CR, RF; who as not authorized to possess the information; or

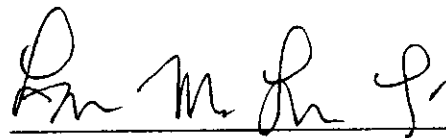
c. By contacting patient X, and attempting to enter into a clinical relationship for payment with Patient X, when Respondent knew patient X was a patient at CR.

WHEREFORE, the Petitioner respectfully requests that the Board of Clinical Social Work, Marriage and Family Therapy, and Mental Health Counseling enter an order imposing one or more of the following penalties: permanent revocation or suspension of Respondent's license, denial of future licenses, restriction of practice, imposition of an administrative fine, issuance of a reprimand, placement of the Respondent on probation, corrective action, continuing education and/or any other relief that the Board deems appropriate.

SIGNED this 5th day of October, 2009.

FILED
DEPARTMENT OF HEALTH
DEPUTY CLERK
CLERK: Angele Barton
DATE: 10/5/09

Ana M. Viamonte Ros, M.D., M.P.H.
State Surgeon General



Laura M. Fullerton Lopez
Florida Bar Number 0093981
Assistant General Counsel
DOH, Prosecution Services Unit
4052 Bald Cypress Way, Bin C-65
Tallahassee, Florida 32399-3265
(850) 245-4640
(850) 245-4683 (facsimile)

PCP: October 2, 2009
PCP Members: Macomber, Day, Otis

NOTICE OF RIGHTS

Respondent has the right to request a hearing to be conducted in accordance with Section 120.569 and 120.57, Florida Statutes, to be represented by counsel or other qualified representative, to present evidence and argument, to call and cross-examine witnesses and to have subpoena and subpoena duces tecum issued on his or her behalf if a hearing is requested.

NOTICE REGARDING ASSESSMENT OF COSTS

Respondent is placed on notice that Petitioner has incurred costs related to the investigation and prosecution of this matter. Pursuant to Section 456.072(4), Florida Statutes, the Board shall assess costs related to the investigation and prosecution of a disciplinary matter, which may include attorney hours and costs, on the Respondent in addition to any other discipline imposed.

**STATE OF FLORIDA
DEPARTMENT OF HEALTH**

DEPARTMENT OF HEALTH,

Petitioner,

v.

CASE NO. 2008-25103

JAIMINA R. PATEL, M.H.C.I.,

Respondent.

MOTION TO ASSESS COSTS
IN ACCORDANCE WITH SECTION 456.072(4)

COMES NOW the Department of Health, by and through undersigned counsel, and moves the Board of Clinical Social Work, Marriage & Family Therapy and Mental Health Counseling for the entry of a Final Order assessing costs against the Respondent for the investigation and prosecution of this case in accordance with Section 456.072(4), Florida Statutes (2003). As grounds therefore, the Petitioner states the following:

1. At its next regularly scheduled meeting, the Board of Clinical Social Work, Marriage & Family Therapy and Mental Health Counseling will take up for consideration the above-styled disciplinary action and will enter a Final Order therein.

2. Section 456.072(4), Florida Statutes (2003),¹ states as follows:

In addition to any other discipline imposed through final order, or citation, entered on or after July 1, 2001, pursuant to this section or discipline imposed through final order, or citation, entered on or after July 1, 2001, for a violation of any practice act, the board, or the department when there is not board, shall assess costs related to the investigation and prosecution of the case. Such costs related to the investigation and prosecution include, but are not limited to, salaries and benefits of personnel, costs related to the time spent by the attorney and other personnel working on the case, and any other expenses incurred by the department for the case. The board, or the department when there is no board, shall determine the amount of costs to be assessed after its consideration of an affidavit of itemized costs and any written objections thereto. . . .

3. The investigation and prosecution of this case has resulted in costs in the total amount of \$3,198.22, based on the following itemized statement of costs:

- a. Total soft costs for Complaints \$67.71
- b. Total soft costs for Investigations \$1,162.35
- c. Total soft costs for Legal \$1,968.16
- d. Total expenses \$0

Therefore, the Petitioner seeks an assessment of costs against the Respondent in the amount of \$3,198.22, as evidenced in the attached affidavit. (Exhibit A).

¹ Ch. 2003-416, § 19, Laws of Fla., effective September 15, 2003, amended Section 456.072(4), Florida Statutes (2003), to include the underlined language.

4. Should the Respondent file written objections to the assessment of costs, within ten (10) days of the date of this motion, specifying the grounds for the objections and the specific elements of the costs to which the objections are made, the Petitioner requests that the Board determine the amount of costs to be assessed based upon its consideration of the affidavit attached as Exhibit A and any timely-filed written objections.

5. Petitioner requests that the Board grant this motion and assess costs in the amount of \$3,198.22 as supported by competent, substantial evidence. This assessment of costs is in addition to any other discipline imposed by the Board and is in accordance with Section 456.072(4), Florida Statutes (2003).

WHEREFORE, the Department of Health requests that the Board of Clinical Social Work, Marriage & Family Therapy and Mental Health Counseling enter a Final Order assessing costs against the Respondent in the amount of \$3,198.22.

DATED this 16th day of December, 2010.

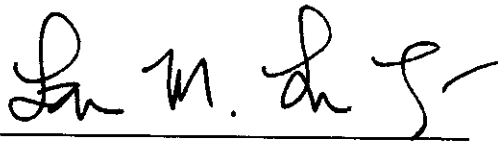
Respectfully submitted,



Laura M. Fullerton Lopez
Assistant General Counsel
DOH Prosecution Services Unit
4052 Bald Cypress Way, Bin C-65
Tallahassee, FL 32399-3265
Florida Bar # 093981
(850) 245-4640 Business
(850) 245-4682 Facsimile

CERTIFICATE OF SERVICE

I HEREBY CERTIFY that a true and correct copy of the foregoing Motion to Assess Costs has been provided to Jaimina R. Patel, MHCI, 3215 S. Ocean Blvd., Unit 1005, Highland Beach, FL 33487 and 505 S. Federal Highway, Deerfield Beach, FL 33441 by U.S. mail this 16th day of December, 2010.



Laura M. Fullerton Lopez
Assistant General Counsel

LMFL/bp

AFFIDAVIT OF FEES AND COSTS EXPENDED

STATE OF FLORIDA
COUNTY OF LEON:

BEFORE ME, the undersigned authority, personally appeared **Elisa M. Floyd**, who was sworn and states as follows:

- 1) My name is Elisa M. Floyd.
- 2) I am over the age of 18, competent to testify, and make this affidavit upon my own personal knowledge and after review of the records at the Florida Department of Health (DOH).
- 3) I am a Regulatory Program Administrator for the Consumer Services Unit for DOH. The Consumer Services Unit is where all complaints against Florida health care licensees (e.g., medical doctors, dentists, nurses, respiratory therapists) are officially filed. I have been in my current job position for more than one year. My business address is 4052 Bald Cypress Way, Bin C-75, Tallahassee, Florida 32399.
- 4) As a Regulatory Program Administrator, my job duties include reviewing data in the Time Tracking System and verifying that the amounts correspond. The Time Tracking System is a computer program which records and tracks DOH's costs regarding the investigation and prosecution of cases against Florida health care licensees.
- 5) As of today, DOH's total costs for investigating and prosecuting DOH case number **2008-25103** (Department of Health V. **Jaimina R. Patel, MHCI**) are **THREE THOUSAND ONE NINETY EIGHT DOLLARS AND TWENTY TWO CENTS (\$3,198.22)**
- 6) The costs for DOH case number **2008-25103** (Department of Health v. **Jaimina R. Patel, MHCI**) are summarized in Exhibit 1 (Cost Summary Report), which is attached to this document.
- 7) The itemized costs and expenses for DOH case number **2008-25103** Department of Health v. **Jaimina R. Patel, MHCI**) are detailed in Exhibit 2 (Itemized Cost Report and Itemized Expense Report and receipts), which is attached to this document.
- 8) The itemized costs as reflected in Exhibit 2 are determined by the following method: DOH employees who work on cases daily are to keep track of their time in six-minute increments (e.g., investigators

and lawyers). A designated DOH employee in the Consumer Services Unit, Legal Department, and in each area office, inputs the time worked and expenses spent into the Time Tracking System. Time and expenses are charged against a state health care Board (e.g., Florida Board of Medicine, Florida Board of Dentistry, Florida Board of Osteopathic Medicine), and/or a case. If no Board or case can be charged, then the time and expenses are charged as administrative time. The hourly rate of each employee is calculated by formulas established by the Department. (See the Itemized Cost Report)

- 9) Elisa M. Floyd, first being duly sworn, states that she has read the foregoing Affidavit and its attachments and the statements contained therein are true and correct to the best of her knowledge and belief.

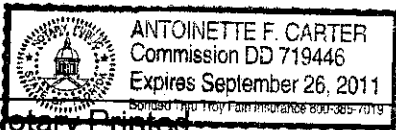
FURTHER AFFIANT SAYETH NOT.

Elisa M. Floyd
Elisa M. Floyd, Affiant

State of Florida
County of Leon

Sworn to and subscribed before me this 16 day of December, 2010,
by Elisa M. Floyd, who is personally known to me.

[Signature]
Notary Signature



Antoinette F. Carter
Name of Notary Printed

Stamp Commissioned Name of Notary Public:

*** CONFIDENTIAL ***
Time Tracking System
Itemized Cost/Expense by Complaint

Complaint 200825103

Report Date: 12/16/2010

Page 1 of 3

Record Type	Staff Code	Activity Hours	Staff Rate	Cost/Expense Amount	Cost/Expense Date	Cost/Expense Code	Cost/Expense Description
CONSUMER SERVICES UNIT							
Cost	HA57	0.90	\$61.55	\$55.40	11/19/2008	78	INITIAL REVIEW AND ANALYSIS OF COMPLAINT
Cost	HA57	0.20	\$61.55	\$12.31	11/20/2008	35	TELEPHONE CALLS
			SubTotal	\$67.71			
INVESTIGATIVE SERVICES UNIT							
Cost	W134	0.90	\$66.73	\$60.06	11/24/2008	4	ROUTINE INVESTIGATIVE WORK
Cost	W134	0.90	\$66.73	\$60.06	11/24/2008	4	ROUTINE INVESTIGATIVE WORK
Cost	W134	0.80	\$66.73	\$53.38	11/24/2008	4	ROUTINE INVESTIGATIVE WORK
Cost	W134	0.50	\$66.73	\$33.37	11/24/2008	4	ROUTINE INVESTIGATIVE WORK
Cost	W134	1.30	\$66.73	\$86.75	11/25/2008	76	REPORT PREPARATION
Cost	W134	0.60	\$66.73	\$40.04	12/12/2008	4	ROUTINE INVESTIGATIVE WORK
Cost	W134	0.70	\$66.73	\$46.71	12/16/2008	4	ROUTINE INVESTIGATIVE WORK
Cost	W134	1.50	\$66.73	\$100.10	12/17/2008	100	SERVICE OF ADMINISTRATIVE COMPLAINTS, SUBPOENAS, P
Cost	W134	2.00	\$66.73	\$133.46	01/09/2009	76	REPORT PREPARATION
Cost	W134	1.70	\$66.73	\$113.44	02/02/2009	76	REPORT PREPARATION
Cost	W134	0.70	\$63.04	\$44.13	04/03/2009	6	SUPPLEMENTAL INVESTIGATION
Cost	W134	1.20	\$63.04	\$75.65	04/29/2009	6	SUPPLEMENTAL INVESTIGATION
Cost	W134	0.50	\$63.04	\$31.52	04/30/2009	6	SUPPLEMENTAL INVESTIGATION
Cost	W134	0.60	\$63.04	\$37.82	04/30/2009	6	SUPPLEMENTAL INVESTIGATION
Cost	W134	1.50	\$63.04	\$94.56	05/13/2009	76	REPORT PREPARATION
Cost	W134	1.40	\$63.04	\$88.26	05/21/2009	76	REPORT PREPARATION
Cost	W188	1.00	\$63.04	\$63.04	07/17/2009	6	SUPPLEMENTAL INVESTIGATION
			SubTotal	\$1,162.35			
PROSECUTION SERVICES UNIT							



*** CONFIDENTIAL ***

Time Tracking System
Itemized Cost/Expense by Complaint

Complaint 200825103

Report Date: 12/16/2010

Page 2 of 3

Record Type	Staff Code	Activity Hours	Staff Rate	Cost/Expense Amount	Cost/Expense Date	Cost/Expense Code	Cost/Expense Description
Cost	HLL65B	1.00	\$114.59	\$114.59	03/18/2009	25	REVIEW CASE FILE
Cost	HLL65B	0.10	\$114.59	\$11.46	04/01/2009	35	TELEPHONE CALLS
Cost	HLL65B	0.20	\$114.59	\$22.92	04/02/2009	115	CONTACT WITH INVESTIGATORS
Cost	HLL65B	0.40	\$114.59	\$45.84	04/02/2009	26	PREPARE OR REVISE MEMORANDUM
Cost	HLL65B	0.60	\$114.59	\$68.75	04/08/2009	25	REVIEW CASE FILE
Cost	HLL65B	0.20	\$114.59	\$22.92	04/08/2009	115	CONTACT WITH INVESTIGATORS
Cost	HLL65B	1.20	\$114.59	\$137.51	06/12/2009	103	REVIEW SUPPLEMENTAL REPORT
Cost	HLL65B	0.50	\$114.59	\$57.30	07/07/2009	103	REVIEW SUPPLEMENTAL REPORT
Cost	HLL65B	0.30	\$114.59	\$34.38	07/16/2009	25	REVIEW CASE FILE
Cost	HLL65B	0.10	\$114.59	\$11.46	07/16/2009	115	CONTACT WITH INVESTIGATORS
Cost	HLL65B	0.10	\$114.59	\$11.46	07/16/2009	36	PREPARATION OR REVISION OF LETTER
Cost	HLL65B	0.10	\$114.59	\$11.46	07/16/2009	103	REVIEW SUPPLEMENTAL REPORT
Cost	HLL65B	0.20	\$114.59	\$22.92	07/16/2009	89	PROBABLE CAUSE PREPARATION
Cost	HLL65B	0.30	\$114.59	\$34.38	07/18/2009	25	REVIEW CASE FILE
Cost	HLL65B	3.80	\$114.59	\$435.44	07/18/2009	28	PREPARE OR REVISE ADMINISTRATIVE COMPLAINT
Cost	HLL65B	1.10	\$114.59	\$126.05	07/25/2009	28	PREPARE OR REVISE ADMINISTRATIVE COMPLAINT
Cost	HLL65B	0.10	\$114.59	\$11.46	07/27/2009	35	TELEPHONE CALLS
Cost	HLL65B	0.30	\$114.59	\$34.38	07/27/2009	28	PREPARE OR REVISE ADMINISTRATIVE COMPLAINT
Cost	HLL65B	0.10	\$114.59	\$11.46	07/27/2009	37	REVIEW LETTER
Cost	HLL65B	0.10	\$112.43	\$11.24	09/17/2009	35	TELEPHONE CALLS
Cost	HLL65B	1.50	\$112.43	\$168.65	09/17/2009	28	PREPARE OR REVISE ADMINISTRATIVE COMPLAINT
Cost	HLL65B	0.50	\$112.43	\$56.22	10/02/2009	28	PREPARE OR REVISE ADMINISTRATIVE COMPLAINT
Cost	HLL65B	0.10	\$112.43	\$11.24	10/02/2009	90	POST PROBABLE CAUSE PROCESSING
Cost	HLL65B	0.10	\$112.43	\$11.24	10/05/2009	90	POST PROBABLE CAUSE PROCESSING
Cost	HLL65B	1.70	\$112.43	\$191.13	10/07/2009	79	STIPULATION
Cost	HLL65B	0.10	\$112.43	\$11.24	10/26/2009	35	TELEPHONE CALLS
Cost	HLL65B	0.10	\$112.43	\$11.24	10/26/2009	35	TELEPHONE CALLS
Cost	HLL65B	0.60	\$112.43	\$67.46	10/26/2009	35	TELEPHONE CALLS
Cost	HLL65B	0.10	\$112.43	\$11.24	10/26/2009	36	PREPARATION OR REVISION OF LETTER
Cost	HLL65B	0.10	\$112.43	\$11.24	11/06/2009	35	TELEPHONE CALLS
Cost	HLL65B	0.20	\$112.43	\$22.49	11/06/2009	35	TELEPHONE CALLS
Cost	HLL65B	0.10	\$112.43	\$11.24	11/23/2009	37	REVIEW LETTER
Cost	HLL65B	0.10	\$112.43	\$11.24	11/30/2009	35	TELEPHONE CALLS



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Time Tracking System
Itemized Cost/Expense by Complaint

Complaint 200825103

Report Date: 12/16/2010

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Record Type	Staff Code	Activity Hours	Staff Rate	Cost/Expense Amount	Cost/Expense Date	Cost/Expense Code	Cost/Expense Code Description
Cost	HLL65B	0.10	\$112.43	\$11.24	12/08/2009	35	TELEPHONE CALLS
Cost	HLL65B	0.10	\$112.43	\$11.24	12/09/2009	35	TELEPHONE CALLS
Cost	HLL65B	0.10	\$112.43	\$11.24	12/09/2009	35	TELEPHONE CALLS
Cost	HLL65B	0.70	\$112.43	\$78.70	12/09/2009	35	TELEPHONE CALLS
Cost	HLL65B	0.20	\$112.43	\$22.49	05/27/2010	25	REVIEW CASE FILE

SubTotal \$1,968.16

Total Cost/Expense \$3,198.22