

BID RESPONSE PACKET
710-22-0017

BID SIGNATURE PAGE

Type or Print the following information.

PROSPECTIVE CONTRACTOR'S INFORMATION			
Company:	Still Waters Consulting Group, LLC		
Address:	2020 W 3rd St, Suite 609		
City:	Little Rock	State:	AR Zip Code: 72205
Business Designation:	<input type="checkbox"/> Individual <input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Public Service Corp <input type="checkbox"/> Partnership <input checked="" type="checkbox"/> Corporation <input type="checkbox"/> Nonprofit		
Minority and Women-Owned Designation*:	<input type="checkbox"/> Not Applicable <input type="checkbox"/> American Indian <input type="checkbox"/> Service Disabled Veteran <input checked="" type="checkbox"/> African American <input type="checkbox"/> Hispanic American <input checked="" type="checkbox"/> Women-Owned <input type="checkbox"/> Asian American <input type="checkbox"/> Pacific Islander American		
AR Certification #: _____ * See Minority and Women-Owned Business Policy			

PROSPECTIVE CONTRACTOR CONTACT INFORMATION			
<i>Provide contact information to be used for bid solicitation related matters.</i>			
Contact Person:	Dr. Caren R. Moore	Title:	Owner/President
Phone:	501-500-0190	Alternate Phone:	501-247-3656
Email:	admin@stillwatersgroupinc.com		

CONFIRMATION OF REDACTED COPY
<input type="checkbox"/> YES, a redacted copy of submission documents is enclosed. <input checked="" type="checkbox"/> NO, a redacted copy of submission documents is <u>not</u> enclosed. I understand a full copy of non-redacted submission documents will be released if requested.
<i>Note: If a redacted copy of the submission documents is not provided with Prospective Contractor's response packet, and neither box is checked, a copy of the non-redacted documents, with the exception of financial data (other than pricing), will be released in response to any request made under the Arkansas Freedom of Information Act (FOIA). See Bid Solicitation for additional information.</i>

ILLEGAL IMMIGRANT CONFIRMATION
By signing and submitting a response to this <i>Bid Solicitation</i> , a Prospective Contractor agrees and certifies that they do not employ or contract with illegal immigrants. If selected, the Prospective Contractor certifies that they will not employ or contract with illegal immigrants during the aggregate term of a contract.

ISRAEL BOYCOTT RESTRICTION CONFIRMATION
By checking the box below, a Prospective Contractor agrees and certifies that they do not boycott Israel, and if selected, will not boycott Israel during the aggregate term of the contract.
<input checked="" type="checkbox"/> Prospective Contractor does not and will not boycott Israel.

An official authorized to bind the Prospective Contractor to a resultant contract must sign below.

The signature below signifies agreement that any exception that conflicts with a Requirement of this *Bid Solicitation* will cause the Prospective Contractor's bid to be disqualified:

Authorized Signature: Caren R. Moore, PhD Title: Owner/President
 Printed/Typed Name: Caren R. Moore, PhD Date: 2/21/2022

SECTIONS 1 - 4 VENDOR AGREEMENT AND COMPLIANCE

Any requested exceptions to items in this section which are NON-mandatory must be declared below or as an attachment to this page. Vendor must clearly explain the requested exception and should label the request to reference the specific solicitation item number to which the exception applies.

- Exceptions to Requirements shall cause the vendor's proposal to be disqualified.

By signature below, vendor agrees to and shall fully comply with all requirements as shown in the bid solicitation.

Vendor Name:	Still Waters Consulting	Date:	02/21/2022
Signature:	Caren Moore Group	Title:	Owner/President
Printed Name:	Caren R. Moore		



Still Waters Consulting Group, LLC
Equal Opportunity Policy

4.1 Equal Opportunity Policy

Still Waters Consulting Group, LLC believes that any form of discrimination, victimization, harassment or bullying is unacceptable and has no place whatsoever in our offices. Still Waters provides equal employment opportunities to all applicants, without regard to unlawful considerations of or discrimination against race, religion, creed, color, nationality, sex, sexual orientation, gender identity, age, ancestry, physical or mental disability, medical condition or characteristics, marital status, or any other classification prohibited by applicable local, state, or federal laws. This policy is also applicable to hiring, termination and promotion; compensation; schedules and job assignments; discipline; training; working conditions, and all other aspects of employment with Still Waters Consulting Group, LLC. As an employee, you are expected to honor this policy and to take an active role in keeping harassment and discrimination out of the workplace.

If at any time, you feel that you have been discriminated, victimized, harassed, or bullied, please consult a Human Resource representative for consultation or to file a formal complaint detailing your concerns. All complaints will be thoroughly investigated and referred to our Compliance Office and President, Dr. Caren R. Moore for final review. Correspondence may also be submitted anonymously to Dr. Caren R. Moore at 2020 W. 3rd Street, Suite 609, Little Rock, AR 72205.

4.2 Accommodation for Employees with Disabilities

We are happy to work with otherwise qualified employees with documented disabilities in order to accommodate limitations, in accordance with the Americans with Disabilities Act (ADA). It is up to the employee to approach his or her supervisor with this request, and to provide medical proof of his or her needs upon Still Waters Consulting Group, LLC's request. We are also happy to accommodate employees diagnosed with life-threatening illnesses. Such employees are welcome to maintain a normal work schedule if they so desire, provided that we receive medical papers proving their working cannot harm themselves or others and their work remains at acceptable standards.

Attachment Number _____

Action Number _____

CONTRACT AND GRANT DISCLOSURE AND CERTIFICATION FORM

Failure to complete all of the following information may result in a delay in obtaining a contract, lease, purchase agreement, or grant award with any Arkansas State Agency.

SUBCONTRACTOR: _____

SUBCONTRACTOR NAME: _____

Yes No

N/A

TAXPAYER ID NAME: Still Waters Consulting Group, LLC

IS THIS FOR:

Goods? Services? Both?

YOUR LAST NAME: Moore

FIRST NAME: Caren

M.I.: R

ADDRESS: 2020 W 3rd St, Suite 609

CITY: Little Rock

STATE: AR

AR

ZIP CODE: 72205

COUNTRY: USA

AS A CONDITION OF OBTAINING, EXTENDING, AMENDING, OR RENEWING A CONTRACT, LEASE, PURCHASE AGREEMENT, OR GRANT AWARD WITH ANY ARKANSAS STATE AGENCY, THE FOLLOWING INFORMATION MUST BE DISCLOSED:

FOR INDIVIDUALS *

Indicate below if: you, your spouse or the brother, sister, parent, or child of you or your spouse is a current or former: member of the General Assembly, Constitutional Officer, State Board or Commission Member, or State Employee:

Position Held	Mark (Y)		Name of Position of Job Held [Senator, representative, name of board/ commission, data entry, etc.]	For How Long?		What is the person(s) name and how are they related to you? [i.e., Jane Q. Public, spouse, John Q. Public, Jr., child, etc.]	Person's Name(s)	Relation
	Current	Former		From MM/YY	To MM/YY			
General Assembly								
Constitutional Officer								
State Board or Commission Member								
State Employee								

None of the above applies

FOR AN ENTITY (BUSINESS) *

Indicate below if any of the following persons, current or former, hold any position of control or hold any ownership interest of 10% or greater in the entity: member of the General Assembly, Constitutional Officer, State Board or Commission Member, State Employee, or the spouse, brother, sister, parent, or child of a member of the General Assembly, Constitutional Officer, State Board or Commission Member, or State Employee. Position of control means the power to direct the purchasing policies or influence the management of the entity.

Position Held	Mark (Y)		Name of Position of Job Held [Senator, representative, name of board/ commission, data entry, etc.]	For How Long?		What is the person(s) name and what is his/her % of ownership interest and/or what is his/her position of control?	Ownership Interest (%)	Position of Control
	Current	Former		From MM/YY	To MM/YY			
General Assembly								
Constitutional Officer								
State Board or Commission Member								
State Employee								

None of the above applies

Contract and Grant Disclosure and Certification Form

Failure to make any disclosure required by Governor's Executive Order 98-04, or any violation of any rule, regulation, or policy adopted pursuant to that Order, shall be a material breach of the terms of this contract. Any contractor, whether an individual or entity, who fails to make the required disclosure or who violates any rule, regulation, or policy shall be subject to all legal remedies available to the agency.

As an additional condition of obtaining, extending, amending, or renewing a contract with a state agency I agree as follows:

1. Prior to entering into any agreement with any subcontractor, prior or subsequent to the contract date, I will require the subcontractor to complete a CONTRACT AND GRANT DISCLOSURE AND CERTIFICATION FORM. Subcontractor shall mean any person or entity with whom I enter an agreement whereby I assign or otherwise delegate to the person or entity, for consideration, all, or any part, of the performance required of me under the terms of my contract with the state agency.
2. I will include the following language as a part of any agreement with a subcontractor.
Failure to make any disclosure required by Governor's Executive Order 98-04, or any violation of any rule, regulation, or policy adopted pursuant to that Order, shall be a material breach of the terms of this subcontract. The party who fails to make the required disclosure or who violates any rule, regulation, or policy shall be subject to all legal remedies available to the contractor.
3. No later than ten (10) days after entering into any agreement with a subcontractor, whether prior or subsequent to the contract date, I will mail a copy of the CONTRACT AND GRANT DISCLOSURE AND CERTIFICATION FORM completed by the subcontractor and a statement containing the dollar amount of the subcontract to the state agency.

I certify under penalty of perjury, to the best of my knowledge and belief, all of the above information is true and correct and that I agree to the subcontractor disclosure conditions stated herein.

Signature Caren R Moore Title Owner/President Date 02/21/2022

Vendor Contact Person Caren R Moore Title Owner/President Phone No. (501) 500-0190

Agency use only

Agency Number 0710 Agency Name Department of Human Services Agency Contact Person _____ Contact Phone No. _____ Contract or Grant No. _____

Arkansas Psychology Board
101 E. Capitol Avenue, Suite 415
Little Rock

Caren R. Moore
2020 W 3rd St, Ste 609
Little Rock, AR 72205

STATE OF ARKANSAS



ARKANSAS PSYCHOLOGY BOARD

Attests that

Caren R. Moore

Is licensed as a

Psychologist - Active Status

7/19/2019

6/30/2022

19-07P

Date Issued

Expiration Date

License Number

ARKANSAS PSYCHOLOGY BOARD



101 E. Capitol Ave., Ste. 415
Little Rock, AR 72201-3824
(501) 682-6167

THIS CERTIFIES THAT

Caren R. Moore

IS DULY LICENSED IN THE STATE OF ARKANSAS AS A

Psychologist
Active Status

License No. 19-07P

Issued 7/19/2019 Expires 6/30/2022

Signature: Caren R. Moore

Caren R. Moore, Ph.D.

2020 W. 3rd Street, Suite 609, Little Rock, AR 72205
Cell: (501) 247-3656 E-mail: drcarenmoore@gmail.com

PROFESSIONAL AND RESEARCH INTERESTS

Mental Health Issues: Prevention and early intervention of mental health problems, issues impacting underrepresented populations of youth (i.e., delinquency, mental health problems, physical abuse), non-suicidal self-injurious (NSSI) behaviors, promoting school-based mental health programs, trauma

Psychotherapy: Child, adolescent, young adult, and adult individual counseling, couples counseling, and family counseling

Consultation: School-based and organizational consultation, cultural competence

Policy Issues: Improving alternative school settings, promoting infant mental health, promoting mental health in schools, building resiliency and optimism in schools, best practices in research, achievement assessment, and evidence-based practices and programs in academic settings

Academic Issues: Development of math abilities in students, academic achievement, school and family partnerships, development, implementation, and assessment of evidence-based academic interventions, promoting academic success for all students

Program Evaluation: Research and assessment of community-based programs

CURRENT LICENSE

Licensed Psychologist

Arkansas

License #19-07P

July 10, 2019-present

Licensed Psychologist

Texas

License #38829

February 24, 2021-present

EDUCATIONAL BACKGROUND

Doctor of Philosophy, Educational and Counseling Psychology, Emphasis in School Psychology

Department of Educational, School and Counseling Psychology

School Psychology Program, APA accredited

University of Missouri

Dates of Attendance: August 2004-May 2015

Degree Earned: May 2015

Dissertation: *Examination of school-based professionals' knowledge and self-efficacy related to non-suicidal self-injury and interventions*

Advisor: Dr. Craig Frisby

Master of Arts, Educational and Counseling Psychology, Emphasis in School Psychology

Department of Educational, School and Counseling Psychology

School Psychology Program, APA accredited

University of Missouri

Dates of Attendance: August 2004-May 2009

Degree Earned: June 2009

Thesis: *Examination of self-injury and related interventions knowledge of health and mental health professionals*

Advisor: Dr. Craig Frisby

**Bachelor of Arts, Psychology
Sociology Minor**

Department of Psychology

University of Arkansas at Little Rock

Dates of attendance: January 1999-May 2004

Degree Earned: June 2004

CLINICAL, CONSULTATION, AND ADMINISTRATIVE EXPERIENCE

Licensed Psychologist and Owner

Arkansas License #19-07P

Texas License #38829

Still Waters Consulting Group, LLC

July 2019-present

Job Responsibilities:

- Conduct psychoeducational and psychological assessment for children, adolescents, and adults to include relevant DSM-5 diagnoses
- Provide professional development to local agencies and school districts regarding special education, mental health, trauma-informed practices, cultural competence, and how to work with families
- Provide evidence-based psychotherapy to children, adolescents, adults, couples, and families
 - Therapeutic approaches: Cognitive Behavioral Therapy, Feminist Therapy, Strategic Family Therapy, Structural Family Therapy, Positive Psychology, and Behavioral Therapy

Licensed Psychologist

Arkansas License #19-07P

Thriveworks

July 2019-September 2020

Job Responsibilities:

- Conducted psychoeducational and psychological assessment for children, adolescents, and adults to include relevant DSM-5 diagnoses
- Provided evidence-based psychotherapy to children, adolescents, adults, couples, and families
 - Therapeutic approaches: Cognitive Behavioral Therapy, Feminist Therapy, Strategic Family Therapy, Structural Family Therapy, Positive Psychology, and Behavioral Therapy

Licensed Psychologist (40 hours/week)

Arkansas License #19-07P

Wellpath formerly Correct Care Solutions

Arkansas Juvenile Assessment and Treatment Center

September 2018-November 2019

Supervisor: Kim Hofmann

Job Responsibilities:

- Conducted psychoeducational assessments for adolescents and young adults to include relevant DSM-5 diagnoses and critical recommendations to inform treatment plans and academic programming
 - Intakes include: a mental status exam, record review, clinical interview, cognitive measure, academic assessment, social emotional assessment, and screening measure individuals committed to a juvenile detention center
- Conducted, as requested, trauma-informed screening and assessments for adolescents and young adults
- Conducted any other special assessments as requested
- Revised and implement mental health and academic achievement assessments to inform the development of treatment plans for students committed to the Division of Youth Services

Psychologist (40+ hours/week)**Provisional License #18-06 AP-PL**

Arkansas Families First, LLC

March 2016-September 2018

Supervising Psychologist: Mary Ekdahl, Ph.D.

Job Responsibilities:

- Conduct psychoeducational and psychological assessment for children, adolescents, and young adults to include relevant DSM-5 diagnoses
- Provide evidence-based psychotherapy to children, adolescents, young adults and families
 - Therapeutic approaches: cognitive behavioral therapy, feminist therapy, strategic family therapy, structural family therapy, and behavioral therapy
 - Conduct group therapy to young children and adolescents to foster social skills through manualized treatment modalities
- Provide educational consultation and advocacy to families and schools regarding 504 plans, special education placement, IEPs, and behavior plans
- Evaluate, design, and implement academic interventions for students with noted difficulties in math or have a diagnosis of dyscalculia
- Develop and implement academic intervention programs targeting students K-12 in the area of writing
- Provide supervision to undergraduate student interns for through the partnership with University of Arkansas at Little Rock and Arkansas Families First

Services Provided Through Contract with Outside Agency:

- Conduct adult psychological forensic evaluations for state circuit courts and state agency regarding supervised and unsupervised visits with children in the custody of the Division of Children and Family Services and/or provided reunification recommendations for the court's consideration

Services Provided Through Contract with Outside Agency:

- Provide consultation to a local charter school regarding special education assessment processes and eligibility determinations in accordance with federal regulations of IDEA

Services Provided Through Contract with Outside Agency:

- Conduct assessments and provide services to relevant staff and Special Education teams for all newly adjudicated student transfers/admissions who are presently identified as Special Education.
- Administer required assessments for new Special Education referrals as determined by initial review of existing data for areas of suspected disability and/or eligibility to include comprehensive evaluations
- Provide training to relevant staff and Special Education teams regarding identification and implementation of assessments along with data collection in development of Behavior Intervention Plans (BIPs) and Functional Behavior Assessments (FBA)

Program Specialist V (40 hours/week)

Texas State Department of State Health Services, Austin, TX

September 2015-February 2016

Supervisor: Angela Hobbs-Lopez, D.O.

Job Responsibilities:

- Performs advanced (senior-level) policy and administrative work related to Community Mental Health Services, and in particular, child mental health programs and policy.
- Work involves developing/revising products to support mental health program implementation.
- Support for the implementation of evidence-based practices including development of fidelity tools, financial modeling, Utilization Management Guidelines, FAQs, & policy interpretation memos.
- Performs analysis and interpretation of data to identify trends and best practices.
- Prepares reports, studies, and specialized research projects and assists in the development of policy and procedure manuals.
- Develops rules, policies and regulations; analyzes complex policy implementation issues, and leads cross-functional groups.
- Evaluation work may require coordination with Program Services and Decision Support Units, other divisions of DSHS, stakeholders, community coalitions, and other state and federal agencies.
- Work is primarily focused on child/adolescent behavioral health programs and policy including:

- Mental Health Service Array
- Development of Legislative Exceptional Items
- Ad-hoc analyses
- Quarterly Legislative Budget Board (LBB) Reporting
- Financial Analyses and client-based analyses using MBOW (data warehouse)

School Psychologist (45 hours/week)

Columbia Public Schools, Columbia, MO

February 2015-May 2015

Supervisor: Molly Stebbins, Ph.D. and Lou Ann Tanner-Jones, Ph.D. Nationally Certified School Psychologists

Job Responsibilities:

- Conduct multidisciplinary evaluations for special education eligibility and testing for the gifted program.
- Perform cognitive, academic and psychological testing for students K-12.
- Write comprehensive reports and present findings in staffings.
- Participate in IEP and RTI meetings as necessary.
- Engage in consultation at the school, teacher and parent level
- Conduct functional behavioral assessments for students with Autism and SED.
- Assist with creating behavior improvement plans.
- Lead teams in data-based decision making
- Provide guidance when building leaders express interest in response to intervention.
- On limited basis, provide counseling and lead social skills groups for students with disabilities.
- Perform other duties as necessary to support the mission and vision of Columbia Public School District

Manager of Assessment and Research (40 hours/week)

Central Missouri Community Action (non-profit agency), Columbia MO

September 2014-February 2015

Supervisor: Darin Preis, M.A., Executive Director

Job Responsibilities:

Quality Control/Internal Audit

- Understand and promote adherence to state and federal grant requirements.
- Develop and maintain internal Quality Control System with protocols, checklists, timelines, and reports.
- Help establish compliance goals
- Establish Standard Operating Procedure manual to address Performance Standards and Standards of Excellence Fraud investigation
- Track social enterprise development and implementation
- Help with program planning, logic models, coaching staff

Data Collection and Analysis

- Connect ROMA and other outputs Agencywide to proximal measures to reflect impact
- Establish research hypotheses for programs and initiatives based on strategic plan
- Conduct or coordinate research with interns or faculty research
- Establish universal framework for unduplicated Agencywide data
- Mine current systems for most useful data for marketing/development/grants
- Mine contextual data for use with marketing/development/grants
- Establish protocols for longitudinal data tracking on participants
- Establish visual representation of compelling program data points (Dashboard)
- Qualitative story collecting
- Engage in evaluation and design of community-based programs

Community impact staffing

- Create annual report cards – collect data, prepare tables, and create charts or graphics.
- Assist external groups with data access, data analysis, and performance management.
- Help external groups to use data to drive their decisions.
- Serve as liaison with community impact
- Support community research projects and requests for data analysis.

- Identify best practices for use of data
- Community progress towards universal outcomes
- Use data for predicting outcomes
- Track target areas like schools or neighborhoods for effective practices
- Longitudinal tracking of clients experiencing interventions from multiple providers
- Connect CMCA data to communitywide measures
- Serve as database administrator and data manager for a community metric platform
- Collaborate with community agencies to foster positive outcomes for youths and families
- Participate in strategic planning and evaluation of agency commitments

Multisystemic Therapy (MST) Therapist (30 hours/weeks)

Boone County Juvenile Court, Columbia, MO

January 2014-December 2014

Clinical Supervisor: Charles Borduin, Ph.D., Licensed Psychologist, Co-Developer of MST

Field Supervisor: Cindy Garrett, Juvenile Officer for Boone and Callaway Counties

Job Responsibilities:

- Provide psychotherapy to families and children associated with the juvenile office
- Provide strategies to families to help address observed social emotional and academic issues
- Provide ongoing emotional support, resources, budgeting suggestions, doctor referrals and behavioral interventions to families
- Design developmentally appropriate and individualized behavior plans to address social and emotional issues of children
- Provide intensive therapy to families to establish rules, boundaries and structure within family unit
- Work with schools and community agencies to support families
- Advocating for youth and families
- Provide expert testimony in court regarding youth and family functioning to assist in Division of Youth Services (DYS) placements decision-making processes
- Facilitate program development and operations for youth

Program Specialist II (40 hours/week)

Department of Mental Health-Division of Behavioral Health, Jefferson City, MO

February 2013- August 2013

Supervisors: Natalie Fornelli, M.S.

Job Responsibilities:

- Guided the annual assignment and reassignment of the Billing and Service Review schedule
- Communicated with providers regarding billing and documentation questions
- Assisted in the coordination of Billing and Service Reviews (BSR) with Certification Reviews
- Conducted Technical Assistant Reviews as requested by agencies for treatment planning, assessments, progress notes and collaborative documentation, and person-centered planning
- Provided training to agencies as needed and/or requested
- Assisted in scheduling, coordinating and participating in desk audits
- Participated in BSR Reviews as needed
- Provided peer review of BSR reports
- Drafted appeal response summaries to agencies
- Maintained a repository of billing questions and answers
- Coordinated and respond to PERM reviews and other similar Medicaid review requests
- Maintained knowledge and awareness of changes, revisions, and updates to policies, rules, Alcohol and Drug and Community Psychiatric Services standards, and manuals relating to billing audits
- Maintained knowledgeable of the documentation requirements both in the code of state regulations and DMH policies and procedures
- Maintained knowledge of department operating regulations and contractual requirements of agencies

Psychology Intern (45 hours/week)

Cypress-Fairbanks Independent School District, Cypress and Houston, TX

August 1, 2011- October 2011

Clinical Supervisors: Shawn Hirsch, Ph.D., Licensed Psychologist, Internship Director**John Nomura, Ph.D., Licensed Psychologist****Joyce Sosa, Ph.D., Licensed Psychologist****University Internship Supervisor: Melissa Maras, Ph.D.****Job Responsibilities:**

- Carried a case load of 52 students from grades K-12
- Provided individual therapy to students receiving direct services
- Provided consultation to teachers and parent to students receiving direct and indirect services
- Designed developmentally appropriate and individualized behavior plans to students with emotional and behavioral disabilities being served under Special Education's Individuals with Disabilities Education Act and Diagnostic and Statistical Manual-IV-TR criteria

Multisystemic Family Therapy (MST) Therapist (35 hours/week)

Boone County Juvenile Court, Columbia, MO

August 2009-July 31, 2011

Clinical Supervisor: Charles Borduin, Ph.D., Licensed Psychologist, Co-Developer of MST**Field Supervisor: Rick Gaines M.A., Juvenile Officer for Boone and Callaway Counties****Job Responsibilities:**

- Carried case load of 5-6 families with 11 children under juvenile court supervision
- Provided therapy to a total of 9 families and 26 kids to date
- Provided strategies to families to help address observed social emotional and academic issues
- Provided ongoing emotional support, resources, budgeting suggestions, doctor referrals and behavioral interventions to families
- Designed developmentally appropriate and individualized behavior plans to address social and emotional issues of children
- Provided intensive therapy to families to establish rules, boundaries and structure within family unit
- Assured that children complete their community service and restitution payments
- Worked with schools and community agencies to support families
- Advocating for youth and families
- Provide expert testimony in court regarding youth and family functioning to assist in DYS placements decision-making processes
- Facilitate program development and operations for youth

TEACHING EXPERIENCE

Adjunct Instructor (30 hours/week)

Psychology Department, Columbia College, Columbia, MO

Course: PSYC/EDU 391 Child Psychology; PSYC/EDUC 282 Educational Psychology;**PSYC/EDU 392 Adolescent Psychology**

August 2014-May 2015; 20 students

Job Responsibilities:

- Provide clinical instruction and supervision to 20 students
- Provide information and projects related to family therapy and juvenile justice system
- Provide instruction in theories of child and adolescent development such as Piaget, Vygotsky, Bandura, and Skinner
- Provide instruction on the cognitive, social, and physical development of infants to late childhood
- Facilitate students' learning of child development concepts with psychoeducational interventions to address various issues in the cognitive, physical, and social domains
- Facilitate students' learning of child development concepts by developing activities and lecture materials
- Evaluate students' learning through course assignments and assessments

Adjunct Instructor (30 hours/week)

Psychology and Education Department, Columbia College, Columbia, MO

Course: BIOL 324, PSYC 324, SOCI 324 Statistics for the Behavioral and Natural Sciences

June 2014-July 2014; 10 students

Job Responsibilities:

- Provide instruction in descriptive and inferential statistics (e.g., Central Measures of Tendency, ANOVA, Regression, and Correlation)
- Provide introduction to non-parametric statistical analysis (e.g., Chi-Square and Mann-Whitney)
- Hold office hours for students to discuss statistical concepts
- Facilitate students' learning of online statistical programming with SPSS
- Facilitate students' learning of theoretical underpinnings of statistical methods, research, hypothesis testing, and probability
- Evaluate students' learning through course assignments in statistics
- Provide instruction on interpreting statistical findings through tables, graphs, and written summaries

Teaching Assistant (20 hours/week)

Instructor: Craig Frisby, Ph.D.

Department of Educational, School and Counseling Psychology, University of Missouri, Columbia, MO

Course: ESC PS 8100 Individual Intelligence Testing

February 2012-May 2012; 8 students

Job Responsibilities:

- Provided feedback to students regarding administering and scoring individual intelligence tests (e.g., WISC-IV, SB-V, and WAIS-IV)

Instructor (20 hours/week)

Department of Educational, School, and Counseling Psychology, University of Missouri

Course: ESC PS 7170 Introduction to Applied Statistics (Online)

August 2009-May 2011-Taught 4 semesters, 22-25 students per semester

Job Responsibilities:

- Provided instruction in descriptive and inferential statistics (e.g., Central Measures of Tendency, ANOVA, Regression, and Correlation)
- Provided introduction to non-parametric statistical analysis (e.g., Chi-Square and Mann-Whitney)
- Offered additional instruction online through Blackboard
- Facilitated students' learning of online statistical programming
- Facilitated students' learning of theoretical underpinnings of statistical methods
- Evaluated students' learning through course assignments in statistics

Teaching Assistant (20 hours/week)

Instructor: Richard Cox, Ph.D.

Department of Educational, School, and Counseling Psychology, University of Missouri

Course: ESC PS 8620 Quantitative Methods in Educational Research II

January 2008-May 2008

Job Responsibilities:

- Offered additional instruction in ANOVA, MANOVA, and ANCOVA during established office hours
- Facilitated students' learning of SAS statistical programming
- Evaluated students' learning through course assignments

Teaching Assistant (20 hours/week)

Instructor: Roberta Scholes, Ph.D.; Karen Weston, Ph.D.

Department of Educational, School, and Counseling Psychology, University of Missouri

Course: ESC PS 8320 Advanced Human Learning

June 2007, June -July 2009, June -July 2010

Job Responsibilities:

- Provided instruction in learning theories
- Facilitated small group discussion
- Developed course assignments
- Assisted in the development of course lecture materials
- Evaluated students' learning through course assignments

Co-Instructor (20 hours/week)

Department of Educational, School, and Counseling Psychology, University of Missouri

Course: ESC PS 7087 Mental Health Issues

June-July 2006, January-May 2007-Taught 2 semesters, 20-26 students per semester

Job Responsibilities:

- Co-instructor for Master's level Mental Health course for teachers selected for the Teaching Fellows program
- Assisted in developing course syllabus and assignments
- Assisted in preparation of readings
- Assisted in planning course activities and lecture materials
- Conducted weekly instruction for Spring session; assisted in lectures during Summer session
- Facilitated weekly discussion
- Evaluated students' learning through weekly assignments, journals, and case study projects

Teaching Assistant (20 hours/week)

Instructor: James Koller, Ph.D., Licensed Psychologist

Department of Educational, School, and Counseling Psychology, University of Missouri

Course: ESC PS 8155 Psychological Interventions for Children and Adolescents II: Behavior Therapy

January 2006-May 2006

Job Responsibilities:

- Provided weekly face-to-face supervision with 7 graduate students from the School Counseling and School Psychology programs in College of Education on application of behavior principles to their field experiences in schools
- Developed Blackboard site to complement class discussion, case study projects and research associated with course
- Evaluated students' learning through case study projects

COURSE DEVELOPMENT EXPERIENCE

Online Course Instructor and Developer

Online Campus, Columbia College

Course: Adolescent Psychology

September 2014-May 2015

RESEARCH EXPERIENCE

Graduate Research Assistant (30 hours/week)

Center for Family Policy and Practice, University of Missouri, Columbia, MO

January 2008-December 2008

- Participated in Strategic Planning
- Consulted with grant Principal Investigator on data analyses for Devereux Early Childhood Assessment (DECA) project grant
- Performed data analysis to answer research questions and to determine program strengths and weaknesses
- Performed literature reviews on early childhood socioemotional and cognitive development

Graduate Research Assistant (30 hours/week)Missouri Prevention Project, Department of Educational, School, and Counseling Psychology,
University of Missouri, Columbia, MO

August 2007-August 2008

- Member of steering committee that guides project practices and research
- Assisted in development project vision and mission statements and services
- Participant in Incredible Years Training

Graduate Research Assistant and Data Collector (30 hours/week)

Sibling Reaction Time Study with Mathematics

Department of Educational, School, and Counseling Psychology

Assessment and Consultation Clinic, University of Missouri, Columbia, MO

June 2007-August 2007

- Administered computerized reaction time tests to subjects
- Administered cognitive and achievement batteries of Woodcock-Johnson III to subjects
- Administered computerized math questions to subjects
- Collected, scored, and entered information for computerized results for each subject

Graduate Research Assistant and Data Collector (30 hours/week)

Evaluation of Wilson's Reading Program Project, Columbia Public Schools, Columbia, Missouri

April 2006 & November 2006

- Administered Woodcock Johnson-III achievement tests to assess students fall and spring reading ability
- Scored protocols and entered data for computerized results for each student

Graduate Research Assistant (30 hours/week)University of Missouri, Center for the Advancement of Mental Health Practices in Schools (CAMHPS),
Columbia, MO

August 2005 – August 2009

- Developed proposals for presentation at national conferences that promote and advocate for school-based mental health awareness and evidence-based practices for working with students. See presentations for list of topics.
- Collaborated with other CAMHPS members to create presentations and generate research ideas
- Presented workshops at national, peer-reviewed conference regarding school-based health and mental health practices, interventions, and prevention strategies
- Provided literature reviews on school-based mental health program evaluations, barriers to learning, and barriers to parental involvement.

Research Assistant and Data Collector (40 hours/week)

University of Arkansas for Medical Sciences-Partners for Inclusive Communities
Little Rock, AR

December 2002- August 2004

Job Responsibilities:

- Presented research topics concerning at-risk youths for Safe Schools, Healthy Students grant funded by U.S. Department of Education
- Operated Microsoft Office programs such as Word, Excel, and PowerPoint
- Organized literature in databases such as Endnote
- Collected data for Safe Schools, Healthy Students grant
- Created reports for analyzed data: Arkansas Tobacco Report, Arkansas Aging Report, Safety Survey for Russellville School District, YRBS Survey for Russellville School District, Bullying Survey (Olweus) for Russellville School District
- Evaluated effectiveness of assigned programs under Safe Schools, Healthy Students grant: Aggression Replacement Training (ART) Program

PROFESSIONAL COMMITTEES, BOARDS, AND WORKGROUPS SERVICE

State of Texas Department of State Health Service (2016) Austin, Texas

- Service Array Workgroup
 - Discuss various mental health and substance abuse services utilized by clients of Local Mental Health Authorities (LMHAs)
 - Provide consultation related to evidence-based practices and data analysis of utilized services
 - Provide guidance on legislative reports and internal agency reports regarding various services offered by LMHAs
- Sunset Committee Workgroup
 - Review recommendations given by the committee and develop reports in response to Sunset and Commissioner recommendations
- Legislative Implementation Workgroup
 - 10% Withhold Outcome Measures for Crisis Services
 - Rider 82 Performance Measures
- Children's Mental Health Workgroup
 - Discuss event planning
 - Promote awareness of children's mental health issues
 - Secure speakers (adolescent or significant public figures) for speaking parts at the event
 - Consult with team members regarding associated contest and event happenings

Nora Stewart Early Childhood Center (2014-2015) Columbia, Missouri

- Secretary for Executive Board to Nora Stewart Early Childhood Center
- Recorded and disseminate minutes from each Board Meeting
- Provided input for improving educational outcomes, fundraising, duties of the Center's Director
- Developed questionnaires and assessment measures to evaluate teachers and staff to link them to outcomes for all students

GRANT WRITING

President/Owner (2020) **Funding Agent: Division of Children and Family Services-State of Arkansas.** Grant Recipient: Still Waters Consulting Group, LLC; Amount Requested: \$5,000 (2 years). Status: Approved

Principal Investigator (2014) **Funding Agent: Boone County Children's Fund.** Grant Recipient: Nora Stewart Early Learning Center; Amount Requested: \$350,000 (over 3 years). Status: Funded.

PEER REVIEW OF GRANTS EXPERIENCE

- Grant Reviewer for **Health Resources and Services Administration (HRSA)** (2017-present)
- Peer Reviewer for **State of Texas Department of State Health Services: Texas Administrative Code Law-Rider 82: Third Party Evaluator RFPs** (2016)

PUBLICATIONS AND MANUAL DEVELOPMENT

Moore, C. R. (2009). *Tracking*. In C. Clauss-Ehlers (Ed.). *Encyclopedia of cross-cultural school psychology* (pp. 994-999). New York, NY: Springer.

Lyons, J. S., Hobbs-Lopez, A. and **Texas Department of State Health Services-Children's Mental Health Unit** (1999). *Children and adolescent needs and strengths (CANS): Comprehensive multisystem manual for Department of Protective Services*. Chicago, IL: Praed Foundation.

Texas Department of State Health Services-Children's Mental Health Unit (2015). *Utilization Management Guidelines*. [unpublished draft]. Austin, TX: Department of State Health Services-Children's Mental Health Unit.

PRESENTATIONS

Moore, C., Agarwal, G., & Brooks, C. (2007, May). *Evaluation of school-based personnel's knowledge and capacity regarding self-injury*. Poster session presented at the annual meeting of the Georgia Association of School Psychologists, Macon, GA.

Moore, C., & Morris, E. (2006, October). *Exploring school-based mental health and health professionals' knowledge of self-injury*. Workshop session presented at the annual meeting of the American School Health Association, St. Louis, MO.

Moore, C., Whitney, S., Weston, K. (2006, September). *Resilient middle schools*. Workshop session presented at the annual meeting of the Center for School Health Analysis and Action, Baltimore, MD.

Moore, C., & Morris, E. (2006, September). *School-based mental health professionals' knowledge regarding self-injury: An exploratory study*. Poster session presented at the annual meeting of the Center for School Health Analysis and Action, Baltimore, MD.

Moore, C., Agarwal, G., & Brooks, C. (2006, August). *Pilot study of school psychologists' knowledge regarding self-injury*. Poster session presented at the annual meeting of American Psychological Association-Student Association of School Psychologists, New Orleans, LA.

Agarwal, G., Evans, M., Klosterhoff, J., Luebbering, B., **Moore, C.**, Roberts, R., Spence, B. (2005, August). *Identification and evaluation of professional work characteristics of school psychology students*. Poster session presented at the annual meeting of the American Psychological Association, Washington, DC.

White, A., Whiteside-Mansell, L., **Moore, C.**, Houston, J., Deere, D., & Edwards, M. (2004, November). *Aggression and Arkansas youth: Do programs in school settings make a difference?* Poster session presented at the annual meeting of the Mid-South Educational Research Association, Gatlinburg, TN.

Moore, C. R., White, A. L., Edwards, M., David, G. D., Lee, C., & Whiteside-Mansell, L. (2003, October). *The art of effectively evaluating your Aggression Replacement Training program*. Poster session presented at the annual meeting of the Mid-South Educational Research Association, Biloxi, MS.

COMMUNITY, COLLEGE, AND PROGRAM SERVICE

Nora Stewart Early Learning Center, Columbia, MO, *Executive Director Board Member and Secretary*, 2014-2015
University of Missouri, School Psychology Program-Volunteer for School Psychology Interview Day, 2007
University of Missouri, School Psychology Program-Member of Student Panel at the 1st Annual School Psychology Information Fair, 2006
University of Missouri, Department of Educational, School and Counseling Psychology, Student Member of School Psychology Faculty Search Committee, 2006
University of Missouri, College of Education, Student Member of Mentor and Advisor of the Year Award Committee, 2006
University of Missouri, Department of Educational, School, and Counseling Psychology, Student Leader of Student/Faculty Research Group, 2006
Little Rock, AR Community-at Large, Mentor for Middle School and High School Youth, 2001-2004
Neighbor Homework Center, 1999, Little Rock, AR
VIPS: Volunteers in Public Schools, Little Rock School District, 2003, Little Rock, AR
Missouri Association of School Psychologists, Student Representative, 2005-2006
National Association of School Psychologists, University of Missouri Student Leader, 2005-2006
National Association of School Psychologists-Student Leaders, Communications Committee Member, 2005-2006