

Allison Grace, MSW, LCSW  
Awaken Grace, LLC

## LICENSED CLINICAL SOCIAL WORKER

### **Missouri #SW003113**

December 20, 1992 to September 30, 2019

### **Illinois #149.018867**

September 24, 2016 to November 30, 2019

## EDUCATION

### **Master of Social Work,**

Family Concentration

St Louis University

St. Louis, MO

1993

### **Bachelor of Science, Psychology / French**

Southwest Missouri State University,

Springfield, MO

1988

## SKILLS

Individual and Group Counseling, LCSW Supervision, Psycho-social Assessments, Resource Referral, Crisis Intervention, Case Management, Program Coordination, Psycho-Social Skills Training, Court Advocacy, Peer Mediation, Program Efficacy Assessment (Qualitative and Quantitative Research), Grant Writing, Human Relations

## Work Experience

### **Independent Contractor**

Live Well Counseling Services, LLC – Venedy, Illinois  
March 2018 – Present (Part-time)

#### *Responsibilities*

**Medicare B Provider:** provide direct psychotherapeutic services to the Elderly in Residential facilities.

#### *Accomplishments*

In first month this practitioner was able to enroll 10% on the population of Randolph County Care Center psychotherapy. In second month, accepted assignment of Social Support Group at Cedar Hurst Assisted Living.

#### *Skill Used*

Assessment and enrollment of referrals, individual counseling, group counseling, self- promotion and collaboration with facility staff, and families, timely submission of required documents for billing and legal notation.

### **Private Practice Psychotherapist**

Awaken Well, LLC – Des Peres, MO  
August 2017- Present (Part-time)

#### *Responsibilities*

Serving members of United Health Care, Magellan Health Care/ EAP, and Care Bridge EAP.

#### *Accomplishments*

Started by sub-leasing an office one hour at a time. Currently sub-lease 15 hours per week. Case load has grown to 5-9 clients per week. Manage own billing, claims and reception of appointments.

#### *Skills Used*

Individual Counseling, Marital Counseling, Human Relations, documentation and billing, web management, self -promotion.

### **Care Manager I**

Magellan Health - St. Louis, MO  
August 2015 to February 2018  
Voluntary termination to pursue fulltime private practice

#### *Responsibilities*

**Employee Assistant Program Consultant:** assess and refer employees to outpatient mental health providers, or appropriate higher levels of care facilities, through their EAP and managed care benefits.

- Clinical Intake: assess and authorize higher levels of care for Psychiatric and/or Substance Use Disorder treatment.
- Telephonic Crisis Counselor: emergency consultations with suicidal and homicidal members.
- Tele-coach: clinical consultation with members over a broad range of work/life issues over

the phone.

- Customer Service: help members access resources.

#### *Accomplishments*

Hired as temp and offered full time after 3 months. Proficient in: DOS, Word, and Excel. Superb clinical skills: ability to build rapport quickly, excellent communication skills, ability to multi-task and provide competent yet efficient mental health services.

#### *Skills Used*

Individual counseling, assessment and resource referral, crisis intervention, case management, Documentation, Self Audits.

### **Contractual Social Worker**

East St. Louis School District-East St. Louis, IL

August 2012 –2015 (Part-time, summers)

#### *Responsibilities*

##### **Contract Provider:**

Clinical supervision

- Provided 3000 hours of clinical supervision to school social workers who had applied for Illinois licensure

Assessments

- Provided psycho-social developmental reports on children who had been referred for Special Education evaluations.

#### *Accomplishments*

Attested to supervision of four school social workers who were successful in obtaining their Illinois licensure as Clinical Social Workers. Wrote over 200 social developmental assessments and provided recommendations for eligibility and treatment.

#### *Skills Used*

Advocacy with IDPF, administration and assessment of the ABAS, Conner's, and Vineland behavior rating scales, ability to write articulate, concise, accurate reports that become part of a public record.

### **Certified School Social Worker**

Cahokia School District-Cahokia, IL

August 2002 to August 2015

#### *Responsibilities*

Assist students, school staff and parents with removing barriers to learning,

- PBIS Secondary Coach,
- PBIS Universal team member,
- Provide individual therapy,
- Group therapy via "Social Instructional Academic Groups",

- Provide Social Developmental Studies,
- Facilitate Functional Behavioral Analysis and Behavior Management Plans,
- Implement social work minutes on Individual Education Plans,
- Coordinate and conduct Early Childhood Screenings,
- Grant writing for Federal Early Childhood Intervention programming for the district.

#### *Accomplishments*

Certified Parent Educator via Parents as Teachers, Birth to Three Curriculum, excellent verbal and written skills, ability to build rapport with a wide variety of people and ages, strong behavior management skills, solid understanding of ADHD, anger management, and grief, ability to facilitate success for students by coordinating services within the school and community.

#### *Skills Used*

Individual and group counseling, case management, program coordination, assessment and resource referral, psycho-social skills training, grant writing

### **Certified School Social Worker**

Nashville School District - Nashville, IL  
August 1999 to August 2002

#### *Responsibilities*

- Assisted Students in achieving academic, social and behavioral success
- provided therapy for students in severe behavior disordered self-contained school
- taught "Second Step Violence Prevention" to kindergarten through 4th grade students
- Implemented and facilitated a peer mediation program for middle school students

#### *Accomplishments*

Initiated, implemented and facilitated research based violence prevention programming in the school, assessed the objective observable success of this programming, and significantly reduced violence in the district.

#### *Skills Used*

Individual and group counseling, assessment and resource referral, case management, program coordination, psycho-social skills training, program efficacy assessment (Qualitative and Quantitative Research)

### **Certified School Social Worker**

Alton Community School District - Alton, IL  
August 1993 to August 1998

#### *Responsibilities*

- Promoted academic, social, behavioral, emotional success of students.

- Designated Coordinator for Positive Behavior Intervention Systems Programing,
- Coordinated state testing,
- Scheduled 8th grade students for 9th grade.

#### *Accomplishments*

Joined with community members to facilitate LAN Wrap around programing for selected students, initiated and conducted “Rainbows” divorce support groups. Initiated, implemented and facilitated Peer Mediation Program for 6-8<sup>th</sup> grade students.

#### *Skills Used*

Individual and group counseling, program coordination, psycho-social skills education, case management, assessment and resource referral

### **Social Service Worker II**

Division of Family Services - St. Louis, MO  
November 1988 to August 1993

#### *Responsibilities*

Home visits to monitor parent’s ability to adhere to work service agreement to rectify suspected child maltreatment, court advocacy for children in state custody.

#### *Accomplishments*

Obtained Master Degree in Social Work while working full time, Direct implementation of theories learned in MSW program; solid understanding of: chemical dependency, violence prevention, systems theory, exceptional child, social policy, etc.

#### *Skills Used*

Case management, court advocacy, Individual counseling, assessment and resource referral

### **Part time Experience**

Contractual private practice with adults and youth in office and residential homes, providing individual, group therapy and school social developmental and psychometric assessments.

### **Volunteer Experience**

- Big Sister Mentor with Children’s Home and Aide, Belleville, Ill, 2013-2015.
- Girl Scout Leader, Waterloo Il, 2006-2013.
- Sunday school Teacher, Clayton, Mo, 2000-2003.
- Facilitated Alzheimer’s Caretaker Support Group, St. Louis, MO, 1992
- Unplanned Pregnancy Counselor, Springfield, Mo, 1987-1988.