#### BRITTANY L. CEPHAS, LCPC

443-633-4430 - Personal 301-679-0722 - Office bcephas@grow-minds.com www.grow-minds.com

### **LICENSURE**

Licensed Clinical Professional Counselor, Maryland Board Approved Supervisor, Maryland National Counselors Examination: Maryland State Jurisprudence Examination

#### **PROFESSIONAL AFFILIATIONS**

American School Counseling Association (ASCA) Member, 2013 PSI CHI National Honor Society Member, 2011

#### **EDUCATION**

PhD Counselor Education and Supervision, Walden University, Present
Masters of Education in School Counseling, Loyola University Maryland, MD, May 2014
Bachelors of Applied Psychology, Coppin State University, Baltimore, MD, December 2011
Associate of Arts, The Community College of Baltimore County, Catonsville, MD, May 2009
Diploma - Allied Health, Certified Nursing Assistant, Milford Mill Academy High School, Baltimore, MD, May 2005

### **COUNSELING EXPERIENCE**

### **Licensed Pediatric Psychotherapist and CEO**

Growing Young Minds Counseling - Howard County, MD 10/2018 - Present

- Assess and gather information about school-aged clients through interviews, observation, or tests.
- Complete and maintain client-related clinical documentation, including federal- and state-mandated forms, client diagnostic records, and progress notes.
- Maintain confidentiality of records relating to clients' treatment.
- Encourage clients to express their feelings and discuss what is happening in their lives, helping them to develop insight into themselves or their relationships.
- Guide clients in the development of skills or strategies for dealing with their problems.
- Evaluate clients' physical or mental condition, based on review of client information.
- Partner with parents and community resources to provide the best level of care.
- Assess patients for risk of suicide ideation or attempts, and perform crisis interventions with clients.
- Develop and implement treatment plans based on clinical experience and knowledge.
- Modify treatment activities or approaches as needed to comply with changes in clients' status.
- Gather information about community mental health needs or resources that could be used in conjunction with therapy.
- Monitor clients' use of medications.
- Provide individual and group supervision to the clinical team.
- Facilitate professional training.

- Coordinate or direct employee workshops, courses, or training about mental health issues.
- Attend organization's staff events in order to build rapport.

#### **Mental Health Therapist**

University Psychological Center, Inc. – Recovery Network, Baltimore, MD 07/2017 – 12/2017

- Collected information about clients through interviews, observation, or tests.
- Filled out and maintained client-related paperwork, including federal- and state-mandated forms, client diagnostic records, and progress notes.
- Maintained confidentiality of records relating to clients' treatment.
- Encouraged clients to express their feelings and discuss what is happening in their lives, helping them to develop insight into themselves or their relationships.
- Guided clients in the development of skills or strategies for dealing with their problems.
- Evaluate clients' physical or mental condition, based on review of client information.
- Assessed patients for risk of suicide attempts, and performed crisis interventions with clients.
- Developed and implemented treatment plans based on clinical experience and knowledge.
- Modified treatment activities or approaches as needed to comply with changes in clients' status.
- Discussed with individual patients their plans for life after leaving therapy.
- Collaborated with other staff members to perform clinical assessments or develop treatment plans.
- Gathered information about community mental health needs or resources that could be used in conjunction with therapy.
- Monitored clients' use of medications.
- Attended individual supervision.
- Attended group supervision.
- Coordinate or direct employee workshops, courses, or training about mental health issues.
- Attended organization's staff events in order build rapport.

# **Professional School Counselor** – Montgomery County Public Schools, 07/2015 - 06/2018

- Adhere to ethical standards of professional counseling.
- Participate as a member of the PBIS Team.
- Child Abuse Liaison.
- Facilitate individual and group counseling services to meet the developmental, preventive, and remedial needs of students.
- Co-facilitate a mentorship program for targeted students.
- Facilitate student lunch bunches to build rapport with students, and assist students resolve issues with peers.
- Facilitate professional trainings to teachers and staff.
- Create a creative an engaging school counseling curriculum that guides the academic, career, and social-emotional development needs of students.
- Create school-wide school counseling programs that promote safety and character education.
- Deliver classroom guidance lessons that addressed the development needs of ALL students.
- Consult with students, parents, teachers, and administrators in order meet the needs of students.
- Collaborate with students, parents, teachers, administrative, Pupil Personnel Workers, and staff to meet the needs of the students.
- Complete necessary paperwork (suicide report, accident reports, etc.).

- Attend and facilitate interdisciplinary team meetings, 504/IEP meetings.
- Address attendance issues with students and parents/guardians.
- Attend and participated in monthly staff meetings.
- Attend school counselor meetings for professional development.

## Graduate Internship, Loyola University Maryland, School Counseling Student

Central Middle School, Edgewater, MD 01/2014 – 05/2014

- Adhered to ethical standards of professional counseling.
- Met with supervisor weekly for support and supervision.
- Provided individual/group counseling services to meet the developmental, preventive, and remedial needs of students.
- Created a creative and engaging school counseling curriculum that supported the academic, career, and social/personal development needs of students.
- Used educational assessment strategies.
- Created classroom guidance lessons that addressed the development needs of students.
- Consulted with students, parents, teachers, and administrators in order meet the needs of students.
- Completed necessary paperwork (suicide report, accident reports, etc.).
- Attended and participated interdisciplinary team meetings, 504/IEP meetings.
- Addressed attendance issues with students and parents/guardians.
- Attended and participated in monthly attendance meetings.
- Monitored student daily during the 8<sup>th</sup> grade lunch period.
- Monitored student safety daily while transitioning in the morning to class.

### **Graduate Residence Coordinator**

The Student Life Office, Loyola University Maryland, Baltimore, MD 01/2014 – 05/2014

- Provided educational and personal support to 100-300 resident students.
- Provided on-going supervision to six Resident Assistant staff members.
- Promoted and upheld the Loyola's Community Standards and support campus safety.
- Assisted with the administrative processes of the department and residential area.
- Participated in staff trainings and bonding meetings.

## **Crisis Hotline Counselor**

Baltimore Crisis Response, INC. (BCRI) Baltimore, MD 02/2012 - 02/2013; 12/2013- 01/2014

- Used counseling skills, active listening and empathy to establish rapport with a wide range of callers.
- Continued to seek knowledge related to mental illness and addiction, by using appropriate reading material, internet, etc.
- Intervened appropriately with callers who present eminent danger to self or others, including assessing lethality and taking necessary steps to intervene.
- Used the policy, procedure and admission criteria of BCRI to screen clients for referrals to community resources.
- Performed the function of liaison between the treatment components; organizing and relaying information, as necessary.
- Is familiar with resources and provides information and referrals to callers as needed.

- Completed all documentation accurately, thoroughly and in accordance with BCRI policy and procedures, including telephone intervention forms.
- Completes all shift-to-shift communication forms, for effective transfer of information between shifts.
- Actively participates in the organization's professional development program which includes:
- Attended professional development seminars, clinical training seminars, and regular supervision.
- Maintained an effective working relationship with other staff and human services organizations.
- Maintained a high level of professionalism with all callers, staff, and outside agencies.

#### **Vocational/ Rehabilitation Counselor**

Mosaic Community Services Incorporated. Baltimore, MD 09/2010 – 3/2012

- Provided career skill building and professional development training clients.
- Provided outreach supports to clients as needed.
- Provided case management, job coaching, and supportive counseling services.
- Completed written employment assessment that included client's career goals.
- Developed and facilitated professional relationships between clients and local businesses.
- Participated staff meetings/professional trainings, and client treatment team meetings.