State of West Virginia
Department of Administration
Purchasing Division
2019 Washington Street East
Post Office Box 50130
Charleston, WV 25305-0130

Request for Quotation

RFQ NUMBER	PAGE
COR61556	1

ADDRESS CORRESPONDENCE TO ATTENTION OF:
TARA LYLE
304-558-2544

VENDOR
*615095008 304-345-0880
CLAYMAN & ASSOCIATES PLLC
1097 FLEDDERJOHN ROAD #3

CHARLESTON WV 25314

SHIP TO
DIVISION OF CORRECTIONS

617 LEON SULLIVAN WAY

CHARLESTON, WV
25301 304-558-8045

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
04/17/2012				

BID OPENING DATE: 05/22/2012 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	1	LS		948-76		

PSYCHOLOGISTS/PSYCHOLOGICAL SERVICES

OPEN-END CONTRACT

CONTRACT TO PROVIDE PSYCHOLOGICAL EVALUATION SERVICES TO WEST VIRGINIA DIVISION OF CORRECTIONS' SENTENCED INMATES HOUSED IN REGIONAL JAILS AWAITING TRANSFER TO A CORRECTIONS FACILITY, PER THE SPECIFICATIONS.

WRITTEN QUESTIONS WILL BE ACCEPTED UNTIL CLOSE OF BUSINESS ON 05/01/2012. QUESTIONS MAY BE SENT VIA USPS, FAX, COURIER OR E-MAIL. IN ORDER TO ASSURE NO VENDOR RECEIVES AN UNFAIR ADVANTAGE, NO SUBSTANTIVE QUESTIONS WILL BE ANSWERED ORALLY. IF POSSIBLE, E-MAIL QUESTIONS ARE PREFERRED. ADDRESS INQUIRIES TO:

TARA LYLE
DEPARTMENT OF ADMINISTRATION
PURCHASING DIVISION
2019 WASHINGTON STREET, EAST
CHARLESTON, WV 25305

FAX: 304-558-4115
EMAIL: TARA.L.LYLE@WV.GOV

EXHIBIT 3

LIFE OF CONTRACT: THIS CONTRACT BECOMES EFFECTIVE ON AWARD AND EXTENDS FOR A PERIOD OF ONE (1) YEAR OR UNTIL SUCH "REASONABLE TIME" THEREAFTER AS IS

RECEIVED
2012 MAY 21 PM 2:46
WV PURCHASING DIVISION

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	TELEPHONE	DATE
[signature]	304-345-0880	5/17/12
TITLE DIRECTOR	FEIN 11-3713302	ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'

GENERAL TERMS & CONDITIONS
REQUEST FOR QUOTATION (RFQ) AND REQUEST FOR PROPOSAL (RFP)

1. Awards will be made in the best interest of the State of West Virginia.

2. The State may accept or reject in part, or in whole, any bid.

3. Prior to any award, the apparent successful vendor must be properly registered with the Purchasing Division and have paid the required $125 fee.

4. All services performed or goods delivered under State Purchase Order/Contracts are to be continued for the term of the Purchase Order/Contracts, contingent upon funds being appropriated by the Legislature or otherwise being made available. In the event funds are not appropriated or otherwise available for these services or goods this Purchase Order/Contract becomes void and of no effect after June 30.

5. Payment may only be made after the delivery and acceptance of goods or services.

6. Interest may be paid for late payment in accordance with the ***West Virginia Code.***

7. Vendor preference will be granted upon written request in accordance with the ***West Virginia Code.***

8. The State of West Virginia is exempt from federal and state taxes and will not pay or reimburse such taxes.

9. The Director of Purchasing may cancel any Purchase Order/Contract upon 30 days written notice to the seller.

10. The laws of the State of West Virginia and the ***Legislative Rules*** of the Purchasing Division shall govern the purchasing process.

11. Any reference to automatic renewal is hereby deleted. The Contract may be renewed only upon mutual written agreement of the parties.

12. **BANKRUPTCY:** In the event the vendor/contractor files for bankruptcy protection, the State may deem this contract null and void, and terminate such contract without further order.

13. **HIPAA BUSINESS ASSOCIATE ADDENDUM:** The West Virginia State Government HIPAA Business Associate Addendum (BAA), approved by the Attorney General, is available online at **www.state.wv.us/admin/purchase/vrc/hipaa.html** and is hereby made part of the agreement provided that the Agency meets the definition of a Cover Entity (45 CFR §160.103) and will be disclosing Protected Health Information (45 CFR §160.103) to the vendor.

14. **CONFIDENTIALITY:** The vendor agrees that he or she will not disclose to anyone, directly or indirectly, any such personally identifiable information or other confidential information gained from the agency, unless the individual who is the subject of the information consents to the disclosure in writing or the disclosure is made pursuant to the agency's policies, procedures, and rules. Vendor further agrees to comply with the Confidentiality Policies and Information Security Accountability Requirements, set forth in http://www.state.wv.us/admin/purchase/privacy/noticeConfidentiality.pdf.

15. **LICENSING:** Vendors must be licensed and in good standing in accordance with any and all state and local laws and requirements by any state or local agency of West Virginia, including, but not limited to, the West Virginia Secretary of State's Office, the West Virginia Tax Department, and the West Virginia Insurance Commission. The vendor must provide all necessary releases to obtain information to enable the director or spending unit to verify that the vendor is licensed and in good standing with the above entities.

16. **ANTITRUST:** In submitting a bid to any agency for the State of West Virginia, the bidder offers and agrees that if the bid is accepted the bidder will convey, sell, assign or transfer to the State of West Virginia all rights, title and interest in and to all causes of action it may now or hereafter acquire under the antitrust laws of the United States and the State of West Virginia for price fixing and/or unreasonable restraints of trade relating to the particular commodities or services purchased or acquired by the State of West Virginia. Such assignment shall be made and become effective at the time the purchasing agency tenders the initial payment to the bidder.

I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm, limited liability company, partnership, or person or entity submitting a bid for the same material, supplies, equipment or services and is in all respects fair and without collusion or Fraud. I further certify that I am authorized to sign the certification on behalf of the bidder or this bid.

INSTRUCTIONS TO BIDDERS

1. Use the quotation forms provided by the Purchasing Division. Complete all sections of the quotation form.

2. Items offered must be in compliance with the specifications. Any deviation from the specifications must be clearly indicated by the bidder. Alternates offered by the bidder as **EQUAL** to the specifications must be clearly defined. A bidder offering an alternate should attach complete specifications and literature to the bid. The Purchasing Division may waive minor deviations to specifications.

3. Unit prices shall prevail in case of discrepancy. All quotations are considered F.O.B. destination unless alternate shipping terms are clearly identified in the quotation.

4. All quotations must be delivered by the bidder to the office listed below prior to the date and time of the bid opening. Failure of the bidder to deliver the quotations on time will result in bid disqualifications: Department of Administration, Purchasing Division, 2019 Washington Street East, P.O. Box 50130, Charleston, WV 25305-0130

5. Communication during the solicitation, bid, evaluation or award periods, except through the Purchasing Division, is strictly prohibited (W.Va. C.S.R. §148-1-6.6).

State of West Virginia
Department of Administration
Purchasing Division
2019 Washington Street East
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COR61556	2

ADDRESS CORRESPONDENCE TO ATTENTION OF:
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304-558-2544

VENDOR
*615095008 304-345-0880
CLAYMAN & ASSOCIATES PLLC
1097 FLEDDERJOHN ROAD #3

CHARLESTON WV 25314

SHIP TO
DIVISION OF CORRECTIONS

617 LEON SULLIVAN WAY

CHARLESTON, WV
25301 304-558-8045

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NECESSARY TO OBTAIN A NEW CONTRACT OR RENEW THE ORIGINAL CONTRACT. THE "REASONABLE TIME" PERIOD SHALL NOT EXCEED TWELVE (12) MONTHS. DURING THIS "REASONABLE TIME" THE VENDOR MAY TERMINATE THIS CONTRACT FOR ANY REASON UPON GIVING THE DIRECTOR OF PURCHASING 30 DAYS WRITTEN NOTICE.

UNLESS SPECIFIC PROVISIONS ARE STIPULATED ELSEWHERE IN THIS CONTRACT DOCUMENT, THE TERMS, CONDITIONS AND PRICING SET HEREIN ARE FIRM FOR THE LIFE OF THE CONTRACT.

RENEWAL: THIS CONTRACT MAY BE RENEWED UPON THE MUTUAL WRITTEN CONSENT OF THE SPENDING UNIT AND VENDOR, SUBMITTED TO THE DIRECTOR OF PURCHASING THIRTY (30) DAYS PRIOR TO THE EXPIRATION DATE. SUCH RENEWAL SHALL BE IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THE ORIGINAL CONTRACT AND SHALL BE LIMITED TO TWO (2) ONE (1) YEAR PERIODS.

CANCELLATION: THE DIRECTOR OF PURCHASING RESERVES THE RIGHT TO CANCEL THIS CONTRACT IMMEDIATELY UPON WRITTEN NOTICE TO THE VENDOR IF THE COMMODITIES AND/OR SERVICES SUPPLIED ARE OF AN INFERIOR QUALITY OR DO NOT CONFORM TO THE SPECIFICATIONS OF THE BID AND CONTRACT HEREIN.

OPEN MARKET CLAUSE: THE DIRECTOR OF PURCHASING MAY AUTHORIZE A SPENDING UNIT TO PURCHASE ON THE OPEN MARKET, WITHOUT THE FILING OF A REQUISITION OR COST ESTIMATE, ITEMS SPECIFIED ON THIS CONTRACT FOR IMMEDIATE DELIVERY IN EMERGENCIES DUE TO UNFORESEEN CAUSES (INCLUDING BUT NOT LIMITED TO DELAYS IN TRANSPORTATION OR AN UNANTICIPATED INCREASE IN THE VOLUME OF WORK.)

QUANTITIES: QUANTITIES LISTED IN THE REQUISITION ARE

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	TELEPHONE	DATE
[signature]	304-345-0880	5/17/12

TITLE	FEIN
DIRECTOR	11-3713307

ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'

State of West Virginia
Department of Administration
Purchasing Division
2019 Washington Street East
Post Office Box 50130
Charleston, WV 25305-0130

Request for Quotation

RFQ NUMBER	PAGE
COR61556	3

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TARA LYLE
304-558-2544

VENDOR
*615095008 304-345-0880
CLAYMAN & ASSOCIATES PLLC
1097 FLEDDERJOHN ROAD #3

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APPROXIMATIONS ONLY, BASED ON ESTIMATES SUPPLIED BY THE STATE SPENDING UNIT. IT IS UNDERSTOOD AND AGREED THAT THE CONTRACT SHALL COVER THE QUANTITIES ACTUALLY ORDERED FOR DELIVERY DURING THE TERM OF THE CONTRACT, WHETHER MORE OR LESS THAN THE QUANTITIES SHOWN.

ORDERING PROCEDURE: SPENDING UNIT(S) SHALL ISSUE A WRITTEN STATE CONTRACT ORDER (FORM NUMBER WV-39) TO THE VENDOR FOR COMMODITIES COVERED BY THIS CONTRACT. THE ORIGINAL COPY OF THE WV-39 SHALL BE MAILED TO THE VENDOR AS AUTHORIZATION FOR SHIPMENT, A SECOND COPY MAILED TO THE PURCHASING DIVISION, AND A THIRD COPY RETAINED BY THE SPENDING UNIT.

BANKRUPTCY: IN THE EVENT THE VENDOR/CONTRACTOR FILES FOR BANKRUPTCY PROTECTION, THIS CONTRACT IS AUTOMATICALLY NULL AND VOID, AND IS TERMINATED WITHOUT FURTHER ORDER.

THE TERMS AND CONDITIONS CONTAINED IN THIS CONTRACT SHALL SUPERSEDE ANY AND ALL SUBSEQUENT TERMS AND CONDITIONS WHICH MAY APPEAR ON ANY ATTACHED PRINTED DOCUMENTS SUCH AS PRICE LISTS, ORDER FORMS, SALES AGREEMENTS OR MAINTENANCE AGREEMENTS, INCLUDING ANY ELECTRONIC MEDIUM SUCH AS CD-ROM.

ANY INDIVIDUAL SIGNING THIS BID IS CERTIFYING THAT: (1) HE OR SHE IS AUTHORIZED BY THE BIDDER TO EXECUTE THE BID OR ANY DOCUMENTS RELATED THERETO ON BEHALF OF THE BIDDER, (2) THAT HE OR SHE IS AUTHORIZED TO BIND THE BIDDER IN A CONTRACTUAL RELATIONSHIP, AND (3) THAT THE BIDDER HAS PROPERLY REGISTERED WITH ANY STATE AGENCIES THAT MAY REQUIRE REGISTRATION.

EXHIBIT 4

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	TELEPHONE	DATE
[signature]	304-345-0880	5/17/12

TITLE	FEIN	
DIRECTOR	11-3713302	ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'

State of West Virginia
Department of Administration
Purchasing Division
2019 Washington Street East
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Charleston, WV 25305-0130

Request for Quotation

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COR61556	4

ADDRESS CORRESPONDENCE TO ATTENTION OF:
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LOCAL GOVERNMENT BODIES: UNLESS THE VENDOR INDICATES IN THE BID HIS REFUSAL TO EXTEND THE PRICES, TERMS, AND CONDITIONS OF THE BID TO COUNTY, SCHOOL, MUNICIPAL AND OTHER LOCAL GOVERNMENT BODIES, THE BID SHALL EXTEND TO POLITICAL SUBDIVISIONS OF THE STATE OF WEST VIRGINIA. IF THE VENDOR DOES NOT WISH TO EXTEND THE PRICES, TERMS, AND CONDITIONS OF THE BID TO ALL POLITICAL SUBDIVISIONS OF THE STATE, THE VENDOR MUST CLEARLY INDICATE SUCH REFUSAL IN HIS BID. SUCH REFUSAL SHALL NOT PREJUDICE THE AWARD OF THIS CONTRACT IN ANY MANNER.

REV. 3/88

PURCHASING CARD ACCEPTANCE: THE STATE OF WEST VIRGINIA CURRENTLY UTILIZES A VISA PURCHASING CARD PROGRAM WHICH IS ISSUED THROUGH A BANK. THE SUCCESSFUL VENDOR MUST ACCEPT THE STATE OF WEST VIRGINIA VISA PURCHASING CARD FOR PAYMENT OF ALL ORDERS PLACED BY ANY STATE AGENCY AS A CONDITION OF AWARD.

VENDOR PREFERENCE CERTIFICATE

THIS TEAM EXHIBIT HAS BEEN REPLACED BY THE ONLINE VERSION WHICH IS AVAILABLE HERE:
HTTP://WWW.STATE.WV.US/ADMIN/PURCHASE/VRC/VENPREF.PDF

NOTICE

A SIGNED BID MUST BE SUBMITTED TO:

DEPARTMENT OF ADMINISTRATION
PURCHASING DIVISION
BUILDING 15
2019 WASHINGTON STREET, EAST

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	TELEPHONE	DATE
[signature]	304-345-0880	5/17/12
TITLE DIRECTOR	FEIN 11-3713302	ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'

State of West Virginia
Department of Administration
Purchasing Division
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Request for Quotation

RFQ NUMBER	PAGE
COR61556	5

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CHARLESTON, WV 25305-0130

THE BID SHOULD CONTAIN THIS INFORMATION ON THE FACE OF THE ENVELOPE OR THE BID MAY NOT BE CONSIDERED:

SEALED BID

BUYER: TL/32----------

RFQ. NO.: COR61556----------

BID OPENING DATE: 05/22/2012----------

BID OPENING TIME: 1:30 PM----------

PLEASE PROVIDE A FAX NUMBER IN CASE IT IS NECESSARY TO CONTACT YOU REGARDING YOUR BID:

---------- 304 345-1112 ----------

CONTACT PERSON (PLEASE PRINT CLEARLY):

---------- DAVID A. CLAYMAN Ph.D. ----------

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	TELEPHONE	DATE
[signature]	304-345-0880	5/17/12

TITLE	FEIN	
DIRECTOR	11-3713302	ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'

COR61556
West Virginia Military Affairs & Public Safety
Division of Corrections

The West Virginia Department of Military Affairs & Public Safety, Division of Corrections is soliciting contracts to provide psychological evaluation services to the Division of Corrections' sentenced inmates housed in regional jail facilities awaiting transfer to a correctional facility in accordance with the following specifications.

Specifications:

The successful Vendor will be required to travel to and/or communicate with the following facilities operated by the West Virginia Regional Jail and Correctional Facility Authority (RJA):

- Central Regional Jail, Flatwoods, Braxton County, WV
- Eastern Regional Jail, Martinsburg, Berkeley County, WV
- Northern Regional Jail, Moundsville, Marshall County, WV
- North Central Regional Jail, Greenwood, Doddridge County, WV
- Potomac Highlands Regional Jail, Augusta, Hampshire County, WV
- South Central Regional Jail, Charleston, Kanawha County, WV
- Southern Regional Jail, Daniels, Raleigh County, WV
- Southwestern Regional Jail, Holden, Logan County, WV
- Tygart Valley Regional Jail, Elkins, Randolph County, WV
- Western Regional Jail, Barboursville, Cabell County,

WV Background:

The Division of Corrections, hereafter referred to as "Agency", manages sentenced adult felons. Currently, there are approximately one thousand seven hundred seventy one (1,771) offenders housed in regional jails facilities due to lack of correctional facility bed space. The goal of this requisition is to facilitate the classification process in order to transfer inmates into an appropriate correctional facility as soon as possible.

Limits of confidentiality will be observed by the successful vendor and its practitioners and will be required to sign agreements to adhere to Agency's policy. The Agency contact personnel during the performance of the contract will be identified and conveyed to the Vendor upon implementation of services.

Scope of Work

Psychological Evaluations: The Agency will administer tests to an estimated sixty (60) to one hundred (100) DOC offenders housed in RJA facilities each month during the contract period. Specifically, these tests are the Minnesota Multiphasic Personality Inventory Restructured Form (MMPI-2-RF,Beta-3, Texas Christian University Drug Screen 2 (TCUD 2), and the Wide Range Achievement Test (WRAT-4). On a schedule to be determined by the Agency and RJA, the Vendor will be notified electronically of testing completed and be provided with the following documentation: Pre/Post Sentencing Reports, CIB report, and raw testing data. Utilizing qualified psychologists, the Vendor shall conduct a face to face interview with the offender on the next scheduled interview day and will complete the Social History interview provided by the Agency as well as the psychological evaluation. Interviews via telecommunication will be considered to be a face to face contact.

The Vendor shall provide a typed written, signed psychological evaluation in the Agency's format to the Agency's Movement Coordinator or other Designee within ten (10) working days of the interview date.

Personnel: The Vendor shall provide adequate, qualified, licensed, or supervised psychologists for the term of this agreement. The Vendor shall require personnel involved to attend any orientation or training provided by the Agency at the expense of the Vendor. The Vendor shall ensure that all the required West Virginia licenses and credentials associated are active, unrestricted and in good Standing. Vendor employees must pass a background investigation conducted by the Agency at no cost to the Vendor. The Agency shall reserve the right of approval/ or removal of any Vendor employee during the contract period.

Evidence of License: All vendors shall include current and active copy of license as approved and issued by the West Virginia Board of Examiners of Psychologists.

Standards of Service: All psychological services provided will be in compliance and in accordance with all applicable Federal and State statutes, court orders and policy directives of the Agency and the Standards of the American Correctional Association, 4th edition, 2003 and any revisions, or supplements issued thereto.

Agency Policy and Formats: The Vendor will be provided with standard formats for the Social History Interview and the Psychological Evaluation as well as all applicable Agency Policy.

Reports: Psychological evaluations submitted under this contract shall be typewritten in the form provided and within the time frame designated with an original signature and date of the submitting and/or supervising psychologist. The Agency reserves the right to return any report not in compliance with the established format. The Vendor shall make the necessary corrections and return it to the Agency within five (5) working days.

Invoices: All invoices are to be submitted to the Division of Corrections Central office, to the attention of "Accounts Payable" 1409 Greenbrier Street, Charleston, WV 25311. Invoices must be by jail and by visit, and must list each offender so verification could be easily done.

Salaries/Wages, Travel and other Expenses: Remuneration of all salaries, wages, travel, and any other expenses required for the performance of this contract shall be the responsibility of the Vendor.

Insurance, Indemnification and HIPAA:

Insurance Requirements:

Certificates of Insurance are required prior to award but are not required at the time of bid. The vendor shall present evidence of insurance at the time of award in the types and amounts required by the Agency and acceptable to the State. The vendor, as an independent contractor, is solely liable for the acts and omissions of its employees and agents. The vendor shall maintain and furnish proof of coverage of liability insurance for loss, damage, or injury (including death) of third parties arising from acts and omissions on the part of the vendor, its agents and employees in the following amounts:

1. For bodily injury (including death): $1,000,000.00 per Occurrence.
2. For property damage and professional liability: Up to $1,000,000.00 per Occurrence.
3. Professional Liability: Minimum of $1,000,000.00 per occurrence.

The State of West Virginia must be listed as the certificate holder.

License Requirements:

Vendor at all times shall provide health care providers who are qualified, professional, competent, duly licensed. The successful vendor must present evidence of certification or licensure with WV Workers Compensation and Unemployment Funds, a copy of its WV business Certificate and any other license it may be required to hold by the nature of its operation.

Health Insurance Portability and Acccountability Act (HIPAA) of 1996:

The West Virginia government HIPAA Business Associate Addendum (BAA), approved by the Attorney General, and available online at the Purchasing Division's website: http://www.state.wv.us/admin/purchase/vrc/hipaa.html is hereby part of this agreement. All future updates to the BAA will be considered part of this agreement.

Indemnification: Vendor agrees to indemnify, defend, and hold harmless the State and the Agency, their officers, and employees from and against (1) any claims or losses for services rendered by any subcontractor, person or firm performing or supplying services, materials, or supplies in connection with the performance of the Contract; (2) any claims or losses resulting to any person or entity injured or damaged by the Vendor, its officers, employees, or subcontractors by the publication, translation, reproduction, delivery, performance, use, or disposition of any data used under the Contract in a manner not authorized by the Contract, or by federal or state statutes or regulations; and (3) any failure of the Vendor, its officers, employees or sub-contractors to observe state and federal laws, including but not limited to labor and wage laws; and (4) Any claims or losses to any person or firm injured or damaged by the erroneous or negligent acts, including without limitation, disregard of federal or State Medicaid and Medicare statutes or regulations of Vendor, its officers, employees, or subcontractors in the performance of the services required under this contract.

Governing Law:

This contract shall be governed by the laws of the State of West Virginia. Vendor further agrees to comply with the Civil Rights Act of 1964 and all other applicable Federal, State and local government rules, regulations and policies.

Evaluation and award: Award will be based on the vendor with the lowest cost per evaluation meeting all of the specifications with most complete bid. The State reserves the right to make a multiple award should it be in the best interest of the State.

	COR61556 - Psychological Evalutions			
	Bid Form			
Item #	Description	Estimated Quantity	Unit Price	Extended Amount
1	Cost of evaluation per offender per the specifications	100 ea	$ 210.00	$ 21,000.00
	Failure to use this form may result in disqualification		GRAND TOTAL:	$ $ 21,000.00
	Bidder / Vendor Information:			
	Name: CLAYMAN & ASSOCIATES PLLC			
	Address: 109M FLEDDERJOHN RD, #3			
	CHARLESTON, WV 25314			
	Phone No.: 304-345-0880			
	Fax No.: 304-345-1112			
	Email Address: dac@claymanassociates.com			
	Authorized Signature:			

** Estimated quantities are for bidding purposes only, more or less may be utilized by the agency.

RFQ No. CDR61556

STATE OF WEST VIRGINIA
Purchasing Division

PURCHASING AFFIDAVIT

West Virginia Code §5A-3-10a states: No contract or renewal of any contract may be awarded by the state or any of its political subdivisions to any vendor or prospective vendor when the vendor or prospective vendor or a related party to the vendor or prospective vendor is a debtor and the debt owed is an amount greater than one thousand dollars in the aggregate.

DEFINITIONS:
"Debt" means any assessment, premium, penalty, fine, tax or other amount of money owed to the state or any of its political subdivisions because of a judgment, fine, permit violation, license assessment, defaulted workers' compensation premium, penalty or other assessment presently delinquent or due and required to be paid to the state or any of its political subdivisions, including any interest or additional penalties accrued thereon.

"Debtor" means any individual, corporation, partnership, association, limited liability company or any other form or business association owing a debt to the state or any of its political subdivisions. "Political subdivision" means any county commission; municipality; county board of education; any instrumentality established by a county or municipality; any separate corporation or instrumentality established by one or more counties or municipalities, as permitted by law; or any public body charged by law with the performance of a government function or whose jurisdiction is coextensive with one or more counties or municipalities. "Related party" means a party, whether an individual, corporation, partnership, association, limited liability company or any other form or business association or other entity whatsoever, related to any vendor by blood, marriage, ownership or contract through which the party has a relationship of ownership or other interest with the vendor so that the party will actually or by effect receive or control a portion of the benefit, profit or other consideration from performance of a vendor contract with the party receiving an amount that meets or exceed five percent of the total contract amount.

EXCEPTION: The prohibition of this section does not apply where a vendor has contested any tax administered pursuant to chapter eleven of this code, workers' compensation premium, permit fee or environmental fee or assessment and the matter has not become final or where the vendor has entered into a payment plan or agreement and the vendor is not in default of any of the provisions of such plan or agreement.

Under penalty of law for false swearing (***West Virginia Code*** §61-5-3), it is hereby certified that the vendor affirms and acknowledges the information in this affidavit and is in compliance with the requirements as stated.

WITNESS THE FOLLOWING SIGNATURE

Vendor's Name: CLAYMAN + ASSOCIATES, PLLC

Authorized Signature: [signature] Date: 5/17/12

State of WEST VIRGINIA

County of KANAWHA, to-wit:

Taken, subscribed, and sworn to before me this 17th day of MAY, 2012

My Commission expires SEPTEMBER 5, 2018

AFFIX SEAL HERE **NOTARY PUBLIC** Judith M. Pazerski

OFFICIAL SEAL
NOTARY PUBLIC
STATE OF WEST VIRGINIA
JUDITH M. PAZERSKI
306 GAIL DRIVE CHARLESTON, WV 25314
MY COMMISSION EXPIRES SEPTEMBER 5, 2018

Rev. 09/08

State of West Virginia

VENDOR PREFERENCE CERTIFICATE

Certification and application* is hereby made for Preference in accordance with ***West Virginia Code***, §5A-3-37. (Does not apply to construction contracts). ***West Virginia Code***, §5A-3-37, provides an opportunity for qualifying vendors to request (at the time of bid) preference for their residency status. Such preference is an evaluation method only and will be applied only to the cost bid in accordance with the ***West Virginia Code***. This certificate for application is to be used to request such preference. The Purchasing Division will make the determination of the Resident Vendor Preference, if applicable.

1. **Application is made for 2.5% resident vendor preference for the reason checked:**
   ___ Bidder is an individual resident vendor and has resided continuously in West Virginia for four (4) years immediately preceding the date of this certification; **or,**
   X Bidder is a partnership, association or corporation resident vendor and has maintained its headquarters or principal place of business continuously in West Virginia for four (4) years immediately preceding the date of this certification; or 80% of the ownership interest of Bidder is held by another individual, partnership, association or corporation resident vendor who has maintained its headquarters or principal place of business continuously in West Virginia for four (4) years immediately preceding the date of this certification; **or,**
   ___ Bidder is a nonresident vendor which has an affiliate or subsidiary which employs a minimum of one hundred state residents and which has maintained its headquarters or principal place of business within West Virginia continuously for the four (4) years immediately preceding the date of this certification; **or,**

2. **Application is made for 2.5% resident vendor preference for the reason checked:**
   X Bidder is a resident vendor who certifies that, during the life of the contract, on average at least 75% of the employees working on the project being bid are residents of West Virginia who have resided in the state continuously for the two years immediately preceding submission of this bid; **or,**

3. **Application is made for 2.5% resident vendor preference for the reason checked:**
   ___ Bidder is a nonresident vendor employing a minimum of one hundred state residents or is a nonresident vendor with an affiliate or subsidiary which maintains its headquarters or principal place of business within West Virginia employing a minimum of one hundred state residents who certifies that, during the life of the contract, on average at least 75% of the employees or Bidder's affiliate's or subsidiary's employees are residents of West Virginia who have resided in the state continuously for the two years immediately preceding submission of this bid; **or,**

4. **Application is made for 5% resident vendor preference for the reason checked:**
   X Bidder meets either the requirement of both subdivisions (1) and (2) or subdivision (1) and (3) as stated above; **or,**

5. **Application is made for 3.5% resident vendor preference who is a veteran for the reason checked:**
   ___ Bidder is an individual resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard and has resided in West Virginia continuously for the four years immediately preceding the date on which the bid is submitted; **or,**

6. **Application is made for 3.5% resident vendor preference who is a veteran for the reason checked:**
   ___ Bidder is a resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard, if, for purposes of producing or distributing the commodities or completing the project which is the subject of the vendor's bid and continuously over the entire term of the project, on average at least seventy-five percent of the vendor's employees are residents of West Virginia who have resided in the state continuously for the two immediately preceding years.

Bidder understands if the Secretary of Revenue determines that a Bidder receiving preference has failed to continue to meet the requirements for such preference, the Secretary may order the Director of Purchasing to: (a) reject the bid; or (b) assess a penalty against such Bidder in an amount not to exceed 5% of the bid amount and that such penalty will be paid to the contracting agency or deducted from any unpaid balance on the contract or purchase order.

By submission of this certificate, Bidder agrees to disclose any reasonably requested information to the Purchasing Division and authorizes the Department of Revenue to disclose to the Director of Purchasing appropriate information verifying that Bidder has paid the required business taxes, provided that such information does not contain the amounts of taxes paid nor any other information deemed by the Tax Commissioner to be confidential.

Under penalty of law for false swearing (West Virginia Code, §61-5-3), Bidder hereby certifies that this certificate is true and accurate in all respects; and that if a contract is issued to Bidder and if anything contained within this certificate changes during the term of the contract, Bidder will notify the Purchasing Division in writing immediately.

Bidder: CLAYMAN & ASSOCIATES, PLLC **Signed:** [signature]

Date: 5/17/12 **Title:** DIRECTOR

**Check any combination of preference consideration(s) indicated above, which you are entitled to receive.*

CLAYMAN&ASSOCIATES PLLC
Clinical and Forensic Psychology

1097 Fledderjohn Road, Suite 3 • Charleston, West Virginia 25314
telephone 304.345.0880 • facsimile 304.345.1112

www.claymanassociates.com

Response to RFQ for Psychological Evaluation Services to West Virginia Division of Corrections' Sentenced Inmates Housed in Regional Jails Awaiting Transfer to a Corrections Facility

State of West Virginia
Department of Administration
Purchasing Division
2019 Washington Street, East
P.O. Box 50130
Charleston, West Virginia 25305-0130

Contact: Tara Lyle

RFQ: **COR61556**

Vendor: **Clayman & Associates, PLLC**

BID Proposed:

Cost Per Evaluation: $ 210.00

Clayman & Associates has held this contract since 2005. All work has met and exceeded the expectations set forth by the West Virginia Department of Corrections. Over the past seven years, the staff at Clayman & Associates has evaluated an estimated 4,000 inmates.

1) Staffing Proposal:

All work will meet and/or exceed the national standard for psychological evaluations conducted in forensic settings.

Clayman & Associates, PLLC, would directly service the contract at all 10 regional jail facilities. The possibility of teleconferencing will be used occasionally for a limited number of evaluations for outlying facilities based upon our communication with the Regional Jail Authority. Due to the high demand for the technology (parole hearings, arraignments, medication checks, psychiatric consults, etc.) teleconferencing will only be utilized with the approval of and at the convenience of the Regional Jail Authority. This proposal assumes on-site interviewing.

It should be noted that contractors would be limited to qualified, experienced psychologists as they are the only mental health professionals with the education, training, and certification to interpret psychological assessment instruments. There are no other

formal certification programs offered to other mental health professionals that would allow them to make such a claim.

Jennifer Onks, M.A. of Clayman & Associates, PLLC, will function as project coordinator. In lieu of contact with Ms. Onks, Beverly Branson, M.A., will serve as an alternate contact.

2) **See attached resume/vita and current license/gold card for the employees of Clayman & Associates:**

David A. Clayman, Ph.D.
Licensed Psychologist-WV#147

Beverly Branson, M.A.
Licensed Psychologist-WV#1022

Kimberly D. Parsons, M.A.
Licensed Psychologist-WV # 860

Jennifer Onks, M.A.
Supervised Psychologist

3) **Similar Work Experiences:**

David A. Clayman, Ph.D. has conducted a wide variety of community based psychological evaluations including but not limited to competency, criminal responsibility, transfer to adult status, sentencing recommendations, and sentencing reconsiderations for over 35 years. He has worked with prosecutors, defense attorneys, judges, parole officers, and case managers with both pre- and post-adjudicated individuals. Dr. Clayman also served as the director of the Forensic Evaluation Unit of South Central Regional Jail and conducted forensic psychological evaluations. He is a qualified forensic examiner and is one of two psychologists appointed to the Department of Health and Human Resources Forensic Advisory Panel.

Beverly Branson, M.A. has provided risk assessment for regional jail inmates housed at Southern Regional Jail, South Central Regional Jail, and Western Regional Jail for four years. She has been responsible for the current WVDOC contract, supplying classification evaluations for the past four years. Ms. Branson has also conducted sexual offender sentencing recommendations and community based evaluations since 2011.

Kimberly D. Parsons, M.A. has provided the risk assessment for South Central Regional Jail for the past 14 years servicing regional jail inmates, federal inmates, and inmates of the division of corrections. Ms. Parsons has also provided risk assessment to Southern Regional Jail for the past 10 years and Western Regional Jail since it opened eight years ago. She has worked as the staff psychologist at

the Forensic Evaluation Unit of South Central Regional Jail for several years providing risk assessment for regional jail inmates suspected of having a serious mental illness or malingering. Ms. Parsons has also conducted community based psychological evaluations for competency, criminal responsibility, and sentencing recommendations for the past eight years. Prior to earning her psychology degree she worked as a psychometrician administering assessment instruments to pre- and post-adjudicated inmates for both community based psychological evaluations and at the Forensic Evaluation Unit of South Central Regional Jail.

Jennifer Onks, M.A. has provided the risk assessment for regional jail inmates housed at Southern Regional Jail, South Central Regional Jail, and Western Regional Jail for over six years. She has worked as the staff psychologist for the Forensic Evaluation Unit for several years and has administered psychological testing for over 10 years. Ms. Onks has been the project coordinator for the Department of Corrections contract for several years and has classified over 2,000 inmates over the past six years.

West Virginia Board of Examiners of Psychologists

Be It Known That:

David Clayman, Ph.D.

License Number 147 has met the requirements of the law, and is duly licensed, and is entitled to practice in the state of West Virginia until 3/31/13 as a Psychologist.

Licensed Since: 4/1/77

Secretary

Curriculum Vita
(revised 04/2012)

David A. Clayman, Ph.D.

Clinical & Forensic Psychologist

OFFICE:
Clayman & Associates, pllc
1097 Fledderjohn Road Suite 3
Charleston, WV 25314
Phone: (304) 345-0880
Fax: (304) 345-1112

e-mail:dac@claymanassociates.com

HOME:
[redacted]

EDUCATION

Ph.D. Clinical Psychology 1970-1975

University of Vermont—Burlington, Vermont
- APA Approved Program
- Specialty Training in Medical Psychology

B.A. Psychology 1966-1970
Trinity College— Hartford, Connecticut
- Departmental Honors

INTERNSHIPS

Clinical Psychology – APA Approved

Medical Center Hospital of Vermont 1971-1972
Psychology Service
Burlington, Vermont

Howard Mental Health Services 1972-1973
Community Behavioral Health Center
Burlington, Vermont

Creamery Mental Health Offices 1973-1974
Private Clinic
Burlington, Vermont

LICENSE AND REGISTRATION

State of West Virginia License # 147 (Granted April 1, 1977)

Commonwealth of Virginia License #0810003945 (Granted 05/30/08)

State of West Virginia Qualified Forensic Examiner

National Register of Health Service Providers in Psychology
Certificate Number: 30940 (Granted February, 1983)

Association of State and Provincial Psychology Boards
Certificate of Professional Qualification in Psychology
Certificate Number: 2346 (expires June 8, 2013)

MEMBERSHIP CERTIFICATES

American College of Forensic Examiners Institute
Diplomate-Board Certified Forensic Examiner
Identification Number: 3072 (through January 2012)

American Board of Disability Analysts
Senior Disability Analyst and Diplomate
Number: 2649-96 (Inactive)

PROFESSIONAL EMPLOYMENT

Clayman & Associates, pllc
Clinical & Forensic Psychology
Director 2004-present
Responsibilities: Overall clinical, administrative, development and fiscal oversight of practice consisting of a total of four psychologists, two paraprofessionals and three support staff. Primary focus continues in **Forensic Psychology** and other historical areas of interest, involvement and expertise including **Medical Psychology**. Serve as media consultant to all four major networks. Offers specialized assessment and strategic intervention services to business to help manage employee dysfunction.

Process Strategies 2001–2004
(Highland Behavioral Health Services)
Charleston, WV
Chief Clinical Officer
Responsibilities: Clinical and administrative supervision of multidiscipline staff as well as participation in program development, budget, credentialing and community relations. Primary focus is **Forensic Psychology** (see Forensic Activities section). Additional interests in

Critical Incident Debriefing, Crisis Management, Intensive Executive Consultation, and Law Enforcement and Public Safety. Serve as Clinical Director for Advantage Valley Behavioral Health Services.

Process Strategies Institute 1981-2001
Charleston, WV
CEO/Director/Founder
Responsibilities: Provided overall administrative, management and development leadership to multidiscipline full-service mental health practice. This included budget and other financial functions, personnel, public relations and clinical direction. Clinical services were provided to adults and adolescents with a broad range of problems. Specialization in **Medical Psychology** which is the field concerned with the interaction between physical and emotional factors involved in health and illness. Advisor regarding health related issues in legal and business settings. Specific interests in stress management, panic disorders, medical compliance and eating disorders. Extensive experience in **Forensic Psychology** in civil and criminal cases (see Forensic Activities section). Business consultant focusing on distressed executives, crisis intervention, team building and values-based leadership.

West Virginia University Medical Center 1974-1981
Charleston Division
Department of Behavioral Medicine and Psychiatry
Charleston, WV
Coordinator-Consultation Liaison Service (1974-1979)
Outpatient Therapist (1974-1981)
Responsibilities: Supervision of doctorate and master's level psychology interns, Psychiatry, Internal Medicine and Family Medicine residents, and Medical Students. Served as liaison officer to all Critical Care Units (Medical, Surgical, Coronary and Neonatal) and Dialysis. Administratively responsible for program design and implementation, curricula development, research planning and funding for Consultation/Liaison Service. Traditional therapeutic and assessment activities carried out as part of outpatient responsibilities. Research interests included: Patient Compliance with Dialysis, Psychosocial Complications of Physical Disease and Impact of Psychological Consultation Services on Medical Patients

Other positions:
Lynn Hospital
Lynn, Massachusetts
Inhalation Therapy Aide (Summers and vacations, 1963 & 1964)
Corpsman (Summers and vacations, 1965 & 1966)

HOSPITAL STAFF PRIVILEGES

Charleston Area Medical Center – Independent Allied Staff
Thomas Memorial Hospital – Allied Staff

BUSINESS INVOLVEMENT

Profiles International, Inc. 2001-present
Waco, TX
Special Consultant: Law Enforcement/Public Safety and other projects
Technical Advisory Panel 2010-present

Profiles of West Virginia 1995-2002
Area Director
Responsibilities: Dealer development in West Virginia and throughout the United States and Canada.

PSI-MED, Inc. 1991-2001
Charleston, WV
Vice President & Founder
Health care management and program development in corrections and pain management programs.

Senior Consultant 2004 – 2009

Clinical Director *2009-present*

Oversight of professional quality standards.

PSIVENCO, LLC 1998-2001
Charleston, WV
Chairman of the Board/CEO
Responsibilities: Developed concepts for businesses that combine the benefits of technology and the internet with more traditional services to enhance work performance. Providing training and consultation as well as innovative applications of data. Professional speaking. Umbrella for other ventures.

- **CastleLight Consulting** 1995-2000
  President
  Responsibilities: Provided specialized interventions for management and leadership as well the MBA (Managing by Assessment) seminar for businesses and organizations of all sizes. A strategic business partner of Profiles International, Inc offering job based assessments.
- **CorEx, LLC** 1998-2000
  President & Member
  Responsibilities: Specialty programs addressing the unique needs of corrections professionals in the hiring, managing, and training processes. Also, dealt with career and professional development.

Personal Performance Consultants 1985-1995
Franchisee – Employee Assistance Programs

Learning Enhancement Centers, Inc.
Charleston & Morgantown, WV
Vice President & Founder
Specialized programming for children with academic and behavioral difficulties including a self-contained, certified school.

Psybron Systems, Inc.
Charleston, WV
Vice President & Founder
Development of business and personal software applications for the Apple computer.

ACADEMIC APPOINTMENTS

West Virginia University Medical Center-Charleston Division
Department of Behavioral Medicine & Psychiatry

- Clinical Associate Professor 1981-present
- Associate Professor 1979-1981
- Tenure Granted 1980
- Assistant Professor 1974-1979

West Virginia University-Morgantown
Department of Psychology

- Adjunct Associate Professor 1979-1982
- Adjunct Assistant Professor 1975-1979

West Virginia College of Graduate Studies
Institute, WV
Department of Psychology

- Adjunct Assistant Professor 1974-1982

University of Charleston 2006-2008
School of Business – Executive MBA and Executive Masters in Forensic Accounting

- Visiting Lecturer

Selected courses taught: Abnormal Psychology, Psychological Testing, Forensic Psychology, Psychological Aspects of Medical Disease, Health Psychology, Introduction to Psychotherapy, Advanced Issues in Psychotherapy, Personality Theory, Youth & Violence, and Human Sexuality; Leadership and Self Awareness; Personal values and Work Performance.

GRADUATE SCHOOL EXPERIENCE

University of Vermont—Burlington, VT

- Psychology Department-Graduate Instructor 1971-1974
- Project ABETS 1970-1971

(Aspects Behavioral & Environmental in Traffic Safety)
Graduate Research Assistant

- Project CRASH 1971

(Countermeasures Related to Accident Safety on the Highways)
Team Coordinator

Part-Time Consultant

- Planned Parenthood
- Burlington Correctional Center
- Elizabeth Lund Home for Unwed Mothers
- Department of Neurology—Medical Center Hospital of Vermont

PROFESSIONAL AFFILIATIONS/MEMBERSHIP

American Psychological Association 1976-present

Division 38: Health Psychology

- Founding Member
- Secretary Treasurer (1978-1979)
- Treasurer/Membership Chair (1979-1985)
- Delegate: National Working Conference on Education & Training in Health Psychology (1983)
- Delegate: National Conference on Research in Health & Behavior (1988)
- Technical Advisory Panel on Managed Mental Health Care (1992)

Division 12: Clinical Psychology
Division 22: Rehabilitation (Inactive)
Division 41: Law
Division 42: Independent Practice (Inactive)
CHAMPUS Peer Reviewer 1983-1988
Public Education Coordinator 2012-present

Society of Behavioral Medicine 1978-present

Founding Board Member (1978-1979)

West Virginia Psychological Association 1977-present

Committee Assignments:

- Co-Chair Health Services Committee
- Chair Professional Standards Review Committee
- Supervision
- Legislation
- Private Practice

Board Member at Large 2010-present

American Association of Correctional Psychology 2004-present

Academy of Behavioral Medicine Research 1978-2004

Association for the Advancement of Psychology 1978-1998

Biofeedback Society of America 1982-1986

FORENSIC ACTIVITIES

Extensive experience (>4500 cases) in criminal and civil litigation throughout West Virginia. Qualified as an expert in 28 counties and all Federal jurisdictions in the state. In addition to Forensic evaluations, provide consultation on trial strategy, witness preparation and jury selection. Serve as a Medical Expert with the Office of Hearing & Appeals of the Social Security Administration (>3000 cases). Cases have involved the following issues:

- Competence to Stand Trial
- Criminal Responsibility
- Competency to Understand Legal Rights
- Competency to Understand Miranda Rights
- Competency to Waive Rights
- Capacity to Accept a Plea
- Sexual Offender Presentence Evaluation
- Presentence / Probation Recommendations
- Violence Risk Assessment
- Habeas Consultation
- Transfer to Adult Status
- Fitness for Duty
- Sexual Harassment
- Fitness for Parenting
- Civil Competencies
- Mental Health Malpractice
- Personal Injury & Medical Malpractice (Liability & Damages)
- Workers Compensation
- Posttraumatic Stress Evaluations
- IME (Psychological)

WVDHHR - Forensic Advisory Panel (2008-present) and Special Project Consultant (2011)

PrimeCare Medical – Quality Control Consultant to Regional Jails (1994-1996)

Mount Olive Correctional Complex Mental Health Unit – Clinical Director (1996-1999)

Forensic Evaluation Unit – Clinical Director (1993-2004)

Forensic Services Task Force – WV DHHR (1999, 2003 & 2004)

Forensic Task Force – Office of Behavioral Health & Health Facilities (2002)

West Virginia Division of Corrections – Prehire Evaluation Program (1997-2002)

West Virginia Public Service Commission – Firearm Screening for Highway Officers (1998-present)

Sexually Violent Predator Management Task Force – (2006-2007)

Eyewitness Identification Task Force – (2007-2008)

PSI-MED Corrections - Clinical consultant for WV Division of Corrections; Division of Juvenile Services and Regional Jail Authority (2007- 2010); Clinical Director (2010-)

AWARDS & RECOGNITION

Entrepreneur of the Year-West Virginia Finalist (1991 and 1998)

The Superintendent's Blue Ribbon Award for Contributions to Kanawha County Schools (1991)

Who's Who in West Virginia Business, *The State Journal* (1997)

Mildred Mitchell Bateman Tribute Award, Mental Health Association (2009)

COMMUNITY ACTIVITIES & CONSULTING

Media:

On Air Consultant to WSAZ 3 (NBC), WCHS 8 (ABC); WVAH 11 (Fox) and WOWK 13 (CBS) (Ongoing)

Life Challenges produced by WV Library Commission (1992-present)

Resource for Educational Tapes

Eckerd Youth Facilities Consultant (2007)

National Alliance of the Mentally Ill – Consultant to Executive Director (2006-presen8) and Clinical Coordinator for CIT Training Program

The Clay Center – Consultant (2006)

Appalachian Pain Foundation Board of Directors (2006-2008)

Workers Compensation Fund Health Care Advisory Panel (2005)

Chain Breakers Board of Directors (2004-2007)

Communities That Care Steering Committee (2004-present)

Garnet Career Center School of Health Care Advisory Committee (2004)

WV DHHR Consultant to Develop Statewide EAP (2004)

Kanawha County Commission Behavioral Health Services Grant Consultant (2004)

YMCA Spirit of the Valley – Team Captain (2003-2006)

APS Provider Quality Improvement Council (2003-2007)

Mission West Virginia (1997-present)
Chair (1997-2001)

Leadership West Virginia (1998)
- Board of Directors (1999 and 2009-present)
- Alumni Committee, Chair (2009-present)

Rotary Club of Charleston (1983-present)

Charleston Area Regional Chamber of Commerce and Development (1981-1999)
- Small Business Advisory Committee
- Employee Involvement Sub-Committee
- Legislative Affairs Sub-Committee
- Expect the Best (Founder)
- Board of Directors

West Virginia Chamber of Commerce (1982-present)
- Workers' Compensation Committee (1982-1983)

- Small Business, Chair (2008-2011)

Kanawha Valley Business Forum (1984-1994)

Uniform Credentialing Committee (2001-2007)

Hartley Crisis Management Consultant - WV Office of Behavioral Health Services (2001)

Ad hoc Committee on Behavioral Health Standards (1995)

West Virginia Board of Examiners of Psychologists (1987-1990)
- Supervision Coordinator

Behavioral Health Services Consultant to Montgomery General Hospital (1993-1997)

West Virginia Department of Health & Human Resources
- Consultant to HR Staff
- Program and Staff Consultant to the Secretary
- Office of Behavioral Health Services
- Bureau of Public Health
- Office of Children's Services

Special Consultant on P.E.I.A. Mental Health Benefits and Co-Chair Mental Health Services Steering Committee (1989-1990)

Governor's Workers' Compensation Fund Advisory Committee (1989-1991)
- Chair, Rehabilitation Services Committee

Statewide Health Coordinating Council (1984-1986)
- Executive Committee
- Chair, Plan Development Committee

West Virginia Health Systems Agency (1977-1983)
- Chair, Regional III (1978-1983)
- State Project Review Committee (1978-1979)
- Chairperson's Forum (1978-1983)
    - Chair (1980-1983)

West Virginia Continuum of Care Committee, Alternate (1982-1984)

Health Service Integration Project – West Virginia Department of Health (1979-1982)

Governor's Commission on Alcoholism & Alcohol Abuse (1978-1982)

West Virginia Department of Welfare- Medical Service and Crippled Children's Division, *Program on Assessment, Treatment and Impact of Illness* (1978-1979)

Kanawha Hospice Care, Inc.

- Founder
- President (1980-1982)
- Consultant

Hospice Consortium Kanawha/Charleston Health Department (1978-1980)

EPI-LAB Seizure Control Program, West Virginia Department of Rehabilitation Services (1977-1980)

Compassionate Friends Advisory Board, WV Chapter (1989-1990)

P.L.E.A.S.E. – Kanawha County Sheriff Department Drunk Driving Task Force (1986-1988)

West Virginia Kidney Foundation (1978-1980)

- Board of Directors

Caring and Sharing, American Cancer Society (1979-1982)

Easy Breathing Program, West Virginia Lung Association (1977-1982)
River School Board of Trustees (1981-1983)

Sample of businesses and other organizations to which Consulting, Training or Lectures provided:

Canadian Training & Development Group
DuPont
FMC
University of Charleston
US Army & Air Force Reserve
WV Manufacturer's Association
Financial Women International
Anker Energy
Peabody Coal/Eastern Associated Coal
Charleston Area Medical Center
Putnam General Hospital
Thomas Memorial Hospital
St. Francis Hospital
Fox Run Hospital
Akron General Hospital
Spilman & Thomas
Jackson & Kelly, PLLC
Bowles, McDavid, Graff & Love
Pfaff & Smith, Inc.
Clarksburg Casket Co.
TV Fox 11
WV Public Health Association
Funeral Directors International
Seven States Veterinary Association
Old Colony Realty
Corridor L Regional Tourism
Century Aluminum
RMI, Ltd.
Equitable Insurance Group
Jefferson Pilot/MedCert

Eye Physicians & Surgeons
WV Department of Highways
WV State Auditor
WV Department of Environmental Protection
WV Department of Natural Resources
WV Chamber of Commerce
WV Adult Education Association
WV State Police
WV School Board Association
Ntelos
Alzheimer's Association
Leadership West Virginia
International Association of Administrative Professionals
St. Mary's Hospital Cardiac Care Conference
St. Mary's Hospital Medical Staff
WV Association of Student Financial Aid Administrators
Dow Chemical
HR Statewide Conference
WV American Water Company
WV Broadcasters' Association
Farrell, Farrell & Farrell Law Firm
WV Realtors Association
West Virginia Mutual Insurance Company
WV Insurance Commission
WV Mental Health Association
Advanced Courtroom Training -WV Prosecuting Attorney's Institute
PSI-MED, Inc. – Prison Mental Health
Robert C. Byrd Health Sciences Center – Department of Behavioral Medicine
Marshall University Forensic Science Program
Marshall University Medical School
Solo & Small Firm Conference – WV Continuing Legal Education
United Stated Federal Probation Officers
WV Judicial Conference

Recent topics include:

- Surviving Medical Malpractice – Physician's Guide
- Assessing Sexual Offenders
- Reluctant Witnesses in Domestic Violence and Sexual Assault
- Executive Stress Management
- Dealing with Corporate Change
- Maximizing Performance for Realtors
- Forensic Assessment – A guide for attorneys
- Understanding White Collar Criminals
- Establishing and Managing a Forensic Practice
- Coping with Maturation
- Advocacy for Mental Health Services – Giving a Voice to the Voiceless
- Managing Federal Probationers – Practical Guidelines for Officers
- Managing Difficult Employees
- Psychological Fitness for Duty and Return to Work: Assessments and Interventions

SELECTED CONTINUING EDUCATION

APA Peer Reviewer Workshop (1985)
Preparing and Using the Mental Health Professional as Expert Witness (1986)
Meeting Challenges to Testimony of Mental Health Professionals (1986)
Roles for the Expert Witness (1986)
Practice Options for the Next Decade (1986)

Cleft Palate: Adjustment Factors (1987)
Advanced MMPI-2 Workshop (1991)
Anxiety Disorders: Psychological and Pharmacological Treatment (1992)
Psychological & Psychiatric Testimony in Court (1993)
Professional Review Standards and Practice (1993)
Managed Care in Clinical Practice (1993)
Preparing for the Diplomate in Forensic Psychology (1993)
Short Term Psychotherapy with Difficult Patients (1995)
Criminal and Juvenile Justice: Clinical and Legal Issues (1997)
Advanced Forensic Psychology Practice: Issues in Applications (2000)
The Ethical and Professional Challenges of Court Testimony (2001)
Forensic Application of the MMPI-2 (2003)
Excusing and the New Excuses (2003)
Comprehensive Child Custody Evaluations (2003)
Ethics and the Business of Forensic Practice (2004)
Assessment and Management of Workplace Violence (2004)
Psychological Evaluation and Testimony in Cases of Clergy and Teacher Sex Abuse (2004)
Overview of Neuropsychological Assessment (2004)
An MMPI-2 Update for Correctional Psychologists (2006)
Forensic Psychological Evaluations: Process, Protocol and Billing (2008)
Children, Divorce, and Custody: New Research & Roles for Psychologists (2009)
Psychological Experts in Malpractice Litigation (2009)
Psychological Independent Medical Examinations in Disability Matters (2009)
Supervision for Psychologists (2009)
Risk Management in Specific High Risk Areas (2010)
MMPI-2-RF (2009 & 2010)
WAIS-IV/WMS-IV and ACS (2010)

West Virginia Board of Examiners of Psychologists

Be It Known That:

Beverly Branson, MA

License Number 1022 has met the requirements of the law, and is duly licensed, and is entitled to practice in the state of West Virginia until 6/30/13 as a Psychologist.

Licensed Since: 4/29/11

Jerry Kamuta Ligley MA

Secretary

Beverly Ann Branson, M.A.
Licensed Psychologist
West Virginia License # 1022

Education and Honors:

- M.A. Clinical Psychology, May 1994, Marshall University, Huntington, WV, GPA 3.94, Thesis Topic: "Posttraumatic Stress Disorder: Treatment and Outcomes"
- B.A. Psychology, Sociology Minor, May 1992, Marshall University, Huntington, WV, GPA 3.79
  -Magna Cum Laude
  -Psi Chi

Research:

- Steven Mewaldt, Ph.D. "Sex differences in memory for words and numbers."
- Maria Vieta, Ph.D. "Physician specialty and job satisfaction."

Related Work Experience:

Clayman and Associates, PLLC, Charleston, WV
Licensed Psychologist: April 2011-Current
Supervised Psychologist: May 2008-April 2011

- Provide risk assessment, brief interventions, and housing recommendations for adult inmates in three regional jails
- Initial intakes, brief interventions, and staffing of the Forensic Evaluation Unit at South Central Regional Jail
- Provide mental health classification evaluations for the West Virginia Division of Corrections
- Consultation to Altria regarding prospective employees
- Adult assessment
- Observation of legal, civil and risk assessment evaluations

Insight Psychological and Counseling Services, Hurricane, WV
Supervised Psychologist: March 1995-June 1997

- Provided individual and group psychotherapy for adults, couples, families, elderly, adolescents and children, for affective disorders, anxiety disorders, PTSD, learning problems, medical illness, and sexual abuse
- Provided adult and child assessments
- Completed PASARR evaluations in nursing homes, rural personal homes, and state psychiatric facilities for MR/DD and psychiatric populations
- Off-site consults to Putnam General Hospital Emergency Room, ICU, patient rooms and Cardiac Rehabilitation

- Mental Hygiene Commitments/Hearings

Koch Psychological Services, Charleston, WV
Part-time Intern: June 1994-August 1994
Part-time Psychometrician: August 1994-March 1995

- Administered intelligence and achievement testing for rural West Virginians seeking Social Security disability benefits in Kanawha, Logan and Mc Dowell counties

Thomas Memorial Hospital Psychiatric Unit, South Charleston, WV
Part-time intern; June 1994-August 1994

- Group therapy sessions on both psychiatric and substance abuse units
- Treatment planning with psychologist, social worker, and psychiatrist

Marshall University, Department of Psychology, Huntington, WV
Graduate Teaching Assistant: August 1993-May 1994

- Taught 2 semesters of Psych 201

Marshall University School of Medicine, Department of Psychiatry, Huntington, WV
Graduate Assistant: August 1992-August 1993

- General assistant duties for staff neuropsychologist

Marshall University, Department of Psychology, Huntington, WV
Work Study: January 1990-May 1992

- General office assistant

West Virginia Board of Examiners of Psychologists

Be It Known That:

Kimberly D. Parsons, MA

License Number 860 has met the requirements of the law, and is duly licensed, and is entitled to practice in the state of West Virginia until 6/30/13 as a Psychologist.

Licensed Since: 6/26/03

Secretary

[redacted]

[redacted]
(304) 345-0880(W)
(304) 345-1112(Fax)

KIMBERLY D. PARSONS, M.A.

LICENSED PSYCHOLOGIST

EXPERIENCE

April 1, 2004-Present **Clayman & Associates, PLLC**

Licensed Psychologist/Assessment Supervisor

- Provide consultative psychological services to the West Virginia Regional Jail Authority's Medical Units (South Central, Southern, and Western) for adult offenders age 18+. Conducted over 8,000 interviews with inmates over the past eight years to determine suicidal/homicidal ideations, housing status, behavioral management recommendations and capacity to control their conduct in the facility.
- Contracted staff psychologist for Forensic Evaluation Unit at South Central Regional Jail responsible for assessing risk, conducting intakes, and interacting with adult offenders suspected to have a mental illness vs. malingering.
- Assisting/conducting evaluations for court-ordered and private forensic psychological evaluations for competency, criminal responsibility, and sentencing recommendations.
- Fitness for Duty Evaluations.
- Psychological Suitability to Carry a Firearm.
- Conducting comprehensive psychological evaluations for adolescents & adults for a variety of psychological issues.
- Child Protective Services referrals for Fitness to Parent in abuse and neglect cases.
- Qualified as expert witness in Gilmer County, Kanawha County, Braxton County and Calhoun County.
- Conduct staff training for employees of the Regional Jail Authority for suicide risk and mental illness.
- Providing supervision and consultation for the assessment lab.

November 2003-Present **Prestera Mental Health**

Licensed Psychologist

- Conducting evaluations for certification in mental hygiene proceedings to determine suicidal/homicidal risk factors. Typically conduct one to six interviews per month in Kanawha County hospitals.
- Provide testimony in mental hygiene proceedings.

December 1997-March 2004 **Process Strategies**

Licensed/Supervised Psychologist

- Contracted mental health consultant for the medical units of two Regional Jails (South Central and Southern) providing risk assessments, staff trainings, and behavioral management for problematic male and female inmates.
- Contract services to Child's Home Society for psychological services including treatment plans, assessments and referrals.

- Contract services to Charleston Job Corps Center as a mental health consultant for students ages 16-24.
- Conducted adolescent and adult disability evaluations for the State of West Virginia Division of Rehabilitative Services.
- Conducted and assisted with corrections based pre-hire psychological evaluations for the West Virginia Department of Corrections.
- Assisted in the evaluation process for court-ordered and private forensic psychological evaluation (criminal and civil).
- Individual therapy with adolescent and adults.
- Providing consultation and supervision for the psychological assessment lab.

August 1993-December 1997 **Process Strategies**

Psychometrician

- Administer and score assessment instruments as ordered by psychologist. Assessment instruments employed include intelligence, achievement, neurological, behavioral ratings, and personality assessment.
- Document behavioral observations.
- Maintain testing materials by ordering supplies and updating instruments as revisions were developed.
- Scheduling evaluations and pre-certification for insurance procedures.
- Scheduling forensic evaluations and obtaining court orders for forensic procedures.
- Maintaining demographic information and testing results for forensic evaluations and future research.

Fall 1997 **Process Strategies**

Internship Student in Diagnosis & Intervention

- Individual and couples sessions for adolescents and adults.
- Administered psychological testing batteries.

EDUCATION

1994-1997 Marshall University Graduate College, South Charleston, WV

- Master of Arts in Psychology with specialization in Diagnosis and Intervention.
- Graduated with GPA of 3.86.
- Conducted thesis research on "A Concurrent Validity Study with the Kaufman's Brief Intelligence Test".

1986-1993 Marshall University, Huntington, WV

- Bachelor of Arts in Psychology.
- Minor: Management

HONORS/AWARDS

- Charleston Newspaper-Scholarship

REFERENCES

- David A. Clayman, Ph.D.
  Licensed Psychologist
  Clayman & Associates, PLLC
  1097 Fledderjohn Road, Suite 3
  Charleston, West Virginia 25314
  (304) 345-0880

- Nina L. Shinaberry, M.A.
  Licensed Psychologist
  Clayman & Associates, PLLC
  1097 Fledderjohn Road, Suite 3
  Charleston, West Virginia 25314
  (304) 345-0880

- Delford Lynn Lewis
  Licensed Social Worker/Licensed Counselor
  Family Psychiatric Services
  1573 Washington Street, East
  Charleston, West Virginia 25311
  (304) 343-5554

WV Board of Examiners of Psychologists

The bearer of this card, named below, is a supervised candidate for licensure if the candidate maintains compliance with the Law and Rules.

Jennifer Whyte Onka, MA
SUPERVISED PSYCHOLOGIST
Start Date: 1/26/2008 Card Expires: 8/30/2012
Supervisor(s): David Clayman, Ph.D.
Ms. Parsons; Dr. Walter

Administrative Assistant

Jennifer Whyte Onks

BIOGRAPHICAL INFORMATION:

Address-Work: Clayman & Associates, PLLC
1097 Fedderjohn Road, Suite 3
Charleston, WV 25314

jennifer@claymanassociates.com

Telephone Number: (304 552-5613)-cell

EDUCATION:

2002-2005 **Marshall University, M.A.** Clinical Psychology Masters Degree Program; 52 hours, Huntington & Charleston, WV

Clinical Psychology GPA: 3.92

1998-2002 **West Virginia State University, B.A.** Psychology with Minor in History, Graduated with *Cum Laude Honors*, (formerly West Virginia State College) Institute, WV

Major: Psychology	GPA: 3.70
Minor: History	GPA: 3.80
Overall: Comprehensive	GPA: 3.45

1994-1998 **Nitro High School**, Graduated with *Honors*, Nitro, WV.

Additional Study and Training

2005 **Altria Group Inc. – Phillip-Morris (Kraft) Corporate Training**
HR Training – Interviewing, Corporate Headquarters, Richmond, VA.; consulting at Richmond, Va. and Charlotte, NC

PROFESSIONAL WORK EXPERIENCE:

2004-present **Clayman and Associates, PLLC**, Supervised Psychologist (Gold Card).
1097 Fledderjohn Road, Suite 3, Charleston, WV 25314

Private Practice, specializing in clinical and forensic psychology; child and adult intelligence, performance, and personality testing; preparation for expert testimony; competency testing; disability

testing; employee screening for corporations such as Phillip Morris. Also, contractual work for Dept. of Corrections, etc.

2002-2004 **Highland – Process Strategies,** Psychometrician.
Charleston, WV.
West Virginia's largest mental health provider, forensic, children, adults, on site and at designated correctional facilities; Lead for Forensics; supervised two individuals.

Other Work or Intern Experiences:

2005 **Marshall University Dunbar Clinic,** Graduate Assistant for Staffing, coordinated client/therapist connections and did supervised individual therapy with clients. (20-hrs/wk)
Dunbar, WV (part-time)

2002 (Fall) **Marshall University Graduate College**, Graduate Assistant to Supervisor of Graduate Admissions, data entry,
Charleston, WV (part-time)

2002 (Spring) **Process Strategies,** Intern and Research Assistant to Dr. David Clayman, Chief Clinical Officer, Charleston, WV (part-time)

ACADEMIC HONORS AND SOCIETIES:

2005 ***The Chancellor's List***
Marshall University (national listing - nomination from faculty -- outstanding graduate students)

2000-present ***Psi Chi* Psychology Honor Society**
Vice President for WVSU Chapter- Spring 2002
Treasurer for WVSU Chapter:- Fall of 2001

2001-present ***Phi Alpha Theta* History Honor Society**
West Virginia State University Chapter: Spring 2002

2002-present **Beta Kappa Chi Science Honor Society**
West Virginia State University Chapter: Spring 2002

2001-present ***Omicron Delta Kappa* Leadership Honor Society**
West Virginia State University Chapter: 2001

2000-2002 ***A Who's Who in Colleges and Universities***
West Virginia State University

2000-2001	**National Center for Human Relations,** Student Member, West Virginia State University
1998-99	**Hazo W. Carter, Jr. Academic Scholarship** – *Freshman Scholarship* for qualifying grade point average and leadership, West Virginia State University
1998-2002	**National Dean's List**
1998-2002	**West Virginia State University Dean's List**
1998	**All American Scholar Award** United States Achievement Academy

PROGRAMS AND ACTIVITIES:

"The Disney Keys to Excellence-Leadership, Disney Style; Management, Disney Style; Service, Disney Style", Workshop, Charleston, WV, April 2000

"Women in the 21st Century: Trends and Transitions", West Virginia Professional Women's Forum: July 1999

National Correspondent to Washington Journalism Conference, April, 1997, (Only 5 representatives from West Virginia to week-long program-National Press Club), Washington, D.C.

Senator John D. Rockefeller, IV's appointment as Princess to the 63rd annual Mountain State Forest Festival, Elkins, WV October, 1999

West Virginia's Representative to the Liberty Bowl Court Presentation, Proceeds of event to St. Jude's Children's Hospital, Memphis, Tennessee, 1998

United States Band Award, Nominated by Nitro High School Director, 1998

PUBLICATIONS:

"First Female Editor of a Daily Newspaper in West Virginia," West Virginia Encyclopedia, (Co-Author), encyclopedia entry in a reference book for libraries and Public schools in West Virginia and also available for sale, WV Humanities Council, Charleston, West Virginia, anticipated publication in summer of 2006.

"Losing My Mammaw," Story published in a book titled Mountain State Stories of the People, Populore Publishers, 1998

ADDITIONAL MEMBERSHIPS (present or past membership):

American Psychological Association, Student Affiliate

West Virginia Humanities Council (Friend)

National Center for Human Relations, West Virginia State College

Alumnus of Johns Hopkins University Center for Talented Youth
John Hopkins University, Maryland

Homecoming Queen Sorority and Alumni Association
Memphis, Tennessee

High School Activities: National Honor Society;
Band Dance Team;
Student Council;
Natural Helpers- peer mediation ;
Homecoming Queen;
A Who's Who in American High School Students;
Fellowship of Christian Athletes;
Expressions Show Choir;
Key Club (Participant State Conference);
Yearbook
Science and Social Studies Fairs;
Volunteer Tutor to local elementary school-reading-math
Volunteer at Cross Lanes Library
Nitro High School, Nitro, WV

REFERENCES:

See Separate Letters upon request