

**KANSAS BEHAVIORAL SCIENCES REGULATORY BOARD**

Eisenhower State Office Building  
700 SW Harrison Street, Suite 420  
Topeka, Kansas 66603-3240

In the Matter of )  
)  
Margo R. Moore, ) Case No. 24-PC-0128  
LPC License No. 2784, )  
)  
Respondent. )  
Pursuant to (K.S.A. 77-537)

**SUMMARY PROCEEDING ORDER**

Now on this 12 day of August, 2025, the above-captioned matter comes before the Complaint Review Committee of the Kansas Behavioral Sciences Regulatory Board (the "Board"). After reviewing its administrative records and otherwise being duly advised in the premises, the Board makes the following findings of fact, conclusions of law, and orders.

**FINDINGS OF FACT**

1. The Board is the duly constituted and acting agency of the State of Kansas authorized to administer and enforce the provisions of the Kansas Professional Counselors Licensure Act, K.S.A. 65-5801 *et seq.*, and amendments thereto (the "Act").
2. Respondent Margo R. Moore ("Respondent") is an individual with a last known mailing address of [REDACTED]
3. At all times relevant hereto, Respondent has been licensed as a Licensed Professional Counselor (LPC) within the meaning of the Act.
4. Respondent renewed her LPC license online on or about July 13, 2023. Therein, Respondent represented that she had obtained thirty (30) units of continuing education required to renew her LPC license pursuant to K.S.A. 65-5806(b) and K.A.R. 102-3-10a(a).
5. On or about July 14, 2023, the Board notified Respondent via email that she was subject to an audit of her continuing education hours pursuant to K.A.R. 102-3-10a. The Board requested Respondent return completed renewal audit forms and the original continuing education documents that validate all continuing education credit claimed for credit during the renewal period within 30 days.
6. Respondent did not respond to the July 14, 2023 audit notice. As a result, the Board sent Respondent follow up notices via email on August 15, 2023 and via first class mail

on January 22, 2024, to which Respondent did not respond. A final notice was sent to Respondent via first class mail on January 24, 2024 via email and first class mail, providing a 30-day deadline to comply with the audit.

7. Respondent did not complete the audit within any of the requested deadlines pursuant to notices provided by the Board.

8. On March 25, 2024, the Board sent a report of alleged violation (“RAV”) to Respondent relating to her failure to respond to the various audit notices. Respondent caused the Board to receive a response to the RAV on April 24, 2024, and therein, detailed her confusion regarding the notices sent to her by the Board which included certain notices sent in error, to include a September 14, 2023, 2:59 p.m. email informing Respondent that her LPC license had been revoked for failure to comply with the CE audit, a September 14, 2023, 3:05 p.m. email directing Respondent to disregard the previous email and providing 30 days to respond to the audit, and a January 22, 2024 email informing Respondent that her LPC license had been revoked for failure to comply with the CE audit.

9. On January 17, 2025, an investigator for the Board contacted Respondent via email and telephone regarding the outstanding audit. Respondent was advised that her license had not been revoked, that she still needed to complete the CE audit and should contact the Board’s renewal specialist in order to complete the CE audit. Respondent responded that she would contact the Board’s renewal specialist. However, Respondent did not contact the Board’s renewal specialist following communication with the Board’s investigator and the required continuing audit response remains outstanding as of the date of issuance of this Summary Proceeding Order.

### **APPLICABLE LAW**

10. The Act authorizes the Board to condition, limit, revoke or suspend a license as an LPC, and/or publicly or privately censure a licensee or impose a fine not to exceed \$1,000 per violation upon a finding that a licensee violates any provision of K.S.A. 65-5809(a)(1) – (11);

11. K.S.A. 65-5809(a)(5), (8) and (9) provide in relevant part that the board may condition, limit, revoke or suspend a license, publicly or privately censure a licensee or may impose a fine not to exceed \$1,000 per violation upon a finding that a licensee:

(5) has violated a provision of the professional counselors licensure act or one or more rules and regulations of the board;

....

(8) has failed to obtain continuing education credits as required by rules and regulations adopted by the board;

(9) has been found to have engaged in unprofessional conduct as defined by applicable rules and regulations adopted by the board;

12. K.A.R. 102-3-9b provides:

(a) A random audit of the continuing education documentation for 10 percent of the professional counselor licenses and the clinical professional counselor licenses expiring each month shall be conducted by the board.

(b) Each licensee selected for the random audit shall be notified in writing after the board has received the licensee's renewal application form required by K.A.R. 102-3-9a.

(c) Upon board notification, each renewal applicant shall submit the following to the board within 30 days after the license expiration date:

(1) The completed renewal audit forms; and

(2) the original continuing education documents that validate all continuing education units claimed for credit during the current renewal period.

(d) Continuing education units that a renewal applicant earns after board receipt of the renewal application form shall not be approved for continuing education credit for the current renewal period.

(e) Failure to comply with this regulation shall be considered unprofessional conduct.

13. Pursuant to K.S.A. 77-537(a) of the Kansas Administrative Procedure Act ("KAPA"), a state agency may use summary proceedings, subject to a party's request for a hearing on the order, if:

(1) The use of those proceedings in the circumstances does not violate any provision of law;

(2) the protection of the public interest does not require the state agency to give notice and an opportunity to participate to the persons other than the parties;

(3) based upon an investigation of the facts by the state agency, beyond receipt of the allegations, the state agency believes in good faith that the allegations will be supported to the applicable standard of proof, provided however that an alleged failure to meet the standard set forth in this subsection shall not be subject to immediate judicial review and shall not invalidate any later agency action that has been supported to the applicable standard of proof; and

(4) the order does not take effect until after the time for requesting a hearing has expired.

### **CONCLUSIONS OF LAW**

14. The use of summary proceedings pursuant to KAPA is appropriate in this case.

15. Respondent is in violation of K.S.A. 65-5809(a)(5) and (9) for violating a rule and regulation of the Board, namely K.A.R. 102-3-9b(c)(1) and (2), for failing to submit to the Board within thirty (30) days of notification from the Board completed renewal audit forms and the original continuing education documents that validate all continuing education units claimed for

credit during the current renewal period. Pursuant to K.A.R. 102-3-9b(e) this failure also constitutes unprofessional conduct and forms the basis for discipline pursuant to K.S.A. 65-5809(a)(9).

### ORDER

WHEREFORE, in consideration of the above findings of fact and conclusions of law, and pursuant to the authority granted by K.S.A. 65-5809(a)(5) and (9) and K.S.A. 77-537, the Complaint Review Committee on behalf of the Board hereby finds and orders that:

- A. Respondent's LPC License No. 2784 should be and is hereby **SUSPENDED** on an indefinite basis effective as of the date this Summary Proceeding Order becomes a final order of the Board, and until further order of the Board;
- B. Pursuant to K.S.A. 65-5809(a)(5) and (9), Respondent is subject to an administrative fine in the amount of two hundred fifty dollars (\$250.00) which is due and payable within thirty (30) days of the effective date of this Summary Proceeding Order.
- C. Subject to Respondent first completing the required continuing education audit, Respondent may petition the Board for reinstatement of her LPC license pursuant to K.A.R. 102-3-9a(e). In connection with the request for reinstatement, the Board may consider any materials, information, evaluation or examination reports, or other documentation that the Board may request that will enable the Board to satisfactorily evaluate and determine whether or not the license should be reinstated, including without limitation the following factors:
  - (A) the extent to which the individual presently merits the public trust;
  - (B) the individual's demonstrated consciousness of the wrongful conduct that resulted in the license suspension;
  - (C) the extent of the individual's remediation and rehabilitation in regard to the wrongful conduct that resulted in the license suspension;
  - (D) the nature and seriousness of the original misconduct;
  - (E) the individual's conduct subsequent to the license suspension;
  - (F) the time elapsed since the license suspension; and
  - (G) the individual's present competence in professional counseling knowledge and skills
- D. In the event the Board approves the reinstatement of Respondent's LPC license(s), the Board reserves the right to impose such other conditions or limitations as the Board in its discretion may deem necessary to protect the public interest, including without limitation, pursuant to additional information obtained by the Board relating to the subject matter of this Summary Proceeding Order.

- E. Except as otherwise provided herein, Respondent shall submit to the Board's investigator at its offices at 700 SW Harrison, Suite 420, Topeka, Kansas, 66603, any and all documents and payments required for compliance with the terms and conditions required by this Summary Proceeding Order.
- F. Time is of the essence in performing any and all conditions and requirements of this Summary Proceeding Order.

**IT IS SO ORDERED.**

Entered this 12 day August, 2025.



---

Mary Jones, Chairperson  
Kansas Behavioral Sciences Regulatory Board  
Complaint Review Committee

## **NOTICE OF RELIEF FROM SUMMARY PROCEEDING ORDER**

Pursuant to K.S.A. 77-537 and 77-542, this Summary Proceeding Order is subject to your request for a hearing. If you desire a hearing, you must direct a written request for hearing to:

David Fye, Executive Director  
Behavioral Sciences Regulatory Board  
700 SW Harrison St., Suite 420  
Topeka, KS 66603

This written request must be filed within eighteen (18) calendar days of the date listed in the Certificate of Service below (15 calendar days plus 3 calendar days for mail service). Pursuant to K.S.A. 77-503(c), the 18-day period begins the day after the date shown in Certificate of Service below and includes weekends and legal holidays. If the 18<sup>th</sup> day falls on a Saturday, Sunday, or legal holiday, then the 18-day period runs until 5:00 p.m. on the next day that is not a Saturday, Sunday, or legal holiday. A request is considered "filed" on the date it is received at the Board's office. If a hearing is not requested in the time and manner stated, this Summary Order becomes a final order subject to judicial review. A petition for judicial review should be directed to the above recipient.

The Board's designee who may receive service of a request for a hearing on behalf of the Board is:

David Fye, Executive Director  
Behavioral Sciences Regulatory Board  
700 SW Harrison, Suite 420  
Topeka, Kansas 66603

## **NOTICE OF ADMINISTRATIVE RELIEF**

In the event that you do not timely request a hearing, the above Order will become a final order the day following the 18<sup>th</sup> day referenced above (i.e., 19 calendar days following the date listed in the Certificate of Service below). Pursuant to K.S.A 77-529, a party may file with the Board a petition for reconsideration within 15 days from the date the Summary Proceeding Order becomes a final order. Such petition must state the specific grounds upon which relief is requested. The filing of a petition for reconsideration is not a prerequisite for seeking judicial review.

Pursuant to K.S.A. 77-528, a party may file, if applicable, a petition for stay of effectiveness of the order prior to the expiration of the time in which to file a petition for judicial review. The filing of a petition for a stay of effectiveness is not a prerequisite for seeking judicial review.

## **NOTICE OF JUDICIAL RELIEF**

If a petition for reconsideration is not filed pursuant to K.S.A. 77-613, a party may file within 30 days from the date the Summary Proceeding Order becomes a final order a petition for judicial review with the appropriate district court as provided in the Kansas Judicial Review Act, K.S.A. 77-601 *et seq.*

The designee who may receive service of a petition for reconsideration, a petition for stay, or a petition for judicial review on behalf of the Board is:

David Fye, Executive Director  
Behavioral Sciences Regulatory Board  
Eisenhower State Office Building  
700 SW Harrison, Suite 420  
Topeka, Kansas 66603-3240

**CERTIFICATE OF SERVICE**

This is to certify that on this 12 day of August, 2025, a true and correct copy of the above and foregoing Summary Proceeding Order was placed in the U.S. mail, first-class postage prepaid, addressed to:

Margo R. Moore



And by e-mail to:

Timothy D. Resner  
Frieden & Forbes, LLP  
1414 SW Ashworth Place, Suite 201  
Topeka, KS 66604  
[tresner@fflawllp.com](mailto:tresner@fflawllp.com)  
*Counsel for the Board of the Behavioral Sciences Regulatory Board*

A handwritten signature in black ink, appearing to read "Timothy D. Resner", written over a horizontal line.

Staff,  
Kansas Behavioral Sciences Regulatory Board