

KANSAS BEHAVIORAL SCIENCES REGULATORY BOARD

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

In the Matter of)
)
Shanna Steadham,)
LBSW License No. 7101)
)
Respondent.)

Case No. 24-BS-0173

Pursuant to (K.S.A. 77-537)

SUMMARY PROCEEDING ORDER

Now, on this 7 day of April, 2026, the above-captioned matter comes before the Complaint Review Committee of the Kansas Behavioral Sciences Regulatory Board ("Board").

I. FINDINGS OF FACT

The Board finds that the following facts have been established by a preponderance of the evidence:

1. At all times relevant hereto, Respondent Shanna Steadham ("Respondent") has been licensed as a Licensed Bachelor's Social Worker (LBSW) within the meaning of the Social Workers Licensure Act, K.S.A. 65-6301 et seq., and amendments thereto (the "SW Act").

2. On January 31, 2024, Respondent renewed her LBSW license. In conjunction with the 2024 renewal, Respondent was selected for an audit of the completion of the continuing education hours required to renew a license.

3. Respondent was notified of the audit by e-mail on February 2, 2024, requesting a response. Respondent did not respond to the February 2, 2024 notice. A second notice was sent to Respondent via email on March 1, 2024, requesting a response. Respondent did not respond to the March 1, 2024 notice. A third notice was sent to Respondent via email on April 8, 2024. Respondent did not respond to the April 8, 2024 notice. A fourth and final notice was sent to Respondent via email and postal mail on May 15, 2024. Respondent did not respond to the May 15, 2024 notice.

4. Thereafter, a Report of Alleged Violation (RAV) was opened by the BSRB and sent to Respondent concerning the failure to comply with the audit after multiple notifications. Respondent was provided with two opportunities to respond to the RAV.

5. Respondent contacted the Board on September 24, 2024 inquiring about what she needed to do in response to the audit and RAV. Respondent was advised via email on September 25, 2024 that she needed to first complete the audit and could contact the Board's renewal specialist in doing so, and then respond to the RAV regarding why the audit was not completed in a timely manner.

6. Thereafter, Respondent acknowledged receipt of the September 25, 2024 email and would contact the Board's renewal specialist. However, Respondent failed to contact the renewal specialist and complete the audit.

II. APPLICABLE LAW

7. The SW Act authorizes the Board to condition, limit, revoke or suspend a license as an LBSW, 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. 65-6311(a)(1) – (11).

8. K.S.A. 65-6311(a)(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:

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

9. K.A.R. 102-2-11a provides:

(c) Upon board notification, each renewal applicant for a social worker license 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 for a social worker license 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.

10. K.A.R. 102-2-7(i) provides that the following conduct constitutes unprofessional conduct:

(i) failing or refusing to cooperate in a timely manner with any request from the board for a response, information that is not obtained in the context of a confidential relationship, or assistance with respect to the board's investigation of any report of an alleged violation filed against oneself or any other applicant or professional who is required to be licensed or registered by the board. Each person taking longer

than 30 days to provide the requested response, information, or assistance shall have the burden of demonstrating that the person acted in a timely manner;

11. 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

III. CONCLUSIONS OF LAW

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

13. The Board has jurisdiction over this matter given that the conduct at issue occurred while Respondent held a license duly issued by the Board.

14. Respondent is subject to sanction pursuant to K.S.A. 65-6311(a)(9) as defined in K.A.R. 102-2-11a for failing to timely comply with a required continuing education audit, and as defined in K.A.R. 102-2-7(i) for failing to cooperate in an investigation of the Board.

IV. ORDER

WHEREFORE, in consideration of the above findings of fact and conclusions of law, the Board finds and hereby orders that Respondent's LBSW license is hereby SUSPENDED on an indefinite basis as of the date this Summary Proceeding Order becomes a final order of the Board, and until further order of the Board.

Subject to Respondent first completing the required continuing education audit, Respondent may petition the Board for reinstatement of her LBSW license. 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 social work knowledge and skills.

In the event the Board approves the reinstatement of Respondent's LBSW license, 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.

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.

Time is of the essence in performing any and all conditions and requirements of this Summary Proceeding Order.

IT IS SO ORDERED.

Entered this 7 day of April, 2026.



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 18th 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 18th 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.*

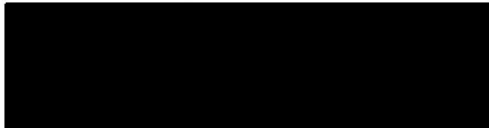
The designee who may receive service of a petition for reconsideration, a petition for stay, or a petition for judicial review on behalf of the Board is:

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 7 day of April 2026, 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:

Shanna Steadham



And by e-mail to: tresner@fflawllp.com

Tim Resner
Frieden & Forbes, LLP
1414 SW Ashworth Place, Suite 201
Topeka, KS 66604
Counsel for the Behavioral Sciences Regulatory Board



Staff,
Kansas Behavioral Sciences Regulatory Board