



Vocational Analyst, Vocational Rehabilitation Counselor, Case Manager, Certified Life Care Planner

Kourtney Layton & Associates

June, 2009 – present

Provide job placement, medical and vocational case management, vocational evaluation, marriage dissolution evaluations, analyses of loss of earning capacity, life care planning assessments, transition planning services and litigation support through:

- Identification of transferable skills to determine vocational options.
- Counseling individuals to develop and achieve job goals.
- Providing job placement assistance and post-placement follow up.
- Conducting job and labor market analyses in the local, regional and national labor markets using ONET, the Dictionary of Occupational Titles, data from the Bureau of Labor Statistics, direct employer contacts and data from the Department of Workforce Services.
- Administering vocational testing and assessments to evaluate aptitudes, abilities and interests in relation to career planning and job placement.
- Management of medical and vocational case activities for persons with disabilities, including injured workers covered by Worker's Compensation.
- Experience in the use of reference sources in developing information about the duties, skills, physical demands and working conditions of jobs.
- Evaluating potential for successful rehabilitation considering age, education, work skills and residual functional capacity.
- Developing rehabilitation plans based on individual aptitudes, education levels, physical abilities, job skills and career goals.
- Transition planning services for clients with disabilities ranging in age from 14-22 in both the special education and traditional school settings, specializing in assisting transitions from the education system to the competitive workplace.
- Identify and coordinate resources to aid clients with issues pertaining to guardianship, benefits planning, service brokering, and negotiating customized employment placements.
- Provide return to work services for disability insurance beneficiaries to achieve a successful transition from benefits to gainful employment.
- Perform ergonomic assessments to plan workplace accommodations, maximize productivity and prevent workplace injuries.

Vocational Analyst
Vocational Economics, Inc.

August 2012 – September 2017

Conduct vocational assessments to analyze earning capacity of persons with a disability. Assess loss of earning capacity utilizing clinical judgment, work life expectancy data from government sources including the American Community Survey and Current Population Survey, and utilizing knowledge of economic principles in relation to vocational aspects of the labor market.

Supervising Counselor
State of Utah Department of Rehabilitation Services

May 2008-August 2010

In addition to carrying an active general caseload, supervised three vocational rehabilitation counselors covering general, transition and corrections caseloads. Facilitated the YPREP program through Utah Department of Corrections to assist female offenders with re-entering the workforce. Held team meetings, completed file reviews, provided coaching and mentoring to counselors, performed ongoing evaluations of staff, completed performance reviews, acted as interim District Director as needed.

Vocational Rehabilitation Counselor
State of Utah Department of Rehabilitation Services

August 2006-May 2008

Provided services to persons with disabilities to maximize independence and employability. Assessed client needs, designed and implemented rehabilitation programs, provided personal and vocational counseling and job placement assistance.

Specialized in persons with disabilities under the age of 22 who were transitioning from the education system to the workplace. Primary duties included career counseling, assessment, vocational guidance, job placement and attending IEP (Individual Education Plan) meetings. Also coordinated resources to help with guardianship, Social Security, benefits planning, service brokering, supported employment grants, navigating the human services wait lists, setting up accommodations in college, and negotiating customized employment placements. Although a large majority of clients were within the special education system, services were also provided for students with other disabilities (such as learning disabilities, depression, behavioral issues and other diagnoses not covered under the special education system) in the traditional school system to do career planning, vocational assessments, counseling and job placement. Ensured that State rehab and my assigned school districts were conforming to IDEA (Individuals with Disabilities Education Act) statutes so the transitioning students received the support and guidance they needed to make a successful transition from the highly supportive special education system to the real world.

EDUCATION

Life Care Planning Certificate – University of Florida (2016)

Master of Science, Rehabilitation Counseling – Utah State University (2009)

Bachelor of Science, Psychology – University of Utah (2005)

MEMBERSHIPS

Utah Rehabilitation Association (URA)

National Rehabilitation Association (NRA)

American Board of Vocational Experts (ABVE)

International Psychometric Evaluation Certification (IPEC)

International Commission on Health Care Certification (ICHCC)

CERTIFICATIONS and LICENSURE

Certified Vocational Rehabilitation Counselor (CRC)

CRC #00111008 exp 3/31/2024

Licensed Rehabilitation Counselor (LVRC), State of Utah

LVRC #7454699-6101 exp 3/31/2021

Qualified Vocational Expert: Social Security Administration

2009-present

Fellow, American Board of Vocational Experts (ABVE/F)

April, 2013 – present

International Psychometric Evaluation Certification (IPEC)

January, 2015 – present

Certified Life Care Planner (CLCP); June, 2016 - present

CLCP #1363, exp 6/30/2021

Certified Vocational Evaluator (CVE): December, 2020 – present

CVE #11008, Exp 9/30/2025

RECOGNITION

Scholarship Recipient, Utah Public Employees Association/MACU: Service and Academics, 2008

Utah State Office of Rehabilitation Employee of the Year: 2008

Utah State Office of Rehabilitation Employee of the Month, (South Valley District): February, 2008

Golden Key National Honor Society, Member: 2007 – 2009

Best of the Best “Advocate” award nominee: 2007

Scholarship Recipient, Rehabilitation Counselor Education/RSA: January, 2006-May, 2009

“Tough 26” Gold recipient: 2008

“Integrity Award” recipient: 2009

Presidential Citation, American Board of Vocational Experts: April 7, 2018

SERVICE

UAPSE (Utah Assoc. for Persons in Supported Employment)
Secretary: 2007-2010

HB-45 Supported Employment Pilot Program
District Representative: 2007-2010

UPEA (Utah Public Employees Association)
Vice Chair: 2008-2009
Chair: 2009-2010

UDOC (Utah Department of Corrections)
YPREP Program Coordinator: 2009-2010

New Futures Supported Employment Training Group
Regional Representative: 2007-2009

Murray Community Transition Council
Murray School District Transition Specialist/USOR South District Representative
2007-2009

IARP Young Professionals Committee
February, 2014 – December, 2017

ABVE Board of Directors
Secretary (2015-2018), Editor of *The Vocational Expert*
2018 Conference Chair

ABVE/IPEC Peer Evaluator
March, 2015-present

PUBLICATIONS

Cary, J., Choppa, N., Johnson, C., Layton, K., Taylor, D. and Weiss, M. (2021). *Considerations for Vocational Assessments in the Era of COVID-19*. Manuscript submitted for publication.

Cary, J., Choppa, N. & Layton, K. (2021). *Vocational, Economic and Life Care Planning in the Era of COVID-19*. Journal of Life Care Planning. Vol.19, No. 1, (3-17).

Changes in the Brain and Behavior Resulting from the Use of Technology: Are There Vocational Implications?
Manuscript in preparation for publication.

Layton, K. (2016). Analysis of employability of Generic A. Client. In T. Field & J. Field (Eds.), *Forensic Casebook: Vocational and Economic Reports* (3rd ed.). Athens, GA: Elliott & Fitzpatrick, Inc.

Layton, K. (2012) "Evaluating Underemployment: Contributing Factors". *Utah Journal of Family Law*. Spring/Summer 2012: Vol. 3 No. 1.

Layton, K. "Coming Full Circle". *The Vocational Expert*. Fall 2011: Vol. 26, No. 3.

PRESENTATIONS

Utah's HB-45 SWI (Support Work Independence) Program. National Association of Persons in Supported Employment Conference. Louisville, KY. July, 2008. Co-presenter.

The Conundrum of Cooperation: How to Help Your Students Navigate the VR Program. Conference on Effective Practices in Special Education and Rehabilitation. Utah State University: June 18, 2009.

Employment Analysis in a Tough Economy. Utah Bar Association Spring Convention. St. George, UT: March 2, 2010. Co-presenter.

Measuring Earning Capacity Loss. CLE seminar approved by Utah State Bar. Salt Lake City Sheraton Hotel: April 26, 2013. Co-presenter.

Complications in Assessments of Lost Earnings. CLE seminar approved by Utah State Bar. Salt Lake City Marriott Downtown Hotel: July 18, 2014. Co-presenter.

Ethics in Private Rehabilitation Practice. Presentation by invitation at the Utah Rehabilitation Association (URA) Annual Conference. Karen Gail Miller Conference Center at the Salt Lake Community College Larry Miller Campus: October 27, 2014.

Amplifying the Effectiveness of Your Vocational Expert. Presentation by invitation to the Utah Association for Justice (UAJ): August 28, 2015.

Analysis of Non-Complaint Parties in Family Law. Presentation by invitation to the Idaho State Bar (ISB): June 10, 2016.

Vocational Rehabilitation, A Fresh Look at Vocational Issues: Your Questions Answered. Presentation by invitation to the Idaho Trial Lawyers Association (ITLA): February 24, 2017. Co-presenter.

Vocational Analysis in Social Security Cases. Presentation by invitation to the Utah Association for Justice (UAJ): May 19, 2017. Co-presenter.

Advancing Your Practice with Technology: An Exploration of Resources for Rehabilitation Professionals. Pre-conference workshop at the International Association for Rehabilitation Professionals (IARP) Annual Conference: October 12, 2017. Co-presenter.

A Vocational Expert's View from the Trenches: War Stories and Battle Strategies for Claimant Representatives. Presentation by invitation to the Utah Association for Justice (UAJ): December 1, 2017.

Trial Preparation for Vocational Experts: A Defense Perspective. American Board of Vocational Experts (ABVE) Annual Conference: April 7, 2018. Co-presenter.

Advancing Your Practice with Technology: Resources for Busy Professionals. American Board of Vocational Experts (ABVE) Annual Conference: April 7, 2018. Co-presenter.

PRESENTATIONS (continued)

Earning Capacity Assessment for the Self-Employed. American Board of Vocational Experts (ABVE) Annual Conference: April 8, 2018. Co-presenter.

*Evolution of the DOT: O*NET, ORS and the New Vocational Expert Requirements.* Presentation by invitation to the Utah Association for Justice (UAJ): December 5, 2019.

The Workforce and the Future: How a Forensic Vocational Evaluation Can Add Value to Your Case. Presentation by invitation to the Idaho State Bar (ISB) Worker's Compensation Division: August 14, 2020.