

The Interactive Process Meeting

Hi, I'm Dr. Debra Dupree, PsyD



with



RELATIONSHIPS AT WORK

YOUR PRESENCE MATTERS

Your IPM Facilitator & Workplace Mediator

Helping People connect, listen & engage when employees have medical conditions

Email: dr.dupree@relationships-at-work.com

Website: www.relationships-at-work.com

Phone: 619-433-4264 Office

619-417-9690 Cell/Text

619-923-3611 Fax

Learn about Dr. D and what she brings to the table!



Debra Dupree is a Workplace Mediator, Workforce Management Consultant, Trainer and Keynote Speaker speaking on topics important to the Advancing Professional and Emerging Leader. She provides organizational consultation on employee-management relations, leadership development and succession planning, disability and reasonable accommodation practices, and communication/conflict management strategies. Debra has an extensive training and conflict management background, training professionals throughout the United States and Canada in workplace mediation and leadership strategies. She is one of the top trainers for SkillPath Corporate Strategies facilitating the Women’s Conference and the Administrative Assistants’ Conference. She specializes in the emerging leader and advancing professional to find their voice, polish their image and advance their success.

Her clients include a range of public and private entities such as the San Diego County Office of Education Joint Powers Authority, the Department of Navy - Southwest Region, County of Imperial, Imperial Irrigation District, Imperial Valley Housing Authority, Cal Poly Pomona, Cal State San Marcos, Cal State Sacramento, Cal State Fullerton, Port of San Diego, Honeywell, Qualcomm, Boeing, Eastern Municipal Water District, Helix Water District, Hewlett Packard, SkillPath Corporate Strategies and many more.

Her book “Uncovering the Psychology of Good Bosses vs. Bad Bosses and What It Means for Leadership” is based on her many years of mediation experience and doctoral level research. She has authored numerous articles and E-books and launched, in 2019, the **Trilogy Workshop Series on Navigating the Interactive Process** for handling accommodations, the benefits of early intervention and how to manage the IP meeting.

Debra’s disability and medical background expands more than 30 years achieving the following certifications:

Vocational Assessment & Disability Management:

- 1986: Certified Rehabilitation Counselor (CRC) & Licensed Marriage & Family Therapist (LMFT)
- 1990 & 2000: Certified Ergonomic Evaluation Specialist (CEES)
- 1990: Certified Case Manager (CCM) & Windmills Certified Professional in Disability Awareness
- 1997: Certified Professional in Disability Management (CPDM)
- 2002: Certified as a Woman-Business Owned Enterprise (WBE)
- 2005: Advanced Practitioner in Workplace Mediation (AP)
- 2008: Certified High Conflict Diversion Professional (Psychological Disabilities)
- 2010: Certified Conflict Coach (Manager-Employee Relations)

Debra served as the President of the California Association of Rehabilitation Counselors when the Americans with Disabilities Act (ADA) was passed and on the Board of Directors when major changes to the California Workers’ Compensation were enacted by Legislature in 1994. She was featured in Newsweek as one of San Diego’s top psychotherapists, recognized by the Los Angeles Federal Executive Board for her workplace mediation expertise, and distinguished as a leader in dispute resolution by the Southern California Mediation Association and the Association for Conflict Resolution. In 2016, she was recognized as one of the top ten trainers globally by training participants through SkillPath Corporate Strategies. She is an active speaker for the Speakers’ Guild USA, Vistage, and professional associations |conferences such as RIMS, ASSE, ACSA, PARMA, ABA, AAA, ICDR, and more.

Today, Debra is the founder and president of Relationships at Work, Inc., a consulting practice founded in 2011, transitioned over from her earlier career in career and vocational rehabilitation counseling. Debra is delighted to carry on the legacy created by Judy Lemm Consultants in providing disability and reasonable accommodation services to the education community and public agencies throughout Southern California.



INITIATING THE INTERACTIVE PROCESS (TIP) IS EASY:

At Relationships at Work, Inc., everything is available at the tip of your fingers!

Visit <https://relationships-at-work.com/the-agile-workplace/>

Here's what you'll find:

- 1) A [7-minute video](#) that explains the interactive process. Something to share with your employees and supervisors who will participate in the process.
- 2) The site also provides a [narrative overview](#) of the laws involved and what happens at the interactive process...basically, a written approach to the video-audio. And, a reminder of the 4-step process to get started.
- 3) Download and complete the [online meeting request form](#) that gets sent to Dr. Dupree immediately and starts the process.
- 4) Gain access to Dr. D's [online scheduler](#) for when you want to meet for the interactive process meeting (IPM). This includes access to the calendar for her Associate, Consultant Torrie Norton.
ZOOM Video Conferencing NOW available given the current health climate throughout the world...maintain social distance while getting the work done!
- 5) Download the [Employee Consent to Exchange Medical Information](#) for when more information is needed about the medical condition and/or work status updates are needed from medical providers. All medical information is maintained in a confidential manner by Dr. Dupree and her associates.
- 6) And, don't forget to schedule a [pre-IPM phone call](#) to discuss the upcoming IPM or make arrangements to meet 15 minutes prior to the start of the IPM to familiarize with the issues and concerns presented by the employee's medical condition.
- 7) And, [subscribe to MINDSET Mondays](#) – a monthly podcast with breaking news from Subject Matter Experts about tips and strategies on how to manage employees at work when medical conditions exist.



STATEMENT OF WORK & PRICING SHEET for 2020-2023

| SERVICE | INCLUSIVE OF THE FOLLOWING | 2020-2022 RATE* |
|--|--|--|
| <p>The Interactive Process Meeting (TIPM)</p> | <ul style="list-style-type: none"> • Scheduling and IPM Preparation with preliminary and interim email and phone communication • Pre-IPM Documentation Review. • IPM Facilitation (1.25 hours) • Written Summary Report (1.0 hour) • Travel (1.0 hour roundtrip inclusive of mileage) • *NEW: Due to the COVID-19 health status and work shutdown, IPM services are now available via ZOOM Video Conferencing (risk-free, no travel for anyone involved, and still compliant with required timelines. • NOTE: For cancellations 24 hours or less, a cancellation fee of \$185 is applied. | <p>\$600 per TIPM*</p> <p>*\$500 per ZOOM TIPM</p> |
| <p>Hourly Rate Services outside of Flat Rate</p> | <ul style="list-style-type: none"> • Completion of DWC Notice of Offer on behalf of Employer Claims Administrator for work-related medical conditions. • Correspondence to Medical Providers with Customized Questionnaires to frame issues and secure needed medical input for accommodation purposes. • Meeting time in excess of 1.25 hours as outlined in Flat Rate. • Travel (inclusive of mileage) in excess of 1.0 hour as outlined in Flat Rate. • Other specialized requests such as coordination of Fitness for Duty (FFD) and/or additional meetings as needed. | <p>\$185 per hour or prorated per amount of time involved</p> |
| <p>Training (Customized)</p> | <p>Training is available in the following customized formats to meet your needs:</p> <ul style="list-style-type: none"> • 1-hour, 2-hour, half-day, and full-day training • Delivered on-site for supervisors, managers and administrators on various accommodation issues, leadership challenges, workplace interventions, and workforce consultation as well as employee professional development for customer service, dealing with different and sometimes difficult people, building teams, and behavioral-based interviewing skills | <p>Pricing varies with type and duration of training program requested.</p> <p>Public Agency pricing available.</p> |
| <p>Job Descriptions and Job Analyses</p> | <p>Development of detailed job analyses and updated job descriptions available upon request by employers.</p> | <p>Pricing varies on number of analyses to be completed. Baseline rate of \$185 per hour applies.</p> |

*there has been no change in rates since 2018 and will remain through 2023.