



**KOURTNEY LAYTON MRC, CRC, ABVE/D, IPEC, CLCP, CVE, CIWCS-A**

Vocational Rehabilitation Counselor, Vocational Analyst, Certified Life Care Planner

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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.
- 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.

Instructor/Lecturer (by invitation)  
Utah State University

October 2022 – present

Select textbooks and course materials, formulate syllabus, instruct graduate students on rehabilitation assessment principles, direct graduate student research and learning; implement grading and testing procedures. Plan, organize and prepare lessons, direct student discussions and plan assignments to correspond with course learning objectives, certifying body code of ethics and university standards.

Chief Creative Officer (CCO)  
LCP Builder

March 2021 – present

Life care planning subject matter expert and Chief Creative Officer (CCO) for LCP Builder, a cloud-based software program for building Life Care Plans. Job duties include working with the development team to roll out software; designing and implement marketing strategies to bring a new product to market; interfacing with users to collaborate on solutions and working with the development team to update the interface with suggested changes from users. Manage day-to-day operations and interface with customers and tech support staff to facilitate onboarding, training and implement solution-based strategies for expansion and customer retention. Duties also included implementing and managing the beta testing program prior to formal product launch.

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.

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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**

American Board of Vocational Experts (ABVE)

International Psychometric Evaluation Certification (IPEC)

International Commission on Health Care Certification (ICHCC)

International Association of Rehabilitation Professionals (IARP)

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## **CERTIFICATIONS and LICENSURE**

Certified Vocational Rehabilitation Counselor (CRC)

CRC #00111008 exp 3/31/2029

Licensed Rehabilitation Counselor (LVRC), State of Utah

LVRC #7454699-6101 exp 5/1/2024<sup>1</sup> (originally issued 1/4/2010)

Qualified Vocational Expert: Social Security Administration

2009-present

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

April, 2013 – January, 2022

Diplomate, American Board of Vocational Experts (ABVE/D)

February, 2022 – Present

International Psychometric Evaluation Certification (IPEC)

January, 2015 – present

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

CLCP #1363, exp 6/30/2026

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

CVE #11008, Exp 9/30/2025

Certified Idaho Worker's Compensation Specialist (CIWCS-A): July, 2021– present

## **RECOGNITION**

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

## **PROFESSIONAL SERVICE**

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

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<sup>1</sup> The Vocational Rehabilitation Counselor Licensing Act was repealed May 1, 2024.

## **PUBLICATIONS**

Sprong, et al. Optimizing Cost Estimation: Analyzing Allison et al's 50<sup>th</sup> Percentile Model and the Strategic Application of Percentiles. Manuscript submitted for publication.

Johnson, C.B., Layton, K., Weiss, M., Taylor, T. (2022). Admissibility: Federal Rules of Evidence 702 Revisited. *The Rehabilitation Professional*, 30 (3), 13-21.

Cary, J., Choppa, N., Johnson, C.B., Layton, K., Taylor, D.B. & Weiss, M. *Considerations for vocational assessments in the era of COVID-19*. *The Rehabilitation Professional and Journal of Life Care Planning: A Year in Review*. Vol. 1, No. 1, 9-22.

Cary, J., Choppa, N., Johnson, C.B., Layton, K., Taylor, D.B. & Weiss, M. *Considerations for vocational assessments in the era of COVID-19*. *The Rehabilitation Professional*, 29 (2), 57-70.

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.

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## **PRESENTATIONS (continued)**

*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 (UJ): 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 (UJ): 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 (UJ): 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.

*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 (UJ): 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.

*Mentor and Protégé: Starting an Expert Witness Practice.* Presentation by invitation to the International Association of Rehabilitation Professionals: November 10, 2021.

*Safety and Security for Vocational Experts.* American Board of Vocational Experts (ABVE) Annual Conference: March 25, 2022. Co-presenter.

Updated May 1, 2024