

STEPHANIE VICK

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BAR MEMBERSHIP

Washington State Bar, September 2020, WSBA No. 56954
Spokane County Bar Association – Family Law, Diversity and Young Lawyers Division
Title 26 GAL Certified

EDUCATION

2020

Gonzaga University School of Law, Spokane, WA - Juris Doctor

- Multicultural Law Caucus, secretary
- Irish Jewish Law Caucus, 3L representative
- Women's Law Caucus, member
- Street Law, volunteer teacher

2017

Concordia College, Moorhead, MN - Bachelor of Arts

- Psychology and Political Science

EXPERIENCE

03/2021 – Present

LAW OFFICE OF AMY RIMOV – Family Law, Spokane, WA
Associate Attorney

- Handled cases involving divorce, child custody and relocation, child support and spousal support.
- Communicated with clients and discussed options, strategies and solutions so they understood their options to make informed decisions. Prepared case plans for each client.
- Prepared family law documents/pleadings such as, petitions, responses, judicial forms, summons, declarations (client, third party, attorney), divorce decrees, temporary and final orders, parenting plans, child support orders, child support worksheets, motions, replies, mediation, and trial briefs and trial preparation.
- Represented clients in ex parte, family law motions, and DV protection order hearings and mediation.

11/2020 – 02/2021

EXPRESS SCRIPTS, Liberty Lake, WA
Prior Authorization Representative

- Received inbound calls and made outbound calls from physicians, physician office staff, patients, and other health care providers to create prior authorization requests and answer questions about medication insurance coverage. Reviewed clinical criteria by phone with health care professionals for authorization of medications from insurance plans.

10/2020 – 02/2021

SPECIAL COUNSEL, Remote
Remote Document Review Attorney

- Reviewed medical records and pay stubs for existence of privilege and redacted information.
- Used Relativity, an eDiscovery software, on all document review projects.

02/2019 – 12/2019

SPOKANE CITY PUBLIC DEFENDERS, Spokane, WA
Rule 9 Intern

- Served as legal counsel in court proceedings, including motion hearings, arraignments, and pretrials.
- Interviewed clients, drafted motions, negotiated pleas, and appeared at hearings to assist clients.

05/2018 – 08/2018

TEAMCHILD, Spokane, WA
Legal Intern

- Interviewed clients, created client files, and presented cases to staff attorneys for review.
- Advised and updated clients on their cases, prepared paperwork, and archived and maintained electronic records for clients.
- Assisted in supervising and training student volunteers for the Juvenile Records Sealing Clinic.

REFERENCES

Bridget Condon – Assistant Attorney
Spokane City Public Defenders
bcondon@spokanecity.org
509-835-5955

I'sabeau Bozanich – Associate Attorney
ibozanich@hotmail.com
509-559-2449