

# ALICIA NAPIER-STOUT

## ATTORNEY

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### PERSONAL PROFILE

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I am a passionate and experienced attorney with exceptional researching and drafting skills. I am constantly looking for opportunities to make use of my unique skills; share my passion for the law; and continue to learn and grow as a professional.

### CONTACT DETAILS

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Mobile: (859) 409-2961  
legalresearchcompanion@gmail.com  
www.legalresearchcompanion.com  
15958 Porter Road, Verona, KY 41092

### SKILLS AND ABILITIES

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- Extensive legal research
- Excellent legal writing
- Strong communication and interpersonal skills
- Outstanding public speaker
- Organized, affable and efficient
- Hard working
- Motivated and dedicated

### LICENSES AND CERTIFICATIONS

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- Licensed to practice in Tennessee # 029321
- Licensed to practice in Kentucky # 97850
- Admitted to practice in the U.S. District Court, Eastern District of Tennessee
- Certified Professional Compliance Officer (healthcare) by AAPC

### EMPLOYMENT HISTORY

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#### Attorney & Founder

Legal Research Companion | May 2019 - Present

I provide legal research; brief and pleadings drafting; blog and website content; and legal support services on a contract basis to small firms and solo practitioners.

#### Document Review Attorney

TrustPoint.One | February 2019 - May 2019

I participated in large document review projects using the Relativity platform that included healthcare law and business to business disputes. I performed all aspects of document review, including first level reviews, quality control reviews and privilege log development.

#### Federal Grants & Compliance Manager

HealthPoint Family Care | February 2017 - January 2019

I managed the organization's multi-million dollar federal operating grant. My responsibilities included researching and drafting all applications submitted to the Health Resources & Services Administration, and completing all reporting requirements mandated by the Federal Government. Additionally, I served as the organization's Compliance Officer. I was fully responsible for the implementation of the compliance program, including creating and teaching the annual compliance training. I also drafted and reviewed organizational policies and procedures and vendor contracts.

## ACADEMIC PROFILE

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### Nashville School of Law

Juris Doctorate, Class of 2010

- Graduated in top 20 of class
- Member of NSL Legal Society
- Active Moot Court participant

### Thomas More College

B.A. Biology & A.A. Exercise Science,  
Class of 2005

- Graduated Cum Laude
- President of Beta Beta Beta  
(National Science Honors Society)
- Active member of the Biology Club and  
Delta Epsilon Sigma (National Honors Society)

## CURRENT MEMBERSHIPS

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- Kentucky Bar Association
- Northern Kentucky Bar Association
- Tennessee Bar Association
- Bedford County Bar Association

## EMPLOYMENT HISTORY (CONTINUED)

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### Senior Associate Attorney

The Norton Law Firm, P.C. | June 2011 - February 2017

I successfully practiced in civil, criminal, juvenile, family, probate and estate law at a small firm in Tennessee. I also excelled in Federal Administrative practice. I conducted legal research; drafted motions, briefs, discovery and appeals; and participated in all aspects of litigation. I have experience in all levels of court including State, Federal and USDA Administrative proceedings. Additionally, I drafted numerous appellate briefs and participated in oral arguments at the Court of Appeals.

### Legislative Internship

Office of Legal Services, Tennessee General Assembly | January 2011 - June 2011

I performed legal and legislative research to assist staff attorneys in the composition of proposed bills, proclamations and resolutions. I also attended Congressional Hearings during the Legislative Session.