



## Board of Physical Therapy Public Meeting Minutes

June 17, 2013

Oxford Suites, Spokane Downtown Hotel, 115 W North River Drive, Spokane, WA

On June 17, 2013 the Board of Physical Therapy met at Oxford Suites, Spokane Downtown Hotel, 115 W North River Drive, Spokane, WA. In accordance with the Open Public Meetings Act, notices were sent to individuals requesting notification of meetings.

### **MEMBERS PRESENT**

Paula Mays, PT, Chair  
Marsha Melnick, PT, PhD  
Stacey Kloepfer, Public Member  
Renee Compton, PTA

### **STAFF PRESENT**

Kris Waidely, Program Manager  
Erlaine Diaz, Program Representative  
Lisa Hodgson, Executive Director  
Mike Brown, Staff Attorney  
Lilia Lopez, Assistant Attorney General (by phone)

### **MEMBERS ABSENT**

Robert Schmidt, PT, DPT

### **GUESTS PRESENT**

Bill Kellington, Staff Attorney Supervisor  
Ryan Kloepfer  
Charles Martin, PT, DPT, PTWA Liaison

### **OPEN SESSION**

1. **CALL TO ORDER** - The meeting was called to order by Paula Mays, PT, Chair, at 9:06 a.m.
  - 1.1 Introductions – The board, staff, and guests introduced themselves.
  - 1.2 Approval of Agenda – The agenda was approved as presented.
  - 1.3 Approval of Meeting Minutes from April 8, 2013 – The meeting minutes were approved as presented.
  - 1.4 Approval of Disciplinary Meeting Minutes from April 8, 2013 - The disciplinary meeting minutes were approved as presented.
2. **SIGNATURE DELEGATION** – Ms. Hodgson provided an overview of the Delegation of Signature Authority. The only change to the form was the addition of the Investigation Inspection Office Deputy Director. She reminded the board that

they will maintain all decision making and they will only be delegating signature authority to the Department of Health staff to expedite specific selective functions listed on the form. The board reviewed and voted to accept the Signature Delegation with the understanding that the decision making authority remains with the Board of Physical Therapy.

3. **BYLAWS** – Ms. Hodgson presented the draft bylaws to the board for review. The Governor’s Office recommends that boards have bylaws on how a board conducts business at meetings. She informed the board of an incorrect RCW referenced in the draft which will be corrected and presented at the next meeting. The board reviewed the bylaws as presented and voted to add the following:

- A statement in Article 2 that mentions the board protecting public access to competent services.
- Board chair duties which include approving or rejecting exception applications, Americans with Disabilities Act Accommodations requests, and re-examination requests.

The draft bylaws will be updated and presented to the board for their consideration at the next meeting.

4. **CORRESPONDENCE** – Correspondence was received regarding the Board of Physical Therapy Leadership presentation at a conference hosted by the Physical Therapy Association of Washington (PTWA). Ms. Waidely provided the board with optional dates that would accommodate the board member’s schedule. The board voted to present at the October 4, 2013 conference and Marsha Melnick, PT, PhD volunteered to present on behalf of the board. Chuck Martin, PT, DPT, PTWA Liaison also volunteered to assist Dr. Melnick with the presentation.

The board also discussed an email requesting clarification of the 200 hours of physical therapy employment. The board determined that this particular physical therapists physical therapy work in administration and operations does count towards the 200 hours of physical therapy employment.

Dr. Martin asked the board for clarification of language in the physical therapy rules concerning the professionalism in advertisements that use patient testimonials to make claims of professional superiority. The physical therapy rule WAC 246-915-180 prohibits physical therapists and physical therapist assistants from making claims of professional superiority. The board agreed that a slide should be added to the school presentation to educate PT/PTA students regarding advertisements that use patient testimonials.

5. **PROGRAM REPORT** – Information provided to the board by the Program Manager and Executive Director.

5.1. Budget - Ms. Hodgson presented the budget to the board highlighting areas that are overspent such as support staff and legal services. Overall, the budget is still under spent and is still bringing in revenue.

5.2. Physical Therapy Board Member Recruitment - The recruitment for physical therapist board members ended April 30, 2013 and only a small number of applications were received for three vacancies. The board requested a copy of the recruitment letter so they can assist with the recruitment. Ms. Waidely will be arranging half hour interviews and interested board members will participate in these interviews with department staff.

5.3 Provided for the Board's Information:  
CBT Comment Summary and Candidate Satisfaction Survey Report

5.4 Planning for upcoming meetings:

- August 12, 2013 the meeting has changed from a conference call to a in person meeting in Kent
- The board will have a discussion regarding the pros and cons regarding regular and special meetings
- Updated Bylaws
- Rules

5.5 Other - Ms. Hodgson provided information to the board regarding the Citizen Advocacy Center (CAC). The CAC will be held in Washington so all board members are encouraged to attend the conference October 29-30, 2013. The purpose of the Citizen Advocacy Center is to educate and train board members.

Ms. Hodgson asked the board if they were interested in trying the new NovusAGENDA during their meetings. The NovusAGENDA is an electronic board meeting software designed to help create, approve, and track meeting items. The board is interested in trying the new software. The training dates are not yet determined.

Ms. Waidely asked the board if the department could discontinue requesting photographs from PT and PTA licensure applicants. The board voted to remove the requirement of requiring photographs on PT/PTA licensure applications.

## **CLOSED SESSION – 11:05 a.m.**

### **6. REVIEW OF APPLICATIONS**

Applicant A - Deficient  
Applicant B - Deficient  
Applicant C - Approved  
Applicant E - Approved  
Applicant H - Approved  
Applicant I - Approved

### **CONTINUING EDUCATION AUDITS**

CE Audit A – approved  
CE Audit A1 – approved

CE Audit B – approved  
CE Audit C – approved  
CE Audit D – approved  
CE Audit E – approved  
CE Audit F – approved  
CE Audit G – approved  
CE Audit H – approved  
CE Audit I – approved  
CE Audit J – approved  
CE Audit K – approved  
CE Audit L – approved  
CE Audit M – approved  
CE Audit N – approved  
CE Audit O – approved  
CE Audit P – approved  
CE Audit Q – approved  
CE Audit R – approved  
CE Audit S – approved  
CE Audit T – approved  
CE Audit U – approved  
CE Audit V – approved  
CE Audit W – approved  
CE Audit X – approved  
CE Audit Y – approved  
CE Audit Z - approved

7. **DISCIPLINARY CASE REVIEWS** – See disciplinary meeting minutes

**OPEN SESSION** – 1:10 p.m.

8. **ADJOURNMENT** – The meeting was adjourned at 1:10 p.m.

Respectfully submitted:

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Kris Waidely, Program Manager

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Paula Mays, Board Chair