



**WASHINGTON STATE
CHIROPRACTIC QUALITY ASSURANCE COMMISSION
MEETING AGENDA**

December 11, 2014 – 9:00 a.m. to 4:00 p.m.

Department of Health
310 Israel Road S.E., Rooms 152/153
Tumwater, WA 98501

The Department of Health offices are fragrance free. Please refrain from applying perfume, hairspray, cologne, or aftershave prior to your visit. Your cooperation is appreciated.

Commission Members:

Gabe (Gary) Smith, DC, Chair, Matthew Waldron, DC, Vice-Chair, Judy Colenso, Public Member, Aaron Chan, DC, James Slakey, Public Member, Winfield Hobbs, DC, Doug Long, DC, Robert Schmitt, DC, Bryson Langel, DC, Ronwynn Pratt, DC, Harold Rasmussen, DC, David Folweiler, DC, Louise Stephens, Public Member, and Kimberly Corbin Waters, DC.

Contact:

Leann Yount, Program Manager

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E-mail: leann.yount@doh.wa.gov

Times and Order: The Chiropractic Quality Assurance Commission (Commission) meeting will start at 9:00 a.m. on December 11, 2014 and will continue until all agenda items are complete. The Commission will work through lunch and adjourn for the evening as determined by the agenda and the Commission. This agenda is subject to change. Comments from the public in attendance will be solicited at the public comment period.

Accessibility: This meeting is accessible to persons with disabilities. Special aids and services can be made available upon advance request. Advance request for special aids and services must be made no later than December 4, 2014. If you wish to receive general information about this meeting, please call the program manager at (360) 236-4856. If you need assistance with special needs and services, you may leave a message with your request at (360) 236-4052, or if calling from outside Washington State call 1-800-525-0127. Please call 711 or 1-800-833-6388 to reach the Washington State Relay Service for deaf callers. If you need assistance due to a speech disability, Speech-to-Speech provides human voice for people with difficulty being understood. The Washington State Speech-to-Speech toll-free access number is 1-877-833-6341.

Smoking is prohibited at this meeting.

1. CALL TO ORDER – Dr. Smith, DC, Chair 9:00 a.m.

1.1 Approval of the December 11, 2014 meeting agenda.

1.2 Approval of the October 16, 2014 meeting minutes.

1.3 Message from the Chair and/or Vice-Chair to include but not limited to:

- Introductions
- Washington State Chiropractic Association annual conference update:
 - 24 new listserv members
 - Table was well attended
 - Provided handouts
 - Laws/rules
 - Suicide CE requirement and department’s model list
 - Program contact information sheet
- WSCA update

2. DEPARTMENT OF HEALTH’S ONLINE LICENSING PROJECT UPDATE – Daniel Renfroe, Project Manager 9:15a.m.

2.1 Mr. Renfroe will provide an update about the department’s online licensing project.

3. PILOT PROJECT PLANNING UPDATE – Bob Nicoloff, Executive Director 9:45 a.m.

3.1 Bob Nicoloff will provide a Pilot Project Activities and Workgroups update.

4. RULES HEARING REGARDING WAC 246-808-150 CONTINUING EDUCATION REQUIREMENTS– Dr. Smith, DC, Chair 10:00am

4.1 Commission members will conduct a rules hearing for [WAC 246-808-150](#) – Commission Approved Continuing Education. The CR102 was filed on November 5, 2014 as WSR # 14-22-106.

Members of the public will have an opportunity to testify. Or individuals can submit written comments for consideration at <https://fortress.wa.gov/doh/policyreview/>. The public comment period ends at 5:00 p.m. on December 11, 2014.

The proposed rules implement provisions within [ESHB 2315](#) that create a new continuing education (CE) requirement for chiropractors. The proposed rules establish a one-time requirement for chiropractors to obtain three CE hours in suicide screening and referral elements only.

The proposed rules also adds CE subjects, limits and/or lifts the maximum number of hours that can be obtained in specific areas, and clarifies acceptable CE documentation requirements for chiropractors.

5. **REVIEW DRAFT PROCEDURE REGARDING SUBMITTING DOCUMENTS FOR COMMISSION REVIEW – Bob Nicoloff, Executive Director** **10:30 a.m.**

5.1 The commission will review, discuss, edit if necessary and/or adopt the draft procedure regarding when and how documents for commission review need to be submitted.

6. **ACCREDITATION OF SCHOOLS AND COLLEGES – Leann Yount, Program Manager**

6.1 The commission will review the college matrix information, discuss it, and vote on recognizing chiropractic colleges as referenced under [RCW 18.25.025](#), [WAC 246-808-020](#), [WAC 246-808-030](#), and [WAC 246-808-040](#).

7. **ASSISTANT ATTORNEY GENERAL REPORT – Lilia Lopez, AAG** **11:00 a.m.**

7.1 Ms. Lopez will present and/or update the commission about the following items. Commission members may take action on:

- Revised Independent Chiropractic Examinations Interpretive Statement – Paper reviews without physically examining the patient.
- Suicide Assessment and Referral Continuing Education (CE) Interpretive Statement.

8. **NEW BUSINESS REQUESTED FROM DECEMBER 11, 2014 MEETING** **11:30 a.m.**

8.1 The following new business items were requested for discussion during the October 16, 2014:

- Citrix access for commission members public disclosure requirements, and subject to search personal devices – Lilia Lopez, AAG
- License renewal and continuing education reporting issues when practitioners renew right before their license expires.
 - Not signing CE attestation resulting in a deficiency letter and the license expires but the practitioner may not know their license expired until they receive the deficiency letter in the mail.
 - Revenue is processed in one building and paperwork gets sent to another building
- Jurisprudence exam and CE credit – Dr. Langel

9. **MOCK DISCIPLINARY AUDIT CASE REVIEW – Dr. Folweiler** **12:00 p.m.**

9.1 Dr. Folweiler will present a mock audit or mock disciplinary case for training purposes.

LUNCH - Commission members will continue meeting through lunch. **12:00 p.m.**

10. CHIROPRACTIC QUALITY ASSURANCE COMMISSION COMMITTEES 12:30 p.m.

10.1 Planning/Executive Committee:

Members include: Gabe Smith, DC, Chair, Matthew Waldron, DC, Vice-Chair, Harold Rasmussen, DC, Immediate Past Chair, and Jim Slakey, Chair Public Member

Priority #1

- Committee members will continue planning for the extended meeting on February 12, 2015.

10.2 Budget Committee:

Members include: Jim Slakey, Public Member, Chair, Gabe Smith, DC, Matthew Waldron, DC, Harold Rasmussen, DC, and Winfield Hobbs, DC

Priority #1

- Committee members will review and discuss the current budget report.

10.3 Instrumentation and Procedure/Standard of Care Committee:

Members include: Win Hobbs, DC, Chair, Doug Long, DC, Ronwynn Pratt, DC, and David Folweiler, DC

Priority #1

- Committee members will continue to review documents regarding Diagnostic Ultrasound and Pulse Magnetic Field presentations and determine if they will be added to the Classification of Chiropractic Procedures and Instrumentation List.

10.4 Research Committee:

Members include: Bryson Langel, DC, Chair, Aaron Chan, DC, Judy Colenso, Public Member, Robert Schmitt, DC, and Louise Stephens, Public Member.

Priority #1

- Committee members will continue to review and discuss [ESHB 2160](#) – Physical Therapist (PT) and spinal manipulation to see if they need to conduct rulemaking or continue monitoring.

Ongoing

- Committee members will review the following list/label request to determine if it meets the definition of a professional association or educational organization as required by law:
 - Health Market Science, Inc – requesting lists/labels to be used in assisting pharmaceutical companies to develop transparency reports pursuant to Patient Protection and Affordable Care Act Section 6002.

10.5 Continuing Education/Continued Competency/State Examination Committee:

Members include: Aaron Chan, DC, Chair, Bryson Langel, DC, Win Hobbs, DC, Louise Stephens, Public Member, and David Folweiler, DC

Priority #1

- Committee will review a demonstration of the online jurisprudence exam.

Ongoing:

- Committee members will review jurisprudence exam comments.

10.6 Communications Committee:

Members include: Doug Long, DC, Chair, Judy Colenso, Public Member, Robert Schmitt, DC, Ronwynn Pratt, DC, and Vacant DC

Priority #1

- Committee members will continue reviewing drafted articles as well as continue working on drafting future articles to include:
 - Records Retention – [WAC 246-808-650](#) and [RCW 70.02.160](#) – Dr. Long
 - Oxygen usage – Dr. Long
 - Performance measures – Bob Nicoloff.
 - Responsibility of a Retiring Chiropractor – Judy Colenso
 - Audits
 - Pilot Project Update – Dr. Waldron and Mr. Nicoloff
 - Suicide assessment, screening, and referral
 - Electronic Records Retention
 - ICE/Necessity of Care – Lilia Lopez, AAG
 - Non-L&I patients but chiropractor is treating workers compensation patients – Dr. Pratt
 - Pilot Update – Dr. Waldron & Bob Nicoloff
 - X-Ray Artifacts – Dr. Langel
 - Role of a Public Member – Louise Stephens & Judy Colenso
 - Online Jurisprudence Exam and New Disciplinary Exam Fee of \$100
 - Ongoing Rules Updates – Leann Yount
 - New Procedure to Review and Classify Procedures and Instruments
 - Future Care Contracts
 - What Commission Does / Role of a Commissioner

Articles Under Review:

- Ethics and Boundaries NBCE Exam – Dr. Waldron
- Paper Records Review and ICEs - Dr. Folweiler
- Records Retention – Dr. Long
- Suicide Assessment & Referral – Leann Yount
- Electronic Health Records – Dr. Schmitt
- Commissioner Spotlight – Dr. Rasmussen

Ongoing:

- Summary of disciplinary cases – Leann Yount

Priority #2

- Committee members will review and edit the January – April 2015 draft newsletter and make recommendations to the commission.

Priority #3

- Committee members will continue reviewing and working on the Chiropractic Quality Assurance Commission Overview Powerpoint presentation and make recommendations to the commission.

10.7 Pilot Committee:

Members include: Matthew Waldron, DC, Chair, Jim Slakey, Public Member, Harold Rasmussen, DC, and Gabe Smith, DC

Priority #1

- Committee members may meet to discuss the Pilot Workgroups' progress and begin identifying areas needing attention and next steps.

10.8 Rules Committees Panel A:

Members include: Harold Rasmussen, Chair, Winfield Hobbs, DC, Robert Schmitt, DC, Gabe Smith, DC, Bryson Langel, DC, David Folweiler, and Jim Slakey, Public Member

Priority #1 – The CR 101 for WAC 246-808-545 Improper Billing was filed 10/30/14 under WSR 14-22-046. Committee members will work on drafting rule language.

10.9 Rules Committees Panel B:

Members include: Ronwynn Pratt, DC, Chair, Aaron Chan, DC, Doug Long, DC, Matthew Waldron, DC, Judy Colenso, Public Member, and Louise Stephens, Public Member

Priority #1 - The CR 101 for WAC 246-808-545 Improper Billing was filed 10/30/14 under WSR 14-22-046. Committee members will work on drafting rule language.

11. COMMITTEE REPORTS

3:00 p.m.

- 11.1** Committees will report to the commission about their committee work. Some items will be presented as a status update and others will be presented for consideration.

**12. ONLINE JURISPRUDENCE EXAM DEMONSTRATION –
Bob Nicoloff, Executive Director**

- 12.1** Mr. Nicoloff will provide an update about the jurisprudence exam and a demonstration will be given.

13. MANAGEMENT REPORT – Bob Nicoloff and Leann Yount 3:30 p.m.

13.1 Update regarding a change in the renewal notice process.

13.2 Other rules and legislation of interest to the commission

13.3 Other relevant items.

14. NEW BUSINESS 3:40 a.m.

14.1 Commission members, or program staff, may request items for the next meeting agenda.

15. PUBLIC COMMENT 3:50 p.m.

15.1 Members from the public will have the opportunity to address the commission.

16. CONSENT AGENDA

Items listed under the consent agenda (informational items) are routine agency matters. Items will be approved by a single motion of the commission without discussion. If discussion is needed, that item will be moved and placed on the business agenda for discussion.

16.1 October 2014 issue of “The Sentinel News for Department Employees.”

16.2 Chiropractic and chiropractic x-ray licensing statistics as of November 2014.

17. COMMISSION ADJOURNMENT 4:00 p.m.

Next Business Meeting:

February 12, 2015
[DoubleTree by Hilton](#)
415 Capitol Way N
Olympia, WA 98501