



## Board of Physical Therapy Conference Call Meeting Minutes

August 10, 2015

On August 10, 2015, the Board of Physical Therapy met by telephone. In accordance with the Open Public Meetings Act, notices were sent to individuals requesting notification of meetings.

### **MEMBERS PRESENT**

Renee Compton, PTA, Chair  
Ticha Green, PT, DPT  
Andrew Wodka, PT, DPT  
Chrisandra Osborne, PT, DPT  
Donald Prest, Public Member - Absent

### **STAFF PRESENT**

Kris Waidely, Program Manager  
Blake Maresh, Executive Director  
Megan Brown, Program Manager  
Lilia Lopez, AAG Advisor  
Peggy Owen, Disciplinary Manager  
Tanya Mills, Credentialing Manager  
Bill Kellington, Supervising Staff Attorney

### **GUESTS PRESENT**

Jackie Barry – Physical Therapy Association of Washington (PTWA) Executive Director  
Robin Schoenfeld – Physical Therapy Association of Washington (PTWA) President  
Hong Lu Yu – PT Student

### **OPEN SESSION**

- 1. CALL TO ORDER** – The meeting was called to order by Renee Compton, PTA, Chair, at 10:00 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 June 1, 2015 – The meeting minutes were approved as presented.
  - 1.4 Approval of Disciplinary Meeting Minutes from June 1, 2015 – The disciplinary meeting minutes were approved as presented.
- 2. CREDENTIALING REPORT** – Tanya Mills, Credentialing Supervisor, provided some basic credentialing statistics for the physical therapy profession.
- 3. BOARD AND COMMISSION LEADERSHIP MEETING** – Dr. Wodka provided information to the board regarding the Board and Commission Leadership Meeting he attended on July 20, 2015. Dr. Wodka also provided information received from Dr. Gerstung, Executive

Director, Ethics and Boundaries Assessment Services LLC. The information is regarding Ethics & Boundaries courses which possibly can be used in the board's disciplinary cases. Ms. Waidely will mail copies of this information to all board members.

4. **POLICY/PROCEDURE REVIEW** – The board reviewed and approved the changes made to the ADA Accommodation Procedure.
5. **CORRESPONDENCE** – The board reviewed and discussed correspondence received from the Foreign Credentialing Commission on Physical Therapy (FCCPT). FCCPT was requesting clarification regarding the Washington state version of the CWT and the credit allotment in Section F-Related Professional Behaviors. The board discussed the requirements in WAC 246-915-120 Applicants from Unapproved Schools and compared these requirements with the reviewing board member form. The board determined Section F-Related Professional Course Work should read three (3) courses in the following topics rather than three (3) credits in each course. Ms. Waidely will update the reviewing board member form and respond back to FCCPT.

The board acknowledged the information received from the Peick Law Group P.S. regarding dry needling. The board did not discuss the dry needling correspondence based on the following motion which was unanimously passed during the December 12, 2014 Board of Physical Therapy Meeting: *The Board of Physical Therapy will not give further consideration to the issue of dry needling without a policy decision.*

6. **SIGNATURE DELEGATION FORM** – The board reviewed and voted to accept the Signature Delegation Form with the understanding that the decision making authority remains with the Board of Physical Therapy. The board asked that the language regarding the decision making authority remains with the Board of Physical Therapy to be added to the Signature Delegation Form.
7. **SPINAL MANIPULATION ENDORSEMENT FORM** – The board requested the following changes to the Spinal Manipulation Endorsement Form:
  - Add a statement saying the applicant may not serve as their own clinical supervisor.
  - Add language from WAC 246-915-380(1)(d)(iii) regarding the time in which the practical experience must take place.
  - Add applicant signature, date and location under attestation language.
  - Section 2, correct Licensed Physical “Therapy” to “Therapist.
  - Section 2, add paragraph 1 to WAC 246-915-380(1) (a)-(d).

Ms. Waidely will make the requested changes to the Spinal Manipulation Endorsement Form.

8. **BUSINESS PLAN 2015 – 2017** – The board reviewed and requested the following changes to the 2015-2017 Business Plan:
  - I.B. Method – change the language to read the following: Board will designate a member to attend or participate at the FSBPT annual conference in a session relating to the national examination.

- I.C. Objective – revise language by taking out definitions, change “equivalent” to “equivalence”, and change “substantially” to “substantial”.
- I.D. Objective – Spell out acronyms.
- III.B. Method – remove the language “town meetings” and change it to special, regular, stakeholder, or rules meetings.
- III.C. Objective – Change language to read: Provide information through PTWA or make formal/in-person presentations.
- III.C. Method – change language to: Update and provide materials and supply handouts or make in-person presentations or webinars, as determined by the board.
- III.D. Method – remove “and equipment”.
- IV.B Timeline – change to “as requested”.
- IV.C. Method – remove “town” from meetings.

The board approved the changes to the 2015-2017 Business Plan.

- 9. 2016 MEETING DATES** - The board scheduled meeting dates and locations for 2016 as follows:

<b>Date</b>	<b>Time</b>	<b>Location</b>
February 1, 2016	10:00 a.m.	Kent
April 11, 2016	10:00 a.m.	Tumwater
June 6, 2016	10:00 a.m.	Spokane
August 8, 2016	10:00 a.m.	Bellingham
October 3, 2016	10:00 a.m.	Tumwater
December 5, 2016	10:00 a.m.	Kent

Ms. Waidely will work on securing facilities for these meetings. The board has reserved the day after each of the board meeting dates for disciplinary hearings.

- 10. APPLICATION FOR APPROVAL TO RECEIVE LISTS/LABELS** - The board reviewed the following public disclosure requests to receive lists and labels of physical therapists:
- Overlake Hospital Medical Center - The board approved this request to be recognized as an educational organization for the purpose of receiving lists and labels. Ms. Waidely will notify them of the board’s decision.
  - Providence St. Peter Hospital - The board approved this request to be recognized as an educational organization for the purpose of receiving lists and labels. Ms. Waidely will notify them of the board’s decision.

- CE International - The board approved this request to be recognized as an educational organization for the purpose of receiving lists and labels. Ms. Waidely will notify them of the board's decision.
- Educational Organization - The board approved this request to be recognized as an educational organization for the purpose of receiving lists and labels. Ms. Waidely will notify them of the board's decision.
- Professional Therapy Seminars - The board requested more information from this entity. Ms. Waidely will request additional information from Professional Therapy Seminars.

**11. RULES WORKSHOP 12:30 p.m. – 12:50 p.m.** – The board briefly discussed looking at the Mandatory Reporting Requirements under WAC 246-16 and compare these rules to the board's Mandatory Reporting Requirements under WAC 246-915. Lilia Lopez, AAG will compare WAC 246-16 and WAC 246-915 in regards to the Mandatory Reporting Requirements and report back to the board at the October 12, 2015 meeting.

The board reviewed the letter received from the Spinal Manipulation Institute requesting this entity to be added to the list of entities under WAC 246-915-182. The board is requesting additional information before they can make a decision. Ms. Waidely will request additional information.

The board discussed possibly repealing the list of entities found under WAC 246-915-182. Every time the board approves an entity they will have to open this rule to make the correction. The board discussed leaving language in WAC 246-915-182 saying "entities approved by the board" and then keep an updated list on the board's website. The board will have further discussion on this topic during the October 12, 2015 board meeting.

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

12.1 Budget - Ms. Waidely and Mr. Maresh presented the board's budget report. There are no concerns about the board's budget as this time. The department staff will continue to monitor the budget.

12.2 The Federation of State Boards of Physical Therapy (FSBPT) 2015 Annual Meeting - Ms. Waidely informed the board that the department will only fund one additional board member to attend the 2015 FSBPT Annual Meeting. Ms. Compton shared her concerns regarding the benefits of the entire board attending these conferences and asked the board if she could send a letter to Lisa Hodgson, Health, Professions, and Facilities Director, regarding the board's concerns. The board agreed for Ms. Compton to send a letter to the director. The board agreed to send Dr. Osborne if no additional board members receive approval to attend the annual meeting.

12.3 Physical Therapist Board Member Recruitment - Ms. Waidely announced that the recruitment for the physical therapist board member vacancy will end on August 20, 2015. Dr. Osborne will participate in interviews with department staff once all applications are received and reviewed.

12.4 Election of Officers - Ms. Waidely explained that according to the Washington State Board of Physical Therapy Bylaws, in the event that the office of Chair becomes vacant, the Vice-Chair assumes the office of Chair until an election can be scheduled to permanently fill the position. The board will hold election of officers at the next board meeting scheduled for October 12, 2015.

12.5 Citrix – Board Members - The board received information regarding providing documents to board members more securely. The new system will allow board members to receive confidential documents from the department in a secure electronic format. It creates a paperless process. Board members can look at case files without downloading any content.

12.6 Planning for upcoming meetings

- Continue to update chapter rules WAC 246-915
- Presentation from Office of the Attorney General regarding prosecution of PT cases
- Election of Officers
- Credentialing Update

12.7 Other - Ms. Waidely received an email from Dr. Wodka requesting the board to authorize a mass mailing of the new spinal manipulation endorsement requirements. The board decided it was unnecessary to do a mass mailing because the necessary information can be located on the Board of Physical Therapy website. The Physical Therapy Association of Washington (PTWA) also informed the board that they sent information out to all association members informing them of the new requirements.

**13. CONSENT AGENDA** – Items listed under the consent agenda (informational items) are considered routine matters and are approved without discussion upon approval of the agenda.

13.1 CBT Comment Summary and Candidate Satisfaction Survey Report

**CLOSED SESSION** - The board went into closed session at 1:07 p.m.

## **1. REVIEW OF APPLICATIONS**

Applicant A: Approved  
Applicant B: Approved  
Applicant C: Approved  
Applicant D: Tabled  
Applicant E: Approved  
Applicant F: Approved  
Applicant G: Approved

## **2. CONTINUING EDUCATION AUDITS**

CE Audit A: Approved      CE Audit I: Approved      CE Audit Q: Approved  
CE Audit B: Approved      CE Audit J: Approved      CE Audit R: Approved

**PUBLIC HEALTH**  
ALWAYS WORKING FOR A SAFER AND  
HEALTHIER WASHINGTON

CE Audit C: Issue NOC	CE Audit K: Approved	CE Audit S: Approved
CE Audit D: Approved	CE Audit L: Approved	CE Audit T: Approved
CE Audit E: Approved	CE Audit M: Approved	CE Audit U: Approved
CE Audit F: Approved	CE Audit N: Approved	
CE Audit G: Approved	CE Audit O: Approved	
CE Audit H: Approved	CE Audit P: Approved	

- 3. DISCIPLINARY CASE REVIEWS** - See disciplinary meeting minutes
- 4. ADJOURNMENT** – The meeting was adjourned by Renee Compton, PTA, Chair, at 2:20 p.m.

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Kris Waidely, Program Manager  
Board of Physical Therapy

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Renee Compton, PTA, Chair  
Board of Physical Therapy