



Medical Quality Assurance Commission

The Heathman Lodge
7801 NE Greenwood Drive
Vancouver, WA
(360) 254-3100

Business Meeting Minutes August 21, 2015

Medical Commission Members

James E. Anderson, PA-C	Charlotte Lewis, MD
Toni Borlas, Public Member	John Maldon, Public Member
Richard Brantner, MD, Absent	Peter Marsh, MD
Charlie Browne, MD	Mimi Pattison MD
William Brueggemann, Jr., MD	Alden Roberts, MD
Mike Concannon, JD, Public Member	Theresa Schimmels, PA-C, Absent
Jack Cvitanovic, Public Member, Absent	Robert Small, MD, Absent
William Gotthold, MD	Michelle Terry, MD, Chair
Bruce G. Hopkins, MD	Mimi Winslow, JD, Public Member
Warren Howe, MD, 2 nd Vice Chair	Yanling Yu, PhD, Public Member - Absent
Mark Johnson, MD, 1st Vice Chair, Absent	

Medical Commission Staff

Melanie de Leon, Executive Director	Karen Caille, Staff Attorney
Micah Matthews, Deputy Executive Director	Suzanne Mager, Staff Attorney
Mike Farrell, Policy Development Manager	Rick Glein, Staff Attorney
Julie Kitten, Operations Manager	Janell Stewart, Staff Attorney
Daidria Pittman, Program Manager	Phi Ly, Legal Intern
George Heye, MD, Medical Consultant	Morgan Barrett, MD, Clinical Consultant
Melissa McEachron, Director of Operations and Informatics	Mike Kramer, Compliance Officer
Jimi Bush, Performance and Outreach Manager	Denise Gruchalla, Director of Investigations
Jim McLaughlin, Supervising Staff Attorney	Vicki Creighton, Health Services Consultant
Larry Berg, Staff Attorney	Lisa Noonan, Investigator

Others in Attendance

Tierney Edwards, Washington State Medical Association (WSMA)	Kathy Ferris, Physician's Insurance
--	-------------------------------------

Call to Order

Michelle Terry, MD, Chair, called the meeting of the Washington State Medical Quality Assurance Commission (MQAC) to order at 8:00 a.m. on August 21, 2015, at The Heathman Lodge, 7801 NE Greenwood Drive, Vancouver, Washington 98662.

1.0 Chair Report

Michelle Terry, MD, Chair, welcomed everyone to the business meeting.

2.0 Consent Agenda

The Consent Agenda contained the following items for approval:

- 2.1 Minutes from the June 26, 2015 Business Meeting.
- 2.2 Agenda for August 21, 2015.
- 2.3 Ratification of the licenses issued to Physicians, Limited Physicians and Physician Assistants from June 26, 2015 through August 20, 2015.

Motion: The Chair entertained a motion to approve the Consent Agenda. The motion was seconded and approved unanimously.

3.0 Old Business

3.1 Maintenance of Licensure (MOL) Rules

William Gotthold, MD, reported the draft language was provided to the Commissioners for review. He briefed the Commission on the contents of the draft, and stated there will be a few grammatical changes. The next step is to start the CR-102 rulemaking process.

3.2 Reduction of Medical Errors (ROME) Committee

Mike Farrell, Policy Development Manager, reported the *Reduction of Medical Errors* policy was approved at the last Commission meeting. The third item on that policy is to develop a state-wide system to disseminate lessons learned. Mr. Farrell is working with the Foundation for Health Care Quality to accomplish this. The Foundation wants cases from the Commission, whether there was discipline or not, that they can use as examples in a report which will be sent state-wide. Mr. Farrell encouraged all Commissioners to send him cases they feel would be appropriate for this report.

3.3 Electronic Health Records (EHR) Committee

Charlotte Lewis, MD, reported the draft guideline was included in the Commission meeting packet and asked the Commission to approve the guideline.

Motion: The Chair entertained a motion to approve the draft guideline. The motion was seconded and approved unanimously.

3.4 Safe and Effective Analgesia and Anesthesia Administration in Office-Based Surgical Settings (WAC 246-919-601) Committee

Dr. Hopkins reported the draft rule language was provided in the meeting packet. He asked that the Commission approve the draft language so the CR-102 rulemaking process could move forward.

Motion: The Chair entertained a motion to approve the draft language. The motion was seconded and approved unanimously.

3.5 Suicide Prevention Training Rules

Mr. Farrell reported there was a stakeholder workshop on August 19 where options for draft language were discussed. The language will be redrafted using the suggestions from the

workshop, and will be presented at a future Commission meeting.

3.6 Lists & Labels Requests

The following lists and labels request was discussed for possible approval or denial. Approval or denial of this application is based on whether the requestor meets the requirements of a professional association or an educational organization as noted on the application (RCW 42.56.070(9)).

- Riverstone Health

Motion: The Chair entertained a motion to approve the request. The motion was seconded and approved unanimously.

4.0 New Business

4.1 Proposed Meeting Dates for 2017 and 2018

Daidria Pittman, Program Manager, presented proposed Commission meeting dates for 2017 and 2018 and asked for approval of these dates.

Motion: The Chair entertained a motion to approve the 2017 and 2018 Commission meeting dates. The motion was seconded and approved unanimously.

5.0 Public Comment

No public comment was given.

6.0 Committee Reports

6.1 Policy Committee

Mimi Winslow, JD, Public Member, Policy Committee Chair, reported on the items discussed at the Policy Committee meeting held on August 20, 2015.

Guidelines for the Appropriate Use of the Internet in Medical Practice, MD2002-04

Ms. Winslow reported the guideline will be revised and brought back to a future committee meeting for review and possible approval.

Credentialing of Physicians for Reentry After Not Practicing After An Extended Amount of Time, MD2008-01

Ms. Winslow reported the interpretive statement will be revised and brought back to a future committee meeting for review and possible approval.

Treating Partners of Patients with Sexually Transmitted Chlamydia and Gonorrhea, MD2008-03

Ms. Winslow reported the policy will be revised and brought back to a future committee meeting for review and possible approval.

Policy Committee Charter

Ms. Winslow reported the charter will be revised and brought back to a future committee meeting for review and possible approval.

Lyme Disease Study/Report

Jimi Bush, Performance and Outreach Manager, reported the committee requested a few changes be made to the report. She outlined those changes for the Commission.

Motion: The Chair entertained a motion to approve the report with the presented revisions. The motion was seconded and approved unanimously.

Death Certificate Guideline

Ms. Winslow reported that more collaboration is needed with the Department of Health (DOH) before this guideline can be approved by the Policy Committee. The guideline will be redrafted and presented at a future meeting for possible approval.

Physician Competence Committee Report

Ms. Winslow asked Warren Howe, MD, to report on this item. Dr. Howe presented the main points of the report. He asked the Commission to approve the Physician Competence Committee to go forward and continue their research on this topic. The committee will report their findings to the Commission on a periodic basis.

Motion: The Chair entertained a motion to approve the committee continuing their research. The motion was seconded and approved with a majority vote.

7.0 MEMBER REPORTS

Jim Anderson, PA-C, reported the Health Equity Committee resource page is nearly finished and will be available in the coming weeks. The website address is bit.ly/mgachdwghome.

Dr. Lewis recommended a book titled *Do No Harm: Stories of Life, Death, and Brain Surgery* by Henry Marsh (ISBN 978-1250065810).

8.0 STAFF MEMBER REPORTS

8.1 Executive Director

Melanie de Leon, JD, Executive Director, provided updates on the following:

Staff – Michelle Teed will be the new Director of Legal Services and will begin with the Commission on September 1, 2015. She is currently an Assistant Attorney General in the Anti-Trust Division. Jim McLaughlin was promoted to Supervising Staff Attorney.

Complaint Correspondence – Work on revising this correspondence continues.

Anatomy of a Stipulation to Informal Disposition (STID) – A team has been formed to go through the STID process to revise and possibly update the process.

Hearing Panels – The process of how Commissioners are appointed to hearing panels is being reviewed and may possibly be updated.

Case Timelines – Case timelines are currently being reviewed to address cases that have been open for a year or more.

Of Note – Richard Brantner, MD, former Commission Chair was selected by the Council on Licensure, Enforcement and Regulation (CLEAR) for the Consumer Protection Award. The CLEAR Consumer Protection Award recognizes an individual who has innovatively contributed to enhancing a broader public understanding of regulatory issues with respect to consumer and public protection, and citizen advocacy. Also, Micah Matthews, Deputy Executive Director, has been asked by CLEAR to be the chair of the Regulatory Agency Administration Committee for 2016.

8.2 Assistant Attorney General

Heather Carter, AAG, had nothing to report.

8.3 Deputy Executive Director

Mr. Matthews provided updates on the following:

Travel and Payroll Form – There is a new travel and payroll form that Commissioners should now be using.

Medical Discipline Audit –The audit process continues. There is a new lead auditor and a new timeline. The audit report will come out in February 2016. Around March or April 2016 there will be a Joint Legislative Audit Review Committee (JLARC) hearing where the report will be discussed.

Staff – Morgan Barrett, MD, Clinical Consultant, started with the Commission in July, and manages the Compliance Program.

Educational Conference – Please share the dates for the conference with your colleagues. Everyone can RSVP to Jimi Bush, Performance and Outreach Manager, at jimi.bush@doh.wa.gov.

Of Note – There is a resolution before the Washington State Medical Association (WSMA) to recognize “certification by the National Board of Physicians and Surgeons (NBPAS) as equal to the Maintenance of Certification (MOC) and recertification by the American Board of Medical Specialties (ABMS) and all its respective specialties boards.” The resolution can be found on the WSMA site [here](#).

8.4 Operations Manager

Julie Kitten, Operations Manager, reported the Governor has appointed Kathleen O’Connor to fill the public member vacancy on the Commission. The Congressional District 10 opening has not yet been filled.

8.5 Program Manager

Daidria Pittman, Program Manager, reported on the Commission rules that are currently in progress:

Sexual Misconduct: The CR-102s for physicians and physician assistants (PAs) are in the review process. There is a hearing tentatively scheduled for November 4, 2015.

Suicide Prevention: The CR-101 for PAs was filed on August 17, 2015. A workshop will be scheduled sometime in the near future.

8.6 Director of Operations and Informatics

Melissa McEachron, Director of Operations and Informatics, reported that Carolynn Bradley, currently a paralegal for the Commission, has accepted the newly established Contracts and Reconsiderations Specialist position. Ms. Bradley will move to this new position on September 1, 2015.

8.7 Medical Consultant

George Heye, MD, Medical Consultant provided brief comments regarding physician competency.

8.8 Director of Legal Services

Jim McLaughlin, Supervising Staff Attorney, reported on the following staff changes within the Legal Unit:

- Diana Whitaker, former legal secretary within the Unit, has been promoted to paralegal 1.
- Two new Legal Assistants have been hired: Christine Lawrence and Malai Malawo.

8.9 Director of Investigations

Denise Gruchalla, Director of Investigations, reported that five of the investigators recently attended the Administrators in Medicine (AIM) and Federation of State Medical Boards (FSMB) Certified Medical Board Investigator (CMBI) training program. Investigator April Scharer will be moving on to another unit within DOH, beginning September 1, 2015. Two investigators have been hired and will start work on September 1, 2015.

8.10 Policy Development Manager

Mr. Farrell reported that on September 25 in Snoqualmie he will give a presentation on the Communication and Resolution Program, to the Washington Association of Medical Staff Services.

8.11 Performance and Outreach Manager

Ms. Bush reported the Fiscal Year 2015 statistics for case resolution. She also stated the agenda for the Educational Conference will be sent out soon. She is currently creating a PowerPoint with performance data and legal case information which will be extensive. This presentation will be available for any Commissioners or Commission staff to use.

9.0 ADJOURNMENT

The Chair called the meeting adjourned at 10:00 a.m.

Submitted by

Daidria Pittman, Program Manager

Michelle Terry, MD, Chair
Medical Quality Assurance Commission

Approved November 6, 2015