



WASHINGTON STATE
CHIROPRACTIC QUALITY ASSURANCE COMMISSION
MEETING AGENDA

October 8, 2015 – 9:00 a.m. to 3:30 p.m.

Department of Health
Point Plaza East Building, Rooms 152/153
310 Israel Road SE
Tumwater, WA 98501

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

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Times and Order: The Chiropractic Quality Assurance Commission (Commission) meeting will start at 9:00 a.m. on October 8, 2015 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 October 1, 2015. 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.

OPEN SESSION – October 8, 2015 **9:00 a.m.**

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

1.1 Approval of the October 8, 2015 meeting agenda.

1.2 Approval of the August 13, 2015 business meeting and the September 10, 2015 rule writing workshop minutes.

1.3 Message from the Commission leadership, to include, but not limited to:

- New committee structure being implemented.
- Implementing the Commission PowerPoint educational presentation
- Attendance at the Washington State Chiropractic Association's annual conference on October 9-11, 2015 at the Hilton Seattle Airport Hotel and Conference Center.
 - Commission is hosting a table that members will staff.
 - Materials may be provided.
- Next rules chapter review meeting:
 - November 12, 2015 – Comfort Inn Conference Center in Tumwater
- December 10, 2015 mock case presenter:
 - Dr. Chan
- Need to identify 2016 mock case presenters:
 - February 11, 2016
 - April 14, 2016
 - June 9, 2016
 - August 11, 2016
 - October 13, 2016
 - December 8, 2016

2. FEDERATION OF CHIROPRACTIC LICENSING BOARDS (FCLB) DISTRICT I & IV MEETING, COUNCIL ON LICENSURE, ENFORCEMENT & REGULATION (CLEAR) ANNUAL CONFERENCE, AND WASHINGTON STATE CHIROPRACTIC ASSOCIATION (WSCA) BOARD MEETING UPDATE

2.1 Commission members that attended the FCLB District I and IV meeting in Coeur D'Alene, ID on October 2-3, 2015 will provide an update about it.

2.2 Dr. Waldron and Bob Nicoloff, Executive Director will provide an update about the CLEAR conference they attended that was held on September 17-19, 2015 in Boston, MA.

2.3 Dr. Folweiler will provide an update about the WSCA board meeting he attended on September 3, 2015.

3. COMMISSION RESEARCH – Lilia Lopez, AAG

9:30 a.m.

3.1 Ms. Lopez will follow up with the Commission regarding the following topics:

- Definition of “work product”

- Discussion about the Independent Chiropractic Examination case Scott versus United Services Automobile Association

4. NEW COMMITTEE COMPOSITION - Bob Nicoloff, Executive Director 9:45 a.m.

4.1 Mr. Nicoloff will present and discuss the new committee composition structure, including the:

- Proposed committee membership
- Current master list of Commission tasks and projects
- New worksheet to be used for tasks and projects assigned to the committees

4.2 Commission members will review the proposed tasks and project the committee assignments including the following work from the prior committees including assigned newsletter articles, mock case presentation assignments, list and labels requests, and the Commission educational presentation.

5. RULES PROCESS PRESENTATION – Jeff Wise, DOH Policy Analyst 10:15 a.m.

5.1 Mr. Wise will provide a rules process overview presentation.

5.2 Ms. Yount will provide a rules status update and commission members will decide how to proceed with WAC 246-808-550 – Future Care Contracts Prohibited.

6. POLICY REGARDING TIMELINE FOR THE FIRST CONTINUING EDUCATION AUDITS AFTER INITIAL LICENSURE – Bob Nicoloff 10:45 a.m.

6.1 Commission members will discuss and determine when continuing education should be due for chiropractors and chiropractic x-ray technicians that are renewing their license for the first time.

7. NEW BUSINESS REQUEST ITEMS FROM THE AUGUST 13, 2015 AND SEPTEMBER 10, 2015 MEETINGS 11:00 a.m.

7.1 Commission members will discuss and determine how to proceed with the following items:

- Laboratory test kits and interpreting the results – Bob Nicoloff
- Future Rules workshops and weekends – Dr. Waldron
 - Will also discuss venues in SeaTac/Kent area – Jessica Jorgensen
- Graduate chiropractor conducting examinations but does not hold a license to practice chiropractic – Dr. Long

8. PUBLIC COMMENT 11:15 a.m.

8.1 Members from the public will have an opportunity to address the Commission.

9. JOINT OPERATING AGREEMENT DISCUSSION UPDATE - Bob Nicoloff 11:20 a.m.

9.1 Bob Nicoloff and Jim Slakey will update the Commission about the Joint Operating Agreement.

10. MOCK DISCIPLINARY CASE REVIEW – Dr. Waldron 11:30 a.m.

10.1 Dr. Waldron will present a mock professional services corporation/multi-disciplinary case for training purposes.

LUNCH - Commission members will take a break for lunch. 12:00 p.m.

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

<u>Committee 1</u>	<u>Committee 2</u>	<u>Committee Floating Members</u>
Dr. Chan, Chair	Dr. Hobbs, Chair	Dr. Waldron
Dr. Langel	Dr. Smith	Ms. Colenso
Dr. Folweiler	Dr. Pratt	
Dr. Long	Dr. Best	
Dr. Corbin-Waters	Dr. Schmitt	
Mr. Slakey	Ms. Stephens	

11.1 Committee 1 Items:

- Committee members will complete an informal educational exercise as the first task of this new Committee.
- List and Labels Requests:
 - Cambia Health Solutions (Regence Blue Shield and Asuris Northwest Health) – requesting information to update their internal database with provider license data.
- Review the Commission Budget Summary and Report
- Discuss the development and assignments for future mock case presentations
- Develop work plans for completing future newsletter articles
- Begin reviewing and drafting possible Commission feedback to the Council on Chiropractic Education (CCE) regarding the proposed revisions to the CCE Residency Accreditation Standards
- Begin the project to create an educational brochure for chiropractic patients and the public

11.2 Committee 2 Items:

- Committee members will complete an informal educational exercise as the first task of this new Committee.
- List and Labels Requests:
 - RussoCME Joint Provider of Gritman Medical Center – requesting information to advertise continuing education courses being offered.
 - Davis Family Chiropractic – requesting information to advertise a chiropractic associate position open in their office.
- Review the Commission Open Case Status Report
- Discuss the development and assignments for future mock case presentations
- Develop work plans for completing future newsletter articles
- Continue working to develop the Commission educational presentation (Dr. Smith, Lead)
- Develop a work plan to compare the Commission continuing education standards (WAC 246-808-150) with the standards of the Providers of Approved Education (PACE) program of the Federation of Chiropractic Licensing Boards (FCLB)

12. COMMITTEE REPORTS 2:30 p.m.

12.1 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.

13. MANAGEMENT REPORT – Bob Nicoloff and Leann Yount 3:00 p.m.

13.1 Mr. Nicoloff will provide an update to the Commission about the licensing and compliance functions shifting from the Department of Health staff to Commission staff.

13.2 Mr. Nicoloff will provide an update about the online jurisprudence examination.

13.3 Other relevant items.

14. NEW BUSINESS 3:15 p.m.

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

15. PUBLIC COMMENT 3:25 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 2015 issue of “The Sentinel News for Department Employees.”

16.2 Chiropractic and chiropractic x-ray technicians licensing statistics as of October 6, 2015.

17. COMMISSION ADJOURNMENT

3:30 p.m.

Next Rules Workshop:

November 12, 2015

[Comfort Inn Conference Center, Tumwater Room](#)

1620 – 74th Ave SW

Tumwater, WA 98501

Next Business Meeting:

December 10, 2015

Department of Health

Creekside 2, Room 309

20425 72nd Ave. S.

Kent, WA 98032