



STATE OF WASHINGTON
DEPARTMENT OF HEALTH

**ATHLETIC TRAINING ADVISORY COMMITTEE
BUSINESS MEETING MINUTES
Wednesday, May 25, 2016**

MEMBERS PRESENT

Matthew Bussman, ATC, Chair
Rachael Joye, ATC, Vice Chair – By Phone
Benjamin Henry, ATC
Cynthia Wright, PhD, ATC
Maya Mendoza-Exstrom, Public Member –
By Phone

STAFF PRESENT

Trina Crawford, Executive Director
Bruce Bronoske, Jr., Program Manager
Tracie Drake, Assistant Program Manager
John Macejunas, Assistant Attorney General
(AAG)

OTHERS PRESENT

Chris Potvin, Washington State Athletic
Trainers Association (WSATA)
Craig Bennett, WSATA
Charlie Brown, WSATA
Dan Renfroe, Department of Health
Debbie Puryear-Tainer, Department of
Health
Andrea Valdez, Department of Health
Dana Gunter

OPEN SESSION

1. CALL TO ORDER – Matthew Bussman, ATC, called the meeting to order at 9:06 a.m.

- 1.1 The committee, staff and audience introduced themselves.
- 1.2 The committee approved the Agenda.
- 1.3 The committee approved the December 23, 2015 Business Meeting Minutes.

2. PROGRAM REPORT

- 2.1 Ms. Crawford provided the committee with the current budget report. Revenue for the committee exceeded expenses by approximately \$30,000. License renewal fees for Athletic Trainers will decrease effective January 2017.
- 2.2 Ms. Crawford discussed Citrix DOH Network Access. The project is working on some unexpected challenges. The project is ongoing; however, no estimated time of completion is available at this time.

- 2.3 The committee reviewed current credentialing statistics. Dr. Wright requested an interpretation of the graph, listing applications received and the processing time to complete credentialing process. Ms. Crawford clarified the graph provided by credentialing. Mr. Henry stated that he was hearing from applicants that they were frustrated with the lack of communication regarding application deficiencies. The committee has requested that a credentialing staff member attend the next meeting to discuss application statistics, as well as the application deficiency notification process.
- 2.4 Ms. Crawford provided the committee disciplinary statistics for 2012 through 2015. There has been no new discipline since December 2015.
- 2.5 The committee discussed member terms. Mr. Bronoske noted that this would be Mr. Bussman and Ms. Joye's last business meeting, as their terms would be concluding on June 30, 2016. Mr. Bussman inquired whether his committee appointment could be extended since his first term was not a full four years. Ms. Crawford indicated that an Athletic Trainer appointment is for four years, therefore if more than half a term is served, no additional time may be added.
- 2.6 Mr. Henry will be attending new member orientation in September 2016.
- 2.7 Mr. Macejunas provide the committee with required Open Public Meetings Act training.
- 2.8 Mr. Bronoske informed the committee that WAC 246-916-020 and WAC 246-916-060 were completed and would be going into effect June 13, 2016. One rule covered the licensure of applicants from outside the United States. The other required all athletic trainers to complete continuing education for renewal of their credential. Mr. Bennett requested verification that members of the Board of Certification for Athletic Trainers (BOC) who provided proof of their current BOC membership would be considered compliant with continuing education requirements. Ms. Crawford confirmed that the new rule intentionally mirrored the BOC requirements to avoid duplication of continuing education.
- 2.9 Mr. Bussman provided the committee with a legislative/meet-me-call update. Mr. Bussman discussed the meet-me-calls and stressed the importance of being involved in upcoming legislation. Mr. Bussman also encouraged other committee members to participate after the end of his term. The previous call discussed the passage of a new law regarding EpiPens. The new law applies to all venues with the exception of K-12.

3. ONLINE LICENSING PRESENTATION

Mr. Renfroe from the Department of Health Online Licensing Project presented to the committee information regarding the online application project. There are two goals of the project. One goal is the streamlined online application process. This will provide an additional avenue for applicants to submit necessary information and documentation to obtain their credential. The second aspect of the project will focus on surveying applicants and credential holders at renewal. The department will use this information to help identify healthcare professional gaps in various healthcare locations. This information will be available to the public, but all identifying information will be removed before dissemination. This survey will be optional for athletic trainers and many other professions. Mr. Renfroe stated that a participation rate of 60% - 70% would be required for the survey to be meaningful. Mr. Henry suggested that the survey include information regarding the purpose

of survey and what value it will add. Mr. Bennett from the WSATA added that the association could encourage members to participate.

4. INFORMATION / PRESENTATION REGARDING PUBLIC MESSAGING AND PUBLIC SERVICE ANNOUNCEMENTS.

Ms. Crawford informed the committee that this presentation was cancelled, and suggested that it be added to the next agenda. Ms. Crawford advised the committee that they could continue working on public service announcements in the meantime. Mr. Bussman discussed potential announcements. The department has applied for a grant to increase concussion awareness. Mr. Bennett informed the committee that the association was also working on public service announcements and have improved their website so that information will better reach the public. He also stated that the association would like to be involved in the committee's public service announcement project. It was stressed that public service announcements should provide information only and not be used to drive traffic to a website, etc. Public service announcements will be added to the next agenda.

5. ASSISTANT ATTORNEY GENERAL REPORT – John Macejunas, AAG

Mr. Macejunas provided the committee with a legal opinion regarding the concerns previously voiced on the title “authorized volunteer” used in RCW 18.250.050(5). The committee may define the term authorized volunteer, but may not define the conduct of an authorized volunteer.

One of the committee's concerns involved schools authorizing untrained minors to perform “return to field” evaluations. It was also discussed that it is difficult for disciplinary action to be taken due to the authorized volunteer clause. As long as the volunteer is not calling himself or herself an athletic trainer, then a violation might be overlooked. There continue to be concerns in understanding what qualifies someone to be an authorized volunteer. Mr. Henry suggested defining who is able to authorize the volunteer and what, if any, qualifications should be met. Ms. Crawford suggested that a CR 101 be filed to address the committee's concerns and define authorized volunteer. Mr. Macejunas will continue to research this and get back to the committee at the next business meeting. It was suggested that someone from the Office of Investigations and Inspections attend a future business meeting to discuss investigation of unlicensed practice cases.

6. COMMITTEE BYLAWS

Mr. Bronoske discussed proposed bylaws with the committee. Bylaws are not required for committees, but will help set expectations and are encouraged. Dr. Wright requested interpretation of the term “...actively engaged in practice...” found in Article III section 1. Educators might not qualify for the committee if this section is strictly enforced. Ms. Crawford indicated that this wording was pulled directly from the statute. Further investigation will be necessary. Mr. Bussman requested the addition of a section regarding appointment terms and how partially fulfilled terms would be handled. These additions and changes will be made and the bylaws added to a future agenda for review and approval.

7. PUBLIC COMMENT PERIOD

There were no comments from audience

8. FUTURE COMMITTEE BUSINESS

- Credentialing staff to discuss application and deficiency process
- Center for Public Affairs and DOH staff to discuss public service announcements
- Continue discussion on the term authorized volunteer
- Update on TBI grant
- Office of Investigations and Inspections staff to discuss investigating unlicensed practice as an athletic trainer
- Office of Legal Services staff to discuss unlicensed practice case management team
- Committee Bylaws

9. ADJOURN

The meeting adjourned at 11:29 a.m.

Submitted By:

Committee Approval By:

Bruce Bronoske, Jr., Program Manager

Matthew Bussman, ATC, Chair