The Applied Behavior Analysis Advisory Committee met (GoToMeeting) on March 9, 2018. In accordance with the Open Public Meetings Act, the meeting agenda was sent to members of the Applied Behavior Analysis Advisory Committee, GovDelivery, and posted to the program’s website.
1. **Call to Order Chair**  
   10:00AM  
   1.1 **Introductions**  
   Committee members, staff members, and public members introduced themselves and their area of practice.  
   1.2 **Approval of March 9, 2018 Agenda**  
   The meeting agenda was approved and accepted as written.  
   1.3 **Approval of November 3, 2017 Meeting Minutes**  
   The November 3, 2017 meeting minutes were approved and accepted as written.  

2. **Credentialing Report**  
   Credentialing staff present license statistics. Ms. Miller provided a statistical report  

<table>
<thead>
<tr>
<th>Profession</th>
<th>Active Status Counts</th>
<th>Pending Status Counts</th>
</tr>
</thead>
<tbody>
<tr>
<td>Certified Behavior Technician (CBT)</td>
<td>1528</td>
<td>143</td>
</tr>
<tr>
<td>Licensed Behavior Analyst (LBA)</td>
<td>510</td>
<td>20</td>
</tr>
<tr>
<td>Licensed Assistants Behavior Analyst</td>
<td>46</td>
<td>17</td>
</tr>
<tr>
<td><strong>Grand total for licensed ABA</strong></td>
<td><strong>2,084</strong></td>
<td><strong>180</strong></td>
</tr>
</tbody>
</table>

Ms. Miller also provided information on the timeframe for processing applications. DOH has a standard of 14 days to process applications, but is currently running a 31-42 day range. This is across the board for all license types, and is due to limited staff levels. The Department receives about 500 applications a day. The ABA applications are coming in cleaner than they were early on, however she noted things specific to ABA that could speed up the process: ensure the supervisor forms come separately from the supervisor, however don’t wait until you see it pending online. Also be sure to send to the correct PO Box – anything with fees goes to the revenue mailbox, no fees to customer service mailbox. It is a 3-day delay if you send it to the wrong one.  

3. **Program Update**  
   The department is always reviewing rules and statues for new professions and will fill gaps with policy or interpretative statements until rules are revised. One of the LABA issues is that initial licensures were substituting CE hours for classroom hours. No note if the CE has a competency component (Required classroom hours WAC 246-805-220). We have to determine that it is valid under rule and some of those CE are not clear, meets the requirements for “higher educations” language. Also noted that we need to remember how many professions tried to get in on being a BCBA supervisor. Need to balance protecting the profession and cleaning up processes.  

4. **Rules Update**  
   The Continuing Education rules are getting close, pending review and approval. Note the national accreditation matches our CE requirements, so they would be covered without the need to take additional CE.
On aligning this with BCBA, they have recently announced changes to requirements effective in January 2022. Rules will make it easier to sit for the exam. Will we open the rules again to match them up? We do want to match, and don’t want to make it more burdensome to get a license in Washington. Need to find a way to set the statute so we can make changes in rule w/o going back to the legislature. Also noted that CE is not necessarily a catch-all, people turn a video on and take the test without really watching and learning. It is honor based, but we currently only audit between 2% and 25% of renewals a year.

5. **Rules Workshop – Temporary Licensing**

Discussions about language, legality within statute, and how credentialing works. Is temporary license a defined term? Only found Temporary Practice Permit that seems like something else. That is something not used often, and is typically for someone waiting for full licensure. Psychologists get one while waiting for their exam results. One gets the temporary permit to complete experience requirements and another to allow time for fingerprints on background check. These are more “waiting for something to occur” issues rather than a full license for a short period of time, and this is consistent with other states. ABA issue is for experts to come in for specific clients, but there needs to be a method to hold them accountable to the state. Consultants can work under the supervision of a licensed professional. Consulting vs. independent practice? Concerns about a drive-by assessment with no follow up. Temporary license will require them to follow all our rules. Practice as defined in our rules would require a license. What about providing supervision to licensees? Why would a temporary license not apply for them to provide supervision? Other professions don’t allow temps to supervise in Washington.

Another concern is that the process to get a temporary license is the same as a regular license. Would like to have an expedited process and not wait 2 months. If that is the case, why would they bother with getting a temp and not just the full license? Experts would be here for weeks or a month, leave for months and then come back for follow up. Currently no fee for temp licenses, but those are pending full licensure. Would need some charge for fingerprint/background check.

Concerns for Insurance Billing. Where does the liability land? Define specialty services. What is the line for consultation vs. practice. Do we need to revise the rules to define that? Also look at costs vs. benefits – does not having expedited process cut into the value? Why not just get the full license? Only difference would be continuing education requirements. Late renewals have a huge fee on them. What about client resources if something goes horribly wrong? License revocation is less forceful if a temp license, although it would be reported to the national data bank.

Another concern was how does the time lay out? If limited to 90 days how do we track? If logging individual days then we don’t have good oversight; if limited to consecutive days the license will run out before all follow up could be completed, with a ton of non-working days in the middle. Need to be associated with a licensed practitioner?

Motion to table for the next meeting. Brett has been logging the questions/concerns that need to be researched. Will share with the group, looking for members to look into them. Share directly with Brett, more than 3 people on an email chain creates a quorum.

6. **LBA Advisory Committee Appointment Update**
We have received 3 applications for appointments, nothing final yet. Goodbye and thank you to Rick for his work on the committee.

7. **Public Comment**
   The public has been commenting freely throughout the meeting.

8. **Future Business**
   Temporary Practice Permits.
   Parental Practice or other rules we missed? Boundaries laid out for parents and practitioners to work with their children safely and within the law.

9. **Adjournment**  1:00 p.m.

   Submitted by:  
   Signature on File  
   Brett Lorentson, Program Manager  
   Applied Behavior Analysis  
   Advisory Committee  

   Approved by:  
   Signature on File  
   Nancy Rosenberg, PhD, LBA, BCBA-D - Chair  
   Applied Behavior Analysis  
   Advisory Committee