OPEN SESSION – Thursday, March 8, 2018

1. CALL TO ORDER

1.1 The agenda was approved with the following additions:

- Item 3.2 – Classification of Chiropractic Instrumentation and Procedures List and the Class IIIB and IV Laser Usage Policy

1.2 The January 11, 2018 meeting minutes were approved.
1.3 Message from the leadership included:

   Dr. Chan thanked the Commission, the Pilot Project Committee, and Lori Grassi from the Washington State Chiropractic Association (WSCA) for all their hard work during the five year pilot. Because of everyone’s hard work and determination, the pilot project is becoming permanent. The bill passed and is waiting for a signature by Governor Inslee to become permanent.

2. PILOT PROJECT RESOURCE COMMITTEE UPDATE

2.1 Bob Nicoloff provided an update to the Commission about the status of the Pilot Project legislation. House Bill 2313 was signed by the House and Senate Committees and is being delivered to the Governor for his signature. The Governor has 30-days to sign the bill. We do not have an exact bill signing date as of yet, but the law takes effect on June 6, 2018.

   Some Commission members expressed interest in attending the bill signing. Additionally, Commission members expressed interest in sending a letter to the Governor and the WSCA to show their support and appreciation. The Commission voted all in favor to send letters.

3. ASSISTANT ATTORNEY GENERAL REPORT – Chris Gerard, AAG  9:15 a.m.

3.1 Chris Gerard discussed a frequently asked questions document regarding corporate practice of medicine and chiropractors employing staff with different scopes of practice.

   In addition, Mr. Gerard also discussed holding the Open Public Meetings Act training for Commission members and staff at the November 8, 2018 business meeting.

3.2 Dr. Waldron inquired with the Commission about linking the Class IIIB and IV Laser Usage Policy to the Classification of Chiropractic Instrumentation and Procedures List. Commission members decided to send this item to Committee 2 for review.

3.3 Commission members discussed revamping the Classification of Chiropractic Instrumentation and Procedures List to consider changing the format and/or move it into rule to simplify the process.

4. CHIROPRACTORS ADJUSTING ANIMALS IN OTHER STATES  9:45 a.m.

4.1 Leann Yount presented two Federation of Chiropractic Licensing Board (FCLB) Powerpolls that were conducted in 2017 pertaining to other chiropractic scopes of practice regarding adjusting animals. Several states do not include animal chiropractic in their scope of practice. Of the states that answered the Powerpoll that do allow animal manipulation (Arkansas, Utah, Minnesota, Oklahoma, Arizona, Ohio, and Nevada), the chiropractor has to become certified through the American Veterinary Chiropractic Association and be supervised by a licensed veterinarian, or the referral must come from a licensed veterinarian.

5. RULEMAKING  10:15 a.m.
5.1 Because the meeting was running behind schedule, the Commission deferred continuing to review and discuss comments, and working on drafting Independent Chiropractic Examination rule language to the May 8, 2018 meeting.

5.2 Commission members reviewed the Oregon Board of Chiropractic Examiners records rule and guidelines, and the Medical Quality Assurance Commission’s record retention guidelines, and continued discussing and reviewing draft rule language for WAC 246-808-650 - Records and X-rays and withdrawal from practice—Maintenance and retention of patient records, WAC 246-808-655 - Duties of a chiropractor who retires or withdraws from practice, and WAC 246-808-660 – Documentation of care. No further edits were made to the draft rule language.

5.3 Policy Analyst Nancy Elliott presented questions to the Commission to assist her with completing the significant analysis on rules package #1. The questions pertained to WAC 246-808-020 – Colleges- Policy, WAC 246-808-030 – Accreditation of Colleges – Procedure, WAC 246-808-040 – Colleges – Educational Standards Required for Accreditation, and the Early Remediation Plan draft rule language. The Commission continued to revise the draft rule language and voted all in favor to accept the changes and move forward with filing.

6. WASHINGTON STATE CHIROPRACTIC ASSOCIATION (WSCA) UPDATES 11:00 a.m.

6.0 Lori Grassi, WSCA Executive Director, provided a WSCA legislative update.

7. NEW BUSINESS FROM THE JANUARY 11, 2018 MEETING 11:05 a.m.

Commission members requested discussion of the following item:

- Updating the meeting agenda format – Dr. Waldron
  - Commission members reviewed both the Medical Quality Assurance Commission and Nursing Care Quality Assurance Commission meeting agenda formats as a comparison to the Commission’s agenda. It was determined that this will be placed on the future projects list.

8. DEPARTMENT OF HEALTH MEET ME CALLS UPDATE – Dr. Pratt 11:10 a.m.

8.1 Dr. Pratt was absent and could not provide a 2018 legislative meet-me call update.

9. TRAINING PRESENTATION- Dr. Folweiler and Tammy Kelley, Disciplinary and Credentialing Manager 11:15 a.m.

9.1 Dr. Folweiler and Ms. Kelley presented a case management overview for training purposes.

10. PUBLIC COMMENT 11:55 a.m.
10.1 One member from the public presented a comment about a device on the Classification of Chiropractic Instrumentation and Procedures List. In addition, another comment was provided about time of service discounts versus billing insurance companies, and what is being billed to insurance companies is much higher than what is being charged to the cash paying patient.

**LUNCH** 12:00 p.m.

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

<table>
<thead>
<tr>
<th>Committee 1</th>
<th>Committee 2</th>
<th>Committee Floating Members</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dr. Folweiler, Chair</td>
<td>Dr. Hobbs, Chair</td>
<td>Dr. Chan</td>
</tr>
<tr>
<td>Dr. Best</td>
<td>Mr. Slakey</td>
<td>Ms. Colenso</td>
</tr>
<tr>
<td>Dr. Waldron</td>
<td>Dr. Langel</td>
<td></td>
</tr>
<tr>
<td>Ms. Stephens</td>
<td>Dr. Pratt</td>
<td></td>
</tr>
<tr>
<td>Dr. Long</td>
<td>Dr. Schmitt</td>
<td></td>
</tr>
<tr>
<td>Dr. Corbin Waters</td>
<td>Dr. Smith</td>
<td></td>
</tr>
</tbody>
</table>

11.1 **Committee 1 Items:**

11.1.1 List and Labels Requests:
Committee 1 members recognized The CHP Group as an educational organization and they can receive Washington State chiropractic lists and/or labels for five years.

11.1.2 Committee members reviewed and updated the mock case and newsletter matrix.

11.1.3 Committee members continued working on the graphics component of the Commission overview presentation.

11.1.4 Committee members reviewed the combined list of future commission projects and prioritized the list accordingly.

11.1.5 Committee members continued to identify and develop mentoring and training needed for new Commission members.

11.1.6 Committee members reviewed and edited the 2018, Edition 1 draft newsletter.

11.1.7 Committee members reviewed and edited draft newsletter articles.

11.2 **Committee 2 Items:**

11.2.1 List and Labels Requests:
Committee 2 members did not have any requests for licensee lists and/or labels to review.

11.2.2 Committee members discussed adding the Commission cold laser policy as an official attachment to the Classification of Chiropractic Instrumentation and Procedures List. It was decided to hold off until the AAG has analysed the list.

11.2.3 Committee members reviewed and updated the mock case and newsletter matrix.
11.2.4 Committee members reviewed the combined list of future commission projects and prioritized the list accordingly.

11.2.5 Committee members reviewed the revised draft application for compliance mentors or supervisors and discussed finalization. More edits were identified. Judy Colenso will incorporate the edits and the revised draft will be added to the May 10, 2018 meeting agenda.

11.2.6 Committee members reviewed and edited the 2018, Edition 1 draft newsletter.

11.2.7 Committee members reviewed and edited draft newsletter articles.

12. COMMITTEE REPORTS 2:30 p.m.

12.1 Committees reported to the Commission about their committee work. See a full committee report under agenda item 11.

13. MANAGEMENT REPORT – Commission Staff 2:45 p.m.

13.1 Mr. Nicoloff informed the Commission that Chris Gerard, AAG is interested in attending the Federation of Chiropractic Licensing Boards annual conference on May 3-6, 2018 in Dallas, Texas if other states will have legal representatives attending. Mr. Nicoloff will look in to this further and report back to the Commission’s leadership.

13.2 Update on timeline for publishing the next newsletter.
- The 2018 Edition 1 Newsletter is ready to be published after the edits are incorporated. Ms. Yount will send the newsletter out through GovDelivery as well as post it on the chiropractic website. The next publication will be released in the summer.

13.3 Update on projected rules hearings timeline.
- Nancy Elliott provided an update on the 2018 rules hearings. The tentative schedule includes holding rules hearings during the July 12, 2018, September 13, 2018, and November 8, 2018 business meetings.

13.4 Other relevant items:
- Bob Nicoloff informed the Commission that Jessica Jorgensen has accepted another position and her last day is March 15, 2018.

- Mr. Nicoloff informed the Commission that we will conduct a profession mass mailing to recruit for future Commission members and provide Commission updates on rules and other updates.

- Mr. Nicoloff asked the Commission how should they be referenced now that the pilot project has ended.

14. NEW BUSINESS AND REQUESTS 2:50 p.m.

14.1 Commission members requested the following item for the next meeting agenda:
Chris Gerard, AAG and Bob Nicoloff to review the Joint Operating Agreement to identify any necessary updates.

15. PUBLIC COMMENT 2:55 p.m.

15.1 No members from the public were present to address the Commission.

16. CONSENT AGENDA 3:00 p.m.

Items listed under the consent agenda (informational items) are routine agency matters. Items were approved by a single motion of the commission without discussion.

16.1 Chiropractic and chiropractic x-ray technicians licensing statistics as of March 1, 2018.

17. ADJOURNMENT 3:00 p.m.

Prepared By: Leann Yount, Program Manager

Approved By: Aaron Chan, DC

Licensing Statistics as of March 1, 2018

Chiropractic X-ray Technicians
Chiropractic Quality Assurance Commission
March 8, 2018 Business Meeting Minutes
## Chiropractic Quality Assurance Commission

### March 8, 2018 Business Meeting Minutes

**January 2, 2018** | **March 1, 2018**
--- | ---
Total Active Licenses | 217 | 218
Total Pending Licenses | 9 | 6
Expired in Renewal (expired within one year since last renewed) | 52 | 56
Expired Licenses (expired more than one year since last renewed) | 1075 | 1083
Total Revoked | 1 | 1
Total Suspended | 5 | 5
Active on Probation | 0 | 0
Active with Restrictions or Conditions | 0 | 0

### Chiropractors

**January 2, 2018** | **March 1, 2018**
--- | ---
Total Active Licenses | 2545 | 2561
Total Pending Licenses | 28 | 34
Total Inactive Licenses | 125 | 122
Expired in Renewal (expired within 1 year since last renewed) | 96 | 97
Expired Licenses (expired more than 1 year since last renewed) | 2851 | 2866
Total Revoked | 37 | 37
Total Suspended | 45 | 46
Active on Probation | 8 | 10
Active with Restrictions | 2 | 2
Active with Conditions | 20 | 20