Committee Members Present
Michael Smith, Prosthetist, Chair; David Hensley, Orthotist/Prosthetist; James Devine, Public Member

Committee Members Absent
Janna Friedly, MD, Vice Chair; Julie Quinn, Public Member

Staff Present
Kim-Boi Shadduck, Program Manager; Sandie Pearson, Program Representative; Trina Crawford, Executive Director; Katherine Hoffman, Policy and Legislative Analyst; Joanne Miller, Credentialing Supervisor; Gail Yu, Assistant Attorney General (AAG)

Others Present
No guests were present for the meeting.

On April 13, 2018 the Orthotics and Prosthetics Advisory Committee met in Tumwater at the Department of Health Office – Town Center Two, 111 Israel Road S.E., Room 158. In accordance with the Open Public Meetings Act, the meeting agenda was emailed to the Orthotics and Prosthetics listserv and posted on the Orthotics and Prosthetics Program website.

OPEN SESSION – 9:00 a.m.

1. CALL TO ORDER
   Michael Smith, Chair called the meeting to order at 9:03 a.m.

   1.1 Welcome and introductions – committee, staff, and audience
   Committee members and staff introduced themselves. Kim-Boi Shadduck introduced herself as the new program manager.

   1.2 Approval of the agenda
   A motion was made and seconded to approve the agenda. Committee members voted in favor of approving the agenda as presented.

   1.3 Approval of November 13, 2017 Meeting Minutes
   A motion was made and seconded to approve the November 13, 2017 meeting minutes. Committee members voted in favor of approving the November 13, 2017 meeting minutes as presented.
2. **EXECUTIVE DIRECTOR REPORT** – Trina Crawford, executive director, provided information to the committee.

2.1 **Budget Update** – Ms. Crawford reported to the committee the current operating budget has a positive balance of $312,061.

2.2 **Legislative update** – Ms. Crawford provided information regarding the 2018 legislative session, which has concluded. No bills were introduced that affected the profession. The opioid epidemic was a big focus this legislative session.

Michael Smith, Chair attended the weekly legislative “meet-me” calls. These calls are used to update board, commission, and committee members on legislation that may affect health professions. During these calls, members may also provide input and comments on legislation. Mr. Smith said he found the calls interesting. Ms. Crawford said the “meet-me” calls for the next legislative session would begin in January of 2019.

3. **PROGRAM MANAGER REPORT** – Kim-Boi Shadduck, Program Manager – Information was provided to the committee.

3.1 **Licensing Statistics**

Joanne Miller, Credentialing Supervisor shared licensing statistics as of April 12, 2018. The licensing statistics are as follows:

<table>
<thead>
<tr>
<th>Licensing Information</th>
<th>Orthotists</th>
<th>Prosthetist</th>
</tr>
</thead>
<tbody>
<tr>
<td>Active Licenses</td>
<td>175</td>
<td>164</td>
</tr>
</tbody>
</table>

3.2 **New board member orientation for May 2, 2018 or August 15, 2018**

Ms. Shadduck said the new member orientation scheduled for May 2, 2018 has been canceled. Upcoming orientations are in Tumwater on the following dates:

- August 15
- October 24

Ms. Shadduck encouraged members to attend the orientation and asked them to email her if they would like to attend an orientation.

4. **ASSISTANT ATTORNEY GENERAL (AAG) REPORT** – Gail Yu, AAG – An introduction to the Uniform Disciplinary Act, chapter 18.130 RCW was presented by Gail Yu, AAG.

Ms. Yu provided an overview to committee members about the Uniform Disciplinary Act (UDA), chapter 18.130 RCW. She shared a brief history of the UDA and the intent of the UDA. The UDA provides the framework for DOH, or boards and commissions with disciplining authority over healthcare licensees. It provides DOH or boards and commissions to enforce both the UDA’s prohibitions of misconduct as well as each profession’s laws and rules regarding qualifications and standard of care.

The UDA balances protection of the public and due process of law for licensure, and uses the legal principles of the Washington Administrative Procedure Act.
5. **JURISPRUDENCE (JP) EXAM** – The committee reviewed and discussed amending the JP exam validation process. Information was provided by Kim-Boi Shadduck, Program Manager. Ms. Shadduck said the JP exam is not in the rules. She suggested the rules be updated to include the JP exam as a requirement of licensure. She also suggested that the JP exam be updated and put online for applicants. Ms. Crawford explained that each question on the online exam includes a link that directs applicants to the law or rule for that specific question. Committee members agreed the exam needs to be updated. Ms. Shadduck will work with Mr. Smith and Mr. Hensley on updating the questions. An update will be included as an agenda item at the next meeting.

6. **RULES WORKSHOP – CHAPTER 246-850 WAC**

The committee conducted a rules workshop to revise and update chapter 246-850 WAC. Ms. Shadduck provided members with draft rule language. The committee reviewed, discussed, and made changes to the draft rule language. Ms. Shadduck will make the changes, send the proposed revisions to committee members, and post them on the program’s webpage. The committee would like to continue working on rules revisions.

7. **CONSENT AGENDA** – No items were added to the consent agenda for the committee to review.

8. **FUTURE AGENDA ITEMS** – The committee discussed the following agenda items for future meetings:

   - Rules update and workshop
   - Budget update
   - Jurisprudence exam
   - Consumer Rights brochure

9. **ADJOURNMENT**

The meeting adjourned at 11:39 a.m.

________________________________________                 
Signature on File

Presented By:  Kim-Boi Shadduck, Program Manager               Date

________________________________________                 
Signature on File

Approved By:  Michael B. Smith, Chair                       Date