Arizona Regulatory Board of Physician Assistants
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FINAL MINUTES FOR MEETING OF COMMITTEE ON ARBOPA STATUTES, RULES AND BOARD PROCESSES
Held on Friday, January 16, 2015
9545 E. Doubletree Ranch Road · Scottsdale, Arizona

Committee Members
Geoffrey W. Hoffa, D.H.S.c., P.A.-C, DFAAPA, Chair
Carole A. Crevier
Randy D. Danielsen, Ph.D., P.A.-C
Charles Finch, D.O.
Thomas E. Kelly, M.D., FACEP
Sheldon G. Liechty, P.A.-C
Myles A. Whitfield, P.A.-C

GENERAL BUSINESS

A. CALL TO ORDER
Chairman Hoffa called the meeting to order at 5:42 p.m.

B. ROLL CALL
The following Committee members participated telephonically: Ms. Crevier, Dr. Danielsen, Chairman Hoffa, PA Liechty, and PA Whitfield. The following Committee members were absent: Dr. Finch and Dr. Kelly.

ALSO PRESENT
John Tellier, Assistant Attorney General ("AAG"); Carrie Smith, AAG; Patricia E. McSorley; Interim Acting Executive Director; William Wolf, M.D., Chief Medical Consultant; James Gentile, Chief Information Officer; Alicia Cauthon, Executive Director Assistant; Amanda Schwabe, Board Coordinator; and Andrea Cisneros, Staff Investigational Review Committee ("SIRC") Coordinator.

C. CALL TO THE PUBLIC
No individuals addressed the Committee during the Call to Public.

D. APPROVAL OF MINUTES
MOTION: Dr. Danielsen moved to approve the January 9, 2015 Teleconference Meeting.
SECOND: PA Liechty
VOTE: 3-yay, 0-nay, 2-abstain, 0-recuse, 2-absent.
MOTION PASSED.

E. REVIEW, DISCUSSION AND POSSIBLE RECOMMENDATIONS REGARDING 5 YEAR RULE REVIEW ARBOPA TITLE 4 CHAPTER 17

- R4-17-202; Examination
- R4-17-204; Fees
- R4-17-205; Continuing Medical Education ("CME")
- Rule revisions necessary for implementing recommendation for two year renewal cycle, including discussion and recommendation of possible revisions to CME rules.

MOTION: Chairman Hoffa moved to recommend that the Board amend R4-17-204, R4-17-205, R4-17-206, and R4-17-207, as proposed by staff with the exception that R4-17-204(2) read as follows: "Regular license – 370, prorated for each month remaining in the licensing period."
SECOND: Dr. Danielsen
ROLL CALL VOTE: Roll call vote was taken and the following Committee members voted in favor of the motion: Ms. Crevier, Dr. Danielsen, Chairman Hoffa, PA Liechty, and PA Whitfield. The following Committee members were absent: Dr. Finch and Dr. Kelly.
VOTE: 5-yay, 0-nay, 0-abstain, 0-recuse, 2-absent.
MOTION PASSED.

F. REVIEW, DISCUSSION AND POSSIBLE RECOMMENDATIONS REGARDING BOARD AGENCY POLICIES/PROCESSES

- Probation Consent Agreement Language

MOTION: Chairman Hoffa moved for the Committee to enter into Executive Session pursuant to A.R.S. § 38-431.03(A)(3).
SECOND: Dr. Danielsen
VOTE: 5-yay, 0-nay, 0-abstain, 0-recuse, 2-absent.
MOTION PASSED.

The Committee entered into Executive Session at 6:41 p.m.
The Committee returned to Open Session at 6:48 p.m.
No legal action was taken by the Committee during Executive Session.

MOTION: Chairman Hoffa moved to recommend that the Board review all probation termination requests with the exception of CME only probation.
SECOND: PA Whitfield
ROLL CALL VOTE: Roll call vote was taken and the following Committee members voted in favor of the motion: Ms. Crevier, Dr. Danielsen, Chairman Hoffa, PA Liechty, and PA Whitfield. The following Committee members were absent: Dr. Finch and Dr. Kelly.
VOTE: 5-yay, 0-nay, 0-abstain, 0-recuse, 2-absent.
MOTION PASSED.

- Physician Health Program ("PHP") Processes

MOTION: Chairman Hoffa moved for the Committee to enter into Executive Session pursuant to A.R.S. § 38-431.03(A)(3).
SECOND: Ms. Crevier
VOTE: 5-yay, 0-nay, 0-abstain, 0-recuse, 2-absent.
MOTION PASSED.

The Committee entered into Executive Session at 6:30 p.m.
The Committee returned to Open Session at 6:39 p.m.
No legal action was taken by the Committee during Executive Session.

MOTION: Chairman Hoffa moved to develop authority for the Executive Director regarding Interim Consent Agreements in regards to PHP.
SECOND: Dr. Danielsen
ROLL CALL VOTE: Roll call vote was taken and the following Committee members voted in favor of the motion: Ms. Crevier, Dr. Danielsen, Chairman Hoffa, PA Liechty, and PA Whitfield. The following Committee members were absent: Dr. Finch and Dr. Kelly.
VOTE: 5-yay, 0-nay, 0-abstain, 0-recuse, 2-absent.
MOTION PASSED.

- Licensee Participation in Case Consideration

The Committee recognized that several attorneys who represent licensees before the Board have requested that their clients have more interaction with the Board during its meetings. It was noted that licensees receive correspondence from the Board offering them the opportunity to make a statement during the scheduled Call to the Public. Chairman Hoffa suggested that the Board's correspondence include language to indicate that it is at the discretion of the Board's Chair that they may have a dialogue at the time that the matter is called during the Board's meeting.

MOTION: Chairman Hoffa moved for the Committee to enter into Executive Session pursuant to A.R.S. § 38-431.03(A)(3).
SECOND: Ms. Crevier
VOTE: 5-yay, 0-nay, 0-abstain, 0-recuse, 2-absent.
MOTION PASSED.

The Committee entered into Executive Session at 6:18 p.m.
The Committee returned to Open Session at 6:29 p.m.
No legal action was taken by the Committee during Executive Session.

The Committee took no action on this agenda item.

- Draft revisions to confidential questions 1, 2, and 3

MOTION: Chairman Hoffa moved to recommend that the Board adopt the amended confidential questions for the initial and renewal license applications, as proposed by staff.
SECOND: PA Whitfield
ROLL CALL VOTE: Roll call vote was taken and the following Committee members voted in favor of the motion: Ms. Crevier, Dr. Danielsen, Chairman Hoffa, PA Liechty, and PA Whitfield. The following Committee members were absent: Dr. Finch and Dr. Kelly.
VOTE: 5-yay, 0-nay, 0-abstain, 0-recuse, 2-absent.
MOTION PASSED.

G. REVIEW, DISCUSSION AND POSSIBLE RECOMMENDATIONS REGARDING LEGISLATIVE AGENDA

- A.R.S. Title 32 Chapter 25 including statutory changes necessary for implementing two year renewal cycle and discussion and recommendation of possible revisions to statutory CME requirements.

The Committee discussed the statutory language regarding an annual audit of PA renewal applicants. It was noted that the audit would only affect the small population of PAs who do not hold national certification. AAG Smith explained to the Board that even with the change to a two-year renewal cycle, the Agency will continue to review PA licenses every year and the audit language as it currently exists is appropriate.

MOTION: Chairman Hoffa moved for the Committee to enter into Executive Session pursuant to A.R.S. § 38-431.03(A)(3).
SECOND: PA Whitfield
VOTE: 5-yay, 0-nay, 0-abstain, 0-recuse, 2-absent.
MOTION PASSED.

The Committee entered into Executive Session at 5:49 p.m.
The Committee returned to Open Session at 5:58 p.m.
No legal action was taken by the Committee during Executive Session.

The Committee discussed proposed changes to the CME requirement for license renewals; specifically, whether to require 20 hours per year or use language to indicate that 40 hours are required for the previous renewal year. The Committee recognized that using language to indicate that 40 hours is acceptable for both years would allow the PA more flexibility in the qualified date range for obtaining the required CME. Per the Committee's discussion, a second draft was submitted to the Committee members by staff for their review and approval.

MOTION: Chairman Hoffa moved to recommend to the Board to amend A.R.S. § 32-2523, as proposed by staff in their second draft.
SECOND: Dr. Danielsen
ROLL CALL VOTE: Roll call vote was taken and the following Committee members voted in favor of the motion: Ms. Crevier, Dr. Danielsen, Chairman Hoffa, PA Liechty, and PA Whitfield. The following Committee members were absent: Dr. Finch and Dr. Kelly.
VOTE: 5-yay, 0-nay, 0-abstain, 0-recuse, 2-absent.
MOTION PASSED.

MOTION: Chairman Hoffa moved to recommend that the Board amend A.R.S. § 32-2507, as proposed by staff.
SECOND: PA Liechty

ROLL CALL VOTE: Roll call vote was taken and the following Committee members voted in favor of the motion: Ms. Crevier, Dr. Danielsen, Chairman Hoffa, PA Liechty, and PA Whitfield. The following Committee members were absent: Dr. Finch and Dr. Kelly.
VOTE: 5-yay, 0-nay, 0-abstain, 0-recuse, 2-absent.
MOTION PASSED.

MOTION: Chairman Hoffa moved to adjourn the meeting.
SECOND: PA Whitfield
VOTE: 5-yay, 0-nay, 0-abstain, 0-recuse, 2-absent.
MOTION PASSED.

The meeting adjourned at 6:58 p.m.

Patricia E. McSorley

Patricia E. McSorley
Interim Acting Executive Director