

**ADVISORY BOARD ON ACUPUNCTURE  
MINUTES**

**May 18, 2004**

The Advisory Board on Acupuncture met on May 18, 2004 at 9:00 a.m. at the Department of Health Professions, 6603 West Broad Street, Richmond, Virginia. Jody Forman, Chair, called the meeting to order. A quorum was declared.

**MEMBERS PRESENT:** Jody Forman, MSW, L.Ac., Chair  
Betsy Brooks Carr  
Marie M. Stephenson, L.Ac.  
Robert K. Su, M.D.  
Young Chin Yi, L.Ac.

**STAFF PRESENT:** William L. Harp, M.D., Executive Director  
Ola Powers, Deputy Executive Director of Licensing  
Elaine Yeatts, Senior Regulatory Analyst  
Pam Nicholson, Licensing Specialist

**GUESTS PRESENT:** Karin Talbert, ASVA  
Ann Furniss, ASVA

**APPROVAL OF MINUTES OF FEBRUARY 11, 2004 MEETING**

Dr. Su moved to approve the minutes of the Advisory Board on Acupuncture dated February 11, 2004. The motion was seconded and carried unanimously.

**ADOPTION OF AGENDA**

Dr. Su moved to adopt the agenda with the addition of item #8, "Ordering of Lists." The motion was seconded and carried unanimously.

**PUBLIC COMMENT ON AGENDA ITEMS**

There was no public comment.

## **#1. Review of Legislation from the 2004 Session of the General Assembly**

Ms. Yeatts provided the Advisory Board with current legislation and highlighted bills relevant to the practice of acupuncture, or of interest to the profession. There was no action necessary.

## **#2. Consideration of proposed regulations for standards of practice/professional ethics**

Ms. Yeatts presented the draft regulations regarding standards of professional conduct. After a lengthy review and agreement on proposed changes, Marie Stephenson moved to adopt the proposed regulations. The motion was seconded and carried unanimously.

## **#3. Consideration of emergency regulations for delegation to an agency subordinate**

Ms. Yeatts explained the emergency regulations for delegation to an agency subordinate. There was no action necessary.

## **#4. Amended by-laws**

Ms. Yeatts provided the Advisory Board with the current amended by-laws. There was no action necessary.

## **#5. Final amended regulations for candidacy program applicants**

Ms. Yeatts provided the final amended regulations for candidacy program applicants. There was no action necessary.

## **#6. Notice of public hearing process**

Ms. Yeatts explained the process. There was no action necessary.

## **#7. Consideration of new dates for future advisory board meetings**

Ms. Forman requested that consideration be given to moving the next Advisory Board meeting to Wednesday, September 22, 2004 and all future meetings to Wednesday. Ms. Powers stated she will attempt to accommodate the request and let the board members know.

## **#8. How to acquire a list of licensed acupuncturists in the state of Virginia**

Ms. Forman requested information on how to acquire a list of licensed acupuncturists provided by the board. Ms. Powers provided the contact information of the company that can provide lists and labels.

## **ANNOUNCEMENTS**

The next scheduled meeting date is tentatively set for September 21, 2004.

## **ADJOURNMENT**

Dr. Su moved to adjourn the meeting of the Acupuncture Advisory Board. The motion was seconded and carried.

---

Jody Forman, MSW, L.Ac.  
Chair

---

William L. Harp, M.D.  
Executive Director

---

Pamela Nicholson,  
Acupuncture Licensing Specialist