

ADVISORY BOARD FOR PHYSICIAN ASSISTANTS
MINUTES

Thursday, December 1, 2005, 1:00 p.m.

6603 West Broad Street
Board Room 4, 5th Floor
Richmond, Virginia

The Advisory Board for Physician Assistants met on Thursday, December 1, 2005 at 1:00 p.m. at the Department of Health Professions. Erwin Fender, Chair, called the meeting to order. A quorum was declared.

MEMBERS PRESENT: Erwin Fender, PA-C, Chair
Diana Houle, PA-C, Vice Chair
Pamela Bailey, PA-C
Leslie Ellwood, M.D.

MEMBERS ABSENT: Delia Zisman

STAFF PRESENT: William L. Harp, M.D., Executive Director
Ola Powers, Deputy Executive Director, Licensing
Elaine Yeatts, Senior Regulatory Analyst
Eusebia Joyner, Recording Secretary

GUEST PRESENT: Jeff Buthe, Medical Society of Virginia

APPROVAL OF MINUTES DATED APRIL 7, 2005

Mr. Fender moved to approve the minutes dated, April 7, 2005. The motion was seconded and carried.

ADOPTION OF AGENDA

Mr. Fender moved to adopt the agenda with the addition of item #0, Regulation status. The motion was seconded and carried.

PUBLIC COMMENTS ON AGENDA ITEMS

There were no public comments.

#0. Regulations

Ms. Yeatts presented a regulatory chart for the Board's information. She explained the possibility of a fee increase, the new regulations on Standards of Professional Conduct, and announced the regulation of licensed midwives in December 2005.

#1. Election of Officers:

Dr. Ellwood moved to elect Pamela Bailey as Chair. The motion was seconded and carried.
Dr. Ellwood moved to elect Diane Houle as Vice-Chair. The motion was seconded and carried.

#2. Executive Order 97 Revised Temporary Licenses

Dr. Harp explained the Executive Order to grant temporary licenses to individuals displaced by hurricanes Katrina and Rita. He stated that the license would be good for one year and issued as promptly as possible.

#3. Draft Letter for Supervising Physicians

Dr. Harp presented draft of letter requested by the Advisory Board at its April 7, 2005 meeting to be sent to all supervising physicians in order to inform and educate them about their responsibilities as a supervising physician. After

discussion and minor changes, the letter was approved for mailing.

#4. Newsletter

Dr. Harp related that all seven advisory boards should have their own newsletter in order to better communicate with licensees. All licensees would be informed about the newsletter with a postcard. Dr. Harp also said that he hoped to have the first draft of this newsletter by the 9th of February 2006 at the next meeting. All newsworthy items need to be submitted to Eusebia Joyner for collection.

#5. Website

Dr. Harp asked the Board members to review the online frequently asked questions, update or revise, and submit to Ola Powers.

ANNOUNCEMENTS

NEXT SCHEDULED MEETING: February 9, 2006

ADJOURNMENT

Mr. Fender moved to adjourn the meeting of the Advisory Board for Physician Assistants. The motion was seconded and carried.

Erwin E. Fender, PA-C, Chair

William L. Harp, M.D., Executive Director

Eusebia L. Joyner, Recording Secretary