

APPROVED

ADVISORY BOARD ON GENETIC COUNSELING

Minutes

August 26, 2014

The Advisory Board on Genetic Counseling met on Tuesday, August 26, 2014 at 10:00 a.m. at the Department of Health Professions, 9960 Mayland Drive, Suite 200, Henrico, Virginia. Dr. William Harp, Executive Director for the Board of Medicine called the meeting to order.

MEMBERS PRESENT: Heather A. Creswick, MS, CGC
Marilyn Foust, MD
John Quillin, PhD, MPH, MS
Matthew J. Thomas, ScM, CGC
Lori Swain

MEMBERS ABSENT: None

STAFF PRESENT: William L. Harp, M.D., Executive Director
Alan Heaberlin, Deputy Director of Licensing
Elaine Yeatts, Senior Regulatory Analyst
Colanthia Morton, Operations Manager

GUESTS PRESENT: Lauren Schmitt, Hillbridge Group
Cianti Stewart-Reid, Planned Parenthood Advocates of VA

CALL TO ORDER

Dr. Harp called the meeting to order.

ROLL CALL

Roll was called. A quorum was present.

INTRODUCTION OF BOARD MEMBERS AND STAFF

All members of the staff, Advisory Board and guests introduced themselves and provided a brief biographical statement.

ADOPTION OF AGENDA

Lori Swain moved to adopt the agenda. The motion was seconded and carried.

PUBLIC COMMENT ON AGENDA ITEMS

There was no public comment.

New Business

#1 Role and Responsibility of the Advisory Board

Dr. Harp provided an overview of the Advisory Board's responsibilities. He explained that the advisory boards are working boards whose expertise is needed for the full board to conduct its business. Among the Advisory Board's duties, members may be called upon to assist the full board at its meetings, attend disciplinary and credentials committee informal conferences, develop the criteria for licensure and draft and approve regulations.

#2. Adoption of Bylaws

Matthew Thomas moved to approve the Bylaws. The motion was seconded and carried.

#3. Review of Regulatory Process

Elaine Yeatts began by explaining to the Advisory Board that the process of drafting regulations to approval to licensure may take as long as two years. She reviewed the process of promulgating regulations, the Virginia Administrative Code, the Administrative Process Act, executive branch review, economic impact analyses, guidance documents and instructed the Advisory Board on how to follow the process on Virginia Town Hall. She went on to explain that the first step in the promulgation of regulations for Genetic Counselors will be to develop a Notice of Intended Regulatory Action (NOIRA).

#4. Review of Legislation

Elaine Yeatts reviewed with the Advisory Board the amended sections of 54.1-2900 which contains the law pertaining to genetic counselors. She began by reviewing the definition of a genetic counselor and moved on to the practice of genetic counseling followed by a review of section 54.1-2957.18. "Genetic counseling: regulation of the practice; license required; licensure; temporary license," and concluded with the conscience clause and the establishment of the Advisory Board on Genetic Counseling, its membership and terms.

#5 Sample Regulations

Elaine Yeatts used the Regulations Governing the Practice of Polysomnographic Technologists as a model to explain how the Regulations for Genetic Counselors would broadly look. She noted that several sections were standard across all of the agency's boards and that the Advisory Board's real focus would be developing standards for licensure, continuing education and scope of practice. She reviewed a draft Polysomnographic Technologist application with

the Advisory Board and noted some similarities and differences as to how the future Genetic Counselor application would work.

#6 Notice of Intent for Regulatory Action

Elaine Yeatts and the Advisory Board members developed language for a NOIRA that the Board of Medicine will consider at its October 16, 2014 meeting. Dr. Foust moved to adopt a motion that requests the Board of Medicine adopt a NOIRA to implement Chapter 10 of the Acts of Assembly to include provisions in the law for licensure, continuing education, general responsibilities and standards of practice and to follow the format of other allied professions for parts I-V. The motion was seconded and carried.

Ms. Yeatts will prepare an agency background and a NOIRA to present to the Board of Medicine for its approval at the October meeting.

#7 Election of Officers

Dr. Foust nominated Matthew Thomas as Chairman of the Advisory Board and Heather Creswick as Vice-Chairman. The motions were seconded and carried unanimously.

Next Meeting Date

The Advisory Board's next meeting is tentatively set for the first week of February.

Adjournment

Dr. Foust made a motion to adjourn the meeting. The motion seconded and carried.

Matthew J. Thomas, Chair

William L. Harp, M.D.
Executive Director

Alan Heaberlin,
Deputy Executive Director, Licensing