

**VIRGINIA BOARD OF MEDICINE
CREDENTIALS COMMITTEE MEETING MINUTES**

Friday, February 11, 2005

6603 West Broad Street

Richmond, Virginia

CALL TO ORDER: The Credentials Committee of the Board was called to order at 1:10 p.m.

MEMBERS PRESENT: Jerry R. Willis, DC, Chair
Robert T. Mosby, Jr., MD
Sandra Anderson Bell, MD
Jane E. Piness, MD
Karen A. Ransone, MD
Gary P. Miller, MD

MEMBERS ABSENT: Gopinath R. Jadhav, MD

STAFF PRESENT: William L. Harp, MD, Executive Director, Board of Medicine
Ola Powers, Deputy Executive Director, Licensure
Colanthia M. Opher, Recording Secretary
Emily Wingfield, AAG

Adoption of Agenda

Dr. Mosby moved to adopt the agenda as presented. The motion was seconded as carried.

Public Comment

There was no public comment.

Approval of the January 22, 2004 Minutes

Dr. Bell moved to approve the minutes of the committee dated January 22, 2004. The motion was seconded and carried.

New Business

MATTER SCHEDULED:

Lance F. Yeoman, DO

Dr. Yeoman petitioned the Board to remove the restriction on his license to practice osteopathic medicine and surgery which prohibited general surgical procedures. The Board had conditioned Dr. Yeoman's license at initial issuance on October 23, 2003 based upon actions in Iowa and Wisconsin. The committee reviewed documents from Iowa and Wisconsin that lifted the restriction in those states and discussed Dr. Yeoman's current practice with him. Upon a motion by Dr. Bell, the committee voted to convene a closed meeting pursuant to §2.2-3711.A (28) of the Code of Virginia, for the purpose of deliberation to reach a decision in the matter of Dr. Yeoman. The committee reconvened in open session and certified that the matters discussed in the preceding closed session met the requirements of §2.2-3712 of the Code. Upon a motion by Dr. Bell, and duly seconded by Dr. Ransone, the committee voted unanimously to remove the general surgery limitation from Dr. Yeoman's license to practice osteopathic medicine and surgery. The hearing adjourned at 1:25 p.m.

MATTER SCHEDULED:

Daniel M. Jarvis, DC

Dr. Jarvis appeared before the committee in accordance with a Notice of Informal Conference of the Board dated January 18, 2005 seeking initial licensure. He was not represented by counsel. Kelli Moss, Senior Adjudication Analyst presented the facts in the case for the committee's consideration. The committee fully discussed the allegations in the notice with Dr. Jarvis. Upon a proper vote pursuant to Section 2.2-3711.A (28) of the Code of Virginia, the committee convened in closed session for the purpose of deliberation to reach a decision in the matter of Dr. Jarvis. The committee reconvened in open session and certified that the matters discussed in the preceding closed session met the requirements of §2.2-3712 of the Code. Upon a motion by Dr. Bell, and duly seconded by Dr. Ransone, the committee voted unanimously to make certain Findings of Fact and Conclusions of Law and issue a license to practice chiropractic with terms to Dr. Jarvis. The hearing adjourned at 3:00 p.m.

MATTER SCHEDULED:

Eric C. Dugan, MD

Dr. Dugan appeared before the committee in accordance with a Notice of Informal Conference of the Board dated January 24, 2005 seeking initial licensure. He was not represented by counsel. Kelli Moss, Senior Adjudication Analyst presented the facts of the case for the committee's consideration. The committee fully discussed the allegations in the notice with Dr. Dugan. Upon a motion by Dr. Bell, and duly seconded by Dr. Piness, the committee voted to convene a closed meeting pursuant to §2.2-3711.A (28) of the Code of Virginia, for the purpose of deliberation to reach a decision in the matter of Dr. Dugan. The committee reconvened in open session and certified that the matters discussed in the preceding closed session met the requirements of §2.2-3712 of the Code. Upon a motion by Dr. Bell the committee voted unanimously to make certain Findings of Fact and Conclusions of Law and issue a license to practice medicine and surgery upon receipt of evidence of Dr. Dugan's participation in the Virginia Health Practitioner's Intervention Program (HPIP). The hearing adjourned at 3:50 p.m.

2. Suggested Amendments to the Continuing Education Attestation Form

Ms. Powers reviewed the Continued Competency Activity and Assessment Form currently used by practitioners to track and submit continuing education information to the Board when requested. Ms. Powers asked that the form be updated to include the name and license number as a header and additional lines to the body of the form to allow sufficient room for the practitioner to provide information. Dr. Piness moved that the changes suggested by Ms. Powers be approved. The motion was seconded and carried.

3. Review of Letter Concerning Required Information for Certain Graduates of Non-Accredited Medical Schools

Ms. Powers advised that, historically, there had been concern from states about the validity of the education provided by some international schools and whether the education received was equivalent to that provided by US and Canadian medical schools. Ms. Powers advised that the Board adopted regulations establishing requirements for clinical rotations, etc, as a way to address the issue of possible differences in schools. She requested the committee consider discontinuing or amending the letter requesting additional information from graduates of these schools, as much of the information is no longer essential to the licensing process. Dr. Bell moved to amend the language of the letter to be more consistent with the current needs of the application process. The motion was seconded and carried.

4. Review of Regulations Regarding USMLE 7-Year Rule and COMLEX

Ms. Powers advised that the Federation of State Medical Boards recommended the 7-year rule for individuals taking Steps 1, 2 and 3 of the USMLE and as such was adopted by the Board of Medicine and are currently in regulations. Ms. Powers advised that FSMB has recently recommended the 7-year rule for those individuals who take COMLEX, however, the National Board of the Osteopathic Medical Examiners does not require the

7-year rule. Dr. Willis suggested that information be collected from FSMB, NBOME, and other state boards and this issue be presented at the July 14th Board meeting.

5. Federation of State Medical Board's Secure Website for USMLE Scores

Ms. Powers advised that FSMB is encouraging state boards retrieve Step 3 scores from their secured website. Ms. Powers advised that this practice was exercised when the Board was involved in the USMLE process however, she would like to establish parameters for score retrieval to ensure this process is not too burdensome on the staff. Dr. Miller moved that board staff set internal policies regarding on-line retrieval of scores from FSMB's website. The motion was seconded and carried.

6. Review of FSMB's Credentials Verification Service

Dr. Harp advised that FSMB has a credentials verification service that allows the applicant to complete paperwork once and for a fee this information can be disseminated to any state in which they are applying for licensure. Ms. Powers noted that Virginia does primary source verification but will accept AMA reports, ECFMG reports and FSMB reports from FCVS. Ms. Powers stated that documentation such as transcripts, state verifications, etc is not accepted because of the uncertainty of what research was done and how it was received. Dr. Harp suggested that the Chair of the Credentials Committee and Ms. Powers go to FSMB and look at their system to determine if their process is acceptable for consideration of the Board's participation. Dr. Miller moved to have appropriate representatives go to FSMB and bring back their findings on the verification service and the common license application process before a decision is made. The motion was seconded and carried.

7. Review of FSMB's Common License Application Initiative

Ms. Powers presented this initiative to the committee as information. No action was needed.

8. Training Requirement – Graduates of Institutions Not Approved

Ms. Powers advised that when the law regarding the requirement of post graduate training changed from 3 years to 2 years the regulations were not amended to clarify post graduate training. Ms. Powers asked that the regulations be amended as needed. Dr. Miller motioned that the Board recommend to the Executive Committee that a PRENOIRA be generated to make the appropriate amendment. The motion was seconded and carried.

9. NPDB Reports

Ms. Perrine advised that staff periodically receives questions regarding the use of the NPDB prior to licensure. Ms. Perrine advised that this would act as a truthful check for answers on applications. Ms. Wingfield suggested a random sampling to see if there is a significant yield of undisclosed information. Dr. Miller moved that a random sampling of those licensed within the last quarter be audited to see if pertinent information was excluded during the licensure process and determine if the NPDB service is worth accessing during the licensing process. The motion was seconded and carried.

Announcements

There were no announcements.

Adjournment

With no other business to conduct, the meeting adjourned at 4:43 p.m.

Jerry R. Willis, DC
Chair

William L. Harp, M.D.
Executive Director

Colanithia Morton Opher
Recording Secretary