

**BOARD OF AUDIOLOGY AND SPEECH-LANGUAGE PATHOLOGY
MEETING MINUTES
SEPTEMBER 8, 2016**

- TIME AND PLACE:** The Board of Audiology and Speech-Language Pathology (Board) meeting was called to order at 10:00 a.m. on Thursday, September 8, 2016, at the Department of Health Professions (DHP), Perimeter Center, 9960 Mayland Drive, 2nd Floor, Training Room 1, Henrico, Virginia.
- PRESIDING OFFICER:** A. Tucker Gleason, Ph.D., CCC-A
- MEMBERS PRESENT:** Lillian B. Beahm, Au.D, CCC-A
Corliss V. Booker, Ph.D., APRN, FNP-BC
George T. Hashisaki, M.D.
Angela W. Moss, MA, CCC-SLP
Laura Purcell Verdun, MA, CCC-SLP
- MEMBERS NOT PRESENT:** Ronald Spencer, R.N.
- QUORUM:** With six members of the Board present, a quorum was established.
- STAFF PRESENT:** Leslie L. Knachel, Executive Director
Charis Mitchell, Assistant Attorney General, Board Counsel
Lisa R. Hahn, MPA, Chief Deputy Director
Elaine Yeatts, Senior Policy Analyst
Corie Tillman Wolf, Executive Director, Boards of Funeral Directors and Embalmers, Long Term Care and Physical Therapy
Carol Stamey, Operations Manager
- OTHERS PRESENT:** Marie Ireland, Virginia Department of Education (VDOE)
Darlene Robke, Speech Hearing Association of Virginia (SHAV)
- ORDERING OF AGENDA:** Dr. Booker moved to approve the agenda with the following additions:
- “Guidance Document 30-8” to “Update of Guidance Documents” under “Discussion Items”;
 - “Elimination of CE Providers” under “Discussion Items”; and
 - “Update on Licensure Instructions” under the “Executive Director’s Report.”
- The motion was seconded and carried.
- PUBLIC COMMENT:** No public comment was presented.
- APPROVAL OF MINUTES:** Ms. Moss moved to approve as a block meeting minutes from the June 9, 2016, Telephone Conference Call, and the February 18, 2016, Full Board meeting as presented. The motion was seconded and carried.
- DIRECTOR’S REPORT:** Ms. Hahn provided an update on the agency’s upcoming internal training for board members event scheduled for October 24, 2016.

WORKFORCE REPORTS:

Dr. Carter presented the results of the Board's 2015 Healthcare Workforce Survey.

LEGISLATIVE/REGULATORY UPDATE:

Review of Regulatory Actions

Ms. Yeatts updated the Board on the status of the following regulatory actions:

- Chapter 20 of the Regulations was repealed and replaced by Chapter 21 which became effective on August 10, 2016;
- The final replacement cerumen management regulations became effective on July 27, 2016; and
- The final regulations related to the practice by assistant speech-language pathologists became effective on July 27, 2016

Ms. Yeatts indicated that the cerumen management and the assistant speech-language pathologist regulations originally amended Chapter 20 of the regulations. These two regulatory actions were not included in Chapter 21 because that regulatory action was initiated in 2011 prior to the cerumen management and assistant speech-language pathologists' regulations. Therefore, a regulatory action was needed to incorporate the cerumen management and the assistant speech-language pathologist regulations into Chapter 21.

In addition, Ms. Yeatts reported that the following items in Chapter 21 required amendments due to legislation that passed during the promulgation period:

- 18VAC30-21-110 – add school speech-language pathologists (SLPs);
- 18VAC30-21-120 – add school SLPs and acceptance of the American Board of Audiology and any other accrediting bodies accepted by the board; and
- 18VAC30-21-130 – delete as the first change incorporates school SLPs into 18VAC30-21-120.

She advised that the changes could be made as a fast track item.

Ms. Verdun moved to adopt the presented amendments as a fast track item. The motion was seconded and carried.

Public Participation Guidelines

Ms. Yeatts reported that the Board's PPG regulations required an amendment to conform to changes made to the Administrative Process Act (APA).

Ms. Verdun moved to amend the Board's PPG regulations to be consistent with the changes to the APA. The motion was seconded and carried.

Volunteer Hours for Continuing Education (HB319)

Ms. Yeatts reported that HB319 became effective on July 1, 2016. The legislation requires the boards housed in DHP to allow

volunteer practice to count as continuing education (CE) hours. She commented that the legislation required the Board to amend its regulations. Draft language was provided for the Board's consideration.

Ms. Verdun moved to adopt the regulations as proposed to allow up to one hour of CE for volunteer service per year where one hour may be credited for three hours of documented volunteer service. The motion was seconded and carried.

Report on License/Certification of Assistant SLPs

Ms. Yeatts provided an overview of the activities and report of the Assistant SLP Ad Hoc Committee. The Board reviewed and discussed the report of the Ad Hoc Committee. Ms. Knachel stated the public hearing date on page 6 of the report needed to be changed to August 17 and Ms. Yeatts added that the bracketed information on page 6 would indicate that "no additional comments were received."

Ms. Verdun moved to accept the report as corrected. The motion was seconded and carried.

Review of Survey Questions for Usage of SLPAs

The Board discussed the Assistant SLP Ad Hoc Committee's recommendation for the Board to deploy an online survey to help gather data on the usage of assistant SLPs in the practice setting. The Board requested an introductory paragraph be added that the responses to Question #4 be modified to remove "4 or more FTE."

Ms. Verdun moved to deploy the survey with the inclusion of an introductory paragraph and revisions. The motion was seconded and carried.

The Board requested that Ms. Knachel send the final draft of the survey to board and committee members for review prior to deployment.

DISCUSSION ITEMS:

Guidance Documents

- **Guidance Document 30-6: Policy on Active Practice and Self-Employment**

Ms. Knachel presented a draft of Guidance Document 30-6 for the Board's consideration.

Ms. Verdun moved to accept Guidance 30-6 as presented. The motion was seconded and carried.

- **Guidance Document 30-8 – Requirements to Hold Licensure in Virginia Practice Speech-Language Pathology**

Ms. Knachel presented a draft of Guidance Document 30-8 for the Board's consideration.

Ms. Verdun moved to accept Guidance Document 30-8 as

presented with a typo correction made to the answer portion of the second question. The motion was seconded and carried.

- **Guidance Document 30-9 – CE Audits and Sanctioning for Failure to Complete CE**

Ms. Knachel presented a draft of Guidance Document 30-9. She indicated that the applicable sections remaining in Guidance Document 30-5 following changes to the regulations was combined with Guidance Document 30-9 for the Board’s consideration.

Ms. Knachel stated that she received comment from Ms. Ireland to consider moving the last paragraph under CE Audit Procedures to the bulleted section above. In addition, Ms. Verdun requested that a notation be added to indicate per the Code of Virginia that monetary penalties are sent to the Literary Fund.

Ms. Moss moved to repeal Guidance Document 30-5. The motion was seconded and carried.

Dr. Booker moved to accept Guidance Document 30-9 as amended. The motion was seconded and carried.

- **Guidance Document 30-11 – Guidelines for Processing Applications for Licensure**

Ms. Knachel provided a draft of Guidance Document 30-11 regarding the processing of applications for licensure that are non-routine for the Board’s consideration.

During the discussion, the Board requested to delete “Convictions in a juvenile court” because the wording was problematic and did not occur frequently enough to be needed in the guidance document; and delete “,certification, or registration” and insert “for which the Board may refuse...”

Ms. Verdun moved to accept Guidance Document 30-11 as amended. The motion was seconded and carried.

Continuing Education (CE) Audit Update

Ms. Stamey provided an update on the current results of the CE audit conducted in July.

CE Providers

Ms. Knachel reported that the new Chapter 21 eliminated the approval of CE providers. The Board directed staff to send out a courtesy letter to currently approved CE providers this regulatory change.

PRESIDENT’S REPORT:

Dr. Gleason, Ms. Hahn and Ms. Knachel presented a board plaque to Dr. Hashisaki in honor of his eight years of service to the

Commonwealth as a board member.

EXECUTIVE DIRECTOR'S REPORT:

Statistics

Ms. Knachel provided an overview of the licensure and disciplinary statistics.

Budget

Ms. Knachel reported that the budget update was provided in the board's agenda package.

Outreach

Ms. Knachel reported that she had engaged in the following outreach activities:

- A mass email was sent to all licensees regarding regulatory changes;
- A licensure presentation was provided to students at SHAV's annual meeting; and
- A licensure presentation was provided to students at Longwood University.

Annual Meeting of National Council of State Boards of Examiners (NCSB)

Ms. Knachel reported that the next NCSB meeting is scheduled in September in Santa Fe. She noted that Dr. Beahm may be attending the meeting.

Brief Update on License Instructions

Ms. Knachel reported that the American Speech-Language-Hearing Association (ASHA) verifies passage of the PRAXIS examination prior to issuing a Certificate of Clinical Competence (CCC). Therefore, if an applicant has documentation of a current CCC then they are not required to provide documentation of the exam scores. Ms. Stamey commented PRAXIS only keeps exam scores for 10 years. Staff was requested to verify if the American Board of Audiology also verifies passage of the PRAXIS examination prior to issuing their certification.

NEW BUSINESS:

Officer Elections

Ms. Moss moved that Dr. Gleason remain as Chair and Ms. Verdun remain as Vice-Chair. The motion was seconded and carried.

2017 Board Calendar

It was the consensus of the board that the 2017 calendar be accepted.

ADJOURNMENT:

The meeting was adjourned at 12:50 p.m.

A. Tucker Gleason, Ph.D., CCC-A
Chair

Leslie L. Knachel, M.P.H
Executive Director

Date

Date