

VIRGINIA BOARD OF MEDICINE  
MINUTES

Friday, July 16, 2004

Department of Health Professions

Richmond, Virginia

**CALL TO ORDER:** The meeting of the Ad Hoc Committee convened at 2:15 p.m.

**MEMBERS PRESENT:** Malcolm L. Cothran, Jr., MD, Chair  
Marcella Fierro, MD  
Stephen E. Heretick, JD  
Mike Jurgensen  
Janet Rainey  
Wayne Reynolds, DO  
J. Mike Williams  
Elizabeth Young

**MEMBERS ABSENT:** Sandy Gibson, MD

**STAFF PRESENT:** William L. Harp, MD, Executive Director  
Karen Perrine, Deputy Executive Director of Discipline  
Ola Powers, Deputy Executive Director of Licensure  
Elaine Yeatts, DHP Senior Policy Analyst  
Howard Casway, Assistant Attorney General

**OTHERS PRESENT:** Meredyth Partridge, Regulatory Support Services  
Jerry Cannan, Medical Society of Virginia  
Susan Ward, VHHA  
J. W. Longacher, MD, Virginia Physicians  
Calvin Reynolds, Department of Vital Statistics

**SUMMARY OF MINUTES:**

Dr. Cothran called the meeting to order. He had everyone on the panel introduce themselves which constituted the roll call.

The agenda was not officially adopted. Dr. Cothran stated that there was no formal agenda, but a packet of information.

Public comment was offered by Joseph Longacher, M.D. with Virginia Physicians, Inc. He suggested the Committee consider educational outreach and a more user friendly form.

Dr. Harp asked Marcella Fierro, M.D., Office of the Chief Medical Examiners to present the scope of the problem. She offered a chart noting violent deaths that were certified as natural deaths.

Dr. Harp briefly reviewed the materials provided in the agenda packet and stated that the Ad Hoc Committee was formed at the request of the Legislative Committee who wanted a study of the possible need for regulation in this matter.

Mr. Calvin Reynolds, with the Department of Vital Statistics, explained the coding process for death certificates. He explained the need to improve the processing time of death certificates and the consequences of untimely filing.

The Committee discussed the situation of multiple physicians involved in the case of a patient and who should sign the death certificate. Several issues were addressed: 1) physician confidence in signing, 1) liability of the physician, and 3) education of the physician regarding death certificates. The possibility of developing an educational module hosted by the Board of Medicine was discussed.

Mike Williams, with Funeral Directors and Embalmers moved to add a nurse representative and Mr. Calvin Reynolds to the Ad Hoc Committee. The motion was seconded and carried unanimously.

Dr. Fierro moved to recommend to the Executive Committee that the Department of Vital Records provide an online course to be hosted by the Board of Medicine, offer approved continued medical education credits and require the online course for renewal. The motion was seconded and carried unanimously.

Dr. Cothran suggested items for the next meeting to include: 1) an educational course, 2) design for a module, 3) immunity issues, and 4) other pertinent information.

## **ANNOUNCEMENTS**

The next meeting date was set for Friday, September 24, 2004 at 2:00 p.m.

## **ADJOURNMENT TIME**

With no further business to discuss, the meeting was adjourned at 4:15 p.m.

---

Malcolm Cothran, MD  
Chair

---

William L. Harp, M.D.  
Executive Director