

**BOARD OF AUDIOLOGY AND SPEECH-LANGUAGE PATHOLOGY
MEETING MINUTES
NOVEMBER 3, 2011**

- TIME AND PLACE:** The Board of Audiology and Speech-Language Pathology (Board) meeting was called to order at 10:02 a.m. on Thursday, November 3, 2011, at the Department of Health Professions (DHP), Perimeter Center, 9960 Mayland Drive, 2nd Floor, Board Room 3, Henrico, Virginia.
- PRESIDING OFFICER:** A. Tucker Gleason, Ph.D., CCC-A
- MEMBERS PRESENT:** Lillian Beasley Beahm, Au.D., CCC-A
George T. Hashisaki, M.D.
Harold Sayles, Ph.D.
Laura Purcell Verdun, MA, CCC-SLP
Ronald Spencer, R.N.
- MEMBERS NOT PRESENT:** Wanda L. Pritekel, MA, CCC-SLP
- STAFF PRESENT:** Dianne L. Reynolds-Cane, DHP, Director
Arne W. Owens, Chief Deputy Director
Elaine Yeatts, Sr. Policy Analyst
Elizabeth Carter, Board of Health Professions, Executive Director
Charis Mitchell, Assistant Attorney General, Board Counsel
Leslie L. Knachel, Executive Director
Carol Stamey, Operations Manager
Asia Williams, Administrative Assistant
- OTHERS PRESENT:** David Bailey, Speech Hearing Association of Virginia (SHAV)
Carrie Fleming, SHAV
Cornelia H. Long, SHAV
Ralston King, Virginia Society of Otolaryngology
- QUORUM:** With six members of the board present, a quorum was established.
- INTRODUCTION OF NEW MEMBER:** Dr. Gleason introduced the newly appointed board member, Dr. Harold Sayles. Dr. Sayles presented a brief overview of his background, education and current employment.
- ORDERING OF AGENDA:** Dr. Gleason requested that the order of the agenda be revised to include "Legislative/Regulatory Report," following the Director's Report. Mr. Spencer moved to accept the agenda as amended. The motion was seconded and carried.
- PUBLIC COMMENT:** No public comment was provided.
- APPROVAL OF MINUTES:** Dr. Beahm moved to approve the minutes of the May 26, 2011, full board meeting as presented. The motion was seconded and carried.
- DIRECTOR'S REPORT:** Dr. Reynolds-Cane welcomed Ms. Mitchell as new board counsel.

Ms. Mitchell provided a brief overview of her legal background. Dr. Reynolds-Cane thanked the Board and staff for their diligent efforts and hard work. She informed the Board that due to her required presence at a concurrent meeting, Arne Owens would provide the Director's report on her behalf.

2011 New Board Member Orientation

Mr. Owens reported that the New Board Member Orientation, held on September 23, 2011, was successful in providing an overview of the agency and the role of board members.

Efficiency Measures

Mr. Owens informed the Board of ongoing efficiency measures being taken to streamline the agency's disciplinary case processing. He noted the efficiency measures that have been implemented included enhanced coordination between board and enforcement staff, the creation of standardized forms and guidelines and the revision of the processing of non-jurisdictional cases.

LEGISLATIVE/REGULATORY UPDATE:

Current Outstanding Legislative/Regulatory Proposals

Ms. Yeatts provided an update on the Board's two outstanding actions currently at proposal stage in the Secretary's Office: (1) Requirements for practice of Fiberoptic Endoscopic Evaluation by Speech-Language Pathologists (FEES); and (2) Promulgation of Chapter 21 and repeal of existing Chapter 20. Additionally, Ms. Yeatts commended the Board for its development and adoption of guidance documents to assist licensees.

2012 General Assembly - Proposed Legislation for Provisional Speech-Language Pathology (SLP) Licensure and Removal of Department Director Duties

Ms. Yeatts informed the Board that revision to §§54.1-2602 and 54.1-2604 of the Virginia Code had been submitted to the Secretary's Office for inclusion in the Department's 2012 legislative packet. The proposed revisions included: (1) the deletion of the requirement of the Director of the Department to act as secretary-treasurer of the Board in §54.1-2602; and (2) the addition of a provisional SLP license in §54.1-2604.

DISCUSSION ITEMS:

Workforce Survey

Dr. Carter provided a brief overview of the Healthcare Workforce Data Center's (HWDC) functions and the results of research gathered through the surveys of various other boards.

Dr. Carter reported that there was also a need for audiology and speech-language pathology workforce data and trends and requested that a committee of the Board be formed to develop a workforce survey. She recommended that the committee consist of one or two board members and stakeholders from the community who could provide valuable input for generating key workforce related questions. Dr. Beahm and Ms. Verdun volunteered to serve on the committee. Additionally, the Board

requested that Ms. Knachel contact the Virginia Department of Education regarding participation in the development of the workforce survey. Additionally, Dr. Carter requested that in the near future at least one board member volunteer to serve on an advisory council of the HWDC to review information gathered from the surveys.

CE Courses Related to Marketing Products

Ms. Stamey addressed the Board regarding continuing education (CE) courses that promote products, marketing and practice management. She inquired as to whether the Board viewed these categories of CE as acceptable even though the courses were approved as Type 1 in the current regulations. The Board explained that such CE courses offer relevance and value to the practice of the profession and therefore, viewed as acceptable.

Delegation of Authority

Ms. Knachel requested that the Board review its current policy regarding delegation of authority to the Executive Director (ED) to close cases that are non-jurisdictional or involve fee disputes. Further, she requested expansion of the ED's authority to process disciplinary cases as established by the CE Guidance Document 30-9 and a proposed guidance document to address practice on an expired license. Prior to voting on the recommendations made by the ED, the Board requested a review of the proposed lapsed license guidance document and proposed amendments to the Sanction Reference Points.

Guidance Document, Practicing with a Lapsed License

Ms. Knachel informed the Board that a majority of the disciplinary cases received this year involved unlicensed practice or practice on an expired license. A guidance document was drafted for the Board's consideration that provides information on sanctions for practice on a lapsed license. In addition, Ms. Knachel indicated that the Sanctioning Reference Points (SRP) worksheet would need to be amended to coincide with the sanctions listed on the draft guidance document. Upon review by the Board, Ms. Verdun moved to adopt the draft guidance document for practice on an expired license and the amended SRP worksheet as presented. The motion was seconded and carried.

Delegation of Authority

Upon review and adoption of the proposed guidance document and amended SRP worksheet, Dr. Sayles moved to delegate authority to the ED to close non-jurisdictional cases and fee disputes and to take disciplinary action as established by the adopted guidance documents on CE non-compliance and practicing on an expired license. The motion was seconded and carried.

Following adoption of the guidance document and delegation of authority to the ED, Ms. Yeatts advised the Board that they may wish to consider amending the bylaws to reflect the changes and

additions to the delegation of authority section. The Board requested that Ms. Knachel provide a draft of the amended bylaws electronically prior to the next board meeting for review.

Frequently Asked Questions(FAQ's)

Ms. Knachel presented an overview of the amendments to the current FAQ's posted on the board website. Ms. Knachel noted that the amendments provided updated information on commonly asked questions. The Board requested that the FAQ related to *telepractice* be revised to encompass advancements that may occur in *telepractice* technology. Further, that Ms. Knachel forward the proposed draft language of the amended FAQ to the Board for review prior to it being posted to the Board's webpage.

Proposed 2012 Calendar

Ms. Verdun moved to adopt the following 2012 calendar as presented. The motion was seconded and carried.

March 1, 2012 at 10:00 a.m.

July 12, 2012 at 10:00 a.m.

December 6, 2012 at 10:00 a.m.

Office Elections

Dr. Hashisaki moved to retain Dr. Gleason as Chair. The motion was seconded and carried.

Dr. Beahm moved to retain Ms. Verdun as Vice Chair. The motion was seconded and carried.

Report on Virginia Department of Education (VDOE) vs. Licensure Meeting

Ms. Knachel informed the Board that she and Ms. Yeatts attended a meeting with representatives from VDOE to discuss issues regarding VDOE teacher endorsement verses the SLP licensure requirements of the Board. The main outcome of the meeting included an agreement to further develop outreach methods to disperse licensure information to licensees, contractors and schools. The Board requested that Ms. Knachel continue to research universal licensure requirements.

PRESIDENT'S REPORT:

Recognition of Board and Board Staff

Dr. Gleason praised the Board and staff for its accomplishments in the development of the periodic review of the regulations, proposed FEES regulations, development of guidance documents, "go green" initiative, improved efficiencies and proposed legislation. She stated that she anticipates an increasingly productive year for 2012.

Telepractice

Dr. Gleason provided an update on advancements in technology that will eventually compel the Board to further address *telepractice*. She shared information regarding trends in *telepractice* provided by the American Speech-Language Hearing

Association. Dr. Gleason stated that she would continue to keep the Board apprised of updates as she receives them.

EXECUTIVE DIRECTOR'S REPORT:

Statistics

Ms. Knachel provided an overview of the statistical information regarding licensure and disciplinary cases.

Budget

Ms. Knachel provided a summary of the cash balance, revenue and expenditures for the Board.

Newsletter

Ms. Knachel noted that she is currently working on a future newsletter.

HB1559

Ms. Knachel reported on the progress of House Bill 1559 and stated that a web link would be provided to the Board for viewing the report.

Plaque for Ikeita Cantú Hinojosa, Former Board Member

Ms. Knachel informed the Board that Ms. Cantú Hinojosa had been sent a plaque thanking and recognizing her service to the Board.

NEW BUSINESS:

SLP Inquiry – Providing Services to Private School Students

Ms. Knachel informed the Board of an inquiry received in reference to whether it is lawful for a school SLP employed by the public school system to provide services to a private school student on private school property, if the school SLP is being paid by the public school to render the services. Upon review of the inquiry by the Board, it was requested that Ms. Knachel collaborate with board counsel to determine if the inquiry necessitates adjustments to Guidance Document 30-8.

SHAV Conference

Ms. Knachel provided the dates of the SHAV conference for 2012 and informed the Board that she would not be attending any conferences or presenting board reports due to restricted travel by DHP personnel. Ms. Knachel noted that a board member could present the Board's report at the conference. The Board accepted Ms. Verdun's offer to provide the report at the upcoming SHAV conference.

ADJOURNMENT:

With the conclusion of board business, Dr. Hashisaki moved to adjourn the full board meeting. The motion was seconded and carried. Dr. Gleason adjourned the meeting at 1:02 p.m.

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

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

Date

Date