BOARD OF OPTOMETRY
BOARD MEETING
SEPTEMBER 26, 2007

TIME AND PLACE:	The meeting was called to order at 12:20 p.m. on Friday, September 26, 2007 at the Department of Health Professions, The Perimeter Center, 9960 Mayland Drive, 2nd Floor, Conference Room 4, Richmond, VA.
PRESIDING OFFICER:	David H. Hettler, O.D, President
MEMBERS PRESENT:	Paula H. Boone, O.D. Gregory P. Jellenek, O.D. Jonathan R. Noble, O.D. W. Ernest Schlabach, Jr., O.D. Jacquelyn S. Thomas, Citizen Member
MEMBERS NOT PRESENT:	All members were present.
STAFF PRESENT:	Elizabeth A. Carter, Ph.D., Executive Director for the Board Amy Marschean, Senior Assistant Attorney General, Board Counsel Elaine Yeatts, Senior Regulatory Analyst Carol Stamey, Administrative Assistant
OTHERS PRESENT:	Betty Graumlich, NAOO Bruce Keeney, VOA Bill Ferguson, Board for Opticians Bo Keeney, VOA
QUORUM:	With six members of the Board present, a quorum was established.
REVIEW AND APPROVAL OF AGENDA:	The agenda was revised to include elections under the President's report and the Board Health Professions report under the Executive Director's report.
PUBLIC COMMENT:	No public comment was presented.
APPROVAL OF MINUTES:	On properly seconded motion by Dr. Boone, the Board voted unanimously to approve the minutes of the May 18, 2007 meeting.
DISCUSSION ITEMS:	**OE Tracker Presentation** The presentation was moved to later in the agenda.

Regulatory Actions and Legislative Update
Ms. Yeatts advised that there were no regulatory actions or legislative reports to be presented.

COMMITTEE REPORTS:

Legislative/Regulatory Review Committee
Ms. Yeatts provided an overview of the Committee's proposed amendments to the unprofessional conduct regulations.

On properly seconded motion by Dr. Schlabach, the board voted unanimously to accept the proposed amendments as presented and to adopt a Notice of Intended Regulatory Action (NOIRA).

Continuing Education Committee
Ms. Yeatts reported that the Committee had reviewed and addressed each of the issues in the NOIRA regarding continuing competency. She presented a review of each of the recommendations to be submitted as proposed regulations.

On properly seconded motion by Dr. Schlabach, the Board voted unanimously to adopt the Committee's recommendations as proposed regulation as presented by Ms. Yeatts.

Ms. Yeatts reported that the Committee requested the full board's consideration of Item 7 (third party verification) in the NOIRA.

The Board took no action.

Ad Hoc Committee on Sanction Reference Study
Dr. Hettler reported that the Committee had met and received an interim report of its historical sanctioning factors that included the use of CCA's. He noted that a large number of CCA's involved professional designation and CE violations and guidance had been requested. Dr. Hettler reported that the Committee determined that CCA's should not be included in the worksheet; however, if there were violations post CCA's, that those be included in the worksheet. Additionally, the Committee reviewed the matter of when a licensee is not eligible for a CE CCA and requested the Board's input.

On properly seconded motion by Dr. Jellenek, the Board voted unanimously as a policy decision that any licensee missing more than one half of the required CE credits not be

eligible for a CCA.

Professional Designation Committee
Dr. Boone reported that the Committee had reviewed thirteen (13) cases in violation of the Professional Designation Regulations. Additionally, the Committee had reviewed and approved thirteen (13) professional designation applications.

Credentials Committee
There was no report to present.

CPT Code Committee
There was no report to present.

Newsletter Committee
Dr. Hettler requested various board members to write articles for a fall newsletter and submit to board staff within the next two weeks. Specifically, the articles requested are as follows:
- The law on relocation, closure or sale of practice – Dr. Schlabach;
- New CE proposed regulations – Dr. Jellenek
- Cope course approval, history – Dr. Boone
- Citizen member perspective – Ms. Thomas
- Statistics – Dr. Noble.

PRESIDENT'S REPORT:

Board of Health Professions Report
Dr. Carter informed the Board that the Board of Health Professions had just met and received a report on the Agency's Key Performance Measures.

She reported that the agency had processed 99.9% of licensure applications within 30 days of completion; exceeding the set goal of 95%. Dr. Carter further reported that the current customer satisfaction rating has been consistently exceeding 94% for with a goal of 97%. She stated that it appeared that the agency will meet this goal by 2009. With regard to case closure, Dr. Carter noted that the agency's goal to close 90% of its complaints relating to patient care within 250 days was currently at a rate exceeding 55%. She stated that the agency continues to review its processing of complaints through its three Performance Action Teams to improve its standard of care case resolution goal.

Dr. Carter reported that the Department of Planning and Budget had just provided a budget calendar and that the agency will be finalizing the budget proposal before the end of November.

Dr. Carter provided a summary of the Sanctions Reference Study, to date. She reported that the Board of Pharmacy had begun implementation this month. She also reported that the Boards of Counseling, Psychology and Social Work would be creating a combined task force to review behavioral science sanctioning to address all three boards at once.

Dr. Carter reported that a revised workplan is being developed to correlate with the agency's key performance measures and a review of emerging health care professions.

Dr. Carter reported that AARP had requested the Board of Health Profession's collaboration on its study on Strategies to Improve Health Care Quality in Virginia: Survey of Residents Age 50+ to ensure continued competency. She reported that AARP was introducing 2008 legislation and requesting the Joint Commission on Health Care to also conduct a study into the matter.

Dr. Hettler introduced the Board's new member, Jonathan R. Noble, O.D.

Elections
On properly seconded motion by Dr. Schlabach, the Board voted unanimously to elect the following officers:

President – Dr. Hettler
Vice-President – Dr. Boone
Secretary/Treasurer – Dr. Jellenek

EXECUTIVE DIRECTOR'S REPORT:

Key Performance Measures & Other Statistics
The update was presented under the Board of Health Professions Report.

ARBO Report
Dr. Carter reported that the national examination (NBEO) was being restructured to blend the basic science and clinical sections of Parts I and II into a new Part I to enhance the assessment of the most clinically relevant knowledge, skills, and ability. The revised examine is to be available in 2009. Additionally, she reported that the new Part II will be a lengthened version of the Patient Assessment and Management (PAM) currently embedded in Part III. Dr. Carter noted that she will provide updates as received.

Budget
Dr. Carter informed the Board that it had an excess of

$380,000 in its cash on hand and that the reduced licensure fees would remain in effect through October 2008.

OE TRACKER PRESENTATION: Mr. John Kohler, Program Manager, ARBO, presented an overview of the OE Tracker Program, third party verification of continuing education courses and individual CE's. The presentation is incorporated into the minutes as Attachment 1.

Mr. Kohler reported that several states were now requiring OE Tracker. Further, he stated that several other states were looking at mandatory requirement. Mr. Kohler stated that globally approximately 32% of licensees were registered with OE Tracker. Virginia has approximately 30.6% of its licensees currently registered up with OE Tracker. Mr. Kohler advised that there were three tiers of service and the basic tier service was approximately $20 per year with additional costs for added tiers.

The Board noted several issues of concern prior to the acceptance or requirement of the OE Tracker Program:
1) future funding or sponsorship of the program;
2) release of licensee information and
3) requirement for a contract agreement through a RFP.

The Board thanked Mr. Kohler for the detailed briefing.

NEW BUSINESS: No new business was presented.

ADJOURNMENT: The Board concluded its meeting at 1:40 p.m.

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David H. Hettler, O.D.   Elizabeth A. Carter, Ph.D.
President   Executive Director

Association of Regulatory Boards of Optometry

Overview of the ARBO National Optometric Database (NODB) and OE TRACKER*OE TRACKER and NODB OVERVIEW*

➢The purpose of this is to :

•Describe what the National Optometric Database is and how it relates to OE TRACKER.

•Demonstrate the services (incl. OE TRACKER) available to regulatory boards through the ARBO Web site.

OE TRACKER/NODB OVERVIEW NODB

➢The National Optometric Database was developed at the request of the regulatory boards.

➢The most complete and accurate database of optometrists in the country!

NODB/OE Tracker Statistics

➢Active optometrists –39,000 +/-

➢Registered optometrists –11,100 +/-(28%)

➢Optometrists with CE Data –20,230 (52%)

➢Total records of attendance –177,446

*Data from 09/2007

OE TRACKER Funding

➢Currently supported through existing ARBO revenue sources

❑COPE income

❑Optometric industry corporate support

❑ARBO reserve fund

➢Future need to generate direct revenue from OE TRACKER to fund staff and infrastructure

❑Annual subscription for participating optometrists

•Proposed "optional" $20.00 annual cost

•OE TRACKER will be a "tiered" service

•All OE TRACKER numbers remain active, regardless of subscription status

> *NODB is the universal backbone for ARBO programs.*

OE TRACKER COPE CELMO NODB

OE TRACKER Programs
> To electronically capture and store CE attendance data to benefit the:

❑ State Boards
❑ Licensees
❑ CE Administrators

OE TRACKER Program
> State Boards:

❑ Reduces administrative efforts by regulatory boards to access, audit, and maintain CE records of their licensees.
❑ Reduces CE reporting errors.
❑ Encourages 100% audit.

OE TRACKER Program
> Licensees:

❑ Individual optometrist may access and update their own demographic information (profile).
❑ Review currently earned CE hours.
❑ Review currently taken CE courses (in respective categories).
❑ Review days in their renewal cycle.

OE TRACKER Program
> CE Administrators:

❑ Reduces efforts by CE administrators to collect, record, and verify CE attendance data.
❑ Reduce costs and post-meeting communications with the attendees.
❑ Online certificate printing is available for individual licensees for states that require a paper attendance certificate.

COPE
> COPE courses must fulfill ALL COPE requirements.

❑ Approved, active course.
❑ Event form filed with ARBO.
❑ Active COPE administrator.

➢Regulatory boards set requirements for non-COPE courses.
❑Existing relationship between provider and board is not interrupted.
❑CE hours require more careful auditing.

OE TRACKER accepts BOTH COPE-and Non-COPE-Approved CoursesAuditingCOPE CE

➢Provider-issued certificates require 3-step audit.
❑Verify course was active.
❑Verify event filed with ARBO.
❑Verify course was given at the event.

➢COPE CE uploaded to OE TRACKER requires NO verification.
❑ARBO verifies the event and course legitimacy before uploading.
❑OE TRACKER certificates need only serial number verification.

CE Renewal CycleOE TRACKER Certificates

➢Available for any CE reported to OE TRACKER (one certificate per course per licensee).
➢Each COPE certificate contains all information required by COPE.
❑Administrator
❑Event Name
❑Location
❑Date
❑COPE Name & Number
❑Instructor Name
❑CE Hours
❑Course Format
❑Non-Live and CEE Courses Identify Sponsoring School

OE TRACKER Certificates

➢Non-COPE certificates provide all relevant course information
❑Administrator (responsible directly to regulatory board(s))
❑Event Name and Number
•Number only listed if issued by board
❑Location
❑Date

❑Event Name (course name if none specified)
❑Instructor Name
❑Course Name
❑CE Hours
❑Category (COPE categories used)

Chronological Course History
OE Tracker TranscriptCertificate Example
Unique Serial Number**Certificate**

ValidationWebsite address:
http://www.arbo.org/certificate

Certificate Verification ARBO Website
Board Member Login

Board Login
➢Each board has been assigned a unique username and password
❑Contact ARBO office if you have any questions.

Download CE Data!
Select any data range Audit all or an individual Optometrist

CE Data Files Important Points
➢OE TRACKER CE Attendance Verification:
❑Attendance verification is responsibility of the administratorand governed by COPE rules.

❑Only data documented by administrators is accepted and uploaded (Individual optometrists may not input CE hours).

Regulatory Board Participation

➢OE Tracker has the maximumbenefit when the state boards, CE administrators, and licensees utilize the capabilities of the program.

Getting More Information

➢OE TRACKER toll free number –(866) 869-6852

➢E-Mail

❑John Kohler –john@arbo.org

❑Karen Donica –karen@arbo.org

❑Dr. Robert Sorrell –sorrell@middletowneyecare.com

➢An ARBO representative is available to attend regulatory board meetings upon request.