

COMMONWEALTH OF MASSACHUSETTS

BOARD OF REGISTRATION IN NATUROPATHY

THIS AGENDA CONSTITUTES NOTICE OF THE REGULARLY SCHEDULED
MEETING OF THE
BOARD OF REGISTRATION IN NATUROPATHY
IN COMPLIANCE WITH THE OPEN MEETING LAW, M.G.L. c. 30A, § 20

Tuesday, September 25, 2018
1:00 p.m.

239 Causeway Street ~ 4th Floor ~ Room 417 A/B
Boston, Massachusetts 02114

AGENDA

Time	Item #	Item	Documents	Staff Contact
1:00 p.m.	I	Call to Order Determination of Quorum Notice of Electronic Recording		
	II	Conflict of Interest / Approval of Agenda	Draft Agenda	Board
	III	Approval of Minutes: August 28, 2018	Draft Minutes	Board
	IV	Stakeholder Outreach A. Key Stakeholder Groups B. Methods for Outreach C. Communication Strategy	Verbal	Board
	V	ND Application A. ND Licensing Application B. ND Childbirth Attendance Specialty Application	Draft Documents	RC
	VI	Good Moral Character (GMC) A. Policy Review	Verbal	VB
	VII	Flex Session A. Announcements B. Topics for next agenda		RC
4:00 p.m.	VIII	Adjournment: Next Board Meeting Scheduled for October 23, 2018		

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Tuesday, August 28, 2018

239 Causeway Street
Room 417
Boston, MA 02114

MINUTES

Board Members Present: Paul Herscu, N.D, Naturopathic Doctor 1C, Chair
Michelle Dossett, M.D
Maria Maccario, Public Member
Mattia Migliore, Clinical Pharmacologist, PH, Secretary

Board Members Absent: Anne Frances Hardy, N.D, Naturopathic Doctor 2, Vice-Chair

Staff Present: Roberlyne Cherfils, Executive Director, Multi-Boards, BHPL
Philip Beattie, Deputy Executive Director, Multi-Boards, BHPL
Vita Berg, Chief Board Counsel, Office of the General Counsel,
DPH
Jonane Nicolas, Office Support Specialist, Multi-Boards, BHPL
Mary Hager, Temporary Office Support Specialist, Multi-Board,
BHPL
Nazahat Durryyah, Temporary Office Support Specialist, Multi-
Board, BHPL

Staff Absent: Samuel Leadholm, Board Counsel, Office of the General
Counsel, DPH

- I. Call to Order - Determination of Quorum
A quorum of the Board was present. Dr. Herscu, Board Chair, called the meeting to order at 1:00 p.m.
- II. Review of the Agenda & Conflict of Interest
The Meeting Agenda was reviewed there was no conflict of interest.

DISCUSSION: None

ACTION: None

III. Approval of Minutes:

The July 24, 2018 minutes were reviewed for approval.

DISCUSSION: Dr. Herscu requested making some changes on the Board Members professional names seats. He also proposed to remove the column after Dr. Dossett's name. Dr. Dossett suggested to revise the sentence on page 2 of 5, the last sentence in Item IV in the discussion session should read as "Dr. Dossett inquired about regulations from other states." Lastly, on page 3 of 5 to change compute to computed.

ACTION: Dr. Dossett made a motion to approve the minutes with the corrections. Ms. Migliore seconded the motion. The motion passed unanimously.

Document: July 24, 2018 Regularly Scheduled Board Meeting Minutes

IV. Stakeholder Outreach

Ms. Migliore pointed out the agenda had not yet been approved.

ACTION: Ms. Migliore made a motion to postpone Item IV and approve the agenda. Dr. Dossett seconded the motion. The motion passed unanimously.

Document: August 28, 2018 Board Meeting Agenda

A. Key Stakeholder Groups

DISCUSSION: Ms. Cherfils presented a list of different Stakeholder group with its purpose. Dr. Herscu suggested removing the Natural Medicine Journal (NMJ) from the list because it is a private enterprise. Ms. Maccario requested correcting two words "associations" and "Massachusetts." Ms. Cherfils presented two different lists of Stakeholders: Government and Professional. Ms. Cherfils also encouraged Board members to reach out to her if there any other states stakeholders they would like to add. Dr. Herscu will provide a link to add New York on the list because New York is the only state bordering Massachusetts that does not offer a Naturopathic license yet. Dr. Dossett suggested adding the Board of Registration in Medicine and Division of Professional Licensure. Ms. Maccario suggested adding Salem and Endicott Schools because both of them have a Nursing school program.

ACTION: Bring back to the next meeting with edits.

Document: Draft Regulations

B. Methods for Outreach

DISCUSSION: Ms. Cherfils presented the Method for Outreach as a communication plan for the Multi-Board staff to prepare to accept applications from Naturopaths. Ms. Cherfils mentioned about the value of Naturopaths to the healthcare system. Ms. Berg noted that information regarding an increase in access to care, particularly of underserved populations, and information regarding decreasing healthcare costs. Ms. Berg proposed to all the Board members if they had any information explaining the benefits of licensed Naturopathic Doctors to send them to the multi-Board staff. Dr. Dossett noted that there were studies affirming that Naturopathic doctor's treatments were helping to decrease overall healthcare cost. Ms. Cherfils inquired about some thoughts on the employer's topic.

ACTION: Bring back to the next meeting with edits.

Document: Draft Regulations Methods for Outreach

C. Communication Strategy

DISCUSSION: Ms. Cherfils presented options for platforms of communication with the public in preparation for the public hearing.

ACTION: No Action

Document: Draft Regulations Communication Strategy

V. ND Application

A. Licensing Process Map

DISCUSSION: Ms. Cherfils presented the processing map of the application whether online or paper. Ms. Cherfils noted that there were different ways of applying, for the online basically a log in name must be created and for the paper they would just mail their application with all the supporting documents. Ms. Cherfils suggested that the online application is more efficient because it took away data entry errors unless the applicant entered the information incorrectly when they created their application. Once an application is created and a payment is made. The applicant can submit their supporting documents to the Board office. Once we have received all the documents, Multi-Board staff will conduct a background check. If the CORI is positive then the next step will be for the

application to be reviewed by Ms. Cherfils. If the CORI is negative, the applicant will be issued a license. Licensees will receive a paper card generated by an outside vendor located in Chelsea. Ms. Cherfils noted of two platforms. 1- MLO-My license Office, it is an internal platform that Multi-Board staff uses to store all applicant and licensee information. 2- E-Gov is the external system log in that must be created by the applicants. Both of the platforms communicate with each other back and forth.

Ms. Cherfils explained the good moral character questions are one of the most important pieces in the application, and affects the processing of the application. For instance, if an applicant answered yes to one of the questions and if it was a one-time action that happen more than 5 years ago, the staff will send an email asking for documentations such as, court documents, a written statement indicating what happened, a police report, and if this the only incident occur. If all these criteria are met, according to an existing staff action policy, Multi-Board staff has the authority to issue a license to this applicant. If the applicant answers more than one question with yes, then the Board will review the case.

ACTION: Bring back next month meeting for review.

Document: Draft Regulations Licensing Process Map

B. Draft Licensing Application

DISCUSSION: Ms. Cherfils proposed clarification about whether to have two applications one for applicant applying with examination vs without examination. Dr. Herscu suggested about three possible ways to apply; by exams, without exams, and reciprocity. Dr. Herscu inquired about why reciprocity was not listed as a pathway. Ms. Cherfils clarified reciprocity was not included because the requirements are the same as the path without exams. Dr. Herscu referred to a document from CMR 3.00 if there is an active license from another state and the license holder is trying to attain a Massachusetts license through reciprocity they must supply license verification. Dr. Dossett suggested adding a pathway that says reciprocity. Ms. Cherfils requested clarification of transcripts requirement whether to request for both bachelor's degree and a master's degree. Dr. Herscu mentioned that Naturopathic degrees are a master's level degree therefore both degrees must be presented. Ms. Cherfils will add two spaces in the application to report both a bachelors and master's degree. Ms. Cherfils also requested clarification of requirements for the Naturopathic Practice History for applications without examination, and how it differs from the Curriculum Vitae, which is required by all applications. Ms. Berg suggested that the Naturopathic Practice History be a list of the information of interest to the Board, within the application so that applicants know where to fill in potential gaps in the submitted Curriculum Vitae. Ms. Migliore clarified the reason the Naturopathic Practice History was added so to show there was not a gap of Naturopathy practice. The Board members decided to draft a list to serve as a guide for the Naturopathic Practice History. The Board agreed for the applicants to submit a copy of the Certificate of

Completion for CE's requirements. Ms. Cherfils inquired about setting a word limit on the essay describing Scope of Practice, the Board members decided on five hundred words. Ms. Cherfils suggested that it is important for the all applicants to submit the NPDB data bank because the NPDB will release certain information related to malpractice, professional competence or conduct of any licensee, and other licensed health care practitioners. Ms. Migliore inquired about how online applications are notarized and why licensees submit a picture with the application. Ms. Cherfils explained that after an applicant applies online; her staff would email the applicant to request their supporting documentations such as pictures, transcript, and verifications of licensure. In regards to the notarization question, Ms. Cherfils explained the Bureau has accepted that an applicant creating their own online account is proof of who they are. Therefore, we do not require notary on online application only paper applications need to be notarized. Ms. Berg explained that the system would not allow the applicant to make a copy of the application online. The applicant can request a copy of the receipt but they cannot make a copy of the application. Ms. Cherfils will update the documents and bring a final print on the next meeting.

ACTION: Bring back for the next month meeting for review.

Document: Draft Regulations Licensing Application

VI. Flex Session

A. Announcements

DISCUSSION: Ms. Berg explained the next step for the approval and how long it will take. Mr. Leadholm will prepare some forms and cover memos. Once they are done, they would be sent to DPH. Hopefully, we would be able to meet with the Commissioner or Commissioner Policy person to answer any questions they would have about the Regulations. Ms. Berg suggested that it could take a month or a month and a half; it really depends on the Commissioners schedule. After that it moves to EHS until everything is approved and once the Regulations are approved there is a wait period for five weeks. Certain letters must be sent to different groups and that usually take times.

B. Topics for next agenda

GMC
Operation Cost
Stakeholder
Application

VII. Adjournment

There being no other business before the Board, Dr. Dossett moved to adjourn the meeting; Ms. Maccario seconded. Motion passed with Board members present voting in favor unanimously. The meeting adjourned at 2:15p.m.

The next meeting of the Board of Registration in Naturopathy is scheduled for Tuesday, September 25, 2018, at 1:00 p.m. in Boston, MA.

Respectfully submitted:

Name	Chair	Position	Date
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Name	Vice-Chair	Position	Date
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