

COMMONWEALTH OF MASSACHUSETTS

BOARD OF REGISTRATION OF PHYSICIAN ASSISTANTS

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

Thursday, December 13, 2018  
9:30 a.m.

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

AGENDA

| Time      | Item # | Item  | Documents            | Staff Contact |
|-----------|--------|---|----------------------|---------------|
| 9:30 a.m. | I      | <b>Call to Order</b><br><b>Determination of Quorum</b><br><b>Notice of Electronic Recording</b>   |                      | Board Chair   |
|           | II     | <b>Approval of Agenda</b><br><b>Conflict of Interest</b>  | Draft Agenda         | Board Chair   |
|           | III    | <b>Approval of Minutes</b><br>A. Regularly Scheduled Meeting:<br>October 11, 2018   | Draft Minutes        | Board Chair   |
|           | IV     | <b>Inquiries</b><br>A. DOS Agreements<br>Mary Kuzmeski, PA99  | E-mail Inquiry       | Board Chair   |
|           | V      | <b>Investigations</b><br><u>Triage: None</u><br><br><u>Staff Assignment(s):None</u><br><br><u>Complaint(s): None</u><br>A. PA-2018-004: Jennifer Saari, (PA 1374)<br>School: Lemoyne College, NY<br>Employer: New England Geriatrics<br>Attorney: N/A | Investigative Report | LS            |

|            |             |   |                |               |
|------------|-------------|---|----------------|---------------|
|            | <b>VI</b>   | <b>Flex Session</b><br>A. Announcements<br>MCSR Migration & IT Scheduled Maintenance Period<br>B. Topics for next agenda  | Verbal         | ED            |
|            | <b>VII</b>  | <b>Executive Session</b><br>The Board will meet in Executive Session as authorized pursuant to M.G.L. c. 30A, § 21(a)(1) for the purposes of discussing the reputation, character, physical condition or mental health, rather than professional competence, of an individual, or to discuss the discipline or dismissal of, or complaints or charges brought against an individual.<br><br>1. Specifically, the Board will discuss and evaluate the necessity of modifying probation conditions for a Licensee.<br><br>2. Specifically, the Board will discuss complaints or charges brought against a Licensee or Licensees.<br><br>3. Finally, the Board will consider approving prior executive session minutes in accordance with M.G.L. ch.30A, § 22(a) for previous executive sessions of the Board.<br><br><b>The Board will not reconvene in public session subsequent to the closed session(s).</b> | Closed Session | Board Chair   |
|            | <b>VIII</b> | <b>65C Session: N/A</b>   | N/A            | Board Counsel |
|            | <b>VX</b>   | <b>Adjudicatory Session: N/A</b>  | N/A            | Board Counsel |
| 12:00 p.m. | <b>X</b>    | <b>Adjournment</b> - next Board meeting scheduled for January 10, 2018.   |                |               |

**COMMONWEALTH OF MASSACHUSETTS**  
**BOARD OF REGISTRATION OF PHYSICIAN ASSISTANTS**

**BOARD MEETING**

**October 11, 2018**  
**239 Causeway Street**  
**Boston, Massachusetts 02114**

**MINUTES**

Board Members Present: Dipu Patel-Junankar, PA-C, Physician Assistant 1, Chair  
Shannon Sheridan-Geldart, PA-C, Physician Assistant  
Educator, Vice-Chair  
Alithia C. Monroe, PA-C, Physician Assistant 3  
Robert Baginski, MD, Physician  
Mary Kuzmeski, PA-C, Physician Assistant 2

Board Members  
Not Present: Paul Crehan, PA-C, Physician Assistant 4, Secretary  
Richard Baum, MD, Massachusetts Medical Society

Staff Present: Roberlyne Cherfils, Executive Director, MultiBoard, BHPL  
Lisa Seeley-Murphy, Investigations, MultiBoard, BHPL  
Jonane Nicolas, Office Support Specialist, DPH  
Mary Strachan, Board Counsel, Office of General Counsel,  
DPH

I. Call to Order – Determination of Quorum

A quorum of the Board was present. The Board Chair, Dr. Patel-Junankar, called the meeting to order at 9:41 a.m.

Ms. Patel-Junankar wished everyone a happy PA week and she thanked all the Board Staff for their generous work. She also brought goodies to share.

II. Conflict of Interest/Approval of the Agenda

The meeting agenda was reviewed, and there was a conflict of interest.

DISCUSSION: Ms. Sheridan-Geldart asked about the inquiry on agenda Item V because she worked for that company's, she thought this would be a conflict but she was not sure. It was pointed out that if Ms. Sheridan-Geldart recused herself, the Board would not have quorum. Ms. Strachan proposed to answer that question based on the regulations and the law by email.

ACTION: Ms. Sheridan-Geldart made a motion to approve the agenda without any changes. Ms. Kuzmeski seconded the motion. The motion passed unanimously.

Document: October 11, 2018 Board Meeting Agenda

### III. Approval of Minutes

The Board reviewed the June 14, 2018 Regularly Scheduled Board Meeting Minutes.

DISCUSSION: Ms. Strachan recommended that the Executive Session minutes should reflect in the executive minutes. Ms. Monroe asked if she could see where the edits were made. Ms. Strachan explained that she could provide the tracked changes for Ms. Monroe to review.

ACTION: Ms. Sheridan-Geldart made a motion to approve the June minutes with the edits. Ms. Kuzmeski seconded the motion. The motion passed unanimously.

Document: June 14, 2018 Regularly Scheduled Board Meeting Minutes

The Board reviewed the August 09, 2018 Regularly Scheduled Board Meeting Minutes.

DISCUSSION: None

ACTION: Dr. Baginski made a motion to approve the minutes with the edits. Ms. Monroe seconded the motion. The motion passed unanimously.

Document: August 09, 2018 Regularly Schedule Board Meeting Minutes

The Board reviewed the September 13, 2018 Regularly Scheduled Board Meeting Minutes.

DISCUSSION: Ms. Strachan suggested making some changes on the minutes under Item VI. Ms. Strachan wanted to change “The road show will happen again on February 14, 2019” to “The Board meeting will be held off site on February 14, 2019.”

ACTION: Ms. Sheridan-Geldart made a motion to approve the minutes with the edits. Dr. Baginski seconded the motion. The motion passed unanimously.

### IV. Staff Action Policy

#### A. Web Posting Policy

DISCUSSION: Ms. Strachan mentioned that this policy gives Board Staff the permission to post policy and other updates on the Board's web page without having to bring the updates before the Board for approval. Ms. Cherfils stated that the recent Statute about Alzheimer's Screening that passed will need to be made available to all Physician Assistants soon. To do this the Bureau is working on developing a communication with the commissioner's office. Without the policy, Ms. Cherfils would need to bring that communication to the Board Meeting as a draft for approval to add it to the Board's website. With this policy in place Ms. Cherfils would be able to take the communication directly from the commissioner's office and post it on the Board's webpage as an alert without any delay.

ACTION: Ms. Sheridan-Geldart made a motion to approve the policy. Dr. Baginski seconded the motion. The motion passed unanimously.

Document: Web posting Policy

#### V. Inquiry

A. Provider Chart Review: Submitted by Caitlin Loughton, RN, BSN, Convenient MD Urgent Care.

DISCUSSION: Deferred

ACTION: None

Document: Staff will follow up with an email

#### VI. FLEX SESSION:

##### A. Announcement

DISCUSSION: Ms. Cherfils presented the Annual Reporting Staff Action Policy which to report to the Board members of certain cases for Physician Assistants. Subsequently, we have only one report. On the report, Board members would be able to see details of the case we have closed on the Annual Report Staff Action.

ACTION: None

Document: None

##### B. Topics for next agenda

DISCUSSION: Ms. Cherfils requested Board member availability for the next meeting on November 18, 2018. Three Board members stated that they would not be available; therefore the November Board Meeting will be cancelled. Ms. Patel-Junankar inquired about Telemedicine. Ms. Strachan answered that the regulations had not changed yet.



