

**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, February 9, 2017  
9:30 a.m.**

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

**AGENDA**

<b>Time</b>	<b>Item #</b>	<b>Item</b>	<b>Documents</b>	<b>Staff Contact</b>
9:30 a.m.	<b>I</b>	<b>Call to Order Determination of Quorum</b>		Board Chair
	<b>II</b>	<b>Conflict of Interest Approval of Agenda</b>	Draft Agenda	Board Chair
	<b>III</b>	<b>Approval of Minutes</b> A. January 12, 2017, Regularly Scheduled Meeting	Draft Minutes	Board Chair
	<b>IV</b>	<b>Regulations:</b> A. Active Retired Status vs. Retired Status		Board
	<b>V</b>	<b>Board Inquiry</b> A. Supervising Physician at Satellite Locations	E-mail Inquiry	Board
	<b>VI</b>	<b>MB Presentation:</b> A. Continuous Improvement: Licensing Process	Presentation	RC
	<b>VII</b>	<b>Flex Session</b> A. Announcements 1- Non-Opioid Directive Circular 2- Licensing Presentations Bay Path University: March 24, 2017 Northeastern University: April 4, 2017 Tufts University: September 1, 2017 B. Topics for next agenda		Board Chair

10:00 a.m.	<b>VIII</b>	<p><b>Executive Session</b></p> <p>The Board will meet in Executive Session as authorized pursuant to M.G.L. c. 30A, § 21(a)(1) and (3) 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, and to discuss strategy with respect to litigation as a public discussion may have a detrimental effect on the Board's position.</p> <ol style="list-style-type: none"> <li>1. Specifically, the Board will discuss and evaluate the <u>Good Moral Character</u> provision of an application or applications as required for registration.</li> <li>2. Specifically, the Board will discuss complaints or charges brought against a Licensee or Licensees.</li> <li>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.</li> </ol> <p><b>The Board will not reconvene in public session subsequent to the executive session.</b></p>	Closed Session	
12:00 p.m.	<b>IX</b>	<p><b>Adjournment</b> - next Board meeting scheduled for March 9, 2017</p>		Board Chair

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

**BOARD MEETING**

**January 12, 2017**  
**239 Causeway Street, Room 417**  
**Boston, MA 02114**

**MINUTES**

**Board Members**

**Present:**

Dipu Patel-Junankar, PA-C, Physician Assistant 1, Chair  
Laura Hilf, RN, MS, Public Member 1  
Brian Gorsuch, PA-C, Physician Assistant 2  
Alithia Broderick, PA-C, Physician Assistant 3  
Robert Baginski, MD  
Shannon Sheridan-Geldart, PA-C, Physician Assistant, Educator  
Richard Baum, MD, Massachusetts Medical Society

**Board Members**

**Not Present:**

Paul Crehan, PA-C, Physician Assistant 4

**Staff Present:**

Roberlyne Cherfils, Executive Director, MultiBoard, BHPL  
Philip Beattie, Assistant Executive Director, MultiBoard, BHPL  
Rebecca Ferullo, Office Support Specialist, BHPL  
Mary Strachan, Board Counsel, Office of General Counsel, DPH  
Vita Berg, Office of General Counsel, DPH  
Clifford Pascarella, Investigator, BHPL

**I. Call to Order – Determination of Quorum**

A quorum of the Board was present. The Board Chair, Ms. Patel-Junankar, called the meeting to order at 9:37 a.m.

**II. Approval of the Agenda**

The Meeting Agenda was reviewed.

**DISCUSSION:** None

ACTION: Mr. Gorsuch made a motion to approve the agenda as presented; Dr. Baginski seconded the motion. The motion passed with Board members present and voting in favor unanimously.

Document: January 12, 2017 Board Meeting Agenda

III. Conflict of Interest

Ms. Cherfils asked board members if there were any conflicts of interest with the items on the agenda.

DISCUSSION: No board members had conflicts.

ACTION: None

Document: None

IV. Approval of Minutes

Minutes of the December 8, 2016 Regularly Scheduled Board Meeting were reviewed.

DISCUSSION: None

ACTION: Mr. Gorsuch made a motion to approve the minutes as presented; Dr. Baginski seconded the motion. The motion passed with Board members present and voting in favor unanimously.

Document: December 8, 2016 Regularly Scheduled Board Meeting Minutes

V. Regulations

A. Regulatory Update 263 CMR (2.00 - 6.00)

Ms. Berg informed board members that the public hearing was held and no changes or comments were submitted. Ms. Berg also noted that Dr. Baum had previously inquired about a separate status for clinical retirement, but that it is recommended that no changes are made to the current retirement status so as to keep the boards uniform.

DISCUSSION: Dr. Baum commented that this could be difficult for people to keep up with cost and continuing education, and that some other states have an “active retired” status. Ms. Berg stated that with the current regulations there is no retired status and adding the uniform retired status is a step in the right direction. Ms. Patel-Junankar asked if the regulations could be changed again in the future if this type of status is needed. Ms. Berg replied that updating regulations is a lengthy process but if they find

the cost is a problem for those licensees who would fall under the “active retired” category, the board could look at waiving the renewal fee in the future. Ms. Patel-Junankar requested that this be added to the long term flex session items.

ACTION: Mr. Gorsuch made a motion to promulgate 263CMR 2.00, 3.00, 5.00 and 6.00 with the proposed revisions as published and to rescind 263CMR 4.00; Ms. Hilf seconded the motion. The motion passed with Board members present and voting in favor unanimously.

Document: None

9:40 am Ms. Shannon Sheridan-Geldart entered

## VI. Policies

### A. Collection of Social Security Numbers and Department of Revenue Suspensions

This staff action policy codifies what Board staff already does and the law requires already: to collect social security numbers of applicants/licensees and to share them with the Department of Revenue as part of a Child Support Enforcement mechanism which allows the DOR to request that a license is suspended or revoked if a licensee is not compliant with their child support order. This is not a common occurrence.

DISCUSSION: Ms. Patel-Junankar asked if there were any other circumstances that would call for sharing this confidential information. Ms. Berg explained that there are very strict laws regarding sharing this information and that even when there are cases where staff may legally share social security numbers, such as with board members for review of complaints, this information is usually redacted to reduce the chances of inadvertent disclosure. Mr. Crehan asked that if this information was disclosed, where the liability falls. Ms. Berg responded that it would depend in what capacity it happened, the details to be covered in another item on this agenda.

ACTION: Ms. Patel-Junankar made a motion to adopt the policy as presented; Ms. Sheridan-Geldart seconded the motion. The motion passed with Board members present and voting in favor unanimously.

Document: Draft Policy

## VII. Legal Presentation:

### A. Conflict of Interest

Ms. Berg showed board members a PowerPoint presentation to review the Conflict of Interest laws.

DISCUSSION: None

ACTION: None

Document: PowerPoint presentation

B. Board Member Indemnification

9:52 am Ms. Strachan entered

Ms. Berg showed Board members a PowerPoint presentation to review Board Member Indemnification.

DISCUSSION: Dr. Baum asked if he were to be sued as a board member, should that be disclosed at the time of his physician license renewal. Ms. Berg stated that although she is not certain on the requirements of the Medical Board, it is always best to disclose that information with an explanation of the circumstances.

ACTION: None

Document: None

10:00 am Ms. Strachan left, 10:05 am Ms. Pascarella left, 10:06 am Ms. Strachan returned, 10:08 am Mr. Pascarella returned, 10:18 am Ms. Patel-Junankar left, 10:21 am Ms. Patel-Junankar returned and Ms. Berg left

VIII. MB Presentation

A. Continuous Improvement: Licensing Process

Ms. Cherfils gave a brief overview of improvements being made to the licensing process. Specifically, the goals to reduce processing time and determining which, if any, current requirements are unnecessary. Ms. Cherfils provided the examples of verifying NCCPA certification online vs. waiting for mailed verification and the long term goal of eventually going paperless by allowing applicants to upload documentation. She will do a full presentation at a future board meeting.

DISCUSSION: None

ACTION: None

Document: None

IX. Board Elections

A. Vice Chair

DISCUSSION: None

ACTION: Ms. Sheridan-Geldart nominated herself for the position of Vice-Chair; Ms. Patel-Junankar seconded the nomination. All members present voted unanimously to approve the nomination.

Document: None

B. Secretary

DISCUSSION: None

ACTION: Dr. Baum nominated Mr. Crehan for the position of Secretary; Mr. Gorsuch seconded the nomination. All members present voted unanimously to approve the nomination.

Document: None

X. Flex Session

A. Announcements

1-Northeastern University Licensing Presentation

DISCUSSION: Ms. Patel-Junankar announced she will be presenting to the PA class at Northeastern University on April 14<sup>th</sup> and the Tufts program is proposing July dates. She has not yet heard from any other programs about scheduling.

ACTION: None

Document: None

2-CMA Immunization

Ms. Cherfils announced to board members that the Commissioner issued a letter stating that CMAs may now be delegated immunization administration and that the information regarding this new law has been added to the website and sent to MAPA.

DISCUSSION: None

ACTION: None

Document: None

B. Topics for next agenda

DISCUSSION: None

ACTION: None  
Document: None

XI. Executive Session (closed session)

At 10:37 a.m., Ms. Patel-Junankar announced that the Board will meet in Executive Session as authorized pursuant to M.G.L. c. 30A, § 21(a)(3) for the purpose 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, a public officer, employee, staff member or individual.

4. Specifically, the Board will discuss and evaluate the Good Moral Character as required for registration for pending applicants.
5. Specifically, the Board will discuss and evaluate the reputation, character, physical condition or mental health, rather than professional competence, of licensees relevant to their petitions for license status change.
6. Approval of prior executive session minutes in accordance with M.G.L. ch.30A, § 22(f) for sessions held during the March 10, 2016 meeting.

Dr. Baginski made a motion to enter into Executive Session; Mr. Gorsuch seconded the motion; Motion passed by unanimous roll call vote with Board members present and voting in favor: Dr. Robert Baginski: yes; Dr. Richard Baum: yes; Ms. Dipu Patel-Junankar: yes; Ms. Laura Hilf: yes; Mr. Brian Gorsuch: yes; Ms. Alithia Broderick: yes; Ms. Shannon Sheridan-Geldart: yes; Opposed: None Abstained: None Recused: None

XII. Adjourn

There being no other business before the Board, Ms. Patel-Junankar made a motion to adjourn the Meeting; Ms. Hilf seconded the motion. The motion passed with Board members present and voting in favor unanimously. The Meeting adjourned at 11:00 a.m.

The next meeting of the Board of Registration of Physician Assistants will be held on Thursday, February 9, 2017, at 9:30 a.m. at 239 Causeway Street, Boston, Massachusetts.

Respectfully submitted:

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Dipu Patel-Junankar, PA-C, Chair

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Date