

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, October 11, 2018
9:30 a.m.**

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

AGENDA

| Time | Item # | Item | Documents | Staff Contact |
|-------------|---------------|---|------------------|----------------------|
| 9:30 a.m. | I | Call to Order Determination of Quorum Notice of Electronic Recording | | Board Chair |
| | II | Approval of Agenda Conflict of Interest | Draft Agenda | Board Chair |
| | III | Approval of Minutes A. Regularly Scheduled Meeting: June 14, 2018, August 9, 2018, & September 13, 2018 | Draft Minutes | Board Chair |
| | IV | Staff Action Policy A. Web Posting Policy | Draft Policy | MS |
| | V | Inquiries A. Provider Chart Review: Submitted by Caitlin Laughton, RN, BSN, ConvenientMD Urgent Care | E-mail Inquiry | Board Chair |
| | VI | Flex Session A. Announcements Staff Action Policy Report B. Topics for next agenda | SAP Report | ED |

| | | | | |
|------------|-------------|--|----------------|---------------|
| | VII | <p>Executive Session 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.</p> <ol style="list-style-type: none"> 1. Specifically, the Board will discuss and evaluate the necessity of modifying probation conditions for a Licensee. 2. Specifically, the Board will discuss complaints or charges brought against a Licensee or Licensees. 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. <p>The Board will not reconvene in public session subsequent to the closed session(s).</p> | Closed Session | Board Chair |
| | VIII | 65C Session | Memo | Board Counsel |
| | IX | Adjudicatory Session: N/A | N/A | Board Counsel |
| 12:00 p.m. | X | Adjournment - next Board meeting scheduled for November 8, 2018. | | |

COMMONWEALTH OF MASSACHUSETTS
BOARD OF REGISTRATION OF PHYSICIAN ASSISTANTS

BOARD MEETING

September 13, 2018
239 CAUSEWAY STREET ROOM 417 A/B
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
Mary Kuzmeski, PA-C Physician Assistant 2
Alithia Broderick, PA-C, Physician Assistant 3
Paul Crehan, PA-C, Physician Assistant 4, Secretary
Robert Baginski, MD, Physician
Richard Baum, MD, Massachusetts Medical Society

Staff Present:

Roberlyne Cherfils, Executive Director, Multi-Boards, BHPL
Philip Beattie, Assistant Executive Director, Multi-Boards, BHPL
Mary Strachan, Board Counsel, Office of General Counsel, DPH
Lisa Seeley-Murphy, Investigations, Multi-Boards, BHPL
Jonane Nicolas, Office Support Specialist, Multi-Boards, BHPL

I. Call to Order – Determination of Quorum

A quorum of the Board was present. Ms. Patel-Junankar, the Board Chair, called the meeting to order at 9:32 a.m.

Ms. Patel-Junankar noted that Dr. Baum was not present when the meeting started.

II. Conflict of Interest/Approval of the Agenda

The Meeting Agenda was reviewed. There was no conflict of interest.

Ms. Cherfils proposed to defer the July Minutes because additional edits must be done based on the recording. Furthermore, after reviewing the Board meeting attendance tracker, Board staff noticed the July meeting was cancelled therefore it was the June minutes that will be deferred instead of July.

ACTION: Mr. Crehan made a motion to approve the agenda and defer the minutes; Dr. Baginski seconded the motion. The motion passed unanimously.

Document: September 13, 2018 Board meeting agenda

III. Approval of Minutes:

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

Dr. Baum entered the room at 9:34 a.m.

DISCUSSION: On page 1 of 4 in Item II, Ms. Broderick suggested changing from there was a conflict to there was no conflict of interest.

ACTION: Dr. Baginski made a motion to accept the changes; Ms. Broderick seconded the motion. The motion passed unanimously.

Document: August 09, 2018 Regularly Scheduled Board Meeting Minutes

IV. Staff Action Policy:

A. Retirement Policy

DISCUSSION: Ms. Strachan presented the License Retirement Policy to the Board members for adoption. This policy will authorize Board staff to determine whether a Physician Assistant who applies for license retirement meets the criteria set forth in the Regulation at 263 Code of Massachusetts CMR 3.08.

(a) licensee is not surrendered, suspended or revoked at the time of the petition and,

(b) licensee demonstrates to the Board's satisfactory, the licensee intends to permanently retire from active practice in the Commonwealth and in all other jurisdictions.

Lastly, if the staff conclude that the Physician Assistant does not meet these requirements, the staff would be required to submit the application to the Board members for review.

ACTION: Mr. Crehan made a motion to approve the Retirement Policy. Ms. Sheridan-Geldart seconded the motion. The motion passed unanimously.

Document: Retirement Policy

V. Operational Update

A. Acts of 2014, Chapter 260, Section 9 Domestic & Sexual Violence Training

DISCUSSION: Ms. Cherfils presented the Acts of 2014, Domestic & Sexual Violence Training to the Board which recommends an additional training regarding sexual and domestic violence will become available on the webpage. Upon renewal in January 2019, there will be a link on the webpage with an additional question. The question will read; I am aware of or have completed the mandatory training on sexual and domestic violence pursuant to Massachusetts General Law Chapter 112 section 264. If the applicant answers no to that question, the staff will place a hold on the renewal file and the multi-Board staff will follow up on the forthcoming steps. Ms. Patel-Junankar inquired about taking the training now, Ms. Cherfils informed the Board members that the website has not been released yet. Ms. Cherfils also informed the Board members if any employers offer this training, the licensee will have the opportunity to take this training at their job with the approval of their employer. Thus, they do not have to retake the training at the renewal cycle.

ACTION: No action

Document: Acts of 2014, Chapter 260, Section 9 Domestic & Sexual Violence Training

VI. FLEX SESSION:

A. Announcements

DISCUSSION: Ms. Patel-Junankar inquired about the Board meeting off site for PA. The Board meeting off site will happen again on February 14, 2019. The room can accommodate up to 15 people. Ms. Cherfils inquired about the audio recording in the room. Ms. Patel-Junankar informed the board members that the room was well equipped and audiences will also be able to attend. Ms. Cherfils suggested that the executive session should not be included for the February meeting since visitors are allowed to attend. Ms. Strachan also informed the Board members that Boston Bar Associations will be providing training on Telemedicine and she is planning on attending that meeting to share more information on this topic.

ACTION: None

Document: None

B. Topics for next agenda

ACTION: None

Document: None

VII. Executive Session

At 9:43 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)(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.

4. Specifically, the Board will discuss and evaluate the necessity of modifying probation conditions for a Licensee.
5. Specifically, the Board will discuss complaints or charges brought against a Licensee or Licensees.
6. 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.

IX Adjourn

The meeting adjourned at 9 45 a.m. there were no motion made.

The next meeting of the Board of Registration of Physician Assistants will be held on Thursday, November 8, 2018, at 9:30 a.m. at 239 Causeway Street, Room 417 A/B Boston, Massachusetts.

Respectfully submitted:

Chair
Dipu Patel-Junankar

Date

Vice-Chair
Date
Shannon Sheridan-Geldart

