

COMMONWEALTH OF MASSACHUSETTS

BOARD OF CERTIFICATION OF COMMUNITY HEALTH WORKERS

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

Tuesday, October 12, 2021
12:30 p.m.

General Session is open to the public and will be held via Webex at:
<https://state.ma.webex.com/state/ma/j.php?MTID=m02ad375b0e3029f9e0adc64975d8d992>

Call-In Telephone number 1-866-692-3580 (toll-free)

Meeting Number/Access Code: 2430 509 9658

Meeting Password: puJFeG8Jv82

Agenda

All votes must be via roll call

Time	Item #	Item	Exhibits	Staff Contact
12:30p.m.	I	Call to Order & Introductions Determination of Quorum Notice of Electronic Recording	None	Board Chair
	II	Conflict of Interest Approval of Agenda	Draft Agenda	Board Chair
	III	Approval of Minutes: A. September 14, 2021	Draft Minutes	Board Chair
	IV	Review and Approval of Changes to Proposed Amendments from Administrative Review A. 272 CMR 7.00 – Continuing Education B. 272 CMR 4.00	Proposed Amendments	Board Counsel

Board Meeting Agenda October 12, 2021
Board of Certification of Community Health Workers

ADA Compliance Notice: If you need reasonable accommodations in order to participate in the meeting, contact the DPH ADA Coordinator Kevin Lovaincy, Phone: 617-909-5085 in advance of the meeting. While the Board will do its best to accommodate you, certain accommodations may require distinctive requests or the hiring of outside contractors and may not be available if requested immediately before the meeting.

V	<u>Continuing Education Program</u> A. New England AIDS Education and Training Center – More than Healthcare Series: SSPs and Public Health: Past, Present, and Future	Application	Board Chair/Executive Director
VI	<u>CHWs and Fluoride Varnish</u>	Discussion	Board Chair
VII	<u>Blanket Approval for Training and Education Programs</u>	Discussion	Board Chair
VIII	<u>Flex Session</u> A. Announcements 1. Proposed CHW Application Revision B. Topics for future agenda 1. Tiering 2. Reciprocity 3. Online vs In-person training	None	ED/Board Counsel/Chair
IX	<u>Executive Session:</u> 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. 1. Specifically, the Board will discuss and evaluate the Good Moral Character as required for registration for pending applicants. 2. 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. The Board will not reconvene in public session subsequent to the closed session(s).	N/A	
X	<u>65C Session: N/A</u>	N/A	Board Counsel
XI	<u>Adjudicatory Session: N/A</u>	N/A	Board Counsel

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4:00 p.m.	XII	Adjournment: Next meeting scheduled for November 9, 2021.	N/A	Board Chair
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COMMONWEALTH OF MASSACHUSETTS
BOARD OF CERTIFICATION OF COMMUNITY HEALTH WORKERS
BOARD MEETING

October 12, 2021
239 Causeway Street - 4th floor, Room 417A/B
Boston, MA 02114 VIA WebEx
(OPEN SESSION)
MINUTES

Board Members

Present:

Claire Santarelli, Chair | Commissioner's Designee
Joanne Calista, Vice Chair | Community Health Worker Training
Organization Representative
Catherine Bourassa | Community-Based Community Health Worker
Employer
Susan Dargon-Hart | Massachusetts League of Community Health Centers
Representative
Sharon George | Community Health Worker 4
Denise Lau, Secretary | Public Member
Sheila Och | Community Health Worker 2

Board Members

Not Present:

Hugo Santos | Community Health Worker 3

Staff Present:

Steven Joubert | Executive Director – Multi-Boards, BHPL
Karen Geoghegan | Assistant Executive Director - Multi-Boards, BHPL
Eleanor Montgomery
Mary Strachan | Board Counsel - Office of the General Counsel, DPH

- I. Call to Order | Determination of Quorum:
Ms. Claire Santarelli, Board Chair, called the meeting of the Board of Certification of Community Health Workers to order at 12:32 P.M. and provided verbal notice of recording. A quorum was established with members present via WebEx via roll call as follows: Claire Santarelli: Present; Joanne Calista: Present; Susan Dargon-Hart: Present; Sharon George: Present; Denise Lau: Present; Catherine Bourassa: Present; Sheila Och: Present. Absent: Hugo Santos.

- II. Conflict of Interest | Approval of Regular Session Agenda
Ms. Santarelli asked members to review the agenda.

DISCUSSION:

Ms. Santarelli requested to move the fluoride varnish discussion to the top of the agenda.

ACTION:

Motion by Ms. Santarelli to approve the agenda as amended, seconded by Ms. Denise Lau and unanimously approved by roll call vote as follows: Claire Santarelli: yes; Joanne Calista: yes; Susan Dargon-Hart: yes; Catherine Bourassa: yes; Sharon George: yes; Denise Lau: yes; Sheila Och: yes;. Absent: Hugo Santos; Recused: None. Abstained: None.

Document: October 12, 2021 Agenda

III. Approval of Minutes: September 14, 2021

DISCUSSION:

Ms. Lau pointed out a typo in the minutes.

ACTION:

Motion to approve the September 14, 2021, minutes with edits by Ms. Lau, seconded by Ms. Santarelli and passed unanimously by roll-call vote as follows: Claire Santarelli: yes; Joanne Calista: yes; Susan Dargon-Hart: yes; Catherine Bourassa: yes; Sharon George: yes; Denise Lau: yes; Sheila Och: yes;. Absent: Hugo Santos; Recused: None; Abstained: None.

Document: September 14, 2021, Minutes

IV. CHWs and Fluoride Varnish

Ms. Santarelli provided some background on the discussion. Her office encompasses the Office of Community Health Workers as well as the Office of Oral health. They have been tracking access to preventative dental services including fluoride varnish and access to municipal water supply with fluoride. She explained that many children receive preventative dental services, including fluoride varnish, at school. Due to the COVID-19 pandemic, these services did not happen in 2020 and have been slow to restart in 2021.

DISCUSSION:

Ms. Gail Hirsch explained that she had done some research and determined that there are some states that allow Community Health Workers to apply fluoride varnish, citing California as an example. However, some states do not allow it and she explained that New Hampshire has an agreement with their Medicaid agency that only licensed dental providers can provide this service. Ms. Santarelli explained that the Board is looking to determine whether or not it is in the scope of practice of a Community Health Worker.

Guest Dr. Catherine Hayes of Masshealth explained that applying fluoride varnish has been expanded to health professionals outside of dentistry, including Medical Assistants, Physicians, and Nurses. There has been a push to allow non-dental

providers to apply fluoride varnish, especially for young children who do not get to see the dentist. There is a one-hour training and upon completion, providers will receive a certificate.

Ms. Joanne Calista stated that she has seen the results of not having fluoride in the municipal water supply as she lives in a community which does not have it. She also commented that it is a social justice issue. Ms. Sheila Och opined that it is outside of the Core Competencies for Community Health Workers and ultimately is similar to CHWs who take blood pressure, monitor blood pressure, or conduct testing. However, these things are done in a clinical setting with oversight in case something was to go wrong. Ms. Sharon George agreed that it is outside of the Core Competencies and elaborated that she doesn't believe it is within the Scope of Practice for CHWs. She explained that CHWs work in the communities, her primary concern is that there would not be proper supervision if the procedure were to be done in someone's home. Dr. Horne explained that it is similar to brushing teeth with a special toothbrush and stated that there is no possibility of overdosing the patient and that almost nothing can go wrong. Ms. Hirsch pointed out that the Core Competencies are different than the Scope of Practice.

Board Counsel, Ms. Mary Strachan stated that she would like to connect with the Board of Registration in Dentistry to get their opinion on this. Dr. Hayes explained that the MassHealth regulations state the other providers that can do this procedure and that at this time, Community Health Workers are not included. Ms. Calista noted that the Board has historically attempted to garner input from Community Health Workers and asked if there was a way to do that. Ms. Santarelli stated that she would reach out to the Executive Director of MACHW in order to get more information from the field.

ACTION:

None.

Document: None.

V. Review and Approval of Changes to Proposed Amendments from Administrative Review

Ms. Strachan walked the Board through the process of Administrative Review. She presented the Board with the administrative edits to 272 CMR 7.00 that had come back for Board review.

DISCUSSION:

The only change from the Administrative Review process is a minor edit to the language for clarity. Once the Board approves changes, they can take it to public comment. Ms. Lau clarified whether there had been a change to the time frame, or just a change to the language in the regulations. Ms. Strachan confirmed that there

was no change, the Board would not require CEs for CHWs who receive their initial certification within 12 months of renewal.

ACTION:

Motion to approve the changes to 272 CMR 7.00 and hold a public hearing by Ms. Lau, seconded by Ms. Santarelli and passed unanimously by roll-call vote as follows: Claire Santarelli: yes; Joanne Calista: yes; Susan Dargon-Hart: yes; Catherine Bourassa: yes; Sharon George: yes; Denise Lau: yes; Sheila Och: yes;. Absent: Hugo Santos; Recused: None. Abstained: None.

Ms. Strachan announced that there had been an issue with 272 CMR 4.00 when it had been passed on an emergency basis. The changes surrounding the sun setting of the experience-only pathway and the language regarding references went through administrative review and public comment, but the change surrounding the expiration date of licenses was omitted. The regulations will need to be sent through another round of Administrative Review to make this change so that the regulations line up with the practice.

VI. Continuing Education Program

- a. New England AIDS Education and Training Center – More than Healthcare Series: SSPs and Public Health: Past, Present, and Future

Executive Director, Mr. Steven Joubert presented the application to the Board.

DISCUSSION:

Ms. Lau pointed out that the program was happening soon and asked how far in advance Board staff requests applications for approval. Mr. Joubert replied that they request them one month in advance.

ACTION:

Motion to approve the program for CE credits by Ms. Lau, seconded by Ms. Och and passed unanimously by roll-call vote as follows: Claire Santarelli: yes; Joanne Calista: yes; Susan Dargon-Hart: yes; Catherine Bourassa: yes; Sharon George: yes; Denise Lau: yes; Sheila Och: yes;. Absent: Hugo Santos; Recused: None. Abstained: None.

VII. Blanket Approval for Training and Education Programs

Ms. Santarelli explained that the Board had discussed creating an application and/or process for approving organizations to provide CE programs.

DISCUSSION:

Ms. Strachan explained that there is a similar process for the Massachusetts Nursing Home Administrator Board. They have adopted a policy where if any course is approved by the National Association of Long Term Care Administrators, then it is approved for CEs. She also explained that the Physician Assistant Board does not

approve CE programs directly; The PA Board has determined that a program approved by the American Medical Association or the American Physician Assistant Association is approved by the Board. However, these professions have been around for a long time and so there are established, national entities. Mr. Joubert shared the Nursing Home Administrators policy on the screen for Board members to view.

Ms. Santarelli referenced both the application for CE programs and for Training and Education programs. She stated that the application for blanket approval would likely encompass information from the two forms.

Ms. Lau expressed concern that if an organization were to be given blanket approval, how would the Board ensure that the courses actually meet the needs of the workforce. Ms. Santarelli stated that it seems like the Board is trying to determine what information they would need to ensure that an organization is providing relevant CEs. Ms. Lau recalled that the Board had initially hoped that the Office of CHWs would receive applications for approved programs and make recommendation to the Board. Ms. Och agreed and additionally recalled that the Board had hoped the Office of CHWs would reach out to organizations and encourage them to apply. Ms. Strachan reminded the Board to make the process transparent and clear. Ms. Lau asked if the Office of CHWs could create a list of criteria and standards for the Board to review. Ms. Och voiced her agreement. Ms. Santarelli and Ms. Hirsch said they would bring something back to the Board for next month.

ACTION:

None.

Document: None.

VIII. Flex Session

a. Announcements

i. Proposed CHW Application Revision

Assistant Executive Director, Ms. Karen Geoghegan explained that many Applicants overlook the requirement to initial the affidavit. She asked if the Board could authorize that they change the instructions to simply require checking off each statement. Mr. Joubert added that there are also issues with understanding that the application must be signed in the presence of a notary since staff often receives applications where it has been notarized incorrectly.

ACTION:

Motion to amend the application to allow for checkmarks and to include language in the instructions that the form must be signed in the presence of a notary by Ms. Santarelli, seconded by Ms. Calista and unanimously approved by roll-call vote as follows: Claire Santarelli: yes; Joanne Calista:

yes; Susan Dargon-Hart: yes; Catherine Bourassa: yes; Sharon George: yes; Denise Lau: yes; Sheila Och: yes;. Absent: Hugo Santos; Recused: None. Abstained: None.

b. Topics for Future Agenda

- i. Tiering
- ii. Reciprocity
- iii. Online vs In-person training
- iv. Blanket Continuing Education Provider Application

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.

Specifically, the Board will discuss and evaluate the Good Moral Character as required for registration for pending applicants.

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.

The Board will not reconvene in public session subsequent to the closed session(s).

Motion to enter into Executive Session at 2:54 P.M. by Ms. Lau, seconded by Ms. Lau and unanimously approved by roll-call vote as follows: Claire Santarelli: yes; Joanne Calista: yes; Susan Dargon-Hart: yes; Catherine Bourassa: yes; Sharon George: yes; Denise Lau: yes; Sheila Och: yes;. Absent: Hugo Santos; Recused: None; Abstained: None.

The next meeting of the Board of Certification of Community Health Workers is scheduled for Tuesday, November 9, 2021.

Respectfully submitted:

The Board of Certification of Community Health Workers.