

COMMONWEALTH OF MASSACHUSETTS

BOARD OF REGISTRATION OF PERFUSIONISTS

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

Tuesday September 2, 2014
8:30 a.m.

239 Causeway Street ~ 4th Floor ~ Room 418
Boston, Massachusetts 02114

Agenda

Time	Item #	Item	Exhibits	Staff Contact
8:30 a.m.	I.	Call to Order Determination of Quorum		
	II.	Approval of Agenda	Agenda	
	III.	Approval of Minutes A. March 4, 2014 Regularly Scheduled Meeting	Draft minutes	
	IV.	Initial License Application Review A. DeLeon, Joseph Andrew Pending	Application form and supporting documents	MP/IH
	V.	Completed License Application Review A. Carl Gisnarian PL 2076 (expires 09/01/15) B. Cheryl McCusker PL 2072 (expires 09/01/15) C. Timothy Buzzelli PL 2071 (expires 09/01/15) D. Christine Clay PL 2075 (expires 09/01/15) E. Stephen Thomas PL 2083 (Expires 09/01/15)	Application forms and supporting documents	MP/IH
	VI.	Completed Provisional License Application Review A. Jessica Lance PP2080 (expires 07/02/15)	Application form and supporting documents	MP/IH
	VII.	Completed License Reactivation Review None	None	

	VIII.	Staff Assignments None	None	
	IX.	Complaints None	None	
	X.	Other Business/Announcements A. <u>Proposed Policy</u> : Delegation of signature of Authority, Policy 14-01 B. <u>Proposed Policy</u> : Staff Action to Identify Individual Registration Applications requiring Good Moral Character Evaluation, Policy 14-02 C. <u>Proposed Policy</u> : Valor Act D. <u>Announcement</u> : Interchange Secure File and Email Delivery System for Board Materials E. <u>Overview</u> : Sessions of Open Meeting Law F. <u>Overview</u> : Conflict of Interest Law G. <u>Revision of Application Question #17</u> : Minor Violation Limit increase H. <u>Announcement</u> : Board members' state email address I. <u>Discussion</u> : Ex Vivo lung perfusion J. <u>Discussion</u> : ABCP Communication and Licensure K. <u>Discussion</u> : Contracted Companies for Perfusionists L. <u>Discussion</u> : Revision of Board's regulations; application process and forms	Draft policy 14-01 Draft Policy 14-02 Draft of Policy Interchange File Transfer Quick Start Instructions OML Hand-out Conflict of Interest Hand-out Copy of Application Question	VB/DM VB/DM VB/DM IH VB/DM VB/DM MP
	XI.	Flex Session A. Topics for next agenda		
12:00 p.m.	XII.	Adjournment		

COMMONWEALTH OF MASSACHUSETTS
BOARD OF REGISTRATION OF PERFUSIONISTS

BOARD MEETING
September 2, 2014
239 Causeway Street, Boston, MA 02114
Room 418

MINUTES

Board Members Present: Adam Lerner, M.D., Anesthesiologist (Cardiac Anesthesia), Chair
Kevin Lilly, Certified Clinical Perfusionist 1, Vice-Chair
Kyle Spear, Perfusionist 4
Sary Aranki, M.D., Cardiovascular Surgeon

Board Member Raymond Hawkins, Perfusionist 3

Not Present:

Staff Present: Mary Phillips, Executive Director, Multi-Boards, DHPL
Ichelle Herbu, Assistant Executive Director, Multi-Boards, DHPL
Anson Chu, Office Support Specialist, Multi-Boards, DHPL
Vita Berg, Chief Board Counsel, Office of the General Counsel, DHPL

Staff Not Present: David Murphy, Board Counsel, Office of the General Counsel, DPH
Marjorie Campbell, Investigator, Supervisor, Office of Public
Protection, DHPL

I. Call to Order – Determination of Quorum

A quorum of the Board was present. Dr. Lerner, Board Chair, called the meeting to order at 08:41 a.m.

II. Approval of Agenda

The Meeting Agenda was reviewed.

DISCUSSION: None

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

Document: September 2, 2014 Board Meeting Agenda

III. Approval of the Minutes

A. March 4, 2014 Regularly Scheduled Board Meeting

The Minutes of the March 4, 2014 Regularly Scheduled Board Meeting were reviewed.

DISCUSSION: Mr. Lilly informed the Board that on Item VI, there is a typo where it should be “advise” instead of “advice”.

ACTION: Mr. Lilly made a motion to approve the Minutes as amended; Dr. Aranki seconded the motion. The motion passed with Board members present and voting in favor unanimously.

Document: Minutes of the March 4, 2013 Regularly Scheduled Board Meeting

IV. Initial License Application Review

A. DeLeon, Joseph Andrew Pending

DISCUSSION: Ms. Phillips informed the Board that Mr. DeLeon applied for initial licensure. The National Practitioner Data Bank Self-Query report indicates Mr. DeLeon was named in a lawsuit. During February 2004, a settlement of \$500,000 was reached after a plaintiff alleged that inadequate oxygen supply was delivered to the patient during heart surgery. Mr. DeLeon has licenses from other states and they are all in good standing. The Board reviewed his statement to the Board in regards to this case. Board members noted that the applicant has practiced since the event without any issues.

ACTION: Dr. Aranki made a motion to approve Mr. DeLeon's initial application for licensure; Mr. Spear seconded the motion. The motion passed with Board members present and voting in favor unanimously.

Document: Applicant's statement and supporting documentations

V. Review of Completed Initial License Application (01/01/13 to 09/23/13)

F. Carl Gisanarian	PL 2076 (expires 09/01/15)
G. Cheryl McCusker	PL 2072 (expires 09/01/15)
H. Timothy Buzzelli	PL 2071 (expires 09/01/15)
I. Christine Clay	PL 2075 (expires 09/01/15)
J. Stephen Thomas	PL 2083 (Expires 09/01/15)

DISCUSSION: Dr. Lerner informed the Board that he reviewed all the applications prior to the start of the meeting. The applicants met all of the Board requirements for licensure. Ms. Herbu brought up the topic of whether or not it is required for the Board to review the completed applications in future meetings. Ms. Berg informed the Board that she will draft a proposed policy to delegate a Board member to review the application and will bring it to the next scheduled Board Meeting.

ACTION: Mr. Lilly made a motion to approve the reviewed applications; Dr. Aranki seconded the motion. The motion passed with Board members present and voting in favor unanimously.

Documents: None

VI. Completed Provisional License Application Review

A. Jessica Lance PP2080 (expires 07/02/15)

DISCUSSION: Dr. Lerner informed the Board that he reviewed the application before the meeting started. The applicants met all the Board's requirements for licensure.

ACTION: Mr. Spear made a motion to approve the reviewed application; Dr. Aranki seconded the motion. The motion passed with Board members present and voting in favor unanimously.

Documents: None

VII. Completed License Reactivation Review

None

VIII. Staff Assignments

None

IX. Complaints

None

X. Other Business

M. Proposed Policy: Delegation of Signature of Authority, Policy 14-01

DISCUSSION: Ms. Berg informed the Board that Policy 11-01 delegate's authority to the Executive Director to sign the documents listed in the policy on behalf of the Board.

ACTION: Mr. Lerner made a motion to adopt Policy 14-01; Mr. Spear seconded the motion. The motion passed with Board members present and voting in favor unanimously.

Documents: Draft of Proposed Policy 14-01, Delegation of Signature of Authority

N. Proposed Policy: Staff Action to Identify Individual Registration Applications requiring Good Moral Character Evaluation, Policy 14-02

DISCUSSION: Ms. Berg informed the Board that the purpose of Policy 14-02 is to authorize Board staff to screen individual registration applications and identify those requiring evaluation by the full Board to determine if the applicant meets the good moral character requirement for registration.

ACTION: Mr. Aranki made a motion to adopt Policy 14-02 with the modification that the fine for minor violation to be increased to \$250 and the authorization is delegated to the Board staff and the Chair; Mr. Spear seconded the motion. The motion passed with Board members present and voting in favor unanimously.

Documents: Draft of Proposed Policy 14-02, Staff Action to Identify Individual Registration Applications requiring Good Moral Character Evaluation

O. Proposed Policy: Valor Act

DISCUSSION: Ms. Berg informed the Board of the implementation of the Valor Act. The purpose in adopting this policy is to facilitate the provisions of the Valor Act of 2012. The Board in adopting this policy authorizes the VAL (employee of the division who serves as a liaison) to facilitate the processing of applications submitted by active duty service members and military spouses. The Board authorizes the VAL:

- i. to direct the issuance of a license card for the current or next registration period to an Active Duty Service Member whose license is in good standing, and to waive any renewal and late fees, if: The license is “current” within the renewal window and the normal “expiration” date falls within the period of active duty, or; the license has “expired” but the “expiration” occurred” during the period of active duty. Further, the Board authorizes the VAL to waive the requirement that the individual complete continuing education requirements, if such requirements are imposed as a condition for license renewal.
- ii. to direct expediting the processing of Military Transfer spouse’s application for initial licensure or for reactivation.

ACTION: Mr. Spear made a motion to adopt the Valor Act Policy; Dr. Aranki seconded the motion. The motion passed with Board members present and voting in favor unanimously.

Documents: Valor Act Policy

P. Announcement: Interchange Secure File and Email Delivery System for Board Materials

DISCUSSION: Ms. Herbu informed the Board that DHPL is implementing the interchange system, a secure system for file transfer, to forward Board materials to Board members. Board members will begin receiving Board materials via interchange for the next scheduled meeting.

ACTION: None

Documents: Copy of the DPH Interchange Secure File and Email Delivery System Instructions

Q. Overview: Sessions of Open Meeting Law

DISCUSSION: Ms. Berg reviewed the sessions of the OML for the Board.

ACTION: None

Documents: Hand-out of Open Meeting Law

R. Overview: Conflict of Interest Law

DISCUSSION: Ms. Berg reviewed the Conflict of Interest Law as it pertains to Board members. Conflict of Interest issues may arise for Board members in a small professional community as Perfusionists. If a Board member determines that a conflict of interest exists with an item on the agenda, Board members may contact the State Ethics Commission for advice. Board members should notify Board staff of the issue as soon as possible; recuse themselves prior to the discussion of the item in the meeting; cannot discuss the item at any time with any Board member; and file a disclosure form with the Governor’s Office if a quorum issue arises.

ACTION: None

Documents: Conflict of Interest Law and Disclosure Forms

S. Revision of Application Question #17: Minor Violation Limit increase

DISCUSSION: Ms. Phillips informed the Board that currently, the criminal history question on the Board's applications indicate that an applicant is not required to report minor violations for which a fine of \$100 or less was imposed. However, today, a \$100 fine limit is too low, such as speeding tickets are usually more than \$100. The Board may want to increase the limit to \$250.

ACTION: Mr. Aranki made a motion to increase the limit to \$250; Mr. Spear seconded the motion. The motion passed with Board members present and voting in favor unanimously.

Documents: Copy of the Good Moral Character Questions

T. Announcement: Board members' state email address

DISCUSSION: Ms. Berg informed the Board that each Board member was issued new email address.

ACTION: None

Documents: None

U. Discussion: Ex Vivo lung perfusion-Deferred until the next scheduled Board Meeting

V. Discussion: ABCP Communication and Licensure-Deferred until the next scheduled Board Meeting

W. Discussion: Contracted Companies for Perfusionists-Deferred until the next scheduled Board Meeting

X. Discussion: Revision of Board's regulations; application process and forms-Deferred until the next scheduled Board Meeting

XI. Flex Session

A. Topics for next agenda

At 09:27 a.m., Dr. Aranki left the meeting.

XII. Adjourn

Meeting adjourned at 09:27 a.m. for a lack of quorum

The next scheduled meeting of the Board of Registration of Perfusionists is Tuesday, December 2, 2014 at 8:30 a.m. at 239 Causeway Street, Boston, MA.

Respectfully Submitted:

Adam Lerner, MD, Chair

Date