



WEST VIRGINIA BOARD OF PHYSICAL THERAPY

101 Dee Drive

Charleston, West Virginia 25311

Telephone: (304) 558-0367 Fax: (304) 558-0369

MINUTES

May 18, 2016

BOM Conference Room 10:00 AM

Members Present: Melanie Taylor, PT; Jack Spatafore, PT; Shannon Snodgrass, PT; Lesleigh Barber-Thompson, PT; DC Offutt, Lay Member

Non-Members Present: Kate Campbell, Assistant Attorney General

Minutes Taken By: Nonnie Ramsey, Executive Secretary

I. **Meeting was called to order at 10:08 AM.**

II. **Public Comment**

- None

Melanie motioned to go into executive session at 10:11 AM. Shannon seconded with all in favor.

Melanie motioned to close executive session at 11:14 AM. Jack seconded with all in favor.

III. **Questionable Applicants**

- **Melanie** motioned to approve questionable applicant D.C. **Lesleigh** seconded with all in favor.
- **Melanie** motioned to approve questionable applicant C.L. **Lesleigh** seconded with all in favor.
- **Melanie** motioned to approve questionable applicant J.R. **Lesleigh** seconded with all in favor.
- **Melanie** motioned to approve questionable applicant T.M. **Lesleigh** seconded with all in favor.

IV. **Disciplinary Cases/Kate Campbell**

Case No. 2011-01 & 2014-05

- **Melanie** motioned to give authorization to Kate to issue a consent decree and order. The Board objects to further continuance. **Lesleigh** seconded with all in favor.

a) Case No. 2015-01

- **No Motion Made.** Consent agreement was signed. Licensee is to find Board approved live courses to attend and pay fine. No online courses.

b) Case No. 2015-02

- **No Motion Made.** Case is ongoing and is set for hearing in June.

c) Case No. 2015-03

- **Melanie** motioned to find **no probable cause**. **Shannon** seconded with all in favor.

- d) Case No. 2016-01
- **Melanie** motioned to table to next board meeting. **Lesleigh** seconded with all in favor.

- e) Case No. 2016-02
- **Melanie** motioned to issue a board initiated complaint. **Lesleigh** seconded with all in favor.

V. CE Audit Results

- a) Board reviewed 2014/2015 CE Audit.

VI. CE Courses for Board Approval

- "South East Ohio Journal Club" from First Settlement PT was approved for one hour per class attended.

VII. Questions for Board Consideration

- The Board discussed and answered the questions submitted.

VIII. Special Accommodations

- **Melanie** motioned to approve. **Shannon** seconded with all in favor.

IX. Approval of Minutes

- a) **Melanie** motioned to accept the November 13, 2015 minutes. **Lesleigh** seconded with all in favor.
- b) **Melanie** motioned to accept the January 11, 2016 teleconference minutes. **D.C** seconded with all in favor. **Lesleigh** and **Jack** sustained.
- c) **Melanie** motioned to accept the February 24, 2016 minutes. **Jack** seconded with all in favor.

X. Old/New Business

- a) **Melanie** discussed Jurisprudence Exam through the FSBPT.
- b) Discussed applicants who want to appeal the FSBPT six time testing limit.
- c) Discussed Howell/Board composition as to what the next steps may be.
- d) Disciplinary Policies through Federation-**Melanie** discussed contacting the FSBPT to get a printout of past discipline to create a discipline log to provide consistency in discipline cases.
- e) Substance Abuse Policies. **Nonnie** will contact someone to educate on drug policy.
- f) Policy and Procedure for complaints that address billing issues-**Shannon** discussed implementing a consistent policy and procedure to address these issues.
- g) Wording of Continuing Education Guidelines-Continuing Education guidelines was discussed and revised.
- h) Rental car reimbursement during conferences/meetings-Board discussed and approved rental car reimbursement for **Jack** during the FARB meeting in January.
- i) **Nonnie** advised that the process to decrease online verification fees is in progress and is still ongoing.
- j) Software Upgrade.
- k) Board reviewed P-Card purchases for February-April 2016.
- l) Board reviewed Per-Diem amounts for the 3rd Quarter of FY-2016
- m) **Melanie** motioned for **Shannon** to attend FARB training in Chicago, IL September 29, 2016-October 2, 2016. **Lesleigh** seconded with all in favor.

XI. Next Board Meeting Date: August 24, 2016 at 10:00am

XII. Meeting was adjourned at 2:06 PM.

Approved by:


Melanie Taylor, PT, Board Chair