



WEST VIRGINIA BOARD OF PHYSICAL THERAPY
101 Dee Drive
Charleston, West Virginia 25311
Telephone: (304) 558-0367 Fax: (304) 558-0369

MINUTES
December 06, 2016
BOM Conference Room 10:00 AM

Members Present: Jack Spatafore, PT; Shannon Snodgrass, PT; Melanie Taylor, PT
Members Absent: Lesleigh Barber-Thompson, PT; DC Offutt, Lay Member
Non-Members Present: Kate Campbell, Assistant Attorney General
Minutes Taken By: Nonnie Ramsey, Executive Secretary

I. **Melanie Taylor called meeting to order at 10:10 AM.**

II. **Public Comment-None**

Melanie motioned to go into executive session at 10:17 AM. **Shannon** seconded with all in favor.

Melanie motioned to close executive session at 12:38 PM. **Jack** seconded with all in favor.

III. **Questionable Renewals**

- **Melanie** motioned to deny questionable renewal T.M. **Shannon** seconded with all in favor.
- **Melanie** motioned to approve questionable renewal J.S. **Jack** seconded with all in favor.
- **Melanie** motioned to approve questionable renewal A.R. **Jack** seconded with all in favor.

IV. **Disciplinary Cases/Kate Campbell**

a) **Case No. 2015-01**

- Reported out to the Board that conditions of Consent Decree have been completed and the case is hereby closed.

b) **Case No. 2015-02**

- **Melanie** motioned to make changes as suggested by counsel to the findings of facts and conclusions of law. The Board will issue a final order which states B.C will be suspended for six (6) months with clearance at six (6) months before returning to work. B.C will then be on probation for one (1) year at which time she will only practice under direct supervision of a Physical Therapist. B.C will complete random drugs testing and will have 18 months to reimburse the board for all fees. **Shannon** seconded with all in favor.

c) **Case No. 2016-01**

- No motion made. Case is ongoing.

- d) **Case No. 2016-02**
 - No motion made. Case is ongoing.
- e) **Case 2016-03**
 - **Melanie** motioned to subpoena entire records for all four patients and consult with Cynthia Fox for investigation. **Shannon** seconded with all in favor.
- f) **Case 2016-04**
 - **Melanie** motioned to request the patients entire file from the complainant to review ourselves. **Shannon** seconded with all in favor.
- g) **Case 2016-05**
 - **Melanie** motioned to request the patient's record from clinic and to issue a letter to the complainant to spell out what she says the PT Tech did. **Shannon** seconded with all in favor.
- h) **Case 2016-06**
 - **Melanie** motioned to issue a letter requesting more information from the licensee. **Shannon** seconded with all in favor.
- i) **Case 2016-07**
 - **Melanie** motioned for no probable cause to be found. **Shannon** seconded with all in favor.
- j) **Case 2016-08**
 - **Shannon** motioned to continue case until next board meeting. **Jack** seconded with all in favor. **Melanie** abstained.

V. CE Courses for Board Approval

- Board reviewed CE courses for approval.

VI. CE Audit Process

- If a licensee fails the CE audit the Board will file a Board initiated complaint and the licensee's license will be suspended for no less than 1 day.

VII. Questions for Board Consideration

- The Board discussed and answered the questions submitted.

VIII. Approval of Minutes

- **Shannon** motioned to accept the August 24, 2016 minutes. **Jack** seconded with all in favor.
- **Melanie** motioned to accept the October 13, 2016 (teleconference) minutes. **Shannon** seconded with all in favor.

IX. Old/New Business

- **Review RFQ for new Licensure Database/Website Implementation-** **Melanie** motioned to accept RFQ to put out for bid. **Shannon** seconded with all in favor.
- **FSBPT Annual Meeting-** Nonnie updated the Board regarding the Annual Meeting.
- **Licensure Requirements for new applicants, endorsements and foreign educated-** Nonnie advised the Board that the schools will now be verifying that a student is on track to graduate and the possibility of no longer needing Bona Fide letters. This will be decided on at a later time.
- **First Lab-**The Board has contracted with First Lab to conduct random drug testing as needed for certain disciplinary cases.

- **Melanie** motioned to approve P-Card purchases for August-October 2016. **Jack** seconded with all in favor.
- Board Reviewed Per-Diem amounts for the 1st Quarter of FY-2017


X. Upcoming Meetings/Conferences

- FARB-January 26-29, 2017 San Antonio, TX- Nonnie will be attending.

XI. Next Board Meeting Date: Wednesday March 1, 2017 at 10:00 am.

XII. Meeting adjourned at 2:27 PM

Approved by:


Board Chair