



Medical Quality Assurance Commission

Capital Event Center
6005 Tyee Drive SW
Tumwater, WA 98512
(360) 464-6700

Business Meeting Minutes **August 11, 2017**

Medical Commission Members

James E. Anderson, PA-C
Toni Borlas, Public Member – Absent
Charlie Browne, MD – Absent
William Brueggemann, Jr., MD
Jason Cheung, MD
Mike Concannon, JD, Public Member
Harry Harrison, Jr., MD
Bruce G. Hopkins, MD
Warren Howe, MD, Chair
Mark Johnson, MD

Charlotte Lewis, MD
John Maldon, Public Member, 2nd Vice Chair
Peter Marsh, MD
Kathleen O'Connor, Public Member
Alden Roberts, MD, 1st Vice Chair
Theresa Schimmels, PA-C
Robert Small, MD
Claire Trescott, MD
Mimi Winslow, JD, Public Member
Yanling Yu, PhD, Public Member

Medical Commission Staff

Tim Barnes, Investigator Supervisor
Morgan Barrett, MD, Medical Consultant
Jen Batey, Paralegal Supervisor
Larry Berg, Staff Attorney
Anna Clavel, Staff Attorney
Melanie de Leon, Executive Director
Mike Farrell, Policy Development Manager
Rick Glein, Director of Legal Services
George Heye, MD, Medical Consultant
Mike Kramer, Compliance Officer

Micah Matthews, Deputy Executive Director
Melissa McEachron, Director of Operations
and Informatics
Jim McLaughlin, Staff Attorney
Freda Pace, Director of Investigations
Deborah Taellious, Supervising Staff Attorney
Dawn Thompson, Licensing Manager
Daidria Underwood, Program Manager
Ashley Wiesner, Administrative Assistant
Gordon Wright, Staff Attorney

Others in Attendance

Maura Craig, Department of Health
Heather Carter, Assistant Attorney General (AAG)
Debra Defreyn, AAG

Tierney Edwards, Washington State Medical
Association (WSMA)
Jim Rooks, MD, Pro Tem Member

Call to Order

Warren Howe, MD, Chair, called the meeting of the Washington State Medical Quality Assurance Commission (Commission) to order at 8:01 a.m. on August 11, 2017, at the Capital Event Center, 6005 Tyee Drive SW, Tumwater, WA 98512.

1.0 Chair Report

Dr. Howe welcomed everyone to the meeting.

He thanked Mark Johnson, MD; Michelle Terry, MD; and Michael Concannon, Public Member; for their service to the Commission.

He asked that the Commissioners review the list of committees and if there is one that they would like to be a part of to let him know.

2.0 Consent Agenda

The Consent Agenda contained the following items for approval:

- 2.1** Minutes from the June 30, 2017 Business Meeting.
- 2.2** Agenda for August 11, 2017.
- 2.3** Ratification of the licenses issued to Physicians, Limited Physicians and Physician Assistants From June 30, 2017 through August 10, 2017.

Dr. Howe reported that the Policy Committee did not consider the Bylaws at their meeting on August 10, 2017 and, therefore, that item has been removed from the agenda.

Motion: The Chair entertained a motion to approve the Consent Agenda. The motion was seconded and approved unanimously.

3.0 Old Business

3.1 Opioids: Prescribing & Monitoring Rules Committee

Alden Roberts, MD, Chair, stated there was nothing to report.

3.2 Telemedicine Workgroup

Toni Borlas, Public Member, Co-Chair, was absent.

3.3 2017 Educational Conference Planning Committee

Toni Borlas, Public Member, Committee Chair, was absent.

3.4 Rulemaking Activities

Daidria Underwood, Program Manager, reported that there are three CR-103s moving through the approval process which are:

Office-Based Surgery

Temporary Permits

Military Spouse Temporary Permits (PAs)

Clinical Support Program – Reminded Commissioners that the June meeting was the last meeting where the panels were noting cases which they feel would be appropriate for the program.

3.5 Health Equity Workgroup

James Anderson, PA-C, Workgroup Chair, stated there was nothing to report.

3.6 Citizen Engagement Workgroup

Yanling Yu, PhD, Workgroup Co-Chair, reported the workgroup has received many responses to their survey.

3.7 Reduction of Medical Errors Subcommittee

Mark Johnson, MD, Subcommittee Chair, reported he attended a panel on the aging physician at the University of Washington. He stated that over 30% of the licensed physicians in the state of Washington are over 65.

3.8 Practitioner Competence Workgroup

Dr. Johnson, Workgroup Chair, reported he will attend the [Northwest Communication and Resolution Program \(CRP\) Leader Retreat](#) in September. He will also participate in a conference call with other boards and commissions within the Department of Health (DOH) regarding the Commission's experience with CRP.

Micah Matthews, Deputy Executive Director, reported that the workgroup met on August 3, 2017 where they discussed competency as a measure after a practitioner is licensed. The workgroup has established some possible next steps which will be presented to the Policy Committee at a future meeting. The concept is to establish an education-based practice improvement program that's data-driven, peer-led, and non-disciplinary. The proposed next steps are to put forward a guideline regarding periodic evaluations, contact the pro-active programs in Canada to request data, and then pilot the program with the Compliance unit.

3.9 Lists & Labels Requests

The following lists and labels request was discussed for possible approval or denial. Approval or denial of this request is based on whether the entity meets the requirements of a "professional association" or an "educational organization" as noted on the application ([RCW 42.56.070\(9\)](#)).

- Medical Surge

Motion: The Chair entertained a motion to deny the request. The motion was seconded and approved unanimously.

- Kindred at Home

Motion: The Chair entertained a motion to deny the request. The motion was seconded and approved unanimously.

4.0 Public Comment

No member of the public was signed up to speak therefore no public comment was given.

5.0 Policy Committee Report

Mimi Winslow, JD, Public Member, Policy Committee Chair reported on the items discussed at the Policy Committee meeting held on August 10, 2017:

Personal data items in license applications

Ms. Winslow reported that Chris Bundy, MD, from WPHP presented information on this topic and offered commentary for several items we ask for responses on our license applications. Dr. Bundy asked that we reconsider these items. Ms. Winslow stated the committee recommended establishing a workgroup on this topic and the next topic.

Exit strategy for physicians in the Washington Physicians Health Program (WPHP) but not under an order

Ms. Winslow reported this topic is regarding an exit strategy from the practice of medicine. Dr.

Bundy also presented information on this topic and asked that the Commission consider a creating a policy or guideline to address this issue.

Motion: The Chair entertained a motion create a workgroup for both of these topics. The motion was approved unanimously.

Dr. Howe asked that those that would like to be a member of the workgroup to contact him.

Processing Completed Investigations More Efficiently, MD2011-07

Ms. Winslow reported the committee recommended that the procedure be rescinded.

Motion: The Chair entertained a motion to rescind the procedure. The motion was approved unanimously.

Complainant Request for Reconsideration, MD2012-02

Ms. Winslow presented the draft language and stated the committee recommended it be changed from a policy to a procedure.

Motion: The Chair entertained a motion approve the draft and change the policy to a procedure. The motion was approved unanimously.

Bylaws

Deferred for a future meeting.

6.0 MEMBER REPORTS

Robert Small, MD thanked Dr. Johnson, Dr. Terry, and Mr. Concannon for their service to the Commission.

Dr. Roberts thanked Dr. Johnson, Dr. Terry, and Mr. Concannon for their service to the Commission.

Kathleen O'Connor thanked Dr. Johnson for his encouragement and guidance.

7.0 STAFF MEMBER REPORTS

7.1 Executive Director

Melanie de Leon, Executive Director, provided updates on the following:

- *Lunch & Learn:* Ms. de Leon announced that for some of the Commission meeting lunch presentations we will have a Lunch & Learn. A Lunch & Learn will consist of the presentation of an issue along with what other states and/or medical boards are doing on the issue and then a discussion of the issue will take place. A future issue will be the requiring of chaperones as part of discipline. Other issues will be simultaneous surgeries and to glove or not to glove. If anyone has an idea for a Lunch & Learn, please email Ms. de Leon.
- *Fiscal Year Report:*
 - Defined the need for a new case management system.
 - Held a Commissioner retreat.
 - Discussed personal appearances.
 - Set up a value stream map of the panel to STID process.
 - Updated the strategic plan.
 - Successfully completed an SAO audit.

- Developed a new Commissioner orientation program.
- Developed a new employee orientation.
- Developed and implemented a multi-disciplinary authority complaint process.
- Reviewed and mapped the Case Management Team (CMT) process.
- Reviewed and mapped the compliance process.
- Reviewed and mapped the expert witness process selection.
- Assigning RCMs immediately after CMT.
- Developed an all-electronic case process.
- Developed Sexual Misconduct and Analysis Review Teams (SMART).
- Developed and deployed a citizen engagement survey.
- Initiated an employee council.
- Initiated a social subcommittee for staff.
- Developed a summary action worksheet and patient dossier to determine the impact on patient populations when commissions take summary actions.
- Held an all-staff meeting where we received training in communication and active listening.
- Passed the Interstate Medical Licensure Compact Bill.
- Passed the Limited Licensure Bill.
- Revised the complaint form.

7.2 Assistant Attorney General

Heather Carter, AAG, had nothing to report.

7.3 Deputy Executive Director

Micah Matthews, Deputy Executive Director, reported there will be a [Sunrise Review regarding the Doctor of Medical Science credential](#).

7.4 Program Manager

Ms. Underwood reported the Commission completed the recruitment for the following vacancies:

1. Congressional District 1
2. Congressional District 7
3. Physician Assistant
4. Public Member

Ms. de Leon, Ms. Underwood, and a Commissioner will interview the top candidates and then send the Commission's recommendations on to the Governor's office.

Ms. Underwood also reported that with the recent resignation of Michelle Terry, MD we now have a Physician-At-Large vacancy. Those MDs that applied for the above congressional district vacancies will be added to the pool of applicants and we will also open the recruitment to the rest of the MDs in the state.

7.5 Director of Operations and Informatics

Melissa McEachron, Director of Operations and Informatics, reported that the yearly report is available on our website. Ms. McEachron asked Dawn Thompson, Licensing Manager, to report on the licensing statistics.

Ms. Thompson reported the following licensing statistics:

- 27,512 MDs with an active license
- 756 Retired MDs and PAs
- 1,313 Limited licenses
- 3,545 PAs with an active license

Total licensees: 33,176

7.6 Medical Consultant, Dr. Heye

George Heye, MD, Medical Consultant, had nothing to report.

7.7 Medical Consultant, Dr. Barrett

Morgan Barrett, MD, Medical Consultant, had nothing to report.

7.8 Director of Legal Services

Rick Glein, Director of Legal Services, introduced Ashley Wiesner as a new Administrative Assistant in the Legal Unit.

7.9 Director of Investigations

Freda Pace, Director of Investigations, introduced Tim Barnes as a new Investigator Supervisor in the Investigations Unit.

7.10 Policy Development Manager

Mike Farrell, Policy Development Manager, reported he is doing a study on those practitioners with specialty board certification and discipline.

7.11 Performance and Outreach Manager

Jimi Bush, Performance and Outreach Manager, was absent.

8.0 ADJOURNMENT

The Chair called the meeting adjourned at 9:17 a.m.

Submitted by

(Signature on file)

Daidria Underwood, Program Manager

(Signature on file)

Warren Howe, MD, Chair
Medical Quality Assurance Commission

Approved November 3, 2017