



## MEDICAL BOARD OF CALIFORNIA Licensing Program

### LICENSING COMMITTEE

Sheraton Gateway  
6101 W. Century Blvd.  
Los Angeles, CA 90045  
Gateway Room

May 5, 2011

### MINUTES

#### Agenda Item 1 Call to Order / Roll Call

Dr. Salomonson called the Licensing Committee meeting to order on May 5, 2011 at 4:33 p.m.  
Mr. Worden called the roll and a quorum was present.

#### Members Present:

Janet Salomonson, M.D., Chair  
Jorge Carreon, M.D.  
Hedy Chang  
Silvia Diego, M.D.  
Shelton Duruisseau, Ph.D.  
Eric Esrailian, M.D.  
Gerrie Schipske, R.N.P., J.D.

#### Members Absent:

None

#### Staff Present:

Kurt Heppler, Legal Counsel  
Teri Hunley, Business Services Manager  
Ross Locke, Business Services Office  
Anita Scuri, Department of Consumer Affairs, Supervising Legal Counsel  
Jennifer Simoes, Chief of Legislation  
Cheryl Thompson, Executive Assistant  
Renee Threadgill, Chief of Enforcement  
Linda Whitney, Executive Director  
Curt Worden, Chief of Licensing

#### Guests Present:

Karen Ehrlich, Midwifery Advisory Council  
Constance Rock, California Association of Midwives  
Barbara Yaroslavsky, Board President

Note: This list only identifies those who signed in at the meeting; staff was not available to record the names of persons in attendance.

**Agenda Item 2                    Public Comments on Items Not on the Agenda**

Dr. Salomonson asked for public comments on items not on the agenda. As there were no public comments, Dr. Salomonson moved to Agenda Item 3.

**Agenda Item 3                    Approval of Minutes from the January 27, 2011 Meeting**

Dr. Diego made a correction to the minutes: Page 57, Silvia Diego, M.D. is added to the minutes for the Members Present at the January 27, 2011 Meeting.

*It was M/S/C (Ms. Chang abstained) to approve minutes as corrected.*

**Agenda Item 4                    Update on Application Processing Times for Physician and Surgeon Applications**

Mr. Worden referenced the report ending April 16, 2011. The review of new US/Can applications is at 37 days and pending mail is within seven calendar days. New IMG application reviews are at 36 days and pending mail is within seven calendar days.

Mr. Worden also referenced a report ending April 30. The review of new US/Can applications is at 36 days and pending mail is within seven calendar days. New IMG application reviews are at 30 days and pending mail is within seven calendar days. This time last year, the review for IMG and US application reviews were at 69 calendar days and pending mail was at 29 calendar days.

Licensing is still facing some challenges, including many vacant positions, especially the administrative Office Technician positions. Licensing lost one student and cannot fill behind this person due to the hiring freeze. There were two vacant manager positions; one position was filled and the manager started this week. Interviews have been held for the second vacant manager position. In addition, Licensing currently has two vacant Management Service Technician (MST) positions that are U.S./CAN reviewers and there will be a third vacant MST U.S./CAN reviewer position starting June 1, 2011. The State Personnel Board recently approved the MST duty statement so we are currently interviewing for these three MST positions.

**Agenda Item 5                    Update on the Business Process Reengineering (BPR) Primary Recommendations**

Mr. Worden reported that staff is currently working on the following five BPR recommendations:

**A. Revision of Physician and Surgeon Application and Streamlining Process**

The Application Revision Committee has modified the Fee Schedule form and developed an Application Check List. The forms are currently in Draft stage and will proceed to the review and approval process.

**B. Web Site Related to Applications**

The MBC Web Site "Applicants" tab will be updated after the changes to the application are completed.

**C. Study of Postgraduate Training Authorization Letter (PTAL) Process**

The Application Revision Committee will determine if there is a need to have a separate PTAL application.

**D. Implementation of New Management Reports**

Automated reports using the Access program have been developed for the Board's allied health programs: Research Psychoanalysts, Registered Dispensing Opticians, Spectacle Lens, and Contact Lens.

**E. Revision of the Policy and Procedure Manual**

There were no new updates to the Policy and Procedure Manual for this quarter due to staff priorities. This project is on hold until a new manager and associate analyst are in place.

**Agenda Item 6 Update on Special Task Force on International Medical School Recognition**

Dr. Low reported on the status of hiring the Medical Consultants. There is currently a hiring freeze, which prevents hiring new staff or extending current appointment terms; however, the Governor recently approved an exemption for the Medical Board to hire Medical Consultants. In addition, the examination for Licensing Medical Consultants was completed in February and a list was established. Although three of the current Medical Consultant's temporary assignments expired due to the freeze, their appointments will be reestablished in May as a result of the Medical Consultant's exam and the Governor's exemption approval.

Mr. Worden provided a status update of International Medical School Recognition; the timelines that were developed were based upon having full staffing and enough Medical Consultants to proceed as presented; however, the initial evaluations of medical schools for recognition and the reevaluations of the previously evaluated medical schools are on hold due to the current staffing levels in the Licensing Program. This schedule will be adjusted once the Associate Analyst position is filled.

Mr. Worden provided a status on the American University of Antigua; the site visit to New York City and Antigua is scheduled for May 16, 2011 through May 20, 2011.

**Agenda Item 7 Licensing Outreach Report**

Mr. Worden provided a status update on the Licensing Outreach that Mr. Schunke has been conducting with the ACGME programs to track the residents who need licensure by July 1 due to the Business and Professions Code sections 2065 and 2066 exemptions; out of the 43 hospitals that are participating, 1,191 applicant's names have been submitted, 1,139 applications have been received, 27 applications have not been received, 1,112 applications have been reviewed, 771 licenses have been issued, and 32 are awaiting birth month licensure.

**Agenda Item 8 Agenda Items for July 28-29, 2011 Meeting in Sacramento, CA**

The staff recommended the Licensing Committee not meet during the July Board meeting. The Licensing Committee will meet next in San Diego in October 2011.

*It was M/S/C to approve the Licensing Committee to not meet at the July 2011 Board meeting.*

**Agenda Item 9 Adjournment**

The meeting adjourned at 4:58 p.m.