



MEDICAL BOARD OF CALIFORNIA Licensing Program



Licensing Committee Sacramento, CA July 29, 2010 MINUTES

The Licensing Committee convened in Open Session. Dr. Salomonson called the meeting to order on July 29, 2010, at 5:23 p.m. Roll was taken and a quorum was present. Due notice was mailed to all interested parties.

Members Present:

Janet Salomonson, M.D., Chair
Hedy Chang
Gary Gitnick, M.D.
Sharon Levine, M.D.
Reginald Low, M.D.
Gerrie Schipske, R.N.P., J.D.

Members Absent:

Jorge Carreon, M.D.

Board Members, Staff and Guests Present:

Fayne Boyd, Licensing Manager
Candis Cohen, Public Information Officer
Janie Cordray, Research Specialist
Julie D'Angelo Fellmeth, CPIL
Eric Esrailian, M.D.
David Gonzalez, Sleep Society
Kurt Heppler, Department of Consumer Affairs, Staff Counsel
Breanne Humphreys, Licensing Manager
Teri Hunley, Business Services Manager
Therese Kelly, Licensing Analyst
Ross Locke, Business Services Office
Armando Melendez, Business Services Office
Pat Park, Licensing Analyst
Regina Rao, Business Services Office
Letitia Robinson, Licensing Manager
Cindy Rogalski, Licensing Analyst
Anita Scuri, Department of Consumer Affairs Supervising Legal Counsel
Jennifer Simoes, Chief of Legislation
Lynn Sterba, Licensing Analyst
Kathryn Taylor, Licensing Manager
Cheryl Thompson, Executive Assistant
Renee Threadgill, Chief of Enforcement
Linda Whitney, Executive Director
Barbara Yaroslavsky, Board President

Call to Order/Roll Call

Ms. Boyd called the roll. A quorum was present.

Dr. Salomonson called the meeting to order at 5:23 p.m. and welcomed the Board Members, staff and guests and stated we have a full agenda with ten items to discuss.

Agenda Item 1 Public Comment for Items Not on the Agenda

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

Agenda Item 2 Approval of Minutes from the April 29, 2010 Meeting

Dr. Gitnick moved to approve the minutes. It was seconded and the motion passed.

Agenda Item 3 Regulatory Proposal to Division 13 of Title 16, California Code of Regulations, Business and Professions Code 2088, Limited License

Ms. Boyd provided an update on the implementation of the Limited Practice License and requested the Licensing Committee recommend to the Board that the proposal be set for regulatory hearing at the November 5, 2010, Board meeting to adopt regulatory language to add Article 4.5 in Chapter 1 of Division 13 of Title 16, California Code of Regulations.

Dr. Salomonson asked if Members or the public had comments. As there were no comments, Dr. Salomonson asked for a motion.

Dr. Gitnick moved to approve the recommendation. It was seconded and the motion passed.

Agenda Item 4 Regulatory Proposal addition Chapter 7.8 to Division 2 of the Business and Professions Code for Polysomnographic Technologists

Ms. Simoes provided an update on the implementation of the Polysomnographic Technologists and requested the Licensing Committee recommend to the Board that the proposal be set for a regulatory hearing at the November 5, 2010, Board meeting to adopt regulatory language to add Article 4.5 in Chapter 1 of Division 13 of Title 16, California Code of Regulations.

Dr. Salomonson asked for comments.

Ms. Scuri stated that there was one edit on the application form, which would add the form number and date.

Dr. Salomonson called on David Gonzales for comments. Mr. Gonzales stated he represents the sleep society and wished to thank the Board and acknowledge the great job it is doing. Dr. Salomonson thanked Mr. Gonzales. As there were no further comments, Dr. Salomonson asked for a motion.

Dr. Gitnick moved to approve the recommendation. It was seconded and the motion passed.

Agenda Item 5 Update on Application Processing Times for Physician and Surgeon

Applications

Ms. Whitney provided an update on the priorities for processing physician and surgeon applications. She reported the review of new U.S./Can applications is at less than 40 days and pending mail is within five calendar days. New IMG application reviews are at 47 days and pending mail within ten calendar days. As most new applications are being reviewed between 40 and 60 days and pending mail is being processed between 5 and 10 calendar days, Ms. Whitney recommended priorities not be set. There will be some exceptions and they will be treated as such. Dr. Gitnick commended Ms. Whitney and licensing staff on the excellent job of reducing the initial review of new applications stating this was a tremendous job.

Agenda Item 6 Business Process Reengineering Primary Recommendations

Ms. Whitney provided an update on the five Business Process Reengineering (BPR) recommendations and timeframes. She stated that the contract has been completed and a final report has been submitted. The five BPR recommendations, start date and responsible manager are stated below:

- 1- Revise application/instructions (last revised 2005)- August start date, Fayne Boyd assigned
- 2- Complete policy/procedure manual – Kathryn Taylor assigned – Continuous, to be completed 12/31/2010.
- 3- Website revision – Fayne Boyd assigned; August start date
- 4- Management reports – Breanne Humphreys assigned; on-going
- 5- Study of Postgraduate Training Authorization Letter process – Fayne Boyd assigned

Dr. Salomonson thanked Ms. Whitney for the update and asked if Members had any comments and for any public comments. As there are no comments, Dr. Salomonson moved to the next agenda item.

Agenda Item 7 Discussion of Photo on I.D. or Web for License Verification

Ms. Humphreys provided an update on adding a photograph to the pocket license or Web for License Verification. She stated that further research will be necessary regarding associated costs relative to placing a photograph on either the pocket license or the Web.

Dr. Salomonson thanked Ms. Humphreys for the update and asked if the committee members had any comments. Dr. Low suggested using the driver's license picture and also indicated that the Board of Barber & Cosmetology does place pictures on their license.

Dr. Salomonson stated there would be no further action on this item until mid 2011.

Agenda Item 8 Discussion of Feasibility of Licensing Program Audit

Ms. Whitney provided an update regarding the feasibility of a licensing program audit and recommended the Licensing Committee take this request to the November 5, 2010, Board meeting and ask what type of audit the Board wants. Dr. Gitnick stated that the Board needs to bring in our own internal auditors. Ms. Whitney advised that the Department of Consumer Affairs does have an audit unit. Dr. Gitnick stated the Board should look at the BAR and to speak with Julie D'Angelo Fellmeth, with CPIL.

Agenda Item 9 Update on Training Program for New Licensing Staff

Ms. Taylor provided an update regarding the Training Program for new licensing staff.

Dr. Salomonson thanked Ms. Taylor and asked if there were any comments from committee members or the public. As there were no comments, Dr. Salomonson moved to Agenda Item 10.

Agenda Item 10 **Agenda Items for November 4, 2010 Meeting in Long Beach, CA**

Agenda for next meeting:

1. Update on Application Processing Times for Physician and Surgeon Applications
2. Update on the top five Business Process Reengineering recommendations and timeframes

Agenda Item 7: Adjournment

The meeting adjourned at 3:00 p.m.