



ARIZONA STATE BOARD OF PHYSICAL THERAPY
4205 NORTH 7TH AVENUE, SUITE 208 PHOENIX, ARIZONA 85013
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www.ptboard.az.gov

REGULAR SESSION MEETING MINUTES
September 25, 2012

MEMBERS PRESENT:

Mark Cornwall, PT, Ph.D.; President
Lisa Akers, PT, MS; Vice President
Peggy Hunter, PTA, CLT, Secretary
Randy Robbins, Public Member
Melinda Richardson, PT, MA; Member
James E. Miller, PT, DPT; Member
Michael S. Clinton, CPA; Public Member

MEMBERS ABSENT:

None

OTHERS PRESENT IN PERSON:

Charles D. Brown, Executive Director
Paula Brierley, Licensing Administrator
Karen Donahue, Investigator
Mona Baskin, Assistant Attorney General

CALL TO ORDER – 8:40 a.m.

Dr. Cornwall called the meeting to order at 8:40 a.m. (A recording of the meeting is available through the Board Office)

- 1) **Review and Approval of Draft Minutes**
 - a) August 28, 2012 Regular Session Meeting Minutes

No changes were requested by any Board member. Dr. Cornwall moved the Board adopt the minutes as presented. Ms. Hunter seconded the motion. Following review and discussion the motion carried by unanimous vote.

Vote	Dr. Cornwall	Ms. Akers	Ms. Hunter	Mr. Robbins	Dr. Miller	Ms. Richardson	Mr. Clinton
Aye	X	X	X	X	X	X	X
Nay							
Recused							
Abstained							
Absent							

- 2) **COMPLAINTS, HEARINGS, INVESTIGATIONS and COMPLIANCE**
 - a) Formal Hearing and Possible Action
 - i. Request for Rehearing Complaint #12-17; Kimberly Baer

Ms. Baer was not present, but was represented by Robert Chelle, her attorney. The Board allowed Mr. Chelle to making an opening statement. Mr. Chelle acknowledged Ms. Baer’s substance abuse and summarized her steps to self-correct her behavior. Ms. Chelle also reviewed Ms. Baer’s difficulty in receiving information about her case from the Board.

Mona Baskin was present on behalf of the state. Ms. Baskin addressed the Board. Ms. Baskin noted the seriousness of the case, reviewed the Board’s steps in properly noticing Ms. Baer of its investigation and hearing, and requested the Board maintain the decision to revoke Ms. Baer’s license.

The Board entered discussion regarding Ms. Baer’s motion for rehearing. Mr. Chelle and Ms. Baskin provided closing statements.

Ms. Hunter moved the Board enter executive session for the purpose of seeking legal advice. Ms. Richardson seconded the motion. Following review and discussion the motion carried.

Vote	Dr. Cornwall	Ms. Akers	Ms. Hunter	Mr. Robbins	Dr. Miller	Ms. Richardson	Mr. Clinton
Aye	X	X	X	X	X	X	X
Nay							
Recused							
Abstained							
Absent							

The Board entered Executive Session at 8:55 a.m.
The Board reentered Regular Session at 8:59 a.m.

Dr. Miller noted that while Ms. Baer was properly noticed he feels that the Board could still give her a chance to present her evidence since she did not appear for the first hearing.

Ms. Hunter moved the Board deny Ms. Baer request for a rehearing. Mr. Clinton seconded the motion. Following review and discussion the motion carried.

Vote	Dr. Cornwall	Ms. Akers	Ms. Hunter	Mr. Robbins	Dr. Miller	Ms. Richardson	Mr. Clinton
Aye	X	X	X	X		X	X
Nay					X		
Recused							
Abstained							
Absent							

b) Initial Review, Discussion and Action on Complaint
i. Complaint #11-53; Arnold Gonzales, PT

Mr. Gonzales was not present. Ms. Donahue provided a summary of the complaint for the Board. Mr. Gonzales’ former supervisor alleges that Mr. Gonzales documented and billed for patient visits not performed on October 6, October 14 and October 19, 2011. The Board discussed the investigation. Dr. Cornwall moved the Board forward the complaint to an Informal Hearing to include all alleged violations in the investigative report and A.R.S. § 32-2044(20) for failing to maintain adequate patient records. Ms. Richardson seconded the motion. Following review and discussion the motion carried by unanimous vote.

Vote	Dr. Cornwall	Ms. Akers	Ms. Hunter	Mr. Robbins	Dr. Miller	Ms. Richardson	Mr. Clinton
Aye	X	X	X	X	X	X	X
Nay							
Recused							
Abstained							
Absent							

ii. Complaint #11-56; Brain Hoyt, PT

Mr. Hoyt was not present. Ms. Donahue provided a summary of the complaint for the Board a former coworker of Mr. Hoyt's alleges that Mr. Hoyt engaged in billing for services not rendered, used inappropriate language in front of his patients and is discriminating and unprofessional. Ms. Donahue reported that no evidence of improper billing was obtained in the investigation. Ms. Hunter moved the Board dismiss the complaint against Mr. Hoyt. Mr. Robbins seconded the motion. Following review and discussion the motion carried by unanimous vote.

Vote	Dr. Cornwall	Ms. Akers	Ms. Hunter	Mr. Robbins	Dr. Miller	Ms. Richardson	Mr. Clinton
Aye	X	X	X	X	X	X	X
Nay							
Recused							
Abstained							
Absent							

iii. Complaint # 12-11; Steve Carling, PT

Ms. Akers recused herself from this agenda item and left the Board table. Mr. Carling was present. Ms. Donahue provided a summary of the complaint for the Board. Mr. Carling was identified in patient records related to Case #10-49; Jeffrey Petersen. The Board opened a complaint following review of those records for the following potential violations:

1. Mr. Carling was identified as providing general supervision for PTA's and aides in which it is alleged that Mr. Carling did not have any communication with the PTA's under his supervision nor reviewed the patient records of patients treated under his supervision.
2. Mr. Carling may have delegated patient care to a physical therapist aide without his presence in the facility.
3. Mr. Carling may have produced documentation that does not meet the minimal standards of R4-24-304.

Mr. Carling addressed the Board and answered questions from Dr. Miller regarding the control of the supervision process at his clinic and the involvement with supervision policies at clinics operated by Mr. Petersen. Ms. Richardson moved the Board forward the complaint to an Informal Hearing to include all allegations in the investigative report. Dr. Cornwall seconded the motion. Dr. Cornwall moved to amend the motion to include an allegation of violating A.R.S. § 32-2044(19) failing to maintain patient confidentiality. Dr. Cornwall seconded the motion. The amendment to the motion passed by unanimous vote.

Vote	Dr. Cornwall	Ms. Akers	Ms. Hunter	Mr. Robbins	Dr. Miller	Ms. Richardson	Mr. Clinton
Aye	X		X	X	X	X	X
Nay							
Recused		X					
Abstained							
Absent							

Dr. Cornwall called a vote on the amended motion. The motion carried by unanimous vote.

Vote	Dr. Cornwall	Ms. Akers	Ms. Hunter	Mr. Robbins	Dr. Miller	Ms. Richardson	Mr. Clinton
Aye	X		X	X	X	X	X
Nay							
Recused		X					
Abstained							
Absent							

iv. Complaint #12-13; Holly Boroos, PT

Ms. Akers recused herself from this agenda item and left the Board table. Ms. Boroos was present and was represented by Anne Bishop, her attorney. Ms. Donahue provided the Board with a summary of the complaint. A complaint was opened by the Board against Ms. Boroos for evidence submitted to case #10-49; Jeffrey Petersen. Ms. Boroos applied for physical therapy licensure on May 21, 2010. She was licensed on July 27, 2010. On July 12, 2010, Ms. Boroos started employment at Petersen Physical Therapy. Ms. Boroos was graduated but not licensed between July 12, 2010 and July 27, 2010. During this time Ms. Boroos, graduated but not licensed is alleged to have performed initial evaluations, inappropriately signed "PT" after her name, produced inadequate patient records and treated patients without a physical therapist delegating on-site supervision.

Ms. Boroos addressed the Board and answered questions. She stated she left employment at Mr. Petersen's clinic four months earlier and is now employed at a separate clinic. Ms. Boroos answered questions from the Board regarding the timing of passing her examination and being granted a license in Arizona. Dr. Cornwall moved the Board enter executive session to obtain legal advice. Mr. Robbins seconded the motion. The motion carried by unanimous vote.

Vote	Dr. Cornwall	Ms. Akers	Ms. Hunter	Mr. Robbins	Dr. Miller	Ms. Richardson	Mr. Clinton
Aye	X		X	X	X	X	X
Nay							
Recused		X					
Abstained							
Absent							

The Board entered Executive Session at 9:52 a.m.
The Board reentered Regular Session at 9:58 a.m.

Dr. Cornwall moved the Board further investigate the complaint against Ms. Boroos to include review of her care of patients in August and September 2010 by reviewing the files of patient records identified in the investigative report, review of three random patient records for that period of time, and to include a review for compliance with proper billing practices and following supervision requirements. Dr. Miller seconded the motion. Following review and discussion the motion carried by unanimous vote.

Vote	Dr. Cornwall	Ms. Akers	Ms. Hunter	Mr. Robbins	Dr. Miller	Ms. Richardson	Mr. Clinton
Aye	X		X	X	X	X	X
Nay							
Recused		X					
Abstained							
Absent							

Ms. Akers returned to the Board table.

v. Complaint #12-29; Morgan Brown, PT

Mr. Brown was present. Ms. Donahue provided a summary of the complaint for the Board. Patient M.E. alleges that Mr. Brown massaged her breast while performing a cervical evaluation and treatment on 6/25/12. Mr. Brown addressed the Board and asserted that the allegations against him are false. Mr. Brown stated that he has taken steps to protect himself and patients in such treatment scenarios. He stated that there was another patient and a staff member nearby when he treated patient M.E. Mr. Brown answered questions from the Board.

Ms. Hunter moved the Board enter executive session to obtain legal advice. Mr. Robbins seconded the motion. The motion carried by unanimous vote.

Vote	Dr. Cornwall	Ms. Akers	Ms. Hunter	Mr. Robbins	Dr. Miller	Ms. Richardson	Mr. Clinton
Aye	X	X	X	X	X	X	X
Nay							
Recused							
Abstained							
Absent							

The Board entered Executive Session at 10:21 a.m.
The Board reentered Regular Session at 10:28 a.m.

Ms. Hunter moved the Board vote the complaint against Mr. Brown to an Informal Hearing. And add allegations of violating A.R.S. § 32-2044 (13)(14) to the allegations listed in the investigative report. Ms. Richardson seconded the motion. Mr. Clinton questioned whether the complaint should go to a Formal Hearing. Dr. Miller stated he felt there was no evidence that Mr. Brown’s internal policies regarding treatment of patients of the opposite sex were not followed and that the patient schedule on that date indicates another patient was also in the office at the same time. Dr. Cornwall called the vote. The motion carried.

Vote	Dr. Cornwall	Ms. Akers	Ms. Hunter	Mr. Robbins	Dr. Miller	Ms. Richardson	Mr. Clinton
Aye	X	X	X	X		X	X
Nay					X		
Recused							
Abstained							
Absent							

The Board recessed at 10:36 a.m.
The Board reentered regular Session at 10:46 a.m.

- a) Review, Discussion and Action on Requesting Clarification of CEU Credit and Request for Consideration of On-line Course
 - i. Adi Halili, PT

Mr. Halili was not present. Ms. Donahue stated Mr. Halili is requesting approval of a course taken before signing his consent agreement which would be credited to the continuing education requirements in his Board Order. In addition, Mr. Halili is requesting full credit for a course in documentation and billing to be credited toward the documentation requirement in his Board Order. The Board discussed his request. Dr. Miller noted that Mr. Halili signed the consent agreement and did not ask for credit. In addition, the order says continuing education in documentation and not billing. Dr. Miller moved the Board credit Mr. Halili 3 hours for his documentation course that was preapproved by Board staff and deny his request for credit from a course taken before the signing of the Board order. Ms. Richardson seconded the motion. Following review and discussion the motion carried by unanimous vote.

Vote	Dr. Cornwall	Ms. Akers	Ms. Hunter	Mr. Robbins	Dr. Miller	Ms. Richardson	Mr. Clinton
Aye	X	X	X	X	X	X	X
Nay							
Recused							
Abstained							
Absent							

- b) Review, Discussion and Action on Requesting Approval of On-Line CEU Course Completed after Board Order Deadline
 - i. Tony Harden, PT

Mr. Harden was present. Ms. Donahue stated Mr. Harden is requesting approval of a 20 online course to be credited for the 10 hours in billing continuing education needed to fulfill his Board Order. The Board discussed Mr. Harden's request. Dr. Miller moved the Board approve the request and give Mr. Harden credit for the continuing education he took online. Ms. Akers seconded the motion. Following review and discussion the motion carried by unanimous vote.

Vote	Dr. Cornwall	Ms. Akers	Ms. Hunter	Mr. Robbins	Dr. Miller	Ms. Richardson	Mr. Clinton
Aye	X	X	X	X	X	X	X
Nay							
Recused							
Abstained							
Absent							

3) **CONSENT AGENDA: REVIEW, CONSIDERATION and ACTION**

a) Applications for Licensure and Certification

- i. Review, Consideration and Approval of Applications of Physical Therapist Licensure upon Receipt of Passing Scores on the NPTE/AZLAW and Final Transcript

Bacigalupi, Jesse	Foucrier, Jeffery	Harries, Adam
Kilgore, Amanda	Koss, Catherine	Laha, Pam
Longo, Kathryn	Lopez, Coronel	Lowe, David
Odegaard, Jessica	Slife, Rachel	Sprague, Laura
Stinson, Nikia	Swanson, Brian	Tetlow, Brittany

- ii. Review, Consideration and Approval of Applications for Physical Therapist Assistant Certification upon Receipt of Passing Scores on the NPTE/AZLAW and Final Transcript.

Burnett, Nathan	Jessup, Shalynn	McCaughey, Carl
Milburn, Amy	O'Keefe, Timothy	

Dr. Cornwall moved the Board approve the applicants listed on the consent agenda for licensure or certification upon receipt of passing scores on the NPTE and AZLAW examinations, and receipt of official transcripts. Mr. Robbins seconded the motion. Following review and discussion the motion carried by unanimous vote.

Vote	Dr. Cornwall	Ms. Akers	Ms. Hunter	Mr. Robbins	Dr. Miller	Ms. Richardson	Mr. Clinton
Aye	X	X	X	X	X	X	X
Nay							
Recused							
Abstained							
Absent							

Consent Agenda Ends

4) **Review, Consideration and Action on Applications for Licensure and Certification**

a) Substantive Review of Documentation Related to Disclosure on "Personal Information" Section of Application

- i. Physical Therapist Application and Approval to take the AZLAW (Jurisprudence) Exam and Possible Licensure
a) Gullotta, Daniel

The Board discussed Ms. Gullotta's application disclosure. Dr. Cornwall moved the Board approve Ms. Gullotta to take the AZLAW examination and be licensed upon receipt of a passing score, and official transcripts. Mr. Robbins seconded the motion. Following review and discussion the motion carried by unanimous vote.

Vote	Dr. Cornwall	Ms. Akers	Ms. Hunter	Mr. Robbins	Dr. Miller	Ms. Richardson	Mr. Clinton
Aye	X	X	X	X	X	X	X
Nay							
Recused							
Abstained							
Absent							

- ii. Physical Therapist Application and Approval to take the NPTE and the AZLAW (Jurisprudence) Exam and Possible Licensure
 - a) Sharman, Katherine

The Board discussed Ms. Sharman's application disclosure. Dr. Cornwall moved the Board approve Ms. Sharman to take the NPTE and AZLAW examinations, be licensed upon receipt of passing scores and official transcripts. Dr. Miller seconded the motion. Following review and discussion the motion carried by unanimous vote.

Vote	Dr. Cornwall	Ms. Akers	Ms. Hunter	Mr. Robbins	Dr. Miller	Ms. Richardson	Mr. Clinton
Aye	X	X	X	X	X	X	X
Nay							
Recused							
Abstained							
Absent							

- b) Sharpe, Jennifer

The Board discussed Ms. Sharpe's application disclosure. Dr. Cornwall moved the Board approve Ms. Sharpe to take the NPTE and AZLAW examinations, be licensed upon receipt of passing scores, and official transcripts. Ms. Hunter seconded the motion. Following review and discussion the motion carried by unanimous vote.

Vote	Dr. Cornwall	Ms. Akers	Ms. Hunter	Mr. Robbins	Dr. Miller	Ms. Richardson	Mr. Clinton
Aye	X	X	X	X	X	X	X
Nay							
Recused							
Abstained							
Absent							

- iii. Physical Therapist Assistant Application and Approval to take the NPTE and the AZLAW (Jurisprudence) Exam and Possible Certification
 - a) Beckstrom, Amy

The Board discussed Ms. Beckstrom's application disclosure. Dr. Cornwall moved the Board approve Ms. Beckstrom to take the NPTE and AZLAW examinations, be certified upon receipt of passing scores, and official transcripts. Mr. Robbins seconded the motion. Following review and discussion the motion carried by unanimous vote.

Vote	Dr. Cornwall	Ms. Akers	Ms. Hunter	Mr. Robbins	Dr. Miller	Ms. Richardson	Mr. Clinton
Aye	X	X	X	X	X	X	X
Nay							
Recused							

Abstained							
Absent							

b) Dufour, Danielle

The Board discussed Ms. Dufour’s application disclosure. Dr. Cornwall moved the Board approve Ms. Dufour to take the NPTE and AZLAW examinations, be certified upon receipt of passing scores, and official transcripts. Mr. Clinton seconded the motion. Following review and discussion the motion carried by unanimous vote.

Vote	Dr. Cornwall	Ms. Akers	Ms. Hunter	Mr. Robbins	Dr. Miller	Ms. Richardson	Mr. Clinton
Aye	X	X	X	X	X	X	X
Nay							
Recused							
Abstained							
Absent							

c) Franck, Eric

The Board discussed Mr. Franck’s application disclosure. Dr. Cornwall moved the Board approve Mr. Franck to take the NPTE and AZLAW examinations, be certified upon receipt of passing scores, and official transcripts. Ms. Richardson seconded the motion. Following review and discussion the motion carried by unanimous vote.

Vote	Dr. Cornwall	Ms. Akers	Ms. Hunter	Mr. Robbins	Dr. Miller	Ms. Richardson	Mr. Clinton
Aye	X	X	X	X	X	X	X
Nay							
Recused							
Abstained							
Absent							

d) Lippert, Jared

The Board discussed Mr. Lippert’s application disclosure. Dr. Cornwall moved the Board approve Mr. Lippert to take the NPTE and AZLAW examinations, be certified upon receipt of passing scores, and official transcripts. Mr. Robbins seconded the motion. Following review and discussion the motion carried by unanimous vote.

Vote	Dr. Cornwall	Ms. Akers	Ms. Hunter	Mr. Robbins	Dr. Miller	Ms. Richardson	Mr. Clinton
Aye	X	X	X	X	X	X	X
Nay							
Recused							
Abstained							
Absent							

e) Reyes, Gary

The Board discussed Ms. Reyes’ application disclosure. Dr. Cornwall moved the Board approve Ms. Reyes to take the NPTE and AZLAW examinations, be certified upon receipt of passing scores, and official transcripts. Ms. Akers seconded the motion. Following review and discussion the motion carried by unanimous vote.

Vote	Dr. Cornwall	Ms. Akers	Ms. Hunter	Mr. Robbins	Dr. Miller	Ms. Richardson	Mr. Clinton
Aye	X	X	X	X	X	X	X

Nay							
Recused							
Abstained							
Absent							

f) Romero, Hector

The Board discussed Mr. Romero’s application disclosure. Dr. Cornwall moved the Board approve Mr. Romero to take the NPTE and AZLAW examinations, be certified upon receipt of passing scores, and official transcripts. Ms. Akers seconded the motion. Following review and discussion the motion carried by unanimous vote.

Vote	Dr. Cornwall	Ms. Akers	Ms. Hunter	Mr. Robbins	Dr. Miller	Ms. Richardson	Mr. Clinton
Aye	X	X	X	X	X	X	X
Nay							
Recused							
Abstained							
Absent							

g) Zapien, Nancy

The Board discussed Ms. Zapien’s application disclosure. Dr. Cornwall moved the Board approve Ms. Zapien to take the NPTE and AZLAW examinations, be certified upon receipt of passing scores, and official transcripts. Ms. Richardson seconded the motion. Following review and discussion the motion carried by unanimous vote.

Vote	Dr. Cornwall	Ms. Akers	Ms. Hunter	Mr. Robbins	Dr. Miller	Ms. Richardson	Mr. Clinton
Aye	X	X	X	X	X	X	X
Nay							
Recused							
Abstained							
Absent							

b) Review of and Possible Action on Application for Licensure from Applicant Previously Licensed in Arizona

a) Dupuis, Cynthia

Ms. Dupuis was not present. The Board discussed Ms. Dupuis’ application and the requirements under A.R.S. § 32-2028. Dr. Cornwall moved the Board require Ms. Dupuis to provide documentation of completing 60 hours of continuing education in the last six years or makeup the 60 hours if she does not have the hours completed and grant her licensure upon receipt of the required continuing education. Ms. Hunter seconded the motion. Following review and discussion the motion carried by unanimous vote.

Vote	Dr. Cornwall	Ms. Akers	Ms. Hunter	Mr. Robbins	Dr. Miller	Ms. Richardson	Mr. Clinton
Aye	X	X	X	X	X	X	X
Nay							
Recused							
Abstained							
Absent							

c) Review of and Possible Action on Application for certification from Applicant Previously certified in Arizona

a) Montesclaros, Leopoldo

Mr. Montesclaros was present and addressed the Board. Mr. Montesclaros apologized to the Board for his failure to complete the terms of his Board order under his previous certificate and his lack of involvement in the complaint and hearing process. He stated he wishes to move forward. The Board members asked Mr. Montesclaros questions regarding his substance abuse treatment.

Ms. Hunter moved the Board enter executive session to seek legal advice. Ms. Richardson seconded the motion. The motion carried by unanimous vote.

Vote	Dr. Cornwall	Ms. Akers	Ms. Hunter	Mr. Robbins	Dr. Miller	Ms. Richardson	Mr. Clinton
Aye	X	X	X	X	X	X	X
Nay							
Recused							
Abstained							
Absent							

The Board entered Executive Session at 11:29 a.m.

The Board reentered Regular Session at 11:33 a.m.

The Board discussed its options regarding Mr. Montesclaros' application and the previous revocation of his certificate to work as a physical therapist assistant in Arizona. Ms. Hunter stated she may consider a consent agreement with the issuance of a certificate. Mr. Robbins stated he felt Mr. Montesclaros needs to establish a support structure before becoming certified. Mr. Clinton also stated he felt some support structure was needed for Mr. Montesclaros. Dr. Miller stated he has not seen anything to indicate a behavior change in Mr. Montesclaros. Dr. Miller moved the Board deny Mr. Montesclaros' application for certification as a physical therapist assistant for failing to meet the qualifications of certification to include actions that would be a violation of A.R.S. § 32-2044 as permitted under A.R.S. § 32-2023(B)(5) such as violation of his previous Board Order and the subsequent revocation of his certificate in Arizona. Ms. Richardson seconded the motion. Following review and discussion the motion carried.

Vote	Dr. Cornwall	Ms. Akers	Ms. Hunter	Mr. Robbins	Dr. Miller	Ms. Richardson	Mr. Clinton
Aye	X	X		X	X	X	X
Nay			X				
Recused							
Abstained							
Absent							

BOARD BUSINESS AND REPORTS

d) Executive Director's Report – Discussion and Possible Action

i. Financial Report

The Board reviewed Mr. Brown's financial report. No action was taken on this agenda item.

ii. Board Staff Activities

Mr. Brown provided a summary of recent staff activities. No action was taken on this agenda item

a) Recruitment of Office Manager

Mr. Brown provided a summary of the hiring process he has initiated to fill the vacancy. No action was taken on this agenda item.

iii. Legislation

Mr. Brown reported no legislative activity. No action was taken on this agenda item.

iv. Rule Activity

Mr. Brown reported no rule activity. No action was taken on this agenda item.

v. FSBPT

The Board discussed the activities from the FSBPT's annual meeting. Mr. Clinton provided a summary of the meeting. No action was taken or required on this agenda item.

e) Review, Discussion, and Action on Selecting Licensees for a Continuing Competence Audit

The Board discussed the percent of licensees it wished to have audited for compliance with the continuing competence requirements. Dr. Cornwall moved the Board instruct staff to randomly audit the continuing competence activities from September 1, 2010 to August 31, 2012 for 10% of the physical therapists licensed in Arizona. Ms. Hunter seconded the motion. Following review and discussion the motion carried by unanimous vote.

Vote	Dr. Cornwall	Ms. Akers	Ms. Hunter	Mr. Robbins	Dr. Miller	Ms. Richardson	Mr. Clinton
Aye	X	X	X	X	X	X	X
Nay							
Recused							
Abstained							
Absent							

f) Review, Discussion, and Action on AzPTA Letter Regarding License renewal Cardstock and Authorizing Signature

Mr. Brown reported that the AzPTA had received complaints regarding the type of paper used for licensee and certificate holder renewal documentation. Mr. Brown reported on the selection process on the paper used and stated that the quality was not what staff desired, but considering the shutdown of the State of Arizona Printshop, options for purchasing paper on contract were limited. Mr. Brown reported a more suitable option for the 2014 renewal was identified. In addition, the AzPTA reported complaints that Ms. Hunter signature as a physical therapist assistant and the Board Secretary was on the renewal documentation. There was a question about whether a PTA could sign the license of a physical therapist. It is believed that in the past it was the Board President. Mr. Brown provided the Board with an example of the 2010 renewal documentation, which contained Mr. Robbins signature as the Board Secretary in 2010. In addition, Mr. Brown reported that Ms. Hunter has an equal vote as a member of the Board and could hold the position of Board President if elected. The Board discussed the issues forwarded from the AzPTA. The Board took no action on this agenda item.

g) Discussion and Action on Changing Renewal Fees for New Licensees and Certificate Holders- Verbal Discussion

Ms. Richardson stated she requested this agenda item for discussion. She noted that several of her employees reported having to renew their license within weeks of their original license being issued. The Board discussed options in reducing the cost burden of licensees and certificate holders issued a new license or certificate close to the required renewal date. The Board instructed staff to review options for amending the Administrative Code to reduce the cost of renewing a newly issued license or certificate and present the options to the Board at a future meeting.

h) Review, Discussion, and Possible Action on Forming A Joint Committee with the Arizona Acupuncture Board for Researching the regulation of “Dry Needling”

The Board discussed the request from the Acupuncture Board. The Board expressed concern over their legal ability to form a joint committee. The Board instructed Mr. Brown to work with the Executive Director of the Acupuncture Board on an informal basis to bring physical therapists and acupuncturists together to review material collected during the stakeholder meetings currently planned to address the use of Dry Needling by licensed physical therapists.

i) Review, Discussion and Action; Board Procedure for Investigating reports of Driving Under The Influence; A.R.S. §32-3208

Ms. Donahue reported that currently the Board has staff open a complaint against a licensee who reports a driving under the influence charge within the 10 days required under A.R.S. § 32-3208 and A.A.C. R4-24-312. The Board previously issued non-disciplinary advisory letters to resolve many of these complaints; however, recently the Board has dismissed such complaints without issuing letters. The Board discussed the process in handling such complaints. The Board reached consensus and instructed staff to bring reports of driving under the influence charges properly reported before the Board for consideration of opening a complaint.

j) Review and Discussion; Sunset Review; Performance Audit Update, Auditor General’s Office
The Board will go into Executive Session pursuant to A.R.S. §38-431.03(A)(2) for purposes of discussing confidential information which is confidential under A.R.S. §41-1279.04 and 41-1279.05.

No report was made and no action was taken on this agenda item.

6) **CALL TO THE PUBLIC**

No person came forward to address the Board. No discussion took place and no action was taken.

ADJOURNMENT

Ms. Richardson moved the Board adjourn the meeting. Mr. Clinton seconded the motion. The motion carried by unanimous vote.

Vote	Dr. Cornwall	Ms. Akers	Ms. Hunter	Mr. Robbins	Dr. Miller	Ms. Richardson	Mr. Clinton
Aye	X	X	X	X	X	X	X
Nay							
Recused							
Abstained							
Absent							

The meeting adjourned at approximately 12:17 p.m.

Regular Session Meeting
September 25, 2012

Prepared by,

Charles D. Brown
Executive Director

Approved by,

Peggy Hunter, PTA, CLT
Secretary