Arkansas Department of Health

Full Independent Practice Credentialing Committee
Agenda
January 6, 2022  9:00 am
Location: Arkansas State Medical Board
Zoom link:
https://us06web.zoom.us/j/86847012921?pwd=NmlwZkl6K1phMTA2UzJwQXByMlRZz09

Meeting ID: 868 4701 2921
Passcode: 217705

I.       Call to Order

II.      Additions to the agenda

III.     Approval of the agenda

IV.      Approval of minutes from November 2, 2021

V.       Update of the proposed rules

VI.      Application – review and approval

VII.     Proposed policies
         a.     Application processing
         b.     Application denial
         c.     Recusal

VIII.    Meeting location

IX.      Other business

X.       Adjournment
FULL INDEPENDENT PRACTICE CREDENTIALING COMMITTEE
January 6, 2022

The meeting of the Full Independent Practice Credentialing Committee was called to order by Leonie DeClerk, DNP, PhD, APRN, Chairperson of the Full Independent Practice Credentialing Committee at 9:00 a.m.

Members present:

Leonie DeClerk, DNP, PhD, APRN, Chair
Julia Ponder, DNP, APRN, Vice-Chair
Purushottam Thapa, M.D.
Mitzi Scotten, M.D.
Mark Foster, DNP, APRN
Donna Shipley, M.D.
William Hawkins, M.D.
Darlene Byrd, DNP, APRN
Amy Embry, Executive Director ASMB
Sue Tedford, MNSc, APRN, Executive Director ASBN

Also attending this meeting:

David Dawson, JD, Counsel for ASBN
Shannon McKinney, DNP, APRN, ASBN Assistant Director
Brad Nye, JD, Senior Assistant Attorney General, Counsel for ASMB
Lacie Kirchner, JD, Assistant Attorney General, Counsel for the FIPCC
Joe West, JD, Assistant Attorney General, Counsel for the FIPCC
Matt Gilmore, Boards and Commissions Coordinator

Additions to the agenda – There were no additions to the agenda.

Approval of the agenda - Darlene Byrd, APRN moved to accept the agenda and William Hawkins, M.D. seconded the motion. The motion passed unanimously.

Approval of minutes from November 2, 2021 – Darlene Byrd APRN stated that to comply with Roberts Rules of Order and the Freedom of Information Act, all motions in the minutes need to include names and the results of the vote. Additionally she indicated that her name needed to be included of those in attendance. William Hawkins, M.D. moved to accept the minutes as amended and Mitzi Scotten, M.D seconded the motion. The vote passed unanimously.

Update of the proposed rules – Sue Tedford, provided an update on the proposed rules. She reported the rules from the FIPCC Committee are part of the ASBN Rules, Chapter 11 and she anticipates that the public comment period will be in January and will schedule the public hearing once the public comment dates have been determined.
Application

Eligibility Questions
Lacie Kirchner recommended that an additional question be added regarding expunged, released, or sealed records. Darlene Byrd, APRN moved to add the question “do you have any records that have been expunged, released, or sealed.” It was seconded by William Hawkins, M.D. and passed unanimously.

Mitzi Scotten, M.D. moved to not include the words “have you ever” to the eligibility questions. Darlene Byrd, APRN seconded and the motion passed unanimously.

Darlene Byrd, DNP, APRN moved that the eligibility questions be approved as amended. It was seconded by Mark Foster, DNP, APRN and the vote passed unanimously.

A discussion was held regarding if the Committee has legislative authority to run criminal background checks. Sue Tedford reported that the Committee does not have that authority; however, the applicant had a criminal background check as part of their initial licensure with the ASBN.

Checklist
Shannon McKinney, APRN reported on the checklist that is included in the application packet. Darlene Byrd, APRN moved to accept the checklist. It was seconded by William Hawkins, M.D. and passed unanimously.

A discussion was held regarding the CME requirements and it was recommended that any changes would require a rule and should be postponed until the initial rules are promulgated.

Proposed policies
a. Application processing – Sue Tedford recommended that the words “and/or nurse portal” be added. William Hawkins, M.D. stated that 5a should read “the” certificate. Darlene Byrd, APRN moved that the application processing be accepted as amended. It was seconded by Mitzi Scotten, M.D. and passed unanimously.

William Hawkins, M.D. moved to rescind the vote for application processing. Darlene Byrd, DNP, APRN seconded and the vote passed unanimously.

Darlene Byrd, APRN moved to change 5a to read “and/or nurse portal” and to change 5B “and/or nurse portal.” It was seconded by Purushottam Thapa, M.D. and passed unanimously.

b. Application denial – Darlene Byrd, APRN moved to accept 1.2 including the changes as to how they will receive the letter. It was seconded by William Hawkins, M.D. and passed unanimously.
c. Recusal – Darlene Byrd, APRN moved to accept the policy as written. It was seconded by William Hawkins, M.D. and passed unanimously.

Meeting location
Future meetings will be held at the ASBN in person and/or virtually as needed. The next meeting will be after the public comments.

Other business
No other business.

Adjournment
Darlene Byrd, APRN moved to adjourn. It was seconded by Purushottam Thapa, M.D. and passed unanimously. The meeting adjourned at 10:40 a.m.

Leonie DeClerk, Chair

Amy Embry, Recording Secretary

March 9, 2022
Date