

## **IOWA BOARD OF CHIROPRACTIC**

October 13, 2021

Origination Site: Lucas State Office Building, 5<sup>th</sup> Floor Conference Room #526  
Des Moines, Iowa

### **Open Session Meeting Minutes**

**The Board meeting was hosted virtually and in-person at the Lucas Building, 5th Floor, Conference Room 525. Instructions for virtual attendance through ZOOM were provided on the agenda.**

#### **Call to Order**

The meeting was called to order at 9:05 a.m.

#### **Members Present**

Shane Townsend, D.C.

Lauri Wondra, D.C.

Leslie Duinink, Public Member

Jason Wall, D.C.

Rodney Langel, D.C.

Christopher Fretheim, D.C.

#### **Members Absent**

Kirby Conley, Public Member

#### **Staff Present**

Laura Steffensmeier, Assistant Attorney General

Kristi Traynor, Assistant Attorney General

Steve Garrison, Bureau Chief

Susan Reynolds, Executive Officer

Beth Jorgenson, Compliance Administrator

Vicky Winter-Clearman, Assistant to Board Administration

#### **Guests**

Jennifer Steward, Director of Preceptor Program, Palmer Chiropractic College

Samuel Asciodi, Parker University

Greg Page, Parker University

Carl Lingen, ICS

Laura Rehmer, ICS

Michelle Denking, ICS

Reynolds said the introduction of new public Board member, Kirby Conley, will take place at the next regular meeting of the Board.

### **Approval of open session minutes**

July 14, 2021

Langel moved the approval of the open session meeting minutes of July 14, 2021. A second was received by Duinink. All ayes, nays none, motion carried.

### **Reports**

Executive Officer Report, Susan Reynolds

Introduction of AAG Kristi Traynor

Expiration of Governor's grace period, September 23, 2021

AAG Kristi Traynor introduced herself.

Reynolds stated the proclamation grace period expired September 24<sup>th</sup>. If a licensee let their license expired during the proclamation and failed to renew their license prior to September 23<sup>rd</sup>, they will be required to pay the reactivation fee and complete their continuing education before reactivating their license.

In response to Townsend's inquiry, it was confirmed all continuing education may be obtained online through the end of the current biennium ending June 30, 2022.

Reynolds reported there are currently 1,926 active licensees.

### **Board Chair Report, Dr. Wall**

There was no report made.

### **Bureau Chief Report, Steven Garrison**

Proposed Fee Adjustments

Garrison stated a revised budget will be presented to the Board at the next their regular meeting. The Board of Cosmetology are the main reason the Bureau remains financially functional given the volume of licensees. It's a multiple prong approach. The five large boards he would like to see spear head the effort because he doesn't know if he can get a budget increase for all 19 boards. Without carryover, the Bureau will have a \$94,000 deficit and remains under staff. In response to Townsend's question, Garrison responded the other boards are viewing the proposed fee increases in addition to the five larger boards that have been initially selected. In response to Wall, Garrison said the Board could vote to notice rules with the previous proposed fee structure made in 2018; continue to discuss; or table

the information. The current biennium renewal fee is \$120 and the proposed increase is \$225. Wondra suggested discussing the fee increase with the Iowa Chiropractic Society because they have a great relationship with the legislators.

Introduction of PL Investigator, Maureen Barton

Barton introduced herself and provided a background of her work with the Department of Human Services.

Garrison said having the ability to quickly assign investigations has been instrumental in the timely handling of the Bureau's investigations.

### **Unfinished Business**

When should the Advance Beneficiary Notice (ABN) be provided to the patient

Langel said he reviewed the CMS guidelines, which were provided to Reynolds for distribution to the members of the Board. The only time the ABN needs to be used is if the provider feels a service or item will not be covered by Medicare, such as maintenance or wellness care, the ABN needs to be provided to the patient for signature. If the ABN is not signed by the patient, the provider cannot collect from that individual.

### **New Business**

Process of the preceptor program and the integration into the Board's approval process, Jennifer Steward, M.B.A. Director of Clinical Co-Curricular Programs, Palmer Chiropractic Clinics, Davenport, IA

Steward introduced herself and briefly reviewed the preceptor program.

Steward said the preceptorship program handbook is on the college's website in pdf format. On page 8 of the handbook, there is an explanation of the background checks required for a preceptor and verification of the licensure status of the licensee. Steward said any discipline or sanctions within 3 years of the request are denied.

In response to Langel's inquiry, Steward explained reference to an intern working in the office is identified as a student intern with the college and identification is required by typically utilizing their college identification, which is worn during clinical work at the college.

In response to Duinink's inquiry, Steward responded that the supervising doctor is required to be onsite and directly accessible for the student to treat patients. It is the discretion of the preceptor as the student progresses through their internship to access the comfort level and whether to lessen direct supervisory involvement.

Reynold said in discussions with the Bureau of Radiology students are required to be certified prior to performing x-rays.

Students are covered by a malpractice policy for their internship and the preceptor is also required to have a malpractice policy.

In response to Langel's inquiry, there is a one-to-one ratio between the preceptorship and pre and postgraduate students.

There is no remuneration of the student intern by the preceptor.

Garrison said the noticed rules will require the school to perform the background check on the preceptor rather than the Bureau. Steward said the college does a full background check on each preceptor and she is comfortable with the college's current background approval process.

Reynolds expressed her preference for the notification of the intern to be attached to the preceptor's licensure record.

Steward said a contract is provided by the college credentialing the preceptor as an extended adjunct faculty during the duration of the approved preceptorship.

Langel expressed his preference for inclusion in rule language specifying student identification and the credentialing of the preceptor by the college during the duration of the approved preceptorship. Language that requires student identification is already set in rules.

Steward departed from the meeting at 9:55 a.m.

### **Review Parker University curriculum for approval to participate in the preceptorship program**

Asciodi spoke on the request before the Board stating that Parker University has expanded their program to allow their student interns to work with chiropractors in different states. He reviewed the requirements of their preceptorship program as meeting Iowa Administrative Code 42.4

Wall moved the Board approve the curriculum to participate in the preceptorship program for Parker University. A second was received by Langel. All ayes, nays none, motion carried.

## **Public Comment**

There was no public comment.

## **Recess**

The Board recessed at 10:11 a.m. and reconvened at 10: 18 a.m.

## **Closed Session**

Wall moved the Board go into closed session at 10:19 a.m. pursuant to Iowa Code section 21.5(1)(a) to review or discuss records which are required or authorized by state or federal law to be kept confidential, pursuant to Iowa Code section 21.5(1)(d), to discuss whether to initiate licensee disciplinary investigations or proceedings, and pursuant to Iowa Code section 21.5(1)(f), to discuss the decision to be rendered in a contested case conducted according to the provisions of 17A. A second was received by Townsend.

A roll call vote was taken with the following results:

Wall – Aye

Duinink- Aye

Wondra- Aye

Townsend – Aye

Langel – Aye

Fretheim - Aye

Motion carried.

## **Return to Open Session**

The Board returned to open session at 12:06 a.m.

Duinink moved the Board approve the closed session meeting minutes of July 14, 2021 as presented. A second was received by Wondra. All ayes, nays none, motion carried.

Fretheim moved the Board close the following matters: 21-0175 and 21-0095. A second was received by Langel. All ayes, nays none, motion carried.

Wondra moved the Board approve the Settlement Agreement and Final Order in matter 20-0140. A second was received by Townsend. All ayes, nays none, motion carried.

## **Adjournment**

Wall moved the Board adjourn at 12:11 p.m. A second was received by Townsend. All ayes, nays none, motion carried.