

## Minutes of the North Dakota Board of Physical Therapy Annual Meeting-May 8, 2023

**Present: In-person:** board members Marcus Hieb, Cassie Christensen, Steve Ziegler, and Justin Berry; Executive Officer Consultant Bruce Wessman; Executive Officer Scott Holm and board counsel Jack McDonald. **Via-video conferencing:** board members Terry Eckman and Dr. Rohit Mahajan; American Physical Therapy Association-North Dakota (APTA-ND) physical therapist liasons Brittany Anderson and Wendy McGinley

Board President Justin Berry called this Annual Meeting of the North Dakota Board of Physical Therapy to order at 9:03 am on Monday, May 8<sup>th</sup>, 2023 at the office of board counsel Jack McDonald at 220 N. 4<sup>th</sup> St., Bismarck, ND 58501-4004.

Bruce Wessman welcomed new board members Steve Ziegler and Terry Eckman.

**Approval of Minutes:** It was moved by Cassie Christensen, seconded by Marcus Hieb and approved unanimously to accept meeting minutes from May 9<sup>th</sup>, 2022, June 13<sup>th</sup>, 2022, and April 3<sup>rd</sup>, 2023.

**BCI refresher:** Bruce Wessman presented an in-person BCI refresher. The key point is The key point is that background check information is only used for initial PT and PTA licensure. NDBPT will complete refresher every year.

**BCI: Fingerprinting:** Bruce Wessman reported the board receives BCI reports with “no record on descriptive data”. Licensees must then complete a second round of fingerprints. Bruce Wessman recommended to the board in the instance when two reports of “no record on descriptive data” are returned, the BCI report will be accepted.

**Audit results:** Bruce Wessman reviewed the last external audit completed by Brady Martz. All board members received a copy. Wessman reported that the cost of the audit has increased significantly over the past few years. Discussion on whether the board wants to continue with an external audit. Jack McDonald will research and provide the board with the requirements for an external audit.

**Licensure Statistics and Compact Update:** Justin Berry provided an update of current licensees. ND currently has 1,072 physical therapists and 182 active physical therapist assistants. Berry also reported there are 80 active compact licensees. Berry also provided a compact update from the FSBPT annual meeting.

**Financial Statements:** Scott Holm provided update on the current state of finances and board accounts. After general discussion it was determined by the board to pursue not charging licensees a renewal fee. See **Budget** section for motion and approval.

**Budget:** Bruce Wessman presented a draft budget for the coming year. The proposed budget included a \$5,000 ND-PTA Education Sponsorship. It was moved by Marcus Hieb to approve the ND APTA Education Sponsorship, seconded by Dr. Mahajan. It was moved by Cassie Christensen to waive renewal fees for the upcoming year, seconded by Marcus Hieb. No further discussion on the budget, it was moved to approve the budget by Marcus Hieb, seconded by Cassie Christensen. The above motions were approved unanimously.

**Election of Officers:** Marcus Hieb nominated Justin Berry for President and Justin Berry nominated Marcus Hieb for Vice President. Scott Holm presented the slate of candidates. As there was no opposition for these positions Justin Berry and Marcus Hieb were elected President and Vice President respectively via unanimous vote.

**Election of Delegate, Alternate Delegate for 2024:** General discussion regarding the election of a delegate and alternate delegate. The board elected to continue with a brief meeting in the spring once meeting dates have been confirmed. Further discussion to continue to have the Executive Officer present a slate of candidates prior to election of Delegate and Alternate Delegate.

**Complaints:** The board discussed the use of the complaint committee. Currently the complaint committee includes the Board President, Executive Officer, and Board Counsel. Jack McDonald provided history on the complaint process. Jack McDonald will review the current complaint policy and complaint committee to provide recommendations for more board involvement. Bruce Wessman presented the “flagging” procedure within FSBPT for flagging a licensee who is under investigation. FSBPT’s standard is to “flag under investigation” any licensees who are under investigation to provide notice to other states in which the licensee may apply for licensure. The board will continue with this practice in compliance with FSBPT standards. Bruce Wessman updated the board on one complaint. A complaint was filed against a physical therapist who failed to provide written hand-off upon termination of their position. Cassie Christensen moved to approve the dismissal of the complaint, Terry Eckman seconded, and the motion carried.

**Continuing Competence Audit:** Scott Holm presented the continuing competence audit results for 2021-2022 reporting period. 62 Active licensees were audited for continuing competence for the reporting term of 2021-2022. 1/62 were found to be out of compliance and granted a 1-month extension which was completed within 1 week. 6 licensees had to be contacted during the last week of the audit due to email discrepancies. All 6 were able to upload their CC activity within the week and email discrepancies were resolved.

**Legislative Updates:** Jack McDonald presented a number of bills relating to the recent legislative issues. McDonald provided the board with a document “Physical Therapy 2023 Legislative Report”. The document will be posted on the board website for the public.

**FSBPT Delegate Updates:** Marcus Hieb and Cassie Christensen provided updates from the last FSBPT annual meeting. Topics of interest included telehealth changes, physical therapist burnout, and new technology using AI. Hieb reported Dave Relling was elected as the new President of FSBPT at the annual meeting.

**Questions from Licensees:** Bruce Wessman, Scott Holm, and Justin Berry presented questions from licensees. Question regarding PTAs performing casting. A PTA is able to perform casting if the PTA and the supervising PT are both competent in casting. A question about PTAs performing home assessments. PTAs can perform home assessments related to safety and barriers in the home, but if the assessment includes patients performing functional activities in the home, then it is beyond the scope of a PTA and must be completed by a PT. A question about the procurement of DME from a wholesaler. Jack McDonald provided a response in which a PT can only provide prescription and instruction on DME in which they are competent to do so. Lastly, was a question about PTA students receiving on-site supervision from a PT. A PTA student must always receive on-site supervision from a PT.

**MDS:** A reminder to the board that the MDS is due this year. Licensees will be required to complete the MDS before license renewal is approved. The board was provided a copy of the last MDS completed.

**Next meeting date:** A conference call is anticipated for mid-April 2024 to select a delegate and alternate delegate. The board's next annual meeting will be Monday, May13th, 2024 in Bismarck

**Adjourn:** With no further business appearing before the board, President Berry adjourned the meeting at 11:32 am.