

**AGENDA**  
**January 11, 2017**

- 4:00pm**      **Call to Order**  
Approve Agenda  
Approve Minutes
- 4:10pm**      **Executive Session**  
Discuss sensitive information related to discipline and attorney client privileged information.
- 4:40pm**      **Officer Reports**  
Chairman's Report  
Secretary/Treasurer's Report  
Executive Director's Report
- 5:40pm**      **Committee Reports**  
LTF Report  
CEU Committee
- 6:00pm**      **Legal Report**  
Complaint Summary  
Open Meetings Presentation
- 6:30pm**      **Advisory Committee Position 1 Interview**  
**6:45pm**      **Advisory Committee Position 2 Interview**
- 7:00pm**      **New Business**  
Correspondences  
2017 Board Committee Positions: CEU/LTF  
Advisory Committee Member Vacancies: Vote on Two Positions
- 7:30pm**      **Old Business**
- 8:00pm**      **Public Comment**
- 8:05pm**      **Adjourn**

# Louisiana Physical Therapy Board

## MINUTES

### Regular Scheduled Board Meeting January 11, 2017

**APPROVED**

Proceedings for the Louisiana Physical Therapy Board, taken in regular session on January 11, 2017 at 104 Fairlane Drive, Lafayette, LA 70507. A quorum of members were present. Board members present were: Chairman, Donald "Don" Cassano, Jr., Secretary/Treasurer, Kristina Lounsberry, and board members Elizabeth "Beth" Austin, Craig Prejean and Julie Harris. Advisory Committee Member Chris Franks was present. Charlotte Martin, Executive Director; board attorneys, Courtney P. Newton and George Papale were also present.

Chairman Cassano called the meeting to order at 4:00 pm.

The board reviewed the purpose of the Louisiana Physical Therapy Board is to protect the public health, safety, and welfare, and to provide for state administrative control, supervision, licensing, and regulation of the practice of physical therapy in Louisiana. Only individuals who meet and maintain prescribed standards of competence and conduct may engage in the practice of physical therapy. Our Practice Act and Rules promote the public interest.

The board reviewed the agenda. Secretary/Treasurer Lounsberry moved to approve the agenda as written. Beth Austin seconded the motion. The agenda was unanimously approved by the board members.

The board reviewed the minutes. Chairman Cassano moved to accept the December 2016 board minutes as written. Secretary/Treasurer Lounsberry seconded the motion. The board voted and unanimously approved.

Chairman Cassano motioned to move into Executive Session pursuant to La R.S. 42:16 for the purposes of discussing investigating proceedings regarding allegations of misconduct. Secretary/Treasurer Lounsberry seconded the motion. The Board voted and all were in favor to move into Executive Session.

The board exited Executive Session.

## **OFFICER REPORTS**

### Chairman's Report

Chairman Cassano provided an informational overview of the Physical Therapy Licensure Compact to the new board members and discussed the current status nationally. The board discussed the benefits of the compact to patient access and public safety concerns. The board does not plan to move legislation forward in 2017.

The board reviewed the Louisiana State Board of Nursing policy regarding opiate replacement therapy. Beth Austin moved to accept the language of the Nursing Board regarding opiate replacement therapy with changes as discussed by legal. Secretary/Treasurer Lounsberry seconded the motion. The board voted and unanimously approved the policy.

Chairman Cassano provided a performance update on the Public Service Announcement performance report for December 2016. The PSA will air on TV, radio and online through January. The board discussed continuing the PSA through February, March and April for an additional \$75K. The board determined that it would be a more

prudent to plan a social media campaign using the PSA materials while monitor the budget performance for the rest of the fiscal year.

#### Secretary/Treasurer's Report

Secretary/Treasurer Lounsberry reported cash in the bank totaled \$155,314.39 at the end of November 2016. Total Income for November 2016 totaled \$26,748.33 and ordinary expenses totaled \$52,950.04. The two Certificates of Deposit total \$602,893.42.

Secretary/Treasurer Lounsberry moved to reinvest CD ending in #534 at \$303,450 at the facility that offers the best interest rate for a 12 month period. Beth Austin seconded the motion. The board voted and unanimously approved.

#### Executive Director's Report

Mrs. Martin reported that seven (7) applications were approved since the last board meeting from December 3, 2016 through January 6, 2017. Of those, 6 (six) licenses were issued to physical therapists through reciprocity and one PTA license was issued through reciprocity.

Mrs. Martin provided an update the current succession plan of the organization, to ensure minimal disruption in the event of a transition in leadership.

Secretary/Treasurer Lounsberry moved to accept Courtney Newton's employment package with a budget of \$103,000 and to restructure the staff model to hire Courtney Newton as an unclassified position and move Amanda Lafleur into a classified position. Beth Austin seconded the motion. The board voted and unanimously approved.

The Board reviewed the application for Molly Hemingway, PTA who has been absent from the practice for over 3 years. The board approved an applicant agreement pursuant to Rule §145.E.

The Board discussed Louisiana licensee, Flavia Pires, PTA who is attempting to have her foreign-trained PT credentials from Brazil reviewed by a credentialing agency. The board reviewed the Practice Act and Rules and determined that because Ms. Pires is a citizen of the United States, is currently a PTA licensee who is authorized to work in Louisiana, she has demonstrated in a personal interview her ability to read, write, speak and understand English fluently (La R.S. 37:2410(4)), and has achieved passing scores on a standardized English proficiency examination (§137.A.3) that the credentials review of her education completed in Brazil may begin immediately and without further delay. Mrs. Martin will contact the credentialing agency and request that they begin the process.

Chairman Cassano moved to amend the agenda to interview Advisory Committee applicant, Jason Douglas, prior to committee reports. Kristina Lounsberry seconded the motion. The board voted and unanimously approved.

### **ADVISORY COMMITTEE POSITION 1 INTERVIEW**

Jason Douglas presented before the board in an interview for the Advisory Committee.

### **COMMITTEE REPORTS**

#### LTF (Legislative Task Force) Update

Chairman Cassano provided an update to the board on the final SCR 65 report to the legislature.

### CEU Committee

The committee presented the CE report for courses approved since the December board meeting. In December a total of 77 courses were approved. Of those, 38 courses were traditional and 39 were web-based. Of the courses approved, 73 were clinical, 3 were administrative and 1 was ethics. The Board denied one course, a decision that was made at the December board meeting, based on speaker qualifications. The average turnaround time for approval was 4 days.

The board members reviewed International Alliance of Healthcare Educators courses submitted from licensee Myra Buller and determined that more research and information is needed to determine if the courses meet the Rule requiring evidence-based content.

The board members reviewed a Brooks Rehabilitation Institute of Higher Learning course application and approved the course for 15 hours credit (4 administrative and 11 clinical).

Chairman Cassano moved to amend the agenda to interview Advisory Committee applicant, Joe Guthrie, prior to the legal report. Kristina Lounsberry seconded the motion. The board voted and unanimously approved.

### **ADVISORY COMMITTEE POSITION 2 INTERVIEW**

Joe Guthrie presented before the board in an interview for the Advisory Committee.

### **LEGAL REPORT**

Board Attorney, Courtney Newton provided an update on the complaint activity of the board since the last board meeting.

#### Complaint Summary

Current Investigations: 6 currently open  
Complaints Received since the last board meeting: 5 (five)  
Informal Conferences in Month: 2 (two)  
Hearings Scheduled: 0  
Consent Order/Voluntary Surrender: 1 (one)  
Closed Cases: 3 (1 Hearing, 1 Letter of Concern, 1 Dismissed)

The board voted and unanimously approved the Consent Order of Sacha Comeaux.

Mrs. Newton presented on Louisiana Open Meetings Law to the board members.

### **NEW BUSINESS**

#### Correspondences

A licensee asked if telehealth physical therapy is permitted in Louisiana.

The Board referenced La. R.S. 40:1223.1, et seq. Physical Therapists are permitted to engage in telehealth under the Louisiana law. The Board does not currently have Rules promulgated for the practice of physical therapy through telehealth.

A licensee asked if a provisional licensee is approved to work at three different locations for the same company with the same supervisor, it is required to provide two hours of supervision each day per facility?

The Board referenced Rule §330 and determined that provisional licensees must be observed by each supervisor for two hours per day with a minimum total of 10 hours per week.

2017 Board Committee Positions

The board voted unanimously to elect Beth Austin and Craig Prejean to the CEU committee for the year 2017.

The board voted unanimously to elect Don Cassano, Patrick Cook and Julie Harris to the Legislative Task Force for the year 2017.

Advisory Committee Member Appointments

The board voted unanimously to appoint Jason Douglas and Joe Guthrie to the Advisory Committee to each serve a term that will expire on December 31, 2019.

**OLD BUSINESS**

The board members reviewed policies and Chairman Cassano moved to accept the Confidential Recovery Physical Therapy Program policy, Background Check policy and Affidavit, Social Media policy and Rap Back policy as amended with legal recommendations. Kristina Lounsberry seconded the motion. The board voted and unanimously approved.

**PUBLIC COMMENT**

No public comment.

Chairman Cassano moved to adjourn the meeting. Beth Austin seconded the motion. The board voted and unanimously approved. The board meeting was adjourned at 8:30pm.

**AGENDA**  
**February 15, 2017**

- 4:00pm**      **Call to Order**  
Approve Agenda  
Approve Minutes
- 4:05pm**      **Officer Reports**  
Chairman's Report  
Secretary/Treasurer's Report  
Executive Director's Report
- 5:05pm**      **Legal Report**  
Board member in-service: Lobbying
- 6:05pm**      **Committee Reports**  
LTF Report  
CEU Committee
- 7:05pm**      **New Business**  
Correspondences
- 7:30pm**      **Old Business**
- 7:45pm**      **Public Comment**
- 7:50pm**      **Executive Session**  
Discuss sensitive information related to discipline and attorney client privileged information.
- 8:50pm**      **Legal**  
Consent Orders
- 9:00pm**      **Adjourn**

# Louisiana Physical Therapy Board

## MINUTES

### Regular Scheduled Board Meeting February 15, 2017

#### APPROVED

Proceedings for the Louisiana Physical Therapy Board, taken in regular session on February 15, 2017 at 104 Fairlane Drive, Lafayette, LA 70507. A quorum of members were present. Board members present were: Chairman, Donald “Don” Cassano, Jr., Secretary/Treasurer, Kristina Lounsberry, and board members Elizabeth “Beth” Austin, Patrick Cook, and Craig Prejean. Advisory Committee Members present were Chris Franks, Ryan Usner, Jeremy Dye, Joe Guthrie, and Jason Douglas. Charlotte Martin, Executive Director; Stephanie Boudreaux, Compliance Officer; and board attorneys, Courtney P. Newton and George Papale were also present.

The purpose of the Louisiana Physical Therapy Board is to protect the public health, safety, and welfare, and to provide for state administrative control, supervision, licensing, and regulation of the practice of physical therapy in Louisiana. Only individuals who meet and maintain prescribed standards of competence and conduct may engage in the practice of physical therapy. Our Practice Act and Rules promote the public interest.

Informal Conference for Case #2016-I-026 was held from 2:00pm-3:00pm. Informal Conference of a monitored licensee was held from 3:00pm – 3:30pm. Advisory Committee Orientation was held from 2:45pm – 3:45pm. At 3:45pm – 4:00pm Mrs. Martin and the board recognized four volunteers assisting with the Renewal Process, as well as Danielle Linzer’s 3-year work at the board and Stephanie Boudreaux’s 2 year work anniversary at the board office.

Chairman Cassano called the meeting to order at 4:03 pm.

Chairman Cassano recognized the public attendees and introduced the Advisory Committee Members in the room. He recognized Open Meetings Law and LPTB Rule §105.H regarding availability of public comment prior to each board vote and during the public comment portion of the agenda.

The board reviewed the agenda. Chairman Cassano moved to approve the agenda. Beth Austin seconded the motion. The board voted and unanimously approved.

The board members reviewed the minutes from January 2017. Chairman Cassano moved to approve the minutes. Secretary/Treasurer Lounsberry seconded the motion. The board voted and unanimously approved.

#### **OFFICER REPORTS**

##### Chairman’s Report

Chairman Cassano confirmed the 2017 delegate and alternate delegate for the FSBPT annual meeting. The board officers serve in this role, unless unavailable. This year, Charlotte Martin, Executive Director will attend the Leadership Issues Forum (LIF) in July in preparation of the annual meeting. FSBPT provides travel for LIF, as well as the annual meeting for the Delegate, Alternate Delegate and Administrator. Chairman Cassano will serve as Delegate, Kristina Lounsberry will serve as Alternate Delegate, and the two of them will be accompanied by Charlotte Martin at the Annual Meeting in November 2017.

Chairman Cassano welcomed Chris Franks as the Chairman of the Advisory Committee. The board approved the Advisory Committee Chairman Job Description. Chairman Cassano recommended to the board that the Advisory Committee expand their role to review and provide input in drafts to correspondences sent to the office to be approved by the board.

Chairman Cassano reviewed the 2016 Governor's Annual Report with the board. The board approved the Governor's Report as written and asked that a final draft be sent to the board before distribution.

Chairman Cassano reviewed a letter drafted by Mrs. Martin addressed to the Attorney General's office recognizing board concerns regarding the deliberation process during the hearing in December and the follow-up in the months to follow. The board members will work with Mrs. Martin to finalize the letter and it was approved to send.

#### Secretary/Treasurer's Report

Secretary/Treasurer Lounsberry reported that cash in the bank totaled \$131,737.76 in December 2016. Total Income for December 2016 totaled \$19,752.00 and ordinary expenses totaled \$47,581.71. The two Certificates of Deposit total \$603,178.64.

Secretary/Treasurer Lounsberry discussed the online renewal process with the board and expressed the need for the online board portal to calculate continuing education requirements as they are reported by licensees. Secretary/Treasurer Lounsberry informed the board that it would cost \$2,000 for the website company, Covalent Logic, to fix the Continuing Education portal. The board voted and unanimously approved this quote.

#### Executive Director's Report

Mrs. Martin reported that 17 license applications were approved since the last board meeting. The applicants approved are as follows:

##### PTA by Reciprocity

1. Lori Mitchell
2. Molly Hemmingway
3. Lauren Percy
4. Daniel Montz
5. Jason Word

##### PTA

1. Christina Combel
2. Tabatha Howard
3. Caydence Leber
4. Lindsey Williams
5. Miles Juneau

##### PT by Reciprocity

1. Danielle Cook
2. Eric Rippetoe
3. Azubuikwe Ekwueme
4. Peter Lock

##### PT

1. Lindsay Prettyman
2. Alyssa Glover
3. Amber Laughlin

Mrs. Martin informed the board that in 2017 there are 2188 licensee eligible to renew. As of 2/14/2017, two-hundred eighty-one (281) licensees have renewed. The Board has received a Notice of Non-Renewal from seventeen (17) licensees. As of 2/14/2017, there are 1890 licensees who have not renewed in 2017, nor have they confirmed with the board that they will not renew.

Mrs. Martin proposed a quote of approximately \$1,900 to outsource wallet/pocket card licenses for the renewal season to reduce cost of labor by eliminating the need for part-time temporary workers. Patrick Cook moved to terminate issuing wallets cards effective 2017 renewal and moving forward. Beth Austin seconded the motion. Chairman Cassano requested comment from the public. The board voted and unanimously approved the motion.

Mrs. Martin proposed changing the design of the wall license and outsourcing the printing of the wall licenses. The board asked Mrs. Martin to estimate in-house printing of an entire design/template. Mrs. Martin will research this option and report back to the board.

Mrs. Martin updated the board on CLEAR NCIT-Basic attendees. For March 13 – 15, 2017 in Raleigh, NC, Julie Harris and Joe Guthrie are registered and travel arrangements have been completed. For April 3-5, 2-17 in Austin, TX Craig Prejean, Jason Douglas, Ryan Usner and Stephanie Boudreaux are registered and travel arrangements have been completed.

Mrs. Martin provided an update that Bobby Odinet's contract has been approved through the state. John Mason's contract is pending. Mrs. Martin discussed the idea of contacting Glenn Ducote requesting that he contract with the board as a hearing officer. The board asked General Counsel George Papale for his opinion. Mr. Papale stated that this would be wise of the board since Mr. Ducote understands Administrative Law and is familiar with the board Rules. Mrs. Martin will discuss this with Mr. Ducote and report back to the board.

## **LEGAL REPORT**

Board Attorney, Courtney Newton provided an update on investigative activity since the last board meeting as follows:

Current Investigations: 10 currently open  
Complaints Received in Month: 2  
Informal Conferences in Month: 1 investigative/1 monitoring  
Hearings Scheduled: 1  
Consent Order/Voluntary Surrender: 4 offered  
Closed Cases: 0

Board Attorney Courtney Newton presented on lobbying laws in Louisiana as an in-service educational seminar for board members in preparation for the 2017 legislative session.

The Board members reviewed the revised Medication Review statement to be posted on the board website as an official statement to licensees. The board members will work with Mrs. Martin to finalize the letter and it was approved to post on the board website.

## **COMMITTEE REPORTS**

### LTF (Legislative Taskforce) Update

Chairman Cassano provided an update to the board on LTF activity.

### CEU Committee

Craig Prejean presented the monthly Continuing Education report to the board. Since the last board meeting 81 courses were approved and 0 courses were denied. Of the 81 approved courses, 54 courses were traditional, 22 were web-based and 5 were a hybrid (traditional/online). Of the 81 approved courses 76 were clinical, 3 were administrative and 2 were ethics. The average turnaround time for renewals was 3 days.

The board reviewed continuing education exemption requests as a result of the Flood from the following licensees: Cassie Barnett, Angelia Crockett, Tricia Holifield and Steven Wilson. The Board granted exemption from CE requirements for the 2017 renewal due to natural disaster.

The board reviewed continuing education exemption requests for personal hardship due to illness from Sacha Comeaux and Rhonda Miller. The Board agreed to grant Sacha Comeaux an extension to complete CEs required for the 2017 renewal application no later than July 31, 2017. These courses will only be applied to the 2017 renewal period, although the course will be completed in the time period allowed for the 2019 renewal period. Ms. Comeaux also requested a waiver of renewal fees. Board Rule §181.B. states that renewal applications shall be assessed a renewal fee. There is no Board Rule for renewal fee exemption requests. Rhonda Miller requested to complete all coursework online or through home study due to personal hardship due to illness. The board granted her request and will accept online/home study courses for 2017 renewal period.

The board reviewed continuing education course approval requests. Jason Anderson requested course credit for advanced university coursework completed. The board agreed that the courses requested meet the qualification of Rule. Ha Hoang requested course credit for a poster and for her role as the course director/instructor for a course at LSU HSC – Shreveport. The board approved the poster credit, but asked that the board obtain more information about her role as course director and report to the CE committee for a final determination.

The CE Committee confirmed that the Ethics Course required by the Louisiana State Board of Ethics is not approved as continuing education for renewals for the board members, nor for any licensees, as it does not meet the criteria standards because it is not relevant material pertaining to the field of physical therapy.

### **NEW BUSINESS**

#### Correspondences

A licensee asked: Are PTA's allowed to send progress notes to a physician in the home health setting? The Board referenced Rule §341 Documentation Standards states that the progress note may be documented and signed by the PTA. In the Practice Act (La R.S. 37:2407) it is specifically stated that the initial PT evaluation or consultation shall be reported to the referring or treating physician, dentist, chiropractor or podiatrist. It does not reference that the progress notes must be sent. Considering that the physician is the treating physician and the progress note would assist the physician in his/her treatment, it would be appropriate for either the PT or the PTA to submit progress notes. However, PTAs are not allowed to provide the assessment/reassessment of the progress note. If the purpose of sending the progress note to the physician is to provide an update on the patient's actual functional progress, the PT would be best to do this due to the actual need for an assessment of goals. However, if the physician simply wants a copy of the last visit to assess the progress of his patient, this is not an issue.

A licensee asked: When does a PTA no longer work under the supervision of a PT? The board referenced the Practice Act (La R.S. 37:2418.F(2)(a) and Rule §339. As long as the number of PTAs who treat patients that currently being treated through the same supervising PT of record does not exceed 4, there is no need to "discharge" the PTA officially.

A licensee asked: Does a PTA need to discuss the patients with the PT prior to working on the Plan of Care for the patients? The Board referenced Rule§333 Physical Therapist Responsibilities; Supervision of Physical Therapist

Assistants and confirmed that the PTA does not need to have a meeting with the PT prior to following a Physical Therapist's Plan of Care. However, the PT has to be readily accessible and available to the patient by the next treatment session if requested by the patient or PTA.

## **OLD BUSINESS**

The board reviewed the courses submitted by Myra Buller in December 2016 and discussed at the August 2016 board meeting, as well as at the January 2017 board meeting. The three International Alliance of Healthcare Educator courses submitted for review are as follows:

- 1) Healing from the Core: Advanced Energy Dynamics and Applications 1
- 2) Healing from the Core: Expanding Present-moment Consciousness
- 3) Healing from the Core: From Trauma Recovery to Ecstasy-Healing Nervous System

The Continuing Education Committee discussed with the board that, for the purpose of CEU review, the term evidence-based should be defined as including those articles published in a peer reviewed journal related to the field of physical therapy. The strength of the evidence shall be considered. Case studies, expert opinions, and editorials shall not be considered evidence without additional supporting research. Because these courses contain case studies without additional supporting research the content criteria in Rule §195 and in the CE Policy is not satisfied and the courses are denied.

## **PUBLIC COMMENT**

No public comment.

Chairman Cassano moved to move into Executive Session pursuant to La R.S. 42:16 for the purposes of discussing investigating proceedings regarding allegations of misconduct. Beth Austin seconded the motion. The Board voted and all were in favor to move into Executive Session.

The board exited Executive Session.

The board voted and unanimously approved the Board Ordered Participation Agreement for Gretchen Duplantis as written. The board voted and unanimously approved the Consent Order of Daniel Henning as written. The board voted and unanimously agreed to propose an amendment to the Consent Orders of Alexander Clay Cocke and Tomas Bryant. Upon acceptance of the proposed amendments, the board will accept the Consent Orders.

Chairman Cassano moved to adjourn the meeting. Beth Austin seconded the motion. The board voted and unanimously approved. The board meeting was adjourned at 7:42 pm.

**AGENDA**  
**March 22, 2017**

- 4:00pm**      **Call to Order**  
Approve Agenda  
Approve Minutes
- 4:10pm**      **Executive Session**  
Discuss sensitive information related to discipline and attorney client privileged information.
- 5:10pm**      **Officer Reports**  
Chairman's Report  
Secretary/Treasurer's Report  
Executive Director's Report
- 5:35pm**      **Legal Report**
- 6:35pm**      **Committee Reports**  
LTF Report  
CEU Committee
- 7:05pm**      **New Business**  
Correspondences
- 8:20pm**      **Old Business**
- 8:30pm**      **Public Comment**  
**Adjourn**

# Louisiana Physical Therapy Board

## MINUTES

### Regular Scheduled Board Meeting March 22, 2017

#### APPROVED

Proceedings for the Louisiana Physical Therapy Board, taken in regular session on March 22, 2017 at 104 Fairlane Drive, Lafayette, LA 70507. A quorum of members were present. Board members present were: Chairman, Donald “Don” Cassano, Jr., Secretary/Treasurer, Kristina Lounsberry, and board members Elizabeth “Beth” Austin, Patrick Cook, Julie Harris and Craig Prejean. Charlotte Martin, Executive Director; Stephanie Boudreaux, Compliance Officer; and board attorneys, Courtney P. Newton and George Papale were also present.

The purpose of the Louisiana Physical Therapy Board is to protect the public health, safety, and welfare, and to provide for state administrative control, supervision, licensing, and regulation of the practice of physical therapy in Louisiana. Only individuals who meet and maintain prescribed standards of competence and conduct may engage in the practice of physical therapy. Our Practice Act and Rules promote the public interest.

Chairman Cassano called the meeting to order at 4:00pm.

#### AGENDA

The board reviewed the agenda. Chairman Cassano moved to approve the agenda. Beth Austin seconded the motion. The board voted and unanimously approved.

#### MINUTES

The board members reviewed the minutes from February 2017. Secretary/Treasurer Lounsberry moved to approve the minutes. Beth Austin seconded the motion. The board voted and unanimously approved.

#### EXECUTIVE SESSION

Chairman Cassano moved to move into Executive Session pursuant to La R.S. 42:16 for the purposes of discussing investigating proceedings regarding allegations of misconduct. Patrick Cook seconded the motion. The Board voted and all were in favor to move into Executive Session.

The board exited Executive Session.

The board voted on the essay submitted by Daniel Henning, as required by his Consent Order. Chairman Cassano, Beth Austin, Patrick Cook, Craig Prejean and Julie Harris voted to deny the essay. Secretary/Treasurer voted to accept the essay as written. The majority rules and the essay was denied. The board staff will provide guidelines for completing a revised essay along with an extended deadline for completing this requirement of his Consent Order.

The board voted on the General Counsel position as created and posted through Civil Service. The board unanimously voted against filling the position at this time. The Board voted to move forward with submitting a legal contract for Courtney Newton effective July 1, 2017.

The board voted and unanimously approved the updated Consent Order for Tomas Bryant (CASE# 2016-I-018).

## **OFFICER REPORTS**

### Chairman's Report

Chairman Cassano requested that the board members complete the Performance Evaluation form related to Mrs. Martin's performance for the Executive Director's annual performance evaluation review for 2016.

Chairman Cassano notified the board members that he would be unavailable for the May 2017 board meeting. The board members reviewed their calendars and decided not to move the date of the scheduled board meeting for May.

Chairman Cassano notified the board of Senate Resolution 10 (SR10), which requires that the board submit previous financial information, as well as future projections to the Commissioner of Administration.

### Secretary/Treasurer's Report

Secretary/Treasurer Lounsberry reported that Cash in the bank as of January 31, 2017 totaled \$44,542.45 in the checking and savings accounts at Farmer's Merchant Bank. Total Income totaled \$17,990 and ordinary expenses totaled \$51,722.73. The Certificates of Deposit at Business First Bank total \$603,463.86. CD #910 earned \$285.22 in interest \$302,313.86. The CD matures on May 6, 2017. CD #534 will earn all interest of \$3,450 at maturity on February 12, 2017. The ending balance as of 1/31/2017 was \$301,150.00.

Secretary/Treasurer Lounsberry discussed the 2017-18 budget with the board members. She recommended that the board continue to build the reserve fund at this time until the fund reaches \$1,000,000. This reserve fund allows the Board to have funding for operational crisis and law suits that are unforeseen at this time. Secretary/Treasurer Lounsberry also recommended that once per year the board receive an update on the value of the land asset, the cost of keeping the land, and discuss this asset annually as a board.

### Executive Director's Report

Mrs. Martin reported that 13 license applications were approved since the last board meeting. The applicants approved are as follows:

#### **Physical Therapist- New Graduate**

1. Christopher Freeland

#### **Physical Therapist- Reciprocity**

1. Kathryn Nance
2. Morgan Hartline
3. Emily Straub
4. Amy Porter
5. Christen Pontius
6. Sheida Rezai

#### **Physical Therapist Assistant-Reciprocity**

1. Cassie Conley
2. Mark Hart
3. Hayley Hildenbrand

#### **Physical Therapy- Reinstatement**

1. Amanda Caporossi

#### **Physical Therapy Assistant- Reinstatement**

1. Tiffany Lott
2. Jodie Cockrell

Mrs. Martin informed the board that in 2017 there are 2188 licensee eligible to renew. As of 3/22/2017, 1238 licensees have renewed. The Board has received a Notice of Non-Renewal from 32 licensees. As of 3/22/2017,

there are 918 licensees who have not renewed in 2017, nor have they confirmed with the board that they will not renew.

Mrs. Martin notified the board members that the Licensing Analyst, Danielle Linzer is out of the office for 8 weeks beginning 3/27/2017. She also notified the board members that it is graduation season and directed them to the website for the school interviews schedule if they would like to attend school interviews in their area.

Mrs. Martin notified the board members that the next traveling jurisprudence is scheduled on 4/10/2017 in Metairie. Patrick Cook confirmed that he will be presenting.

Mrs. Martin notified the board members that the online jurisprudence questions have been checked for accuracy. The board members expressed their interest in creating a webinar online jurisprudence course in the future. This will be considered in the future.

## **LEGAL REPORT**

Board Attorney, Courtney Newton provided an update on investigative activity since the last board meeting as follows:

Current Investigations: 5 currently open  
Complaints Received since last board meeting: 3  
Informal Conferences since last board meeting: 1  
Hearings Scheduled: 1  
Consent Order/Voluntary Surrender: 2  
Confidential Recovery Physical Therapy Program: 2  
Agreement to Abstain: 1  
Closed Cases since last board meeting: 4

Board Attorney Courtney Newton recommended that the board consider offering CE credit for expert witnesses who are licensees as an alternative option other than payment.

General Counsel George Papale provided an update that Kevin Bias has appealed the Board panel decision and judicial review is required. Papale is currently working on documents and will meet the deadline.

General Counsel George Papale provided an educational in-service training to the board members on the topic of bias as a reminder of board member duties and as orientation for the newly appointed board members.

## **COMMITTEE REPORTS**

### LTF (Legislative Taskforce) Update

Chairman Cassano provided an update to the board on LTF activity including 2017 Bill language. The board voted and unanimously approved removing the language in the Bill related to the Attorney General's office approving cease and desist orders because it is expected that other Bills will move forward providing meaningful state oversight and the board staff has not had the opportunity to work with the AG's office on the logistics. The board voted and unanimously approved to add a Course Sponsor approval fee in the Bill to allow for course sponsor approval in the future. The maximum rate proposed in the Bill will be \$1,000 for a course approval fee.

Chairman Cassano provided an update from his attendance at the Louisiana Physical Therapy Association open forum held on the Friday of the Spring Symposium to discuss PTA supervision and PT 6<sup>th</sup> visit reassessments.

Chairman Cassano recommended that the board send an official letter to the Louisiana Medical Society regarding the LPTB vacancy of their nominee.

### CEU Committee

Beth Austin presented the monthly Continuing Education report to the board. Since the last board meeting 142 courses were approved and 3 courses were denied based on criteria requirements for not satisfying the evidence-based content requirement. Of the 142 approved courses, 57 courses were traditional, 79 were web-based and 6 were a hybrid (traditional/online). Of the 142 approved courses 129 were clinical, 12 were administrative and 1 was ethics. The average turnaround time for approval was 7 days.

The board members unanimously approved the percentage of licensees who renew in 2017 to be audited at 10% random selection for the CEU Audit 2017, not including licensees who renew in April. All licensees who renew in April will be added to the CEU Audit. The board reviewed a form created by office staff for the CEU Audit. The board members requested that Courtney Newton, board attorney, assist with a clause regarding Board Rule §199 and once approved by legal the form would be considered final and can be mailed out early April.

The board members reviewed continuing education exemption requests as a result of the Flood from the following licensees: Kelly Mauro and Lynn Johnson. The board members decided unanimously to exemption from CE requirements for the 2017 renewal due to natural disaster.

The board reviewed Grady Guidry, PTA transcripts for Health Care Administration coursework and determined that coursework completed through the university would be granted as Administrative Hours and will not exceed the limit of 8 hours as set forth in Rule.

The Board reviewed Dusty Dixon's request for mentor hours as a participant in a mentorship program and determined that the Rule related to Clinical Instructor hours would be followed for CE credit, not to exceed 5 hours credit as set forth in Rule.

The board members Arma Veneracion's request for CE exemption for Reynaldo Veneracion's CEU hours required for the 2017 renewal period. The board reviewed Rule §198 and determined that the request was not made in compliance with the Rule, which would require that the request is made 45 days prior to the expiration of the license.

## **NEW BUSINESS**

### Correspondences

The board reviewed a board member drafted response to a question asking if the use of ultrasounds are within the scope of practice of physical therapy. The board approved the statement with a simple grammatical correction. Mrs. Martin will respond to the licensee and post the board statement on the website.

The board members reviewed the Renewal Form questionnaire and determined that #16 related to traffic violations should be removed or reworded on future renewal forms. The board members asked Courtney Newton, board attorney to review the questions and provide draft questions for review prior to the renewal period 2018.

Mrs. Martin asked the board members if a PTA can supervise PTA provisional licensees. The board members reviewed the Rules and determined that the PTA supervision of a PTA provisional licensee would be allowed, just as a PTA can supervise a PTA student, but that any PTA student or PTA provisional licensee that the PTA supervises is included in the PT total of supervised personnel and must be included in the limitation on supervision ratios allowed (Rule §339).

**OLD BUSINESS**

Mrs. Martin shared the CEU policy updates. The board members agreed to put any changes to the policy on hold for the time being.

Mrs. Martin updated the board that Glenn Ducote would be interested in contracting with the LPTB as a hearing officer. George Papale recommended to the board that they offer him the hourly rate that he had when he left the board. Don Cassano moved to offer Glenn Ducoote a contract at his previous rate when his contract expired with the Board to serve as hearing officer. Patrick Cook seconded the motion. The board voted and unanimously approved.

**PUBLIC COMMENT**

No public comment.

Chairman Cassano moved to adjourn the meeting. Beth Austin seconded the motion. The board voted and unanimously approved. The board meeting was adjourned at 7:42 pm.

**AGENDA**  
**April 19, 2017**

- 11:30am** Informal Conference (Case #: 2017-I-009) – Don Cassano  
**1:30pm** Informal Conference (Case #: 2017-I-009) – Don Cassano  
**2:30pm** Informal Conference (Case #: 2016-I-025) – Beth Austin
- 4:00pm** **Call to Order**  
Approve Agenda  
Approve Minutes
- 4:10pm** **Executive Session**  
Discuss sensitive information related to discipline and attorney client privileged information.
- 4:45pm** **Officer Reports**  
Chairman’s Report  
Secretary/Treasurer’s Report  
Executive Director’s Report
- 5:30pm** **Legal Report**  
Complaint Summary
- 5:35pm** **Committee Reports**  
LTF Report  
CEU Committee
- 6:35pm** **New Business**  
Correspondences
- 6:40pm** **Old Business**
- 7:30pm** **Public Comment**  
**Adjourn**

# Louisiana Physical Therapy Board

## MINUTES Regular Scheduled Board Meeting April 19, 2017

### APPROVED

Proceedings for the Louisiana Physical Therapy Board, taken in regular session on April 19, 2017 at 104 Fairlane Drive, Lafayette, LA 70507. A quorum of members were present. Board members present were: Chairman, Donald "Don" Cassano, Jr., Secretary/Treasurer, Kristina Lounsberry, and board members Elizabeth "Beth" Austin, Patrick Cook, Craig Prejean and Julie Harris. Charlotte Martin, Executive Director and Stephanie Boudreaux, Compliance Officer were present. Board attorneys, Courtney P. Newton and George Papale were also present.

Chairman Cassano called the meeting to order at 4:04 pm.

The board reviewed the agenda. Secretary/Treasurer Lounsberry moved to approve the agenda. Patrick Cook seconded the motion. The board voted and unanimously approved.

The board members reviewed the minutes. Secretary/Treasurer Lounsberry moved to approve the minutes. Beth Austin seconded the motion. The board voted and unanimously approved.

Chairman Cassano motioned to move into Executive Session pursuant to La R.S. 42:16 for the purposes of discussing investigating proceedings regarding allegations of misconduct. The Board voted and all were in favor to move into Executive Session.

The board exited Executive Session.

The board voted and all were in favor to approve the revised essay submitted by Daniel Henning.

### OFFICER REPORTS

#### Chairman's Report

Chairman Cassano requested that all board members submit a completed 2016 annual performance evaluation for the Executive Director no later than Monday, April 24, 2017.

#### Secretary/Treasurer's Report

As of February 28, 2017 cash in the bank totaled \$111,581.70 in the checking and savings accounts at Farmer's Merchant Bank. Total Income totaled \$158,969.00 and ordinary expenses totaled \$42,989.41. The Certificates of Deposit at Business First Bank total \$606,041.87. CD #910 earned \$295.29 in interest and totaled \$302,609.15. The CD matures on May 6, 2017. CD #534 earned interest of \$3,432.72 at maturity on February 12, 2017. The CD was reinvested for a 12 month period \$303,432.72.

Secretary/Treasurer Lounsberry informed the board that the Board income was approximately \$45,000 higher in the month of February as compared to 2016 and the Board expenditures were approximately \$60,000 less than February 2016.

Executive Director's Report

Mrs. Martin reported that 13 applications were approved since the last board meeting, as follows:

**Physical Therapist Assistant – New Graduate**

2. Stephanie Mercer
3. Heather Drummond

**Physical Therapist – Reciprocity**

7. Stephanna Alberty
8. Jason Copelin
9. Aarika Diggs
10. Forrest-Anne Oakley
11. Katelyn Taylor
12. Katy Hung
13. Stevie Fremin

**Physical Therapist Assistant – Reciprocity**

4. Karen Thomas
5. Tiffany Marty
6. Charles Boyd

**Physical Therapy – Reinstatement**

2. Gretchen Duplantis

Mrs. Martin presented on the license application from foreign-trained applicant Ricardo Franca. The board deferred to the legal opinion provided from Courtney Newton and George Papale regarding substantial equivalence from other states and determined that because Mr. Franca has safely practiced in the United States since 1995 without disciplinary action, and the board was able to access the credentials evaluation report directly from other state licensing boards, the board would accept his education as substantially equivalent to the standards of education required at the time of licensure.

Mrs. Martin provided the board with an update on renewals for 2017. In 2017, there were 2188 licensee eligible to renew. As of 4/18/2017, 2018 licensees have renewed. The Board has received a Notice of Non-Renewal from 54 licensees. As of 4/18/2017, there are 116 licensees who have not renewed in 2017, nor have they confirmed with the board that they will not renew. The board has sent three email notifications and one hard copy letter to the individuals who have not renewed, urging them to renew or to notify the board if they do not intend to renew.

Mrs. Martin updated the board members that Amanda Lafleur is acting as the Licensing Analyst while Danielle Linzer is out of the office for 8 weeks (began 3/27/2017) and complimented her efforts in this role.

Mrs. Martin notified the board members that the next traveling jurisprudence is scheduled on 5/4/2017 in Shreveport. Currently, 21 licensees are registered to attend. Mrs. Martin confirmed that she will be presenting. Beth Austin and Julie Harris will be attending and available for questions.

Mrs. Martin provided the Board with an update on the jurisprudence seminar held in Metairie on April 10, 2017. Seventy-eight licensees were in attendance and Patrick Cook presented to the audience.

**LEGAL REPORT**

Board Attorney, Courtney Newton provided an update on investigative activity since the last board meeting.

Complaint Summary

Current Investigations: 6 currently open

Complaints Received: 1 since the last board meeting  
Informal Conferences: 5 since the last board meeting  
Hearings Scheduled: 1  
Consent Order/Voluntary Surrender: 0  
Closed Cases: 0 (0 Consent Order, 0 Voluntary Surrender, 0 Dismissed)

Mrs. Newton requested that the board consider FARB Regulatory Law Seminar (RLS) 2017 for legal training. The board discussed the current status of the budget and approved sending Courtney to FARB RLS 2017.

## **COMMITTEE REPORTS**

### LTF (Legislative Taskforce) Update

Mrs. Martin provided a summary to the Board on 2017 regular legislative session Bills. The Board authorizes the Legislative Taskforce to take a position on a Bill or take action legislation if necessary without formal board approval. Legislative Taskforce decisions made at the committee level must be made by no less than two-thirds vote of the committee.

### CEU Committee

Beth Austin presented the monthly Continuing Education report to the board. Since the last board meeting 133 courses were approved and 0 courses were denied. Of the 133 approved courses, 29 courses were traditional, 104 were web-based and 0 were a hybrid (traditional/online). Of the 133 approved courses 131 were clinical, 1 was administrative and 1 was ethics. The average turnaround time for approval was 3 days.

Mrs. Martin provided an update on the 2017 CEU Audit. Audit letters have been mailed to the 10% randomly selected licensees who renewed in February or March 2017. A total of 199 individuals were audited, not including April renewals, and of those 44 renewed in February and 155 renewed in March.

Mrs. Martin requested that the Board consider requests from licensees who cannot produce completion certificates from CEUs in the audit as a result of the Flood. The board approved allowing the licensees to complete the process that was approved for CE exemption for flood victims, if they cannot access CE certificates due to the flood. Once the proper documentation is received by the Board office, the licensee will be granted an exception from having to submit CE certificates in response to the 2017 CEU Audit.

## **NEW BUSINESS**

### Correspondences

A licensee asked if a PTA can shadow a PT in a home health setting as training for a position prior to having one year of work experience. The Board referenced Rule §303.D. and determined that the intention of the Rule is to have adequate training and supervision prior to working unsupervised in the home health or school setting. The Board determined that shadowing a PT for training purposes would not increase the risk of patient safety. It is allowed for a PTA to shadow a PT in a home health setting prior to having one year of work experience.

A licensee asked if a PTA must have worked full-time for one year prior to working in a home health setting. The Board referenced Rule §303.D. and determined that the Rule only requires one year of work experience and does not specify how many hours per week the PTA must have worked during the year of work experience. The Board determined that the qualification for working in home health after one year can be made without working full-time.

## **OLD BUSINESS**

Mrs. Martin presented a Rules Revision plan to the Board, including responsibilities, a conservative timeline and a conservative budget for the project. Chairman Cassano, Secretary/Treasurer Lounsberry and Beth Austin agreed to serve as members of the Rules Revision Committee. The board voted and unanimously approved moving forward with the Rules Revision plan as written. The Board members are asked to review practice-related Rules and prepare justification for proposed changes to be discussed at the board meeting in June.

**PUBLIC COMMENT**

No public comment.

Chairman Cassano motioned to adjourn the meeting. Secretary/Treasurer Lounsberry seconded the motion. The board voted and unanimously approved. The board meeting was adjourned at 6:14pm.

**AGENDA**  
**May 24, 2017**

- 4:00pm**      **Call to Order**  
Approve Agenda  
Approve Minutes
- 4:10pm**      **Executive Session**  
Discuss sensitive information related to discipline and attorney client privileged information.
- 5:05pm**      **Officer Reports**  
Chairman's Report  
Secretary/Treasurer's Report  
Executive Director's Report
- 5:45pm**      **Legal Report**  
Complaint Summary
- 6:00pm**      **Committee Reports**  
LTF Report  
CEU Committee
- 7:00pm**      **New Business**  
Correspondences
- 7:30pm**      **Old Business**
- 7:40pm**      **Public Comment**
- 7:45pm**      **Adjourn**

# Louisiana Physical Therapy Board

## MINUTES Regular Scheduled Board Meeting May 24, 2017

**DRAFT**

Proceedings for the Louisiana Physical Therapy Board, taken in regular session on May 24, 2017 at 104 Fairlane Drive, Lafayette, LA 70507. A quorum of members were present. Board members present were: Secretary/Treasurer, Kristina Lounsberry, and board members Elizabeth “Beth” Austin, Patrick Cook, Craig Prejean and Julie Harris. Advisory Committee Member present was Jason Douglas. Charlotte Martin, Executive Director; board attorney, Courtney P. Newton, and Stephanie Boudreaux, Compliance Officer were present.

Secretary/Treasurer Lounsberry called the meeting to order at 4:00 pm.

The board reviewed the agenda. Secretary/Treasurer Lounsberry requested that we add “Rules Revision Committee” to the Committee Reports Section. The board members voted and unanimously approved the agenda as amended.

The board members reviewed the minutes. Beth Austin moved to approve the minutes as written. Patrick Cook seconded the motion. The board voted and unanimously approved the minutes.

Secretary/Treasurer Lounsberry motioned to move into Executive Session pursuant to La R.S. 42:16 for the purposes of discussing investigating proceedings regarding allegations of misconduct. The board members were all in favor to move into Executive Session.

The board exited Executive Session.

Secretary/Treasurer Lounsberry moved to accept the consent orders for Lisa Taglaurer, PTA, Elizabeth Winkler-Schmit, PT and Ronald Helwig, PT (Case 2017-I-009). Beth Austin seconded the motion. The board voted and unanimously accepted the consent orders.

Beth Austin moved to accept the essay submitted by Sacha Comeaux as required by her consent order (Case 2016-I-002). Patrick Cook seconded the motion. The board voted and unanimously accepted the essay.

### **OFFICER REPORTS**

#### Chairman Report

There was no report from the chairman at the May meeting.

#### Executive Director Report

Mrs. Martin reported License Applications Approved from March 23, 2017 to April 18, 2017 as follows:

#### New Graduate – PT

4. Kaleb Adams
5. Justin Alford

6. Alexander Bernard
7. Lauren Bourgeois
8. Trent Brasseaux
9. John Broussard
10. Jonathan Campbell
11. Laura Davidson
12. Abigail Gordon
13. Hannah Guilbeau
14. Nicholas Guilbeau
15. Chelsea Herion
16. Don Honaker
17. Todd Lambert
18. Timothy Lazarus
19. Stephen Mayronne, Jr.
20. Elise McDonner
21. Maureen Quern
22. Cody Riche
23. Hillary Terrill
24. Victoria Upton
25. Jennifer Vegh
26. Whitney Wiggins
27. Elizabeth Wilhelm
28. Shelby Willis

**Reciprocity – PTA**

1. Melissa Bryant
2. Nathan Craver

**Reciprocity – PT**

14. Lindsey Adams
15. Kyle Denman, II
16. Courtney Klataske
17. Meagan Navarre
18. Chiarra Piurque
19. Franca Ricardo
20. Drew Soileau

**Reinstatement – PT**

1. Renee Salerno

**Request for New Wall License****Name Change – PT**

1. Amber Oliver

**Total: 36**

Mrs. Martin reported that 2044 individuals renewed their license in 2017 and 143 individuals were eligible to renew and did not renew their license. Mrs. Martin shared the list of non-renewals with the board members and confirmed that the individuals who did not renew their license would be indicated in the next newsletter.

Secretary/Treasurer Lounsberry moved to authorize the board Executive Director or Board chairperson to agree and accept on behalf of the LPTB any and all informal consent orders for licensees who fail to timely renew, practice

without a license, or fail to fulfill continuing education requirements as specified in rule. Patrick Cook seconded the motion. The board voted and unanimously approved.

Mrs. Martin asked the board if they would like to purchase a booth at the Louisiana Physical Therapy Association fall meeting. The Board discussed the purpose of the booth and determined that because the jurisprudence seminar is presented at the fall meeting, a booth to answer questions related to the practice act is not needed.

Mrs. Martin notified the board that there were 64 attendees at the Shreveport Jurisprudence on May 4<sup>th</sup> and reminded the board that the next traveling Jurisprudence seminar will be held on June 29<sup>th</sup> in Houma. Secretary/Treasurer Lounsberry confirmed that she will be in attendance and available to present.

Mrs. Martin updated the board on her recent meeting in Alexandria, VA to attend the Foreign Educated Standards Committee meeting at the Federation of State Boards of Physical Therapy (FSBPT). Mrs. Martin also updated the board that she was a co-presenter for a Webinar for the Council of Board Administrators of the FSBPT to provide information on the evaluation tool that administrators can use to evaluate supervised clinical practice of foreign-trained physical therapists. Secretary/Treasurer Lounsberry asked the board members to review their calendars and determine if they will be able to attend the FSBPT Annual Meeting in November. It is strongly recommended that the newly appointed members attend, in addition to the Delegate and Alternate Delegate, to network nationally and become part of the national discussion related to regulation of the profession.

#### Treasurer's Report

Cash in the bank totaled \$504,776.08 in the checking and savings accounts at Farmer's Merchant Bank. Total Income totaled \$454,316.00 and ordinary expenses totaled \$45,778.65. The Certificates of Deposit at Business First Bank totaled \$606,308.84. CD #910 earned \$266.97 in interest and totaled \$302,876.12. The CD matured on May 6, 2017. CD #534 matured on February 12, 2017 and was reinvested at a rate of 1.15%. The CD will earn all interest of \$3,489.47 at maturity on February 12, 2018. The ending balance as of 3/31/2017 was \$303,432.72.

Secretary/Treasurer Lounsberry presented an amended budget to the board that removes in-house counsel from the staffing budget and reinserts contracted legal services for Courtney Newton. The board also discussed adding money for the website to be updated annually to ensure security of licensee information and continue to update as technology evolves. The board reviewed the updated budget and approved.

The board reviewed the budget vs. actual of the current fiscal year now that the renewal season ended on April 30, 2017. Secretary/Treasurer Lounsberry moved to authorize the Executive Director to invest \$478,467.16 into a CD for one year. Beth Austin seconded the motion. The board voted and unanimously approved.

#### **LEGAL REPORT**

Mrs. Newton reported the current complaint summary of activity that occurred since the last meeting:

Currently open cases:	6
Complaints received:	2
Informal Conferences:	0
Hearings Scheduled:	1
Consent Orders:	3
CRPTP:	0
Agreements to Abstain:	1
Closed Cases:	2

## COMMITTEE REPORTS

### LTF:

Patrick Cook reported that the House Bill 305 successfully passed through the House Health and Welfare Committee with three proposed amendments. The board members had no objection to the amendments. The next step for the Bill will be to be read and voted on for final passage on the House floor.

### CEU Committee:

Craig Prejean presented the monthly Continuing Education report to the board. Since the last board meeting 118 courses were approved and 2 courses were denied based on minimum time requirement. Of the 118 approved courses, 34 courses were traditional, 82 were web-based and 2 were a hybrid (traditional/online). Of the 118 approved courses 111 were clinical, 6 were administrative and 1 was ethics. The average turnaround time for approval was 3 days.

Mrs. Martin provided an update on the 2017 CEU Audit. The total number of licensees selected for the audit were 248. Total responses received as of 5/24/2017 were 209. Of those that have responded to the audit thus far, 201 are in compliance. We are awaiting 39 licensees to respond to the audit. Six licensees are non-compliant with the continuing education requirements and are pending review. The board reviewed two specific cases in order to determine if the licensee fulfilled the terms of the continuing education requirements and audit. Upon review of documentation provided by the licensee including written statement and completion of additional coursework, the board approved their audit paperwork and they are in compliance.

### Rules Revision Committee

Secretary/Treasurer Lounsberry notified the board that at the June board meeting several rules will be discussed and voted on. She recommended that any comments and justifications for changes be submitted no later than June 9<sup>th</sup> to allow the Rules Revision Committee to compile information and prepare for the discussion.

## NEW BUSINESS

Mrs. Martin requested that the board clarify if the staff should perform background check screening on individuals who did not renew their license in a timely manner when they apply to reinstate the lapsed license. The board members discussed this and determined that the policy should read that licensees who are applying for reinstatement after not having an active license in Louisiana for five years or more will receive a request for a background check. Mrs. Martin will revise the policy and present draft language to the board at the June board meeting.

Mrs. Martin asked the board if they would like the staff to print badges for the Advisory Committee Members to wear as official representatives of the board when conducting licensing interviews and monitoring visits. The board decided that the staff should order generic badges that are official and indicate that the individual is an advisory committee member, but should not create an individual badge for each member because the members are voted in annually.

## OLD BUSINESS

No old business was discussed.

## PUBLIC COMMENT

No public comment.

Secretary/Treasurer Lounsberry moved to adjourn the meeting. Beth Austin seconded the motion. The board voted and unanimously approved. The board meeting was adjourned at 6:26pm.

**AGENDA**  
**June 20, 2017**

- 4:00pm**      **Call to Order**  
Approve Agenda  
Approve Minutes
- 4:05pm**      **Executive Session**  
Discuss sensitive information related to discipline and attorney client privileged information.
- 4:30pm**      **Disciplinary Exit Interview: Emmanuel Adeyanju**
- 4:45pm**      **Officer Reports**  
Chairman's Report  
Secretary/Treasurer's Report  
Executive Director's Report
- 5:15pm**      **Committee Reports**  
CEU Committee  
Legislative Task Force  
Rules Revision Committee
- 6:15pm**      **Legal Report**  
Complaint Summary  
Other Legal Business
- 6:20pm**      **New Business**  
Correspondences
- 6:30pm**      **Old Business**
- 6:45pm**      **Public Comment**
- 7:00pm**      **Adjourn**

# Louisiana Physical Therapy Board

## MINUTES Regular Scheduled Board Meeting June 20, 2017

### APPROVED

Proceedings for the Louisiana Physical Therapy Board, taken in regular session on June 20, 2017 at 104 Fairlane Drive, Lafayette, LA 70507. A quorum of members were present. Board members present were: Chairman, Donald Cassano, Jr., Secretary/Treasurer, Kristina Lounsberry, and board members Elizabeth “Beth” Austin, Patrick Cook, Craig Prejean and Julie Harris. Advisory Committee Members present were Joe Guthrie, Althea Jones and Robert Montanaro. Board attorneys, Courtney P. Newton and George Papale were present. Staff members present were Charlotte Martin, Executive Director and Stephanie Boudreaux, Compliance Officer.

The purpose of the Louisiana Physical Therapy Board is to protect the public health, safety, and welfare, and to provide for state administrative control, supervision, licensing, and regulation of the practice of physical therapy in Louisiana. Only individuals who meet and maintain prescribed standards of competence and conduct may engage in the practice of physical therapy. Our Practice Act and Rules promote the public interest.

Chairman Cassano called the meeting to order at 4:00 pm. Chairman Cassano recognized and welcomed the public members.

The board reviewed the agenda. Patrick Cook moved to approve the agenda. Beth Austin seconded the motion. The board members voted and unanimously approved the agenda.

The board members reviewed the minutes from May 2017. Patrick Cook moved to approve the minutes as written. Beth Austin seconded the motion. The board voted and unanimously approved the minutes.

Chairman Cassano motioned to move into Executive Session pursuant to La R.S. 42:16 for the purposes of discussing investigating proceedings regarding allegations of misconduct. The board members were all in favor to move into Executive Session.

The board exited Executive Session.

Chairman Cassano moved to approve a 6% merit raise for Charlotte Martin, Executive Director. Secretary/Treasurer Lounsberry seconded the motion. The board voted and unanimously approved.

The board recognized and accepted the Informal Consent Order for Mr. Andrew Stout (Case # 2017I010).

### **DISCIPLINARY EXIT INTERVIEW**

Emmanuel Adeyanju appeared before the board for an exit interview following the successful completion of his probationary period.

## **OFFICER REPORTS**

### Chairman Report

Chairman Cassano reminded the board members that the July 2017 board meeting will begin at 7:30am and will be conducted for one hour. The board meeting will adjourn at 8:30am in preparation for the hearing scheduled at 9:00am.

### Treasurer's Report

Secretary/Treasurer Lounsberry reported that as of April 30, 2017, cash in the bank totaled \$496,402.02 in the checking and savings accounts at Farmer's Merchant Bank. Total Income totaled \$44,997.00 and ordinary expenses totaled \$53,632.52. The Certificates of Deposit at Business First Bank totaled \$606,614.48. CD #910 earned \$295.85 in interest and totaled \$303,181.76. The CD will mature on May 6, 2017. CD #534 matured on February 12, 2017 and was reinvested in the amount of \$303,432.72 at a rate of 1.15%. The CD will earn all interest of \$3,489.47 at maturity on February 12, 2018.

### Executive Director Report

Mrs. Martin reported that 19 license applications were approved from May 23 – June 16, 2017. The average time for licensure during that period was 45 days.

### **New Graduate- PT**

1. Annalise Rolfes

### **Reciprocity – PTA**

1. Brittany Boudwin
2. Leslie Brochhausen
3. Chelsie Haynes

### **Reciprocity – PT**

1. Rodolfo De Lima
2. Matthew Farnet
3. Chasity Hay
4. Joseph Khoury
5. Alex McDuffie
6. Sydne Neal
7. Matthew Taylor
8. Danielle Teese
9. Katie Topping
10. Nathan Vogel
11. Anna Simpson
12. Kimberly White

### **Reinstatement – PTA**

1. Roderick Smith

### **Reinstatement – PT**

1. Elise McMullen
2. Lauren Grant

## COMMITTEE REPORTS

### CEU Committee:

Forty-two courses were reviewed since the last board meeting and all courses reviewed were approved. Of the 42 approved courses, 18 were traditional courses and 23 were web-based. One course was a hybrid of live/online portions. Of the 42 courses approved, 41 were clinical in nature and one was administrative. The average turnaround time for approval was 3 days.

The next scheduled Jurisprudence seminar is for June 29, 2017 in Houma. Secretary/Treasurer Lounsberry confirmed availability to present and Chairman Cassano confirmed availability to present should something unexpected arise.

A total of 248 licensees were selected for the 2017 Continuing Education Audit. Of those 232 were in compliance, 14 were not in compliance and 2 individuals have not responded to the audit. The 14 non-compliant licensees have provided proof of completion of coursework to be in compliance with the CEU requirements of the renewal period. The board ratified audit compliance of those 14 individuals who were not originally in compliance with the audit.

### LTF:

LTF provided a final report on House Bill 305.

### Rules Revision Committee:

Rule §123, the definition of Patient Care Conference. The board proposed revised language to the definition to allow the Patient Care Conference to be conducted remotely. The board voted unanimously in favor of the proposed draft language.

#### Current language:

“a meeting between a PTA who is providing patient care and the PT supervising that care to discuss the status of patients. This conference shall be conducted where the PT and PTA are both physically present at the same time and place.”

#### Proposed draft language:

“a meeting between a PTA who is providing patient care and the Supervising PT of Record to discuss the status of patients. This conference shall be conducted where the PT and PTA are both physically present at the same time and place or live verbal conversation using electronic communications.”

Rule §341.A.6., the documentation Standards for Patient Care Conference. The board proposed revised language to the documentation standards to delete duplication in the definition and provide guidance specific to documentation standards. The board voted unanimously in favor of the proposed draft language.

#### Current language:

“Patient Care Conference is the written documentation of the face-to-face meeting held to discuss the status of a patient. A written record of the conference shall be signed and dated by the PT and PTA and shall be entered in the patient treatment record at the time of the conference, documenting treatment recommendations and decisions made.”

#### Proposed draft language:

“Patient care conference as defined in §123 shall be documented in the treatment record. The written record of the conference shall be signed and dated by the Supervising PT of Record and the physical therapist assistant prior to the next treatment date or within 7 days of the conference, whichever occurs first.”

Rule §335, Supervision of Physical Therapy Technicians. The board discussed revising the language to allow PTA supervision of PT Techs without a Physical Therapist on premises. After discussion, Secretary/Treasurer Lounsberry moved consider language to revise Rule §335 to allow PT Tech supervision of PTAs while the PT is not on premises. Beth Austin seconded the motion. The board voted, Julie Harris was in favor. Chairman Cassano, Patrick Cook and Craig Prejean were opposed. Pursuant to Robert's Rules of Order, on a tie vote the motion is lost.

Rule §335.A., Supervision of Physical Therapy Technicians. The board proposed revised numbering of the rule to clarify when the PT Tech may work with the PT not on premises. The change that is proposed is changing §335.A.3. to §335.B. and changing §335.B. to §335.C. The board voted unanimously in favor of the proposed draft language.

Current Language:

A. The level of responsibility assigned to a PT technician is at the discretion of a Supervising PT of Record who is ultimately responsible for the care provided by the technician. Documentation of education or in-service training completed by the physical therapy technician shall be maintained in the technician's personnel file.

1. In all practice settings, during the provision of physical therapy services, the supervising PT shall provide continuous, in-person supervision of the physical therapy technician.
2. A physical therapy technician may assist a PTA only with those aspects of patient treatment which have been assigned to the physical therapy technician by a PT.
3. To ensure the safety and welfare of a patient during ambulation, transfers, or functional activities, the PTA may utilize one or more physical therapy technicians for physical assistance.

B. In a physical therapy wellness setting, after conducting an appropriate screening as to suitability for wellness or preventive services, a PT may delegate the provision of specified client wellness or preventive services to a physical therapy technician who has appropriate education, training or experience to perform and/or assist in the implementation of wellness or preventive services. The PT should be available to the technician by phone or other communications device when such assistance is being provided.

Proposed Language:

A. The level of responsibility assigned to a PT technician is at the discretion of a Supervising PT of Record who is ultimately responsible for the care provided by the technician. Documentation of education or in-service training completed by the physical therapy technician shall be maintained in the technician's personnel file.

1. In all practice settings, during the provision of physical therapy services, the supervising PT shall provide continuous, in-person supervision of the physical therapy technician.
2. A physical therapy technician may assist a PTA only with those aspects of patient treatment which have been assigned to the physical therapy technician by a PT.

B. To ensure the safety and welfare of a patient during ambulation, transfers, or functional activities, the PTA may utilize one or more physical therapy technicians for physical assistance.

C. In a physical therapy wellness setting, after conducting an appropriate screening as to suitability for wellness or preventive services, a PT may delegate the provision of specified client wellness or preventive services to a physical therapy technician who has appropriate education, training or experience to perform and/or assist in the implementation of wellness or preventive services. The PT should be available to the technician by phone or other communications device when such assistance is being provided.

**LEGAL REPORT**

Mrs. Newton reported the current complaint summary of activity that occurred since the last meeting:

Currently open cases: 10  
Complaints received: 8  
Informal Conferences: 3  
Hearings Scheduled: 1  
Consent Orders: 0  
CRPTP: 0  
Agreements to Abstain: 1  
Closed Cases: 3

George Papale provided an update that the appeal filed by Kevin Bias is scheduled for hearing on Monday, August 14, 2017 with the district court.

**NEW BUSINESS**

Mrs. Martin received an inquiry from a home health company asking if the Board Statement regarding Medication Review is applicable to PTA's scope of practice. The board reviewed the medication review statement and confirmed that the statement is intended for the scope of practice for physical therapists only, not PTAs.

**OLD BUSINESS**

No old business was discussed.

**PUBLIC COMMENT**

No public comment.

Chairman Cassano moved to adjourn the meeting. Beth Austin seconded the motion. The board voted and unanimously approved. The board meeting was adjourned at 7:11pm.

**AGENDA**  
**Regular Scheduled Board Meeting**  
**July 26, 2017**

- 7:30am**            **Called to order**
- 7:30am**            **Review Agenda**  
                         **Minutes**
- 7:35am**            **Executive Session**  
                         **Essay Review**  
                         **Consent Order – R.S.**  
                         **Consent Order – G.W.**  
                         **Observed Drug Tests**
- 8:00am**            **Officer Reports**  
                         **Chairman’s Report**  
                         **Secretary/Treasurer’s Report –**  
                         **Executive Director’s Report**
- 8:10am**            **Legal Report**  
                         **Complaint Summary**
- 8:15pm**            **Committee Reports**  
                         **Legislative Task Force**  
                         **CEU Committee**  
                         **Rules Review Committee**
- 8:20am**            **New Business**
- 8:25am**            **Old Business**
- Public Comment**
- 8:30am**            **Adjournment**

# Louisiana Physical Therapy Board

## MINUTES Regular Scheduled Board Meeting July 26, 2017

### APPROVED

Proceedings for the Louisiana Physical Therapy Board, taken in regular session on Wednesday, July 26, 2017 at Drury Inn & Suites, 120 Alcide Dominique Dr., Lafayette, LA. A quorum of members were present. Board members present were: Chairman, Don Cassano, Secretary/Treasurer, Kristina Lounsberry, and board members Elizabeth “Beth” Austin, Patrick Cook, Craig Prejean and Julie Harris. Advisory Committee Members present were Chris Franks and Joe Guthrie. Board attorneys, Courtney P. Newton and George Papale were present. Staff members Charlotte Martin, Executive Director and Stephanie Boudreaux, Compliance Officer were present.

Chairman Cassano called the meeting to order at 7:30am.

The board reviewed the agenda. Secretary/Treasurer Lounsberry moved to accept the agenda as written. Beth Austin seconded the motion. The board members voted and unanimously approved the agenda as written.

The board members reviewed the minutes. Chairman Cassano requested a typographical correction to the spelling of his name on page 1. Beth Austin moved to approve the minutes as written. Secretary/Treasurer Lounsberry seconded the motion. The board voted and unanimously approved the minutes.

### EXECUTIVE SESSION

Chairman Cassano motioned to move into Executive Session pursuant to La R.S. 42:16 for the purposes of discussing investigating proceedings regarding allegations of misconduct. The board members were all in favor to move into Executive Session.

The board exited Executive Session.

Chairman Cassano moved to accept the consent order for Rick Schenck, PTA as written. Beth Austin seconded the motion. The board voted and unanimously accepted the consent order.

Chairman Cassano moved to propose amendments to a consent order proposed for Administrative Case #2017-I-021. The board will confirm acceptance of the amendments at the regularly scheduled board meeting in August 2017, at which time a decision will be recorded in the minutes.

Chairman Cassano moved to accept the essays submitted by Lisa Taglaurer, PTA, Elizabeth Winkler-Schmit, PT and Ronald Helwig, PT (Case 2017-I-009) as required by their consent orders. Beth Austin seconded the motion. The board voted and unanimously accepted the essays.

Beth Austin moved to accept the essay submitted by Sacha Comeaux as required by her consent order (Case 2016-I-002). Patrick Cook seconded the motion. The board voted and unanimously accepted the essay.

Chairman Cassano moved to set, by board policy, all urine drug screens as observed. Beth Austin seconded the motion. The board voted and unanimously approved the motion.

Chairman Cassano moved to set by board policy the issuance of a notice of intent to deny a license for applicants who are convicted of a felony. Beth Austin seconded the motion. The board voted and unanimously approved. Don Cassano moved to deny a second CE extension request for the requirements of renewal for 2017 for Sacha Comeaux. Kristina Lounsberry seconded the motion. The board voted and unanimously approved.

## **OFFICER REPORTS**

### Chairman Report

There was no report from the chairman at the July meeting.

### Secretary/Treasurer's Report

Cash in the bank totaled \$293,681.96 in the checking and savings accounts at the end of May 2017, both accounts are located at Farmer's Merchant Bank. Total income for May 2017 totaled \$36,503.00 and ordinary expenses totaled \$67,464.92 for May 2017. The two Certificates of Deposit at Business First Bank totaled \$781,899.88 at the end of May 2017. The two CDs open at the end of May are #504 and #534. CD #910, which was previous open, matured on May 6, 2017 and was closed in May. The closing balance from CD#910 was \$303,650.00 and was used to open CD#504, along with \$174,817.16 from the checking account, with a balance of \$478,467.16 for one year at a rate of 1.15%. The other CD (#534) ended May with a balance of \$303,432.72. CD #534 will earn all interest of \$3,489.47 at maturity on February 12, 2018.

The board reviewed the actual income and expenses for the fiscal year ending June 30, 2017 and noted that the expenses were approximately \$125,000 less than budgeted and the income was approximately \$4,500 more than budgeted for the fiscal year. The expenses were significantly lower in large part due to the moratorium put on unfunded out-of-state travel and the office assuming more duties, such as interviewing applicants at the board office to reduce board member per diem reimbursement. The board spent nearly \$47,000 less than budgeted in travel and professional expenses such as per diem. Another large savings to the board was in legal expenses. The board spent nearly \$65,000 less than budgeted on legal expenses.

Secretary/Treasurer Lounsberry moved to authorize the board Executive Director or Board chairperson to agree and accept on behalf of the LPTB any and all informal consent orders for licensees who fail to timely renew, practice without a license, or fail to fulfill continuing education requirements as specified in Rule. Patrick Cook seconded the motion. The board voted and unanimously approved.

### Executive Director Report

Mrs. Martin reported that the staff licensed 37 individuals since the last board meeting, as follows:

#### **New Graduate- PT**

1. Rachel White

#### **New Graduate-PTA**

1. Heidi Alleman
2. Paige Angelette
3. Julie Boutin
4. Lacey Brunson
5. Anna Cansino
6. Anthony Ceaser
7. Sydney Chauvin
8. Nicole Dugas
9. Lanie Escuriex
10. Emily Farnet

11. Junie Halbert
12. Ariel Jupiter
13. Whitney Lanza
14. Morgan Ludermill
15. Colleen Malone
16. Katie Perea
17. Jackie Phousavath
18. Alyzza Prudente
19. Kayla Richardson
20. Jasyme Robertson
21. Amber Thierry
22. Caylin Verges

### **Reciprocity – PTA**

1. Audra George
2. Matthew Smith

### **Reciprocity – PT**

1. Sara Balch
2. Brittney Sellers
3. Emely Richardson
4. Joseph Ussery
5. Emily Laszczak
6. Stephanna Alberty
7. Nancy Gray
8. Jodi James
9. Lord Padilla
10. Sara Reardon

### **Reinstatement – PT**

1. Sherri Betz
2. Nancy Gray

Mrs. Martin reported to the Board that she will be attending the FSBPT Leadership Issues Forum (LIF) and will be presenting on behalf of the Foreign Educated Standards Committee at the conference.

Mrs. Martin requested confirmation of those who will be attending the FSBPT Annual Meeting: Don Cassano, Kristina Lounsberry, Julie Harris and Craig Prejean confirmed. Kristina Lounsberry will represent the board as the voting delegate. Julie Harris will represent the board as the alternate delegate. Mrs. Martin requested that Amanda Lafleur attend the FSBPT Annual Meeting and the board approved.

## **LEGAL REPORT**

Mrs. Newton reported the current complaint summary of activity that occurred since the last meeting:

Currently open cases:	13
Complaints received:	4
Informal Conferences:	1
Hearings Scheduled:	1
Consent Orders Proposed:	3

Consent Orders Accepted:	2
CRPTP:	1
Agreements to Abstain:	1
Closed Cases:	7
Applicant Complaints:	0

## COMMITTEE REPORTS

### CEU Committee:

The CEU Committee reported that a total of 54 courses were reviewed and approved since the last board meeting. Of the 54 courses approved, 38 courses were traditional, 15 were web-based and 1 was a hybrid of both traditional/live and web-based content. Of the 54 courses approved, 50 courses were clinical in nature, 2 were Administrative in nature and 2 were categorized as ethics. The average turnaround time for course approval was 5.5 days.

The board reviewed cases of four licensees who were selected for the Continuing Education Audit and were originally found to not in compliance with continuing education. Each of the four licensees have taken courses to be in compliance with the continuing education requirements for renewal. The board reviewed and determined that no further action is needed.

### LTF:

Chairman Cassano reported that the LPTA executive board and governmental affairs committee were provided the Rules voted on by the board and have no comment. The purpose of involving the association early in the Rules process is to discuss Rules prior to submitting the Rules to the state.

### Rules Revision Committee

There was no update from the Rules Revision Committee. Rules will be reviewed at the August board meeting.

## NEW BUSINESS

Mrs. Martin requested a Rule interpretation on Rule §317: *Changes to licensee information. Applicants and licensees must notify the board in writing of any change in a residential or business address, telephone number or email address within 30 days that such change takes effect.* The board discussed and determined that all changes to licensee information applies, regardless of the employment term limit.

The board recessed at 9:15am to conduct an Administrative Hearing for Case # 2014-I-015.

The board reconvened on Thursday, July 27, 2017 at 10:15am. A quorum of members were present. Board members present were: Chairman, Don Cassano, Secretary/Treasurer, Patrick Cook, Craig Prejean and Julie Harris. Advisory Committee Members present were Chris Franks and Joe Guthrie. Staff members Charlotte Martin, Executive Director was also present.

## OLD BUSINESS

The board members discussed Anna Stuienberg's question regarding supervised clinical practice requirements for her provisional license. Specifically, she asked if she may work as a PT Technician to fulfill the 333 hours of supervised clinical practice required for the hospital setting due to the hospital's concerns about liability insurance coverage for her while working there. The board discussed and determined that she cannot work as a PT Technician to complete Supervised Clinical Practice as a Physical Therapist because PT Technicians are limited in scope and she would not be able to fulfill critical PT duties, such as evaluating, reassessing, and discharge of patients.

**PUBLIC COMMENT**

No public comment.

**EXECUTIVE SESSION**

Chairman Cassano motioned to move into Executive Session pursuant to La R.S. 42:16 for the purposes of discussing investigating proceedings regarding allegations of misconduct with the hearing panel members. The board members were all in favor to move into Executive Session. Assistant Attorney General Jeffrey Wale was in attendance in the deliberation and Mr. Wale approved that Mrs. Martin attended as a scribe and for administrative purposes only.

The panel members exited Executive Session and voted on each allegation of the Administrative Complaint for Case # 2014-I-015 individually. The Respondent was found to be in violation of two allegations and the panel voted unanimously to impose no sanctions. In regards to the positive findings of the two violations, the panel requests an educational meeting between the Executive Director and the Board Chairman to be had with Respondent within 90 days of the receipt of the hearing notice. The hearing panel agrees that Respondent is not responsible for the expenses incurred on the Board's behalf of the investigative process.

Chairman Cassano moved to adjourn the meeting. Julie Harris seconded the motion. The board voted and unanimously approved. The board meeting was adjourned at 2:30pm.

**AGENDA**  
**Regular Scheduled Board Meeting**  
**August 23, 2017**

- 1:15 pm**      **Call to Order**  
Approve Agenda  
Approve Minutes
- 1:30 pm**      **Executive Session**  
Discuss sensitive information related to discipline and attorney client privileged information.
- 4:30 pm**      **Hearing for License**  
Case #: 2017-I-028
- 5:45 pm**      **Special Program**  
Substance Abuse Specialist
- 6:45 pm**      **Officer Reports**  
Chairman's Report  
Secretary/Treasurer's Report  
Executive Director's Report
- 7:00 pm**      **Legal Report**  
Complaint Summary  
Other Legal Business
- 7:15 pm**      **Committee Reports**  
CEU Committee  
    CEU Exemption Request  
Legislative Task Force  
Rules Revision Committee
- 8:15 pm**      **New Business**  
Review of a license application
- 8:30 pm**      **Old Business**
- 9:00pm**      **Public Comment**  
**Adjournment**

# Louisiana Physical Therapy Board

## MINUTES Regular Scheduled Board Meeting August 23, 2017

### APPROVED

Proceedings for the Louisiana Physical Therapy Board, taken in regular session on August 23, 2017 at 104 Fairlane Drive, Lafayette, LA 70507. A quorum of members were present. Board members present were: Chairman, Donald Cassano, Jr.; Secretary/Treasurer, Kristina Lounsberry, and board members Elizabeth "Beth" Austin, Patrick Cook, and Craig Prejean. Julie Harris, board member arrived at 3:30pm. Advisory Committee Member, Robert Montanaro, was present. Board attorneys, George Papale and Courtney P. Newton were present. Staff members present were Charlotte Martin, Executive Director and Stephanie Boudreaux, Compliance Officer.

Chairman Cassano called the meeting to order at 1:15 pm.

### AGENDA

The board reviewed the agenda. Beth Austin moved to approve the agenda as written. Secretary/Treasurer Lounsberry seconded the motion. The board members voted and unanimously approved the agenda.

### MINUTES

The board members reviewed the minutes. Patrick Cook moved to approve the minutes as written. Beth Austin seconded the motion. The board voted and unanimously approved the minutes.

### EXECUTIVE SESSION

Chairman Cassano motioned to move into Executive Session pursuant to La R.S. 42:16 for the purposes of discussing investigating proceedings regarding allegations of misconduct. The board members were all in favor to move into Executive Session.

The board exited Executive Session.

Chairman Cassano moved to accept the consent order for Garret Woods, PT (Case #2017-I-021) with amendments requested the July board meeting and agreed upon by Mr. Woods. Patrick Cook seconded the motion. The board voted and unanimously accepted the consent order.

Secretary/Treasurer Lounsberry moved to accept the essay submitted by Rick Schenck (2017-I-011) and Tomas Bryant (2016-I-018). Patrick Cook seconded the motion. The board voted and unanimously accepted the essay.

### ADMINISTRATIVE HEARING

Administrative hearing was held on license applicant Odie Hughes. Final decision was for the board to license Mr. Hughes with a restricted license that would be placed on probation for three years.

## SPECIAL PROGRAM

Kathi Pohlman presented information related to addiction and effective monitoring of individuals who are in recovery or suffering with addiction to the board.

## OFFICER REPORTS

### Chairman Report

There was no report from the chairman at the August meeting.

### Executive Director Report

Mrs. Martin reported that 74 individuals were licensed since the last board meeting. The following license applications were approved from July 21, 2017 through August 18, 2017:

#### **New Graduate – PT**

1. Janice Albert
2. Kendall Antee
3. Barbara Baldwin
4. Emily Bennett
5. Courtney Boyle
6. Anthony Bui
7. Caroline Chatham
8. Victoria Chester
9. Celestine Compton
10. Elizabeth Countiss
11. Matthew Creel
12. James Crowder
13. Caroline Denison
14. Josiah Eastman
15. Brett Falgoust
16. Eric Frnaces
17. Allyson French
18. Bradley Handwerker
19. Destiny Kennedy
20. Trevor Koplitz
21. Mallory Kraft
22. Alexa Landry
23. Emily Lane
24. Caitlin Leumas
25. Nathan Macaluso
26. Laura Maher
27. James Marcantel
28. Paige Mayeaux
29. CarDarius Murphy
30. Madeline Osbrink
31. Sarah Pickering
32. Steven Poche
33. Whitney Reeves
34. Adam Roethele
35. Christa Roscigno
36. Twila Ruefer
37. Kaitlyn Salzer

38. Baileigh Shea
39. Toneyell Shropshire
40. Michael Smith
41. James Stanich
42. Rebecca Troulliet
43. Andrew Ullmer
44. Carolyn Wellborn
45. Christopher West
46. Joshua Wiegmann
47. Adam Williams
48. Francis Williams

15. Julia Taylor
16. Leslie Thompson
17. Ashley Thorton
18. Brittany vanVleet
19. Jessica Watson

#### **New Graduate – PTA**

1. Jacques Leruth

#### **Reciprocity – PT**

1. Luther Gill
2. Erin Mullen
3. Anne-Laure Sojos
4. Emily Wahl
5. Rennie Walker
6. Tierra Williams

#### **Reciprocity – PTA**

1. Taylor Beckett
2. Brittany Bosely
3. Morgan Bush
4. Grayson Collins
5. Ashley Hays
6. Courtney Johnson
7. Jason Johnson
8. Tucker Kincaid
9. Meaghan Knight
10. Machel Lee
11. Alexa Mallory
12. Julie Miles
13. Madison Parsons
14. Dedra Reed

Mrs. Martin updated the board on a contract that will be submitted for approval with a CPA Firm out of Breaux Bridge, Kolder, Champagne, Slaven & Co.

Mrs. Martin updated the board on her recent meeting in Alexandria, VA to attend the Leadership Issues Forum of the Federation of State Boards of Physical Therapy (FSBPT) where she presented on behalf of the Foreign Educated Standards Committee.

Mrs. Martin confirmed that Kristina Lounsberry will be the presenter of the traveling Jurisprudence Seminar in Lake Charles on August 30, 2017. She also confirmed that Patrick Cook will be the presenter at the September traveling Jurisprudence Seminar scheduled during the Louisiana Physical Therapy Association fall meeting.

#### Treasurer's Report

As of June 30, 2017, cash in the bank totaled \$251,898.89 in the checking and savings accounts at Farmer's Merchant Bank. Total Income for the month of June totaled \$16,805.00 and ordinary expenses totaled \$54,308.68. The two Certificates of Deposit at Business First Bank totaled \$782,367.20. CD #534 will earn all interest of \$3,489.47 at maturity on February 12, 2018. The ending balance as of 06/30/2017 was \$303,432.72. CD #054 earned interest of \$467.32 in June. The ending balance as of 06/30/2017 was \$478,934.48.

### **LEGAL REPORT**

Mrs. Newton reported the current complaint summary of activity that occurred since the last meeting:

Currently open cases: 7  
 Complaints received: 2 (not including 1 open case on license applicant)  
 Informal Conferences: 0  
 Hearings Scheduled: 0  
 Consent Orders: 1 (2017-I-021 –approved with amendments requested at the July board meeting)  
 CRPTP: 0  
 Agreements to Abstain: 0

Complaint received on non-licensee for advertising using protected terms:

Closed Cases: 1

### **COMMITTEE REPORTS**

#### LTF:

Charlotte Martin updated the board on a meeting that she had with Senator Mills on Monday, August 21, 2017, as authorized by the Legislative Task Force.

#### CEU Committee:

The CEU Committee reported that 34 courses were reviewed since the last board meeting and all 34 courses were approved. Of the 34 courses approved, 21 courses were traditional/on-site and 13 were web-based courses. Of the 34 courses approved 33 were clinical in nature and 1 was administrative in nature. The average turn-around time for approval was 4 days.

The board reviewed a course submitted by an individual applicant licensee, Myra Buller, sponsored by the Upledger Institute, Craniosacral Therapy: Touching the Brain 1 Stimulating Self-correction through Glail Interface. Craig Prejean moved to deny the course approval for the course based on speaker qualifications. The course was submitted by the course sponsor and denied due to speaker qualifications. Kristina Lounsberry seconded the motion. The

board voted and unanimously approved the denial of the course. The individual licensee will be reimbursed the review fee since this course had been previously submitted by a course sponsor and denied.

The board reviewed a CE exemption request from licensee William Oliver due to personal hardship and natural disaster resulting from the flood of 2016. The board discussed his exemption and determined that he would be exempt from 15 hours of clinical hours required for renewing his license in 2018. Mr. Oliver will be responsible for 2 hours of Jurisprudence, 2 hours of Ethics, and 11 hours of Clinical coursework. All coursework can be completed online or through distance learning.

#### Rules Revision Committee

The board reviewed Rules §§145, 147, 175.D., and 365.

### **NEW BUSINESS**

Two license applications with a criminal history came before the board. The Board reviewed the applicants and authorized the Executive Director to review and process license applications of individuals with a criminal history. Mrs. Martin may consult with a board member, as appropriate.

The board reviewed a question from Emily Boyd regarding Medicare Maintenance Program. The board reviewed the question and asked Don Cassano to give Ms. Boyd a call.

The board reviewed a question from Andrea Johnson, PTA asking the board if a PTA can write a Restorative Nursing Program for patients who are discharged from therapy services. The board reviewed the question and determined that it is not within the scope of practice of a PTA to write a Restorative Nursing Program.

The board reviewed a question from a licensee asking if Humana can provide a Home Exercise Plan to patients. The home exercise plan does not include any protected terms.

### **OLD BUSINESS**

The board reviewed legal opinions dates 8/9/2017 related to alcohol incident policy and the intent to deny a license and 8/18/2017 related to good moral character and licensure. The board authorized the Executive Director to review license applications and Criminal Background Check results obtained in accordance with La. R.S. 37:2413.B. which evidence past alcohol or drug incidents, including but not limited to, driving while intoxicated and employ due diligence to determine whether an applicant is qualified for licensure, is a candidate for the Confidential Recovery Physical Therapy Program, is a candidate for a non-confidential agreement whereby the applicant agrees to limitations on his license, or should receive an Intent to Deny letter as set forth in La. R.S. 37:2420.A.(5). Kristina Lounsberry moved to accept recommendation #1 on the legal opinion dated August 9, 2017 related to substance abuse policy with a revision to include all findings on a criminal background check, not only alcohol-related findings. Craig Prejean seconded the motion. The board requested public comment. With no public comment, the board voted and unanimously approved.

### **PUBLIC COMMENT**

No public comment.

Chairman Cassano moved to adjourn the meeting. Beth Austin seconded the motion. The board voted and unanimously approved. The board meeting was adjourned at 9:12pm.

**AGENDA**  
**Regular Scheduled Board Meeting**  
**September 20, 2017**

- 4:00 pm**      **Call to Order**  
Approve Agenda\*
- 4:05 pm**      **Approve Minutes\***
- 4:10pm**      **Exit Interview: 2014-I-002\***
- 4:25pm**      **Executive Session**  
Discuss sensitive information related to discipline and attorney client privileged information.
- 5:00pm**      **Officer Reports\***  
Chairman's Report  
Treasurer's Report  
Executive Director's Report
- 5:30pm**      **Legal Report\***  
Complaints Summary
- 5:35pm**      **Committee Reports\***  
Rules Revision Committee  
CE Committee  
Legislative Task Force
- 6:30pm**      **New Business\***
- 7:30pm**      **Old Business\***
- 8:00pm**      **Adjourn**

# Louisiana Physical Therapy Board

## MINUTES Regular Scheduled Board Meeting September 20, 2017

### APPROVED

Proceedings for the Louisiana Physical Therapy Board, taken in regular session on September 20, 2017 at 104 Fairlane Drive, Lafayette, LA 70507. A quorum of members was present. Board members present were: Secretary/Treasurer, Kristina Lounsberry, and board members Elizabeth “Beth” Austin, Patrick Cook, Craig Prejean, Julie Harris and Karl Kleinpeter. Board attorneys, Courtney P. Newton and George Papale were present. Staff members present were Charlotte Martin, Executive Director and Danielle Linzer, Licensing Analyst.

Secretary/Treasurer Kristina Lounsberry called the meeting to order at 4:00 pm.

The board reviewed the purpose of the Louisiana Physical Therapy Board is to protect the public health, safety, and welfare, and to provide for state administrative control, supervision, licensing, and regulation of the practice of physical therapy in Louisiana. Only individuals who meet and maintain prescribed standards of competence and conduct may engage in the practice of physical therapy. Our Practice Act and Rules promote the public interest.

### AGENDA

The board reviewed the agenda. Beth Austin moved to approve the agenda as written. Patrick Cook seconded the motion. The board members voted and unanimously approved the agenda.

### MINUTES

The board members reviewed the minutes from the August 2017 board meeting. Patrick Cook moved to approve the minutes as amended. Beth Austin seconded the motion. The board voted and unanimously approved the minutes.

### EXIT INTERVIEW

The board conducted an exit interview with Chet Sternfels (Case 2014-I-002) upon completion of his probationary period.

### EXECUTIVE SESSION

Secretary/Treasurer Kristin Lounsberry motioned to move into Executive Session pursuant to La R.S. 42:16 for the purposes of discussing investigating proceedings regarding allegations of misconduct. The board members were all in favor to move into Executive Session.

The board exited Executive Session.

The board voted unanimously to accept the essay submitted by Garret Woods as required by his consent order (Case 2017-I-021).

## **OFFICER REPORTS**

### Chairman Report

Kristina Lounsberry welcomed the newly appointed board member, Karl Kleinpeter to the board. The 2017 chairman of the board, Don Cassano, is no longer serving as a board member following the expiration of his term and the replacement of his position. The board members unanimously voted Patrick Cook to serve as chairman of the board for the remainder of 2017. Don Cassano was a member of the legislative task force of the board prior to the expiration of his term. The board voted unanimously to elect Karl Kleinpeter as a member of the legislative taskforce for the remainder of 2017.

### Treasurer's Report

Secretary/Treasurer, Kristina Lounsberry reported the financials as of July 31, 2017. The cash in the bank totaled \$226,532.37 in the checking and savings accounts at Farmer's Merchant Bank. Total Income totaled \$15,723.00 and ordinary expenses totaled \$48,801.99. The Certificates of Deposit at Business First Bank totaled \$782,819.91. CD #534 will earn all interest of \$3,489.47 at maturity on February 12, 2018. The ending balance as of 07/31/2017 was \$303,432.72. CD #054 earned interest of \$452.71 in July. The ending balance as of 07/31/2017 was \$479,387.19.

Lounsberry reported an update on the recent Legislative Audit that took place on Wednesday, September 6, 2017. The board office staff is finalizing the remaining documents to submit to the auditor prior to the September 30 deadline.

The board reviewed and approved updates to the Policy for Expense Reimbursement for board members, advisory members, and board staff. The revised policy defined "board-approved activities".

### Executive Director Report

Mrs. Martin reported that nine (9) license applications were approved since the last board meeting from August 21, 2017 to September 15, 2017. Mrs. Martin reported the average time for licensure is 35 ½ days.

### **New Graduate - PT**

1. Beriah Yisrael

### **Reciprocity – PT**

1. Travis Barlow
2. Abby Janszen
3. Carleen McArtor
4. Robert Patterson

### **Reciprocity – PTA**

1. Victoria Land
2. Robyn Slagle
3. Courtney Goble
4. Heather Johnson

### **Duplicate Wall License Request**

1. Scott Higgs



**LEGAL REPORT**

Mrs. Newton reported the current complaint summary of activity that occurred since the last meeting:

Appeals:	1
Complaints Received:	2
Informal Conferences:	1
Consent Orders Accepted:	0
CRPTP:	0
Agreement to Abstain:	0
Closed:	1
Hearings Scheduled:	0
<b>Total Open Investigations:</b>	<b>7</b>

**COMMITTEE REPORTS**

CEU Committee

The CEU Committee reported that 68 courses were reviewed since the last board meeting and all 68 courses were approved. Of the 68 courses approved, 33 courses were traditional/on-side, 32 were web-based courses, and 3 courses were hybrid (live and online portions) courses. Of the 68 courses approved, 66 were clinical in nature and 2 was administrative in nature. The average turn-around time for approval was 6 days.

Mrs. Martin notified the board that there were 59 attendees at the Live Jurisprudence Seminar, which took place on September 17<sup>th</sup> at the LPTA Fall Meeting in Baton Rouge. Mrs. Martin reminded the board that the next Live Jurisprudence Seminar will be held on Tuesday, October 10, 2017 in Mandeville. Patrick Cook confirmed that he will be in attendance and available to present.

Legislative Task Force

There was no report from the Legislative Task Force.

Rules Revision Committee

The board members reviewed amendments to Subchapter G and Subchapter I of the rules.

**NEW BUSINESS**

Officer Elections

The board reviewed candidates to fill three (3) positions on the Advisory Committee. Vacancy needs are in regards to geographic needs and practice settings.

The board reviewed a correspondence from a TX licensed PTA, Nathaniel Jeane requesting to apply in La as a PTA. The board agreed that Mr. Jeane may apply as a PTA in La because he completed a CAPTE program for physical therapy and has safely practiced as a PTA for over 7 years without disciplinary action in TX.

Mrs. Martin requested approval to allow all disciplined licensees to report CEs required by their board order or consent order at the time of renewal, rather than at staggered times throughout the period of suspension and probation. A draft correspondence was reviewed by the board and legal and approved.

A course sponsor requested a fee refund for course review because the course did not have any physical therapist or physical therapist assistant attendees due to Hurricane Harvey. The board approved the request.

Nona Sheridan, PT concerning modern management of Physical Therapy, the Physical Therapist/Client/Patient relationship, and obligations of the PT to use their professional judgement in the implementation of the plan of care. The board asked Beth Austin to call this licensee to discuss her concerns and to draft a response for the board to review at the next board meeting.

**OLD BUSINESS**

Mrs. Martin shared the drug test policy with the board and shared a notification that the staff drafted to send to all current participants who are enrolled in drug testing.

**PUBLIC COMMENT**

No public comment.

Kristina Lounsberry moved to adjourn the meeting. Beth Austin seconded the motion. The board voted and unanimously approved. The board meeting was adjourned at 7:06pm.

**AGENDA**  
**Regular Scheduled Board Meeting**  
**October 18, 2017**

- 4:00 pm**      **Call to Order**  
Approve Agenda\*  
Approve Minutes\*
- 4:15 pm**      **Executive Session**  
Discuss sensitive information related to discipline and attorney client privileged information.
- 5:00 pm**      **Officer Reports\***  
Chairman’s Report  
Secretary/Treasurer’s Report  
Executive Director’s Report
- 6:00 pm**      **Legal Report\***  
Legal Professional Development Training
- 7:30 pm**      **Committee Reports\***  
Legislative Task Force  
Continuing Education Committee  
Rules Revision Committee
- 9:00 pm**      **New Business\***
- 9:30 pm**      **Old Business\***
- 10:00 pm**     **Adjourn**

# Louisiana Physical Therapy Board

## MINUTES Regular Scheduled Board Meeting October 18, 2017

### APPROVED

Proceedings for the Louisiana Physical Therapy Board, taken in regular session on October 18, 2017 at 104 Fairlane Drive, Lafayette, LA 70507. A quorum of members were present. Board members present were: Chairman, Patrick Cook, Secretary/Treasurer, Kristina Lounsberry, and board members, Craig Prejean and Karl Kleinpeter. Board Member Julie Ann Harris was absent. Advisory Committee Members present were Nicholas Butler and Ryan Usner. Board attorneys, Courtney P. Newton and George Papale were present. Charlotte Martin, Executive Director, Amanda Lafleur, Director of Operations, and Stephanie Boudreaux, Compliance Officer were also present.

The purpose of the Louisiana Physical Therapy Board is to protect the public health, safety, and welfare, and to provide for state administrative control, supervision, licensing, and regulation of the practice of physical therapy in Louisiana. Only individuals who meet and maintain prescribed standards of competence and conduct may engage in the practice of physical therapy. Our Practice Act and Rules promote the public interest.

Chairman Cook called the meeting to order at 4:07pm.

### AGENDA

The board reviewed the agenda. Secretary/Treasurer Lounsberry moved to approve the agenda. Craig Prejean seconded the motion. The board members voted and unanimously approved the agenda.

### MINUTES

The board members reviewed the minutes from the September board meeting. Secretary/Treasurer Lounsberry moved to approve the minutes as written. Craig Prejean seconded the motion. The board voted and unanimously approved the minutes.

### EXECUTIVE SESSION

Chairman Cook motioned to move into Executive Session pursuant to La R.S. 42:16 for the purposes of discussing investigating proceedings regarding allegations of misconduct. The board members were all in favor to move into Executive Session.

The board exited Executive Session.

Secretary/Treasurer Lounsberry moved to accept the consent order for licensee Angela Archer (Case 2017-I-023). Craig Prejean seconded the motion. The board voted and unanimously accepted the consent order.

## OFFICER REPORTS

### Chairman Report

Chairman Cook reported that board member, Beth Austin resigned from the Board effective October 9, 2017 for personal reasons. Austin was a member of the Continuing Education Committee of the Board prior to her resignation. Austin served on the Board since 2013 and was a nominee of the Louisiana Hospital Association (LHA). Chairman Cook reported that the Board now has five active members and two vacancies; one (1) position open to a PT who is appointed from a list of names submitted by the LHA, and one (1) position who is a physician who is appointed from a list of names submitted the Louisiana State Medical Society. The next board member term to expire is Kristina Lounsberry, who will expire in 2018.

Chairman Cook reported that the Advisory Committee currently has eight (8) active members, and two (2) members will complete their service at the end of 2017. Pursuant to Rule §109.B, the Advisory Committee shall not to exceed nine (9) members and are responsible for assisting Board Members in the review of applicant qualifications for licensure, conducting applicant interviews, reviewing CEU activities and courses, and other duties deemed necessary by the Board. The Board will review the applicants' resumes and vote at the December Board meeting.

Chairman Cook shared with the board new procedures to streamline investigations and discipline actions. Cook recommended that the Board enter into a contract with substance abuse expert, Kathie Pohlman and an investigator. The board members took into consideration Chairman Cook's recommendation and unanimously agreed.

The Board reviewed proposed dates of board activities for the 2018 calendar year. Chairman Cook recommended reducing the number of Board Meetings next year to seven (7). This would help to decrease the amount of funds that are spent on per diems and travel expenses. Board Attorney Newton recommended more training opportunities offered to board members at the meetings to improve competency and offer a better understanding of Board procedures and purpose. Chairman Cook requested exploring opportunities to increase transparency on the website.

### Treasurer's Report

Secretary/Treasurer Lounsberry reported on the financials for the month of August 2017. As of August 31, 2017, cash in the bank totaled \$197,268.97 in the checking and savings accounts at Farmer's Merchant Bank. Total Income totaled \$30,415.00 and ordinary expenses totaled \$59,886.96. The Certificates of Deposit at Business First Bank totaled \$783,288.14. CD #534 will earn all interest of \$3,489.47 at maturity on February 12, 2018. The ending balance as of 08/31/2017 was \$303,432.72. CD #054 earned interest of \$402.40 in August. CD #054 will mature on May 25, 2018. The ending balance as of 08/31/2017 was \$479,855.42.

### Executive Director Report

Mrs. Martin reported that 40 license applications were approved since the last board meeting from September 16, 2017 to October 13, 2017. Mrs. Martin reported the average time for licensure is 85 days.

#### New Graduate - PT

2. Kenneth Jenkins

#### New Graduate - PTA

1. Kenneth Jenkins
2. Corey Ankersen
3. Blaine Austin
4. Carley Barbin
5. Grace Blackwelder
6. Matthew Bolfa
7. Nicole Burrow

8. Alex Cart
9. Blake Dausat
10. Jordan Delaney
11. Evelyn Desselle
12. Megan Ford
13. Jose Garcia
14. Ian Goodwin
15. Joseph Greco
16. Tyler Hernandez
17. Shayne Higginbotham
18. Odie Hughes

19. Courtney Ivey
20. Eric Labat
21. Timothy Landry Jr
22. Penny Lane
23. Colleen Mastascuso
24. Jonathan Reed
25. Jonathan Reyes
26. Shawna Ruble
27. Madison Strain
28. Broque Thomas
29. Kallie Vidrine

30. Jerrell Zeno

**Reciprocity – PT**

5. Amber Ambrose
6. Amanda Arnold
7. David Dishauzi
8. Kaitlin Guillory
9. Katherine Sandknop
10. Niraj Vora
11. Valerie Williams

**Reciprocity – PTA**

5. Sara Eaker

**Reinstatement – PT**

1. Andrew Stout

## LEGAL REPORT

Mrs. Martin reported the current complaint summary of activity that occurred since the last meeting:

<b>Total Open Investigations:</b>	<b>9</b>
Appeals:	1
Complaints Received:	4
Informal Conferences:	2
Consent Orders Accepted:	0
CRPTP:	0
Agreement to Abstain:	0
Closed:	1
Hearings Scheduled:	0

Board attorneys, Papale and Newton conducted a Legal Professional Development Training on the administrative hearing process pursuant to the provisions of the Louisiana Administrative Procedures Act.

## COMMITTEE REPORTS

### CEU Committee:

The CEU Committee reported that 142 courses were reviewed since the last board meeting and all courses were approved. Of the 142 courses approved, 45 were traditional/on-side, 93 were web-based, and 4 courses were a hybrid of live and online. Of the 142 courses approved, 120 were clinical in nature, 18 were administrative in nature, and 4 courses were ethics in nature. The average turn-around time for approval was 4.5 days.

Mrs. Martin notified the board that there were 61 attendees at the Mandeville Jurisprudence, which was presented by Patrick Cook on October 10<sup>th</sup>. Mrs. Martin reminded the board that the next traveling Jurisprudence seminar will be held on November 16<sup>th</sup> in Monroe and Julie Ann Harris will be attending on behalf of the board members.

The board reviewed the CEU Exemption request that was submitted by licensee, J. Manuel due to personal hardship. The licensee requested a complete waiver of CEUs for the 2018 renewal period. Secretary/Treasurer Lounsberry moved to approve the CE exemption for clinical continuing education coursework requirements and allowing the licensee to complete the jurisprudence and ethics requirements online. Karl Kleinpeter seconded the motion. The board voted and unanimously approved.

### Legislative Task Force

The Task Force had no report for this Board Meeting.

### Rules Revision Committee

The board members reviewed amendments to Subchapters B and D, §145, and §§330 – 331 of the Rules.

## NEW BUSINESS

### Correspondences

The board reviewed a question from Lacey Brunson regarding vestibular certification that is offered for PTA's. Brunson asked the board if vestibular certified PTA's can treat patients with vestibular techniques. The board discussed the question and determined that more research is needed at this time.

The board reviewed an email from Kelsey Hankins who requested more information on the laws for PTA's and joint mobilizations in the state. Hankins asked the board for direction on the grades and types of joint mobilizations that PTAs are able to perform in the state. The board discussed the question and determined that more research is needed at this time.

The board members will readdress PTA scope of practice in response to both correspondences at the December Board Meeting.

### **OLD BUSINESS**

Ms. Newton provided a legal opinion to the board regarding the advance payment by Board for drug tests, alcohol tests, or substance abuse evaluations. The board staff will inform all individuals currently monitored for substance abuse of the legal opinion and request written acknowledgement that the board does not provide advanced payment for drug tests, alcohol tests, substance abuse evaluations, or rehabilitations for licensees for licensees so ordered.

The board members reviewed the correspondence from Nona Sheridan, PT that was reviewed at the September board meeting and assigned to board member Beth Austin. Mrs. Martin confirmed that Austin did not respond to Sheridan prior to resigning from the board. The board asked Mrs. Martin to draft a response in writing for the board to review.

### **PUBLIC COMMENT**

No public comment.

### **ADJOURN**

Chairman Cook moved to adjourn the meeting. Craig Prejean seconded the motion. The board voted and unanimously approved. The board meeting was adjourned at 10:24 pm.

**AGENDA**  
**Regular Scheduled Board Meeting**  
**December 13, 2017**

- 1:00 pm**      **HUB Meeting re: Investigator**  
**2:00 pm**      **HUB Meeting re: Monitoring Visit**  
**3:00 pm**      **Informal conference 2017-I-033**
- 4:00 pm**      **Call to Order**  
                  Approve Agenda\*  
                  Approve Minutes\*
- 4:05 pm**      **Executive Session**  
                  Discuss sensitive information related to discipline and attorney client privileged information.
- 5:00 pm**      **Officer Reports\***  
                  Chairman’s Report  
                  Secretary/Treasurer’s Report  
                  Executive Director’s Report
- 5:20 pm**      **Legal Report\***  
                  Presentation: FARB RLS Top Regulatory Cases and CLEAR Webinar debrief
- 6:00 pm**      **Committee Reports\***  
                  Legislative Task Force  
                  Continuing Education Committee  
                  Rules Revision Committee
- 8:00 pm**      **New Business\***  
                  2018 Advisory Committee Members  
                  Correspondences
- 8:30 pm**      **Old Business\***  
                  2018 Calendar
- 8:45 pm**      **Adjourn**

**Louisiana Physical Therapy Board**  
**MINUTES**  
**Regular Scheduled Board Meeting**  
**December 13, 2017**

**APPROVED**

Proceedings for the Louisiana Physical Therapy Board, taken in regular session on December 13, 2017 at 104 Fairlane Drive, Lafayette, LA 70507. A quorum of members were present. Board members present were: Chairman Patrick Cook and board members Craig Prejean, Karl Kleinpeter and JulieAnn Harris. Secretary/Treasurer Kristina Lounsberry was absent. Advisory Committee Members present were Althea Jones and Jon Jeremy Dye. Charlotte Martin, Executive Director; board attorneys, George Papale and Courtney P. Newton were present and Stephanie Boudreaux, Compliance Officer of the board office staff was present.

The purpose of the Louisiana Physical Therapy Board is to protect the public health, safety, and welfare, and to provide for state administrative control, supervision, licensing, and regulation of the practice of physical therapy in Louisiana. Only individuals who meet and maintain prescribed standards of competence and conduct may engage in the practice of physical therapy. Our Practice Act and Rules promote the public interest.

Chairman Cook called the meeting to order at 4:09 pm.

**AGENDA**

The board reviewed the agenda. Craig Prejean moved to approve the agenda as written. JulieAnn Harris seconded the motion. The board members voted and unanimously approved the agenda.

**MINUTES**

The board members reviewed the minutes. JulieAnn Harris moved to approve the minutes as written. Craig Prejean seconded the motion. The board voted and unanimously approved the minutes.

**EXECUTIVE SESSION**

Patrick Cook motioned to move into Executive Session pursuant to La R.S. 42:16 for the purposes of discussing investigating proceedings regarding allegations of misconduct. The board members were all in favor to move into Executive Session.

The board exited Executive Session.

Patrick Cook moved to add the test for Kratom to the panel selection for individuals who are monitored by the board for substance abuse. JulieAnn Harris seconded the motion. The board voted and unanimously accepted the motion.

Craig Prejean moved to accept the consent orders for Steven Schwab, PT (Case 2017-I-032). Chairman Patrick Cook seconded the motion. The board voted and unanimously accepted the motion.

Craig Prejean moved to accept the consent orders for Emanuel Antunez (Case 2017-I-036). Chairman Patrick Cook seconded the motion. The board voted and unanimously accepted the motion.

Chairman Cook moved to authorize the Executive Director to keep Amanda Lafleur hired at the board office, transitioning to an hourly rate and set and approved by the chairman, treasurer and executive director and to work on duties as determined by the executive director or chairman.

## **OFFICER REPORTS**

### Chairman Report

There was no report from the chairman at the December meeting.

### Treasurer's Report

As of September 30, 2017, cash in the bank totaled \$184,327.66 in the checking and savings accounts at Farmer's Merchant Bank. Income totaled \$36,365.00 and Expenses totaled \$53,262.24. The Certificates of Deposit at Business First Bank totaled \$783,756.84. CD #534 will earn all interest of \$3,489.47 at maturity on February 12, 2018. The ending balance as of 09/30/2017 was \$303,432.72. CD #054 earned interest of \$468.70 in September. The ending balance as of 09/30/2017 was \$479,855.42.

As of October 31, 2017, cash in the bank totaled \$152,499.27 in the checking and savings accounts at Farmer's Merchant Bank. Income totaled \$24,990.00 and Expenses totaled \$44,703.20. The Certificates of Deposit at Business First Bank totaled \$784,210.86. CD #534 will earn all interest of \$3,489.47 at maturity on February 12, 2018. The ending balance as of 10/31/2017 was \$303,432.72. CD #054 earned interest of \$454.02 in October. The ending balance as of 10/31/2017 was \$480,324.12.

### Executive Director Report

Mrs. Martin reported that 24 license applications were approved from October 14, 2017 through December 12, 2017. The average time for licensure is 69 days.

### New Graduate - PT

3. Joshua Aleman
4. Rachael Brousse
5. Adrienne Carriere
6. Brittany Dale
7. Adarsha Gautam
8. Daniel Le
9. Kristin McClelland
10. Lacey Ozburn
11. Alyssa Pickett
12. Lucas Quebedeaux
13. Lanie Rouly
14. Hillary Sawyer
15. Hali Smith

### Reciprocity – PTA

6. Megan Ferguson
7. Geoffrey Hart
8. Nathaniel Jeane
9. Jessica Molyet
10. Thomas Mullen

### Reciprocity – PT

12. Elizabeth Clark
13. Russell Clark
14. Brooke Henneke
15. Amadna Janszen
16. Cristobal Maya
17. Caitlin Palmer

Mrs. Martin notified the board that there were 99 attendees at the group school interviews offered in Lafayette on December 9 and 11, 2017.

Mrs. Martin reported the current complaint summary of activity that occurred since the last meeting:

Appeals:	1
Complaints Received:	3
Informal Conferences:	4
Consent Orders Accepted:	2
CRPTP:	1
Agreement to Abstain:	1
Closed:	7
<u>Hearings Scheduled:</u>	<u>0</u>
<b>Total Open Investigations:</b>	<b>4</b>

## LEGAL REPORT

Mrs. Newton reported on the FARB RLS conference and CLEAR Webinar that she attended.

## COMMITTEE REPORTS

### LTF:

There was no report from the legislative task force at the December board meeting.

### CEU Committee:

The CEU Committee reported that 178 courses were reviewed since the last board meeting and of those, 177 were approved. Of the 177 courses approved, 72 courses were traditional/on-side, 99 were web-based courses, and 6 were a hybrid (live and online portions). Of the 177 courses approved, 164 were clinical in nature, 10 were administrative in nature, and 3 were Ethics. One course was denied at the October board meeting because the course did not meet speaker qualifications. The average turn-around time for approval was 8 days.

The board reviewed the International Alliance of Healthcare Educators course CCPB2: CranioSacral Applications for Conception, Pregnancy and Birthing 2. The board voted unanimously to deny the course because the course did not meet speaker qualifications.

### Rules Revision Committee

Patrick Cook moved to approve the Rules pending revisions delegated to the committee (JulieAnn Harris, Patrick Cook and Kristina Lounsberry) and legal approval of the committee changes, unless the committee refers the final rule language to the Board for further review. The board members voted and unanimously approved.

## NEW BUSINESS

The board voted unanimously approved appointing Tyra Mitchell, PT, Lora Whiting, PTA and Phillip Page, PT to the Advisory Committee. These new members' term will begin on January 1, 2018 and will expire on December 31, 2020. The members may serve consecutive terms once their term expires. Althea Jones, PT and Robert Montanaro, PT will no longer serve as Advisory Committee Members following the expiration of their term on

December 31, 2017. Joe Guthrie, PT, Ryan Usner, PT, Jon Jeremy Dye, PT, Christopher Franks, PT, Nicholas Butler, PT and Jason Douglas, PT are the other members who will be serving as Advisory Committee Members in 2018.

The board members discussed recent requests for the board to issue a response related specifically to PTA scope of practice issues. The board members requested that Patrick Cook finalize a draft statement to be reviewed at the January board meeting for consideration.

### **OLD BUSINESS**

The board reviewed and approved the 2018 calendar of events for board business.

### **PUBLIC COMMENT**

No public comment.

Chairman Cook moved to adjourn the meeting. Karl Kleinpeter seconded the motion. The board voted and unanimously approved. The board meeting was adjourned at 9:06pm.