



VIRTUAL/TELECONFERENCE
PHYSICIAN ASSISTANT AFFILIATED CREDENTIALING BOARD
Virtual 4822 Madison Yards Way, Madison
Contact: Tom Ryan (608) 266-2112
November 16, 2023

The following agenda describes the issues that the Board plans to consider at the meeting. At the time of the meeting, items may be removed from the agenda. Please consult the meeting minutes for a record of the actions of the Board.

AGENDA

9:00 A.M.

OPEN SESSION – CALL TO ORDER – ROLL CALL

- A) Adoption of Agenda (1-4)**
- B) Approval of Minutes of October 19, 2023 (5-7)**
- C) Reminders: Conflicts of Interest, Scheduling Concerns**
- D) Introductions, Announcements and Recognition**
- E) Administrative Matters – Discussion and Consideration**
 - 1) Department, Staff and Board Updates
 - 2) Board Members – Term Expiration Dates
 - a. Collins, Clark A. – 7/1/2027
 - b. Edwards, Jacqueline K. – 7/1/2025
 - c. Elliot, Eric M. – 7/1/2024
 - d. Fischer, Jean M. – 7/1/2027
 - e. Holmes-Drammeh, Emelle S. – 7/1/2024
 - f. Jarrett, Jennifer L. – 7/1/2024
 - g. Martin, Cynthia S. – 7/1/2027
 - h. Sanders, Robert W. – 7/1/2024
 - i. Streit, Tara E. – 7/1/2027
 - 3) Wis. Stat. § 15.085 (3)(b) – Affiliated Credentialing Boards’ Biannual Meeting with the Medical Examining Board to Consider Matters of Joint Interest – Update
- F) Administrative Rule Matters – Discussion and Consideration (8)**
 - 1) Update:
 - a) Med 26, relating to Military Medical Personnel
 - b) Med 24, relating to Telemedicine and Telehealth
 - c) N 6, relating to Delegated Acts
 - 2) Pending & Possible Rulemaking Projects
- G) Legislative and Policy Matters – Discussion and Consideration**

- 1) Senate Bill 145, Relating to Advanced Practice Nurses
 - 2) Graduate Interns
- H) Medical Examining Board Opioid Prescribing Guideline – Consideration by PAACB as Standard of Care for Physician Assistants (9)**
- I) Controlled Substances Board Update and Meeting Attendance – Discussion and Consideration**
- J) Physician Assistant Interstate Compact Update – Discussion and Consideration**
- 1) PA Compact Legislative Summit
- K) Federation of State Medical Board (FSMB) Matters – Discussion and Consideration**
- L) Professional Assistance Procedure (PAP) Discussion of Expansion to Include Mental Health Disorders Update – Discussion and Consideration**
- M) Items Added After Preparation of Agenda:**
- 1) Introductions, Announcements and Recognition
 - 2) Administrative Matters
 - 3) Election of Officers
 - 4) Appointment of Liaisons and Alternates
 - 5) Delegation of Authorities
 - 6) Education and Examination Matters
 - 7) Credentialing Matters
 - 8) Practice Matters
 - 9) Administrative Rule Matters
 - 10) Public Health Emergencies
 - 11) Legislative and Policy Matters
 - 12) Liaison Reports
 - 13) Board Liaison Training and Appointment of Mentors
 - 14) Informational Items
 - 15) Division of Legal Services and Compliance (DLSC) Matters
 - 16) Presentations of Petitions for Summary Suspension
 - 17) Petitions for Designation of Hearing Examiner
 - 18) Presentation of Stipulations, Final Decision and Orders
 - 19) Presentation of Proposed Final Decision and Orders
 - 20) Presentation of Interim Orders
 - 21) Petitions for Re-Hearing
 - 22) Petitions for Assessments
 - 23) Petitions to Vacate Orders
 - 24) Requests for Disciplinary Proceeding Presentations
 - 25) Motions
 - 26) Petitions
 - 27) Appearances from Requests Received or Renewed
 - 28) Speaking Engagements, Travel, or Public Relation Requests, and Reports
- N) Public Comments**

CONVENE TO CLOSED SESSION to deliberate on cases following hearing (s. 19.85(1)(a), Stats.); to consider licensure or certification of individuals (s. 19.85(1)(b), Stats.); to consider closing disciplinary investigations with administrative warnings (ss. 19.85(1)(b),

and 440.205, Stats.); to consider individual histories or disciplinary data (s. 19.85(1)(f), Stats.); and to confer with legal counsel (s. 19.85(1)(g), Stats.).

- O) Deliberation on DLSC Matters**
 - 1) Proposed Stipulation and Final Decision and Order**
 - a) 23 PAB 013 – Robert S. Dill, P.A.-C. **(10-15)**

- P) Deliberation of Items Added After Preparation of the Agenda
 - 1) Education and Examination Matters
 - 2) Credentialing Matters
 - 3) DLSC Matters
 - 4) Monitoring Matters
 - 5) Professional Assistance Procedure (PAP) Matters
 - 6) Petitions for Summary Suspensions
 - 7) Petitions for Designation of Hearing Examiner
 - 8) Proposed Stipulations, Final Decisions and Orders
 - 9) Proposed Interim Orders
 - 10) Administrative Warnings
 - 11) Review of Administrative Warnings
 - 12) Proposed Final Decisions and Orders
 - 13) Matters Relating to Costs/Orders Fixing Costs
 - 14) Case Closings
 - 15) Board Liaison Training
 - 16) Petitions for Assessments and Evaluations
 - 17) Petitions to Vacate Orders
 - 18) Remedial Education Cases
 - 19) Motions
 - 20) Petitions for Re-Hearing
 - 21) Appearances from Requests Received or Renewed

- Q) Consulting with Legal Counsel

RECONVENE TO OPEN SESSION IMMEDIATELY FOLLOWING CLOSED SESSION

- R) Open Session Items Noticed Above Not Completed in the Initial Open Session
- S) Vote on Items Considered or Deliberated Upon in Closed Session if Voting is Appropriate
- T) Delegation of Ratification of Examination Results and Ratification of Licenses and Certificates

ADJOURNMENT

VIRTUAL/TELECONFERENCE

ORAL INTERVIEW OF CANDIDATES FOR LICENSURE

10:00 A.M. OR IMMEDIATELY FOLLOWING THE FULL BOARD MEETING

CLOSED SESSION – Reviewing Applications and Conducting Oral Interview of **Zero (0)** (at time of agenda publication) Candidates for Licensure – **Jean Fischer** and **Clark Collins**

NEXT MEETING: 2024 (TO BE DETERMINED)

MEETINGS AND HEARINGS ARE OPEN TO THE PUBLIC, AND MAY BE CANCELLED WITHOUT NOTICE.

Times listed for meeting items are approximate and depend on the length of discussion and voting. All meetings are held virtually unless otherwise indicated. In-person meetings are typically conducted at 4822 Madison Yards Way, Madison, Wisconsin, unless an alternative location is listed on the meeting notice. In order to confirm a meeting or to request a complete copy of the board's agenda, please visit the Department website at <https://dps.wi.gov>. The board may also consider materials or items filed after the transmission of this notice. Times listed for the commencement of disciplinary hearings may be changed by the examiner for the convenience of the parties. Requests for interpreters for the hard of hearing, or other accommodations, are considered upon request by contacting the Affirmative Action Officer, or reach the Meeting Staff by calling 608-267-7213.

**VIRTUAL/TELECONFERENCE
PHYSICIAN ASSISTANT
AFFILIATED CREDENTIALING BOARD
OCTOBER 19, 2023**

PRESENT: Clark Collins, Jean Fischer, Emelle Holmes-Drammeh, Jennifer Jarrett, Cynthia Martin, Tara Streit

EXCUSED: Jacqueline Edwards, Eric Elliot, Robert Sanders

STAFF: Tom Ryan, Executive Director; Jameson Whitney, Legal Counsel; Nilajah Hardin, Administrative Rules Coordinator; Tracy Drinkwater, Board Administrative Specialist; Brenda Taylor, Board Services Supervisor; and other Department Staff

CALL TO ORDER

Jennifer Jarrett, Chairperson, called the meeting to order at 9:00 a.m. A quorum was confirmed with six (6) members present.

ADOPTION OF AGENDA

MOTION: Tara Streit moved, seconded by Emelle Holmes-Drammeh, to adopt the Agenda as published. Motion carried unanimously.

APPROVAL OF MINUTES OF AUGUST 24, 2023

MOTION: Tara Streit moved, seconded by Cynthia Martin, to approve the Minutes of August 24, 2023, as published. Motion carried unanimously.

PHYSICIAN ASSISTANTS DELEGATING TO NURSES

Wis. Admin Code N 6

MOTION: Cynthia Martin moved, seconded by Tara Streit, to state the board's support for and endorsement of revision to Wis. Admin. Code N 6 by the Board of Nursing to clarify that the definition of "providers" includes physician assistants, which is consistent with current practice. Motion carried unanimously.

CLOSED SESSION

MOTION: Jean Fischer moved, seconded by Clark Collins, to convene to closed session to deliberate on cases following hearing (s. 19.85(1)(a), Stats.); to consider licensure or certification of individuals (s. 19.85(1)(b), Stats.); to consider closing disciplinary investigations with administrative warnings (ss. 19.85(1)(b), and 440.205, Stats.); to consider individual histories or disciplinary data (s. 19.85(1)(f), Stats.); and to confer with legal counsel (s. 19.85(1)(g), Stats.). Jennifer Jarrett, Chairperson read the language of the motion. The vote of each member was ascertained by voice vote. Roll Call Vote: Clark Collins-yes; Jean Fischer-yes; Emelle Holmes-Drammeh-yes; Jennifer Jarrett-yes; Cynthia Martin-yes; and Tara Streit-yes. Motion carried unanimously.

The Board convened into Closed Session at 9:53 a.m.

**DELIBERATION ON DIVISION OF LEGAL SERVICES AND COMPLIANCE (DLSC)
MATTERS**

Proposed Stipulations, Final Decisions and Orders

22 PAB 028 – Michele J. Wilson, P.A.-C.

MOTION: Jean Fischer moved, seconded by Jennifer Jarrett, to adopt the Findings of Fact, Conclusions of Law and Order in the matter of disciplinary proceedings against Michele J. Wilson, P.A.-C., DLSC Case Number 22 PAB 028. Motion carried.

Case Closings

22 PAB 026 – G.J.S.

MOTION: Tara Streit moved, seconded by Jennifer Jarrett, to close DLSC Case Number 22 PAB 026, against G.J.S. for No Violation. Motion carried unanimously.

23 PAB 002 – M.C.B.

MOTION: Cynthia Martin moved, seconded by Jennifer Jarrett, to close DLSC Case Number 23 PAB 002, against M.C.B., for Insufficient Evidence. Motion carried unanimously.

RECONVENE TO OPEN SESSION

MOTION: Jennifer Jarrett moved, seconded by Jean Fischer, to reconvene in Open Session. Motion carried unanimously.

The Board reconvened to Open Session at 10:55 a.m.

VOTE ON ITEMS CONSIDERED OR DELIBERATED UPON IN CLOSED SESSION

MOTION: Jennifer Jarrett moved, seconded by Clark Collins, to affirm all motions made and votes taken in Closed Session. Motion carried unanimously.

(Be advised that any recusals or abstentions reflected in the Closed Session motions stand for the purposes of the affirmation vote.)

**DELEGATION OF RATIFICATION OF EXAMINATION RESULTS AND RATIFICATION
OF LICENSES AND CERTIFICATES**

MOTION: Jean Fischer moved, seconded by Clark Collins, to delegate ratification of examination results to DSPS staff and to ratify all licenses and certificates as issued. Motion carried unanimously.

ADJOURNMENT


MOTION: Clark Collins moved, seconded by Tara Streit, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 10:57 a.m.

DRAFT

**State of Wisconsin
Department of Safety & Professional Services**

AGENDA REQUEST FORM

1) Name and title of person submitting the request: Nilajah Hardin Administrative Rules Coordinator		2) Date when request submitted: 11/02/23 Items will be considered late if submitted after 12:00 p.m. on the deadline date which is 8 business days before the meeting	
3) Name of Board, Committee, Council, Sections: Physician Assistant Affiliated Credentialing Board			
4) Meeting Date: 11/16/23	5) Attachments: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	6) How should the item be titled on the agenda page? Administrative Rule Matters Discussion and Consideration 1. Update: a. Med 26, Relating to Military Medical Personnel b. Med 24, Relating to Telemedicine and Telehealth c. N 6, Relating to Delegated Acts 2. Pending or Possible Rulemaking Projects	
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session	8) Is an appearance before the Board being scheduled? <i>(If yes, please complete Appearance Request for Non-DSPS Staff)</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	9) Name of Case Advisor(s), if required: N/A	
10) Describe the issue and action that should be addressed Attachments: None. Pending Rule Project Page: https://dsps.wi.gov/Pages/RulesStatutes/PendingRules.aspx			
11) Authorization			
 Signature of person making this request		11/02/23 Date	
Supervisor (if required)		Date	
Executive Director signature (indicates approval to add post agenda deadline item to agenda) Date			
Directions for including supporting documents: 1. This form should be attached to any documents submitted to the agenda. 2. Post Agenda Deadline items must be authorized by a Supervisor and the Policy Development Executive Director. 3. If necessary, provide original documents needing Board Chairperson signature to the Bureau Assistant prior to the start of a meeting.			

**State of Wisconsin
Department of Safety & Professional Services**

AGENDA REQUEST FORM

1) Name and Title of Person Submitting the Request: Physician Assistant Affiliated Credentialing Board		2) Date When Request Submitted: 10/19/2023 <small>Items will be considered late if submitted after 12:00 p.m. on the deadline date which is 8 business days before the meeting</small>	
3) Name of Board, Committee, Council, Sections: Physician Assistants Affiliated Credentialing Board			
4) Meeting Date: 11/16/2023	5) Attachments: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	6) How should the item be titled on the agenda page? Wisconsin Medical Examining Board Opioid Prescribing Guideline – Consider Adoption	
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session	8) Is an appearance before the Board being scheduled? <input checked="" type="checkbox"/> Yes (<u>Fill out Board Appearance Request</u>) <input type="checkbox"/> No	9) Name of Case Advisor(s), if required:	
10) Describe the issue and action that should be addressed: The Board will review the Medical Examining Board’s Opioid Prescribing Guideline and Consider Adopting it.			
Supervisor (if required)		Date	
Executive Director signature (indicates approval to add post agenda deadline item to agenda)			
Date			
Directions for including supporting documents: 1. This form should be attached to any documents submitted to the agenda. 2. Post Agenda Deadline items must be authorized by a Supervisor and the Policy Development Executive Director. 3. If necessary, provide original documents needing Board Chairperson signature to the Bureau Assistant prior to the start of a meeting.			