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**VIRTUAL/TELECONFERENCE  
PHYSICAL THERAPY EXAMINING BOARD  
4822 Madison Yards Way, Madison  
Contact: Tom Ryan (608) 266-2112  
February 9, 2022**

*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 description of the actions of the Board.*

**AGENDA**

**8:30 A.M.**

**OPEN SESSION – CALL TO ORDER – ROLL CALL**

- A. Adoption of Agenda (1-4)**
- B. Approval of Minutes of December 1, 2021 (5-7)**
- C. Reminders: Conflicts of Interest, Scheduling Concerns
- D. Introductions, Announcements and Recognition**
  - 1) Introduction of Peter Schramm, DSPPS Office of Education and Examinations License Examination Specialist Senior **(8)**
- E. Administrative Matters – Discussion and Consideration**
  - 1) Department, Staff and Board Updates
  - 2) Annual Policy Review **(9-12)**
  - 3) Election of Officers, Appointment of Liaisons and Alternates, Delegation of Authorities **(13-20)**
  - 4) Board Members – Term Expiration Dates
    - a. Berry, Shari – 7/1/2020
    - b. Carter, Barbara – 7/1/2025
    - c. Greany, John – 7/1/2023
    - d. McEldowney, Todd – 7/1/2025
    - e. Zalewski, Kathryn – 7/1/2025
- F. Administrative Rule Matters – Discussion and Consideration (21)**
  - 1) Extension Discussion: EmR 2128 (PT 1 and 5), Relation to Supervision of Physical Therapy Assistants
  - 2) Pending or Possible Rulemaking Projects
- G. Review of the Physical Therapy Examining Board’s Annual Review – Discussion and Consideration (22-25)**

- H. Annual Review of the Temporary Changes to Teletherapy Supervisory Requirements – Discussion and Consideration**
- I. Legislative and Policy Matters – Discussion and Consideration**
- J. Physical Therapy Compact Update – Discussion and Consideration (26)**
- K. Education and Examination Matters – Discussion and Consideration**
- L. Credentialing Matters - Discussion and Consideration**
  - 1) DSPS Automation Project (27-28)
- M. Speaking Engagements, Travel, or Public Relation Requests, and Reports (29)**
  - 1) Consideration of Attendance: FSBPT Board Member and Administrator Training – May 20-22, 2022 – Alexandria, VA
  - 2) Consideration of Attendance: FSBPT Leadership Issues Forum (LIF) – July 23-24, 2022 – Alexandria, VA
  - 3) Consideration of Attendance: 2022 FSBPT Annual Meeting and Delegate Assembly – October 27-29, 2022 – Orange County, CA
- N. Federation of State Boards of Physical Therapy (FSBPT) Matters – Discussion and Consideration**
- O. Liaison Reports – Discussion and Consideration**
- P. COVID-19 – Discussion and Consideration**
- Q. Discussion and Consideration of 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) Legislative and Policy Matters
  - 10) Administrative Rule Matters
  - 11) Liaison Reports
  - 12) Board Liaison Training and Appointment of Mentors
  - 13) Informational Items
  - 14) Division of Legal Services and Compliance (DLSC) Matters
  - 15) Presentations of Petitions for Summary Suspension
  - 16) Petitions for Designation of Hearing Examiner
  - 17) Presentation of Stipulations, Final Decisions and Orders
  - 18) Presentation of Proposed Final Decisions and Orders
  - 19) Presentation of Interim Orders
  - 20) Petitions for Re-Hearing
  - 21) Petitions for Assessments
  - 22) Petitions to Vacate Orders
  - 23) Requests for Disciplinary Proceeding Presentations
  - 24) Motions

- 25) Petitions
- 26) Appearances from Requests Received or Renewed
- 27) Speaking Engagements, Travel, or Public Relation Requests, and Reports

R. 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.).**

**S. Deliberation on Division of Legal Services and Compliance Matters**

**1) Case Closings**

- a. 20 PHT 012 – J.T.B. **(30-41)**
- b. 20 PHT 013 – E.N.R. **(42-50)**
- c. 21 PHT 020 – A.T.P. **(51-55)**

**2) Proposed Stipulation and Final Decision and Order**

- a. 21 PHT 002 – Maurice Dumit, P.T. **(56-62)**

T. 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

U. Consulting with Legal Counsel

**RECONVENE TO OPEN SESSION IMMEDIATELY FOLLOWING CLOSED SESSION**

V. Vote on Items Considered or Deliberated Upon in Closed Session if Voting is Appropriate

W. Open Session Items Noticed Above Not Completed in the Initial Open Session

X. Delegation and Ratification of Examinations, Licenses and Certificates

**ADJOURNMENT**

**ORAL EXAMINATION OF CANDIDATES FOR LICENSURE**

**VIRTUAL/TELECONFERENCE**

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

**CLOSED SESSION** – Reviewing Applications and Conducting Oral Examination of **zero (0)**  
(at time of agenda publication) Candidates for Licensure – **John Greany** and **Shari Berry**

**NEXT MEETING: MAY 4, 2022**

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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 at 4822 Madison Yards Way, Madison, Wisconsin, unless otherwise noted. In order to confirm a meeting or to request a complete copy of the board's agenda, please call the listed contact person. 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 interpreter services for the deaf or hard of hearing, or other accommodations, are considered upon request by contacting the Affirmative Action Officer, 608-266-2112, or the Meeting Staff at 608-266-5439.

**VIRTUAL/TELECONFERENCE  
PHYSICAL THERAPY EXAMINING BOARD  
MEETING MINUTES  
DECEMBER 1, 2021**

**PRESENT:** Shari Berry, PT; Barbara Carter, PTA; John Greany, PT; Kathryn Zalewski, PT

**EXCUSED:** Todd McEldowney

**STAFF:** Tom Ryan, Executive Director; Jameson Whitney, Legal Counsel; Nilajah Hardin, Administrative Rule Coordinator; Katlin Schwartz, Bureau Assistant; Kimberly Wood, Program Assistant Supervisor-Adv; and other Department Staff

**CALL TO ORDER**

John Greany, Chairperson, called the meeting to order at 8:30 a.m. A quorum was confirmed with four (4) members present.

**ADOPTION OF AGENDA**

**MOTION:** Shari Berry moved, seconded by Kathryn Zalewski, to adopt the Agenda as published. Motion carried unanimously.

**APPROVAL OF MINUTES OF AUGUST 11, 2021**

**MOTION:** Shari Berry moved, seconded by Kathryn Zalewski, to approve the Minutes of August 11, 2021 as published. Motion carried unanimously.

**INTRODUCTIONS, ANNOUNCEMENTS AND RECOGNITION**

The Department expressed its appreciation for the members of the Physical Therapy Examining Board and all the contributions they make to protect public health and safety.

**PUBLIC HEARING – EMERGENCY (EmR2128) AND PERMANENT RULE (CR 21-079) ON  
PT 1 AND 5, RELATING TO SUPERVISION OF PHYSICAL THERAPIST ASSISTANTS**

**Review Public Hearing Comments and Respond to Clearinghouse Report**

**MOTION:** Shari Berry moved, seconded by Barbara Carter, to accept all Clearinghouse comments for Clearinghouse Rule 21-079 (PT 1 and 5), relating to Supervision of Physical Therapist Assistants. Motion carried unanimously.

**MOTION:** Shari Berry moved, seconded by Kathryn Zalewski, to authorize the Chairperson to approve the Legislative Report and Draft for Clearinghouse Rule 21-079 (PT 1 and 5), relating to Physical Therapist Assistants, for submission to the Governor's Office and Legislature. Motion carried unanimously.

## CLOSED SESSION

**MOTION:** Shari Berry moved, seconded by Barbara Carter, 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), Stats. 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.). John Greany, Chairperson, read the language of the motion aloud for the record. The vote of each member was ascertained by voice vote. Roll Call Vote: Shari Berry-yes; Barbara Carter-yes; John Greany-yes; and Kathryn Zalewski-yes. Motion carried unanimously.

The Board convened into Closed Session at 10:49 a.m.

### DIVISION OF LEGAL SERVICES AND COMPLIANCE (DLSC) MATTERS

#### Case Closings

##### **20 PHT 010 – K.E.O.**

**MOTION:** Shari Berry moved, seconded by Kathryn Zalewski, to close DLSC Case Number 20 PHT 010, against K.E.O., for No Violation. Motion carried unanimously.

##### **21 PHT 004 – B.J.K.**

**MOTION:** Shari Berry moved, seconded by Kathryn Zalewski, to close DLSC Case Number 21 PHT 004, against B.J.K., for Prosecutorial Discretion (P5). Motion carried unanimously.

### RECONVENE TO OPEN SESSION

**MOTION:** Barbara Carter moved, seconded by Shari Berry, to reconvene into Open Session. Motion carried unanimously.

The Board reconvened into Open Session at 10:54 a.m.

### VOTE ON ITEMS CONSIDERED OR DELIBERATED UPON IN CLOSED SESSION IF VOTING IS APPROPRIATE

**MOTION:** Shari Berry moved, seconded by Kathryn Zalewski, 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 AND RATIFICATION OF EXAMINATIONS,  
LICENSES AND CERTIFICATES**

**MOTION:** Shari Berry moved, seconded by Barbara Carter, to delegate ratification of examination results to DSPS staff and to delegate and ratify all licenses and certificates as issued. Motion carried unanimously.

**ADJOURNMENT**

**MOTION:** Barbara Carter moved, seconded by Kathryn Zalewski, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 11:22 a.m.

DRAFT

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

**AGENDA REQUEST FORM**

1) Name and title of person submitting the request: <b>DSPS</b>		2) Date when request submitted: 1/31/22 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: <b>Physical Therapy Examining Board</b>			
4) Meeting Date: 2/9/22	5) Attachments: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	6) How should the item be titled on the agenda page? <b>Introduction of Peter Schramm, DSPS Office of Education and Examinations License Examination Specialist Senior</b>	
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 <a href="#">Appearance Request</a> for Non-DSPS Staff)</i>  <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	9) Name of Case Advisor(s), if applicable: N/A	
10) Describe the issue and action that should be addressed: <b>Pete Schramm will introduce himself to the Board as its OEE Exam specialist.</b>			
11) <b>Authorization</b>			
<b>Tom Ryan on behalf of John Greany</b>		<b>1/6/22</b>	
Signature of person making this request		Date	
<b>THR for JG</b>		<b>1/6/22</b>	
Supervisor (Only required for post agenda deadline items)		Date	
Executive Director signature (Indicates approval for post agenda deadline items)		Date	
Directions for including supporting documents: 1. This form should be saved with any other documents submitted to the <a href="#">Agenda Items</a> folders. 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**

<b>1) Name and title of person submitting the request:</b> Kimberly Wood, Program Assistant Supervisor-Adv. on behalf of Division of Policy Development Executive Directors		<b>2) Date when request submitted:</b> 12/13/2021 Items will be considered late if submitted after 12:00 p.m. on the deadline date which is 8 business days before the meeting	
<b>3) Name of Board, Committee, Council, Sections:</b> All Boards			
<b>4) Meeting Date:</b> First Meeting of 2022	<b>5) Attachments:</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<b>6) How should the item be titled on the agenda page?</b> Annual Policy Review	
<b>7) Place Item in:</b> <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session	<b>8) Is an appearance before the Board being scheduled?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<b>9) Name of Case Advisor(s), if applicable:</b> N/A	
<b>10) Describe the issue and action that should be addressed:</b> Please be advised of the following Annual Policy Review items: <ol style="list-style-type: none"> <li>1. <b>Attendance/Quorum:</b> Thank you for your service and for your commitment to meeting attendance. If you cannot attend a meeting or if you have scheduling conflicts impacting your attendance, please let us know ASAP. Timely notification is appreciated as quorum is required for our Boards, Sections and Councils to meet pursuant to Open Meetings Law.</li> <li>2. <b>Walking Quorum:</b> Board/Section/Council members must not collectively discuss the body's business outside of a properly noticed meeting. Should several members of a body do so, the members could be violating the open meetings law.</li> <li>3. <b>Agenda Deadlines:</b> Please communicate agenda topics to your Executive Director before the agenda submission deadline which is at 12:00 pm, 8 business days prior to a meeting. (Attachment: Timeline of a Meeting)</li> <li>4. <b>Travel Voucher and Per Diem Submissions:</b> Please submit all Per Diem and Reimbursement claims to DSPS within 30 days of the close of each month in which expenses are incurred. (Attachments: Per Diem Example, Travel Voucher Example)</li> <li>5. <b>Lodging Accommodations/Hotel Cancellation Policy:</b> Lodging accommodations are available to eligible members. Standard eligibility: member must leave home before 6:00 a.m. to attend a meeting by the scheduled start time.                         <ul style="list-style-type: none"> <li>• If a member cannot attend a meeting it is their responsibility to cancel their reservation within the applicable cancellation timeframe. If a meeting is changed to occur remotely or is cancelled or rescheduled DSPS staff will cancel or modify reservations as appropriate.</li> </ul> </li> <li>6. <b>Inclement Weather Policy:</b> In the event of inclement weather the agency may change a meeting from an in-person venue to one that is executed remotely.</li> </ol>			
<b>11) Authorization</b>			
<b>Kimberly Wood</b>		<b>12/13/2021</b>	
Signature of person making this request		Date	
Supervisor (Only required for post agenda deadline items)		Date	
Executive Director signature (Indicates approval for post agenda deadline items)		Date	
<b>Directions for including supporting documents:</b> <ol style="list-style-type: none"> <li>1. This form should be saved with any other documents submitted to the <a href="#">Agenda Items</a> folders.</li> <li>2. Post Agenda Deadline items must be authorized by a Supervisor and the Policy Development Executive Director.</li> <li>3. If necessary, provide original documents needing Board Chairperson signature to the Bureau Assistant prior to the start of a meeting.</li> </ol>			

## Timeline of a Meeting

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**8 business days prior to the meeting:** All agenda materials are due to the Department by 12:00 pm, 8 business days prior to the meeting date.

**7 business days prior to the meeting:** The draft agenda page is due to the Executive Director. The Executive Director transmits to the Chair for review and approval.

**5 business days prior to the meeting:** The approved agenda is returned to the Bureau Assistant for agenda packet production and compilation.

**4 business days prior to the meeting:** Agenda packets are posted on the DSPS Board SharePoint site and on the Department website.

### Agenda Item Examples:

- Approval of the Agenda and Minutes (from the last meeting)
- Open Session Items
  - Public Hearings (on Admin Rules)
  - Administrative Matters
  - Legislation and Policy Matters
  - Administrative Rules Matters
  - Credentialing Matters
  - Education and Exam Issues
  - Public Agenda Requests
  - Current Issues Affecting the Profession
  - Public Comments
- Closed Session items
  - Deliberations on Proposed Disciplinary Actions
    - Stipulations
    - Administrative Warnings
    - Case Closings
    - Monitoring Matters
    - Professional Assistance Procedure (PAP) Issues
  - Proposed Final Decisions and Orders
  - Orders Fixing Costs/Matters Relating to Costs
  - Credentialing Matters
  - Education and Exam Issues

**Thursday of the Week Prior to the Meeting:** Agendas are published for public notice on the Public Notices and Meeting Minutes website: [publicmeetings.wi.gov](http://publicmeetings.wi.gov).

**1 business day after the Meeting:** "Action" lists are distributed by staff detailing board actions on closed session business.

**5 business days after the Meeting:** "To Do" lists are distributed to staff to ensure that board decisions are acted on and/or implemented within the appropriate divisions in the Department. Minutes approved by the board are published on the the Public Notices and Meeting Minutes website: [publicmeetings.wi.gov](http://publicmeetings.wi.gov).

# Department of Safety and Professional Services

## PER DIEM REPORT

**INSTRUCTIONS:** Claimant records board-related activities by entering the date of an activity, the duration of time spent in that activity, the relevant purpose code (see purpose code descriptions below), where the activity is conducted, and the type of activity performed. Only one (1) \$25.00 per diem payment can be issued on any given calendar day.

**Purpose Codes:**

- A. Official meetings including video/teleconference calls** (automatic day of per diem): i.e., board, committee, board training or screening panels; **Hearings**, i.e., Senate Confirmation, legislative, disciplinary or informal settlement conferences; **Examinations and Test Development Sessions**, i.e., test administration, test review or analysis events, national testing events, tour of test facilities, etc.)
- B. Other** (One (1) per diem will be issued for every five (5) hours spent in category B, per calendar month): i.e., review of disciplinary cases, consultation on cases, review of meeting materials, board liaison work e.g., contacts regarding Monitoring, Professional Assistance Procedure, Credentialing, Education and Examinations

NAME OF EXAMINING BOARD OR COUNCIL			BOARD OR COUNCIL MEMBER'S NAME	
<b>EXAMPLE EXAMINING BOARD</b>			<b>MARY SUNSHINE</b>	
Activity Date	Duration of Activity	Purpose Code	Where Performed	Activity
MM/DD/YY	Hours/Minutes	A or B	City/Location (Home, Work, DSPS)	Describe Activity Performed (see purpose codes)
12/2/20	2 hrs	B	Pleasant Prairie/Home	Review of screening panel materials
12/3/20	2 hr / 30 mins	B	Pleasant Prairie/Home	Review of screening panel materials
12/10/20	1 hr	A	Pleasant Prairie/Home	Screening Panel Meeting - Teleconference
12/12/20	1 hr / 30 mins	B	Pleasant Prairie/Home	Case consultation
12/13/20	1 hr	B	Pleasant Prairie/Home	Liaison: Application Review
12/16/20	6 hrs	A	Madison/DSPS	Board Member Training
				<p><b>The 5-hour rule applies to "B" code activities. Add the 'B' codes within the calendar month and then divide by five (5) hours to calculate your per diem payment. In this case the total is seven (7) hours which equals one (1) day of per diem.</b></p> <p><b>Each 'A' code is an automatic day of per diem regardless of time spent in that activity. Ms. Sunshine is eligible for two (2) additional days of payment.</b></p> <p><b>Department staff completes the fields titled "Total Days Claimed".</b></p>
<b>CLAIMANT'S CERTIFICATION</b>			Comments:	
The undersigned certifies, in accordance with § 16.53, Wis. Stats., that this account for per diem, is just and correct; and that this claim is for service necessarily incurred in the performance of duties required by the State, as authorized by law.				
<i>Mary Sunshine</i>		1/4/2021		
Claimant's Signature	Date	Supervisor	Date	

EMPL ID: 100012345-0

To be completed by Department staff: **TOTAL DAYS CLAIMED: 3 @ \$25.00 = 75.00**



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

**AGENDA REQUEST FORM**

<b>1) Name and title of person submitting the request:</b> Katlin Schwartz, Bureau Assistant		<b>2) Date when request submitted:</b> 12/14/2021 Items will be considered late if submitted after 12:00 p.m. on the deadline date which is 8 business days before the meeting									
<b>3) Name of Board, Committee, Council, Sections:</b> Physical Therapy Examining Board											
<b>4) Meeting Date:</b> 2/9/2022	<b>5) Attachments:</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<b>6) How should the item be titled on the agenda page?</b> Administrative Matters <ul style="list-style-type: none"> <li>• Election of Officers, Appointment of Liaisons and Alternates, Delegation of Authorities</li> </ul>									
<b>7) Place Item in:</b> <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session	<b>8) Is an appearance before the Board being scheduled?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<b>9) Name of Case Advisor(s), if applicable:</b> N/A									
<b>10) Describe the issue and action that should be addressed:</b> 1) The Board, Council or Section should conduct Election Officers: Chairperson, Vice Chairperson & Secretary 2) The newly elected Chairperson should review and appoint/reappoint Liaisons and Alternates as appropriate 3) The Board should review and then consider its existing delegated authorities including any modification of these delegations and any proposals for additional delegations.											
<b>11) Authorization</b> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%; border-bottom: 1px solid black;">Katlin Schwartz</td> <td style="width: 30%; border-bottom: 1px solid black; text-align: right;">12/14/2021</td> </tr> <tr> <td style="border-bottom: 1px solid black;">Signature of person making this request</td> <td style="border-bottom: 1px solid black; text-align: right;">Date</td> </tr> <tr> <td style="border-bottom: 1px solid black;">Supervisor (Only required for post agenda deadline items)</td> <td style="border-bottom: 1px solid black; text-align: right;">Date</td> </tr> <tr> <td style="border-bottom: 1px solid black;">Executive Director signature (Indicates approval for post agenda deadline items)</td> <td style="border-bottom: 1px solid black; text-align: right;">Date</td> </tr> </table>				Katlin Schwartz	12/14/2021	Signature of person making this request	Date	Supervisor (Only required for post agenda deadline items)	Date	Executive Director signature (Indicates approval for post agenda deadline items)	Date
Katlin Schwartz	12/14/2021										
Signature of person making this request	Date										
Supervisor (Only required for post agenda deadline items)	Date										
Executive Director signature (Indicates approval for post agenda deadline items)	Date										
<b>Directions for including supporting documents:</b> 1. This form should be saved with any other documents submitted to the <a href="#">Agenda Items</a> folders. 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.											

## PHYSICAL THERAPY EXAMINING BOARD

### 2021 Elections and Liaison Appointments

ELECTION RESULTS	
<b>Chairperson</b>	John Greany
<b>Vice Chairperson</b>	Kathryn Zalewski
<b>Secretary</b>	Barbara Carter

### Appointment of Liaisons and Alternates

LIAISON APPOINTMENTS	
<b>Credentialing Liaison(s)</b>	John Greany, Kathryn Zalewski <i>Alternate: Barbara Carter</i>
<b>Education and Examinations Liaison(s)</b>	Barbara Carter, John Greany <i>Alternate: Kathryn Zalewski</i>
<b>Continuing Education Hardship Liaison(s)</b>	John Greany <i>Alternate: Shari Berry</i>
<b>Monitoring Liaison(s)</b>	Todd McEldowney <i>Alternate: John Greany</i>
<b>Professional Assistance Procedure (PAP) Liaison(s)</b>	John Greany <i>Alternate: Todd McEldowney</i>
<b>Legislative Liaison(s)</b>	John Greany <i>Alternate: Kathryn Zalewski</i>
<b>Travel Liaison(s)</b>	Barbara Carter <i>Alternate: John Greany</i>
<b>Rules Liaison(s)</b>	John Greany <i>Alternate: Kathryn Zalewski</i>
<b>Website Liaison(s)</b>	Barbara Carter <i>Alternate: Todd McEldowney</i>
<b>Screening Panel</b>	John Greany, Todd McEldowney <i>Alternate: Kathryn Zalewski</i>

## **Delegation of Authorities**

### ***Document Signature Delegations***

**MOTION:** Shari Berry moved, seconded by Kathryn Zalewski, to delegate authority to the Chairperson (or in absence of the Chairperson, the highest-ranking officer or longest serving board member in that succession) to sign documents on behalf of the Board in order to carry out its duties. Motion carried unanimously.

**MOTION:** Shari Berry moved, seconded by Barbara Carter, in order to carry out duties of the Board, the Chairperson (or in absence of the Chairperson, the highest-ranking officer or longest serving board member in that succession) has the ability to delegate signature authority for purposes of facilitating the completion of assignments during or between meetings. The members of the Board hereby delegate to the Executive Director or DPD Division Administrator, the authority to sign on behalf of a board member as necessary. Motion carried unanimously.

### ***Delegated Authority for Urgent Matters***

**MOTION:** Shari Berry moved, seconded by Kathryn Zalewski, that in order to facilitate the completion of urgent matters between meetings, the Board delegates its authority to the Chairperson (or, in the absence of the Chairperson, the highest-ranking officer or longest serving board member in that succession), to appoint liaisons to the Department to act in urgent matters. Motion carried unanimously.

### ***Delegation to Chief Legal Counsel Due to Loss of Quorum***

**MOTION:** Shari Berry moved, seconded by Kathryn Zalewski, to delegate the review and authority to act on of disciplinary cases to the Department's Chief Legal Counsel due to lack of/loss of quorum after two consecutive meetings. Motion carried unanimously.

### ***Monitoring Delegations***

#### **Delegation of Authorities for Monitoring**

**MOTION:** Kathryn Zalewski moved, seconded by Shari Berry, to adopt the "Roles and Authorities Delegated for Monitoring" document as presented in the February 3, 2021 agenda materials on pages 17-18. Motion carried unanimously.

### **Delegation of Authorities for Legal Counsel to Sign Monitoring Orders**

**MOTION:** Barbara Carter moved, seconded by Kathryn Zalewski, to delegate to Legal Counsel the authority to sign Monitoring orders that result from Board meetings on behalf of the Board Chairperson. Motion carried unanimously.

### ***Credentialing Authority Delegations***

#### **Delegation of Authority to Credentialing Liaison**

**MOTION:** Shari Berry moved, seconded by Barbara Carter, to delegate authority to the Credentialing Liaison(s) to serve as a liaison between the Department and the Board and to act on behalf of the Board in regard to credentialing applications or questions presented to them, including the signing of documents related to applications. Motion carried unanimously.

#### **Delegation of Authority to DSPS When Credentialing Criteria is Met**

**MOTION:** Shari Berry moved, seconded by Kathryn Zalewski, to delegate credentialing authority to the Department to act upon applications that meet all credentialing statutory and regulatory requirements without Board or Board liaison review. Motion carried unanimously.

#### **Delegation of Authority for Predetermination Reviews**

**MOTION:** Todd McEldowney moved, seconded by Barbara Carter, to delegate authority to the Department Attorneys to make decisions regarding predetermination applications pursuant to Wis. Stat. § 111.335(4)(f). Motion carried unanimously.

#### **Delegation of Authority for Conviction Reviews**

**MOTION:** Shari Berry moved, seconded by Kathryn Zalewski, to delegate authority to the Department Attorneys to review and approve applications with convictions which are not substantially related to the practice of physical therapy. Motion carried unanimously.

#### **Delegation to DSPS When Applicant's History Has Been Previously Reviewed**

**MOTION:** Shari Berry moved, seconded by Kathryn Zalewski, to delegate authority to Department staff to approve applications where criminal background checks have been approved for a previous physical therapy credential and there is no new conviction record. Motion carried unanimously.



### **Delegated Authority for Application Denial Reviews**

**MOTION:** Shari Berry moved, seconded by Kathryn Zalewski, that the Department's Attorney Supervisors are authorized to serve as the Board's designee for purposes of reviewing and acting on requests for hearing as a result of a denial of a credential. Motion carried unanimously.

#### ***Pre-Screening Delegation to Open Cases***

**MOTION:** Shari Berry moved, seconded by Barbara Carter, to delegate pre-screening decision making authority to the DSPS screening attorney for opening cases as outlined below:

1. OWIs of 3 or more that occurred in the last 5 years.
2. Reciprocal discipline cases.
3. Impairment and/or diversion at work that includes a positive drug/alcohol test or admission by respondent.
4. Conviction of a misdemeanor or felony that the attorney believes is substantially related and is not otherwise excluded from consideration via Wis. Stat. ch. 111.
5. No response from the respondent after intake requested a response (case would be opened for the failure to respond issue as well as the merits).

Motion carried unanimously.

#### ***Pre-Screening Delegation to Close Cases***

**MOTION:** Shari Berry moved, seconded by Kathryn Zalewski, to delegate pre-screening decision making authority to the DSPS screening attorney for closing cases as outlined below:

1. One OWI that is non-work related and if AODA assessment completed, assessment does not indicate dependency.
2. Complaints that even if allegations are true, do not amount to a violation of law or rules.

Motion carried unanimously.

#### ***Voluntary Surrenders***

**MOTION:** Shari Berry moved, seconded by Kathryn Zalewski, to delegate authority to the assigned case advisor to accept or refuse a request for voluntary surrender pursuant to Wis. Stat. § 440.19 for a credential holder who has a pending complaint or disciplinary matter. Motion carried unanimously.

***Education and Examination Liaison(s) Delegation***

**MOTION:** Shari Berry moved, seconded by Barbara Carter, to delegate authority to the Education and Examination Liaison(s) to address all issues related to education, continuing education, and examinations. Motion carried unanimously.

***Authorization for DSPS to Provide Board Member Contact Information to National Regulatory Related Bodies***

**MOTION:** Shari Berry moved, seconded by Barbara Carter, to authorize DSPS staff to provide national regulatory related bodies with all board member contact information that DSPS retains on file. Motion carried unanimously.

***Optional Renewal Notice Insert Delegation***

**MOTION:** Shari Berry moved, seconded by Kathryn Zalewski, to designate the Chairperson (or, in the absence of the Chairperson, the highest-ranking officer or longest serving board member in that succession) to provide a brief statement or link relating to board-related business within the license renewal notice at the Board's or Board designee's request. Motion carried unanimously.

***Rules Liaison(s) Delegation***

**MOTION:** Shari Berry moved, seconded by Kathryn Zalewski, to grant the Rules Liaison(s) the ability to address all rulemaking as related to drafting and making recommendations to the full Board. Motion carried unanimously.

***Legislative Liaison(s) Delegation***

**MOTION:** Barbara Carter moved, seconded by Shari Berry, to delegate authority to the Legislative Liaison(s) to speak on behalf of the Board regarding legislative matters. Motion carried unanimously.

***Travel Liaison(s) Delegation***

**MOTION:** Kathryn Zalewski moved, seconded by Shari Berry, to delegate authority to the Travel Liaison(s) to approve any board member travel. Motion carried unanimously.

## **Roles and Authorities Delegated for Monitoring**

The Monitoring Liaison (“Liaison”) is a Board/Section designee who works with department monitors (“Monitor”) to enforce Board/Section orders as explained below.

### **Authorities Delegated to the Monitoring Liaison**

The Liaison may take the following actions on behalf of the Board/Section:

1. Grant a temporary reduction in random drug screen frequency upon Respondent’s request if he/she is unemployed and is otherwise compliant with Board/Section order. The temporary reduction will be in effect until Respondent secures employment in the profession. The Department Monitor (“Monitor”) will draft an order and sign on behalf of the Liaison.
2. Grant a stay of suspension if Respondent is eligible per the Board/Section order. The Monitor will draft an order and sign on behalf of the Liaison.
3. Remove the stay of suspension if there are repeated violations or a substantial violation of the Board/Section order. In conjunction with removal of any stay of suspension, the Liaison may prohibit Respondent from seeking reinstatement of the stay for a specified period of time. The Monitor will draft an order and sign on behalf of the Liaison.
4. Grant or deny approval when Respondent proposes continuing/disciplinary/remedial education courses, treatment providers, mentors, supervisors, change of employment, etc. unless the order specifically requires full-Board/Section approval.
5. Grant a maximum of one 90-day extension, if warranted and requested in writing by Respondent, to complete Board/Section-ordered continuing/disciplinary/remedial education.
6. Grant a maximum of one extension or payment plan for proceeding costs and/or forfeitures if warranted and requested in writing by Respondent.
7. Grant a maximum of one extension, if warranted and requested in writing by Respondent, to complete a Board/Section-ordered evaluation or exam.
8. Grant full reinstatement of licensure if Respondent has fully complied with all terms of the order without deviation. The Monitor will draft an order and obtain written authorization from the Liaison to sign on their behalf.
9. Grant or deny a request to appear before the Board/Section in closed session.
10. The Liaison may determine whether Respondent’s petition is eligible for consideration by the full Board/Section.
11. *(Except Pharmacy and Medical)* Accept Respondent’s written request to surrender credential. If accepted by the Liaison, Monitor will consult with Board Counsel to determine if a stipulation is necessary. If a stipulation is not necessary, Monitor will draft an order and sign on behalf of the Liaison. If denied by the Liaison, the request to surrender credential will go to the full Board for review.

12. Grant Respondent's petition for a reduction in drug screens per the standard schedule, below. If approved, Monitor will draft an order and sign on behalf of the Liaison. Orders that do not start at 49 screens will still follow the same standard schedule.
  - a. Initial: 49 screens (including 1 hair test, if required by original order)
  - b. 1st Reduction: 36 screens (plus 1 hair test, if required by original order)
  - c. 2nd Reduction: 28 screens plus 1 hair test
  - d. 3rd Reduction: 14 screens plus 1 hair test
13. (*Dentistry only*) Ability to approve or deny all requests from a respondent.
14. The Liaison may approve or deny Respondent's request to be excused from drug and alcohol testing for work, travel, etc.

### **Authorities Delegated to the Department Monitor**

The Monitor may take the following actions on behalf of the Board/Section, draft an order and sign:

- 1) Grant full reinstatement of licensure if education is the sole condition of the limitation and Respondent has submitted the required proof of completion for approved courses.
- 2) Suspend the license if Respondent has not completed Board/Section-ordered education and/or paid costs and forfeitures within the time specified by the Board/Section order. The Monitor may remove the suspension and issue an order when proof of completion and/or payment have been received.
- 3) Suspend the license (or remove stay of suspension) if Respondent fails to enroll and participate in an Approved Program for drug and alcohol testing within 30 days of the order, or if Respondent ceases participation in the Approved Program without Board approval. This delegated authority only pertains to respondents who must comply with drug and/or alcohol testing requirements.
- 4) **Grant or deny approval when Respondent proposes treatment providers [, mentors, supervisors, etc.] unless the Order specifically requires full-Board/Section or Board designee approval.**

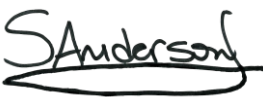
### **Authorities Delegated to Board Legal Counsel**

Board Legal Counsel may take the following actions on behalf of the Board/Section:

1. Sign Monitoring orders that result from Board/Section meetings on behalf of the Board/Section Chair.
-

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

**AGENDA REQUEST FORM**

<b>1) Name and title of person submitting the request:</b> Sofia Anderson		<b>2) Date when request submitted:</b> 01/27/2022 <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>	
<b>3) Name of Board, Committee, Council, Sections:</b> Physical Therapy Examining Board			
<b>4) Meeting Date:</b> February 9, 2022	<b>5) Attachments:</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<b>6) How should the item be titled on the agenda page?</b> Administrative Rules Matters – Discussion and Consideration  1. Extension discussion: EmR 2128 PT 1 and 5, relation to supervision of Physical Therapy Assistants.  2. Possible and pending rulemaking projects.	
<b>7) Place Item in:</b> <input type="checkbox"/> Open Session <input type="checkbox"/> Closed Session	<b>8) Is an appearance before the Board being scheduled?</b> <i>(If yes, please complete <a href="#">Appearance Request</a> for Non-DSPS Staff)</i>  <input type="checkbox"/> Yes <input type="checkbox"/> No	<b>9) Name of Case Advisor(s), if required:</b>	
<b>10) Describe the issue and action that should be addressed:</b>  N/A			
<b>11) Authorization</b>			
		1/27/2022	
Signature of person making this request		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**

<b>1) Name and title of person submitting the request:</b> John Greany, Board Chair		<b>2) Date when request submitted:</b> 1/20/22 Items will be considered late if submitted after 12:00 p.m. on the deadline date which is 8 business days before the meeting	
<b>3) Name of Board, Committee, Council, Sections:</b> Physical Therapy Examining Board			
<b>4) Meeting Date:</b> 2/9/22	<b>5) Attachments:</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<b>6) How should the item be titled on the agenda page?</b> Review of the Physical Therapy Examining Board's Annual Review	
<b>7) Place Item in:</b> <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session	<b>8) Is an appearance before the Board being scheduled?</b> <i>(If yes, please complete <a href="#">Appearance Request</a> for Non-DSPS Staff)</i>  <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<b>9) Name of Case Advisor(s), if applicable:</b> N/A	
<b>10) Describe the issue and action that should be addressed:</b> The Board will review and consider adopting the 2021 Annual Review.			
<b>11) Authorization</b>			
Tom Ryan on behalf of John Greany		1/28/22	
Signature of person making this request		Date	
Supervisor (Only required for post agenda deadline items)		Date	
Executive Director signature (Indicates approval for post agenda deadline items)		Date	
<b>Directions for including supporting documents:</b> 1. This form should be saved with any other documents submitted to the <a href="#">Agenda Items</a> folders. 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.			

## Physical Therapy Examining Board

### 2021 Annual Review

- **Board Members in 2021:** Shari Berry, PT (Tomah); Barbara Carter, PTA (Black River Falls); John Greany, PT (La Crosse); Todd McEldowney, Public Member (Rhinelander); and Kathryn Zalewski, PT (Milwaukee).
- **Officers in 2021:** John Greany (Chair), Kathryn Zalewski (Vice Chair), and Barbara Carter (Secretary).
- **2021 Liaison Appointments:**
  - Credentialing – John Greany, Kathryn Zalewski (Alternate – Barbara Carter)
  - Monitoring – Todd McEldowney (Alternate – John Greany)
  - Education and Exams – John Greany, Barbara Carter (Alternate – Kathryn Zalewski)
  - Legislative – John Greany (Alternate – Kathryn Zalewski)
  - Travel – Barbara Carter (Alternate – John Greany)
  - Administrative Rules – John Greany (Alternate – Kathryn Zalewski)
  - Website – Barbara Carter (Alternate – Todd McEldowney)
  - Professional Assistance Procedure – John Greany (Alternate – Todd McEldowney)
  - Screening Panel – Todd McEldowney, John Greany (Alternate – Kathryn Zalewski)
  - Licensure Compact – Kathryn Zalewski
- **PT Compact Implementation:**

The PT Licensure Compact Law was enacted in Wisconsin (2019 Wisconsin Act 100) on February 5<sup>th</sup>, 2020, which included the addition of Subchapter X, Wis. Stat. s.448.985 to Chapter 448 in the Medical Practice Act.

  - The board wrote and submitted rules related to the Compact. The following rule project is complete and effective as of July 2, 2021:
    - CR #20-056: PT 1 to 10, Implementation of the Physical Therapy Licensure Compact
  - The Department actively worked all year on identifying and securing operational needs to issue and accept Compact privileges. Full participation is anticipated in 2022.
- **Administrative Rules:**

The board wrote and submitted rules related to PT Chapter 1, relating to Reciprocal Credentials for Service Members, Former Service Members, and Their Spouses.

  - The following rule project is complete and effective as of July 1, 2021:
    - CR #20-054: PT 1, Reciprocal Credentials for Service Members, Former Service Members, and their Spouses (2019 WI Act 143)
  - Wis. Stat. s. 448.52 (1m) (c) was amended by 2019 Wisconsin Act 138 on March 3, 2020 to permit the Board to write rules related to the supervision of students who perform physical therapy procedures and related tasks. The current statute is as follows:

- 448.52 (1m) (c) A physical therapy student or a physical therapist assistant student performing physical therapy procedures and related tasks, if doing so is within the scope of the student's education or training. The examining board may promulgate rules related to the supervision of students who perform physical therapy procedures and related tasks.
    - The following rule project, which implements the statute, is complete and effective as of July 1, 2021:
      - CR #20-055: PT 1, 5, and 7, Supervision of Students
    - Other rules in-progress:
      - PT 1 and 5, Supervision of Physical Therapist Assistants
        - Emergency Rule #EmR2128 – effective 11/24/21-04/22/22
        - Permanent Rule CR #21-079 – anticipated effective date in early 2022
  - **Conference, Training and Special Meetings:**
    - Kathryn Zalewski (alternate delegate) attended the virtual **2021 Federation of State Boards of Physical Therapy (FSBPT) Leadership Issues Forum (LIF)** – July 18-19, 2021.
    - John Greany (Delegate), Kathryn Zalewski (Alternate Delegate) attended the virtual presentation of the **2021 FSBPT Annual Meeting and Delegate Assembly** – October 22-24, 2021.
    - John Greany met with DSPS Secretary Crim on August 26, 2021 while the Secretary was traveling in the state to meet with DSPS stakeholders.

<b><u>Licensing Activity</u></b>	<u>PT</u>	<u>PTA</u>
Applications Received	449	132
Licenses Issued	381	133
License Renewals	6,305	2,133

<b><u>Covid Temp Permits</u></b>		
Emergency Order 16 temp permit totals:	44	1
Emergency Order 2 temp permit totals:	9	1
Act 10 credential totals:	28	1

- **Enforcement Activity (PT and PTA)**

- **Complaints received:**

- Source of complaints received (*Note: A complaint may have more than one source*):

- Consumer: 6
      - Family: 2
      - Federation of State Boards of Physical Therapy: 1
      - Government Agency – State of Wisconsin
        - Department of Health Services: 12
        - Department of Safety and Professional Services: 1
        - Office of Commissioner of Insurance: 1
      - Licensee: 2



- Number of respondents involved: 24
- Number of cases opened for investigation: 4

*Note: There are 5 complaints in the "Complaint Received" status (as of 01/21/2022) therefore, they are not included in this answer.*

**Total cases/respondents closed:**

*Note: Cases/respondents closed in 2021 may have been received in previous years.*

- Closed at screening: 19
- Closed after investigation: 6 (3 were issued an Administrative Warning)
- Closed with formal action: 0

**Cases pending as of January 2022: 1 0**

**Projects for 2022:**

- Develop master document with scheduled activities for review of Jurisprudence exam questions and oral examination. Review alternatives for oral examinations for applicants out of practice more than 3 years.
- Review of Credentialling processes for applicants with Compact privileges and Foreign Educated Physical Therapists.
- Review website instructions for compact licensure.
- Monitor credentialling software changes to address delays and ongoing updates to application status.

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

**AGENDA REQUEST FORM**

1) Name and title of person submitting the request: John Greany, Board Chair		2) Date when request submitted: 1/6/22 <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: Physical Therapy Examining Board			
4) Meeting Date: 2/9/22	5) Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page? Physical Therapy Licensure Compact – Board Discussion	
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 <a href="#">Appearance Request</a> for Non-DSPS Staff)</i>  <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	9) Name of Case Advisor(s), if applicable: N/A	
10) Describe the issue and action that should be addressed: The Board will discuss the PT Compact.			
11) <b>Authorization</b>			
<b>Tom Ryan on behalf of John Greany</b>		<b>1/6/22</b>	
Signature of person making this request		Date	
THR for JG		<b>1/6/22</b>	
Supervisor (Only required for post agenda deadline items)		Date	
Executive Director signature (Indicates approval for post agenda deadline items)		Date	
Directions for including supporting documents: 1. This form should be saved with any other documents submitted to the <a href="#">Agenda Items</a> folders. 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.			



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PRESS RELEASE—CONTACT DPS NEWSROOM AT (608) 576-2491

November 18, 2021

## **DSPS Announces New Partnership with MTX Group to Modernize Licensing with Salesforce and mavQ Technology**

**MADISON, Wis.** – The Department of Safety and Professional Services (DPS) is partnering with MTX Group to further modernize its occupational credentialing process using Salesforce technology. This project is designed to move paper applications online for registered nurses, physicians, pharmacists, dentists, and other health care professionals, which together account for more than half of the agency’s total licensing volume. This will help streamline the application process and expedite decisions for individuals who have met all professional requirements and are ready to enter the health care workforce.

This is the second collaboration with MTX, which began work to automate data entry and document management tasks with its mavQ artificial intelligence platform in October. In this project, MTX will work closely with DPS to tailor the Salesforce Licensing, Permitting, and Inspection Solutions to agency operations. It will help further automate aspects of the credentialing process, particularly those steps that remain largely paper-based and manual. This will help the DPS team reduce errors, improve efficiency, and free staff members to focus on higher-level efforts, including application evaluation and customer interaction.

“This strategy will position our staff to be more effective, and that will enable us to deliver better service to all the people seeking to obtain or renew a license in Wisconsin,” said DPS Secretary Dawn Crim. “When we talk about modernizing the agency, this is it. This is what we need to do to operate the way our customers expect and deserve.”

The project plans to deliver a tailored online portal with an accessible and intuitive interface for applicants and staff. It also aims to enable online application, allow electronic signatures, and offer secure, online payment. Advanced reporting features of the built solution will help DPS track revenue figures as well as robust data about the licensing process and individual professions.

“We are proud to play a role in such important work,” said Tommie Fern, Senior VP, Public Sector Sales State and Local. “The Wisconsin DPS team provides a great example for how the industry at large can digitize and modernize the way people enter the workforce. We are excited to celebrate a mission-critical investment that will support people in pursuing their dreams and helping their communities.”

DPS plans to eventually transition all DPS credentials online. This is a major step forward for the high-volume agency that issues more than 240 unique occupational licenses in dozens of industries and fields, for which it handled nearly a half million applications and renewals in the last biennium alone.

“Our list is long, our workload is heavy, and both continue to grow,” Crim said. “This project will be transformational. While it will make a tremendous difference for our staff, it will be most significant to our customers who want to get into the licensed workforce and remain in the licensed workforce.”

MTX has worked with states across the country on a wide range of government services in a variety of sectors, including licensing, transportation, health services, and more.

“At MTX, we prioritize putting people first and creating improved happiness, health, and economic outcomes,” said MTX Founder & CEO Das Nobel. “Our mavQ offering will accelerate the safe entry and re-entry for professionals into the workforce, translating to faster earning potential for Wisconsinites, a promotion to the local economy, and overall improvement for the health care ecosystem.”

The Department of Safety and Professional Services issues more than 240 unique licenses, administers dozens of boards and councils that regulate professions, enforces state building codes, runs the state fire prevention program, and maintains the award-winning Wisconsin Enhanced Prescription Drug Monitoring Program, which is a key tool in the multi-faceted public health campaign to address the opioid epidemic. A fee-based agency, the Department of Safety and Professional Services is self-sustaining and receives no general fund tax dollars for its day-to-day operations. With five offices and 250 employees throughout Wisconsin, DSPS collaborates with constituents and stakeholders across a wide range of industries to promote safety and advance the economy.

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Jennifer Garrett, Communications Director, Wisconsin Department of Safety and Professional Services, (608) 576-2491, [Jennifer.garrett@wisconsin.gov](mailto:Jennifer.garrett@wisconsin.gov)

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

**AGENDA REQUEST FORM**

<b>1) Name and title of person submitting the request:</b> Katlin Schwartz, Bureau Assistant		<b>2) Date when request submitted:</b> 1/18/2022 Items will be considered late if submitted after 12:00 p.m. on the deadline date which is 8 business days before the meeting	
<b>3) Name of Board, Committee, Council, Sections:</b> Physical Therapy Examining Board			
<b>4) Meeting Date:</b> 2/9/2022	<b>5) Attachments:</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<b>6) How should the item be titled on the agenda page?</b> Speaking Engagements, Travel, Public Relation Requests, and Reports <ul style="list-style-type: none"> <li>Consideration of Attendance: FSBPT Board Member and Administrator Training – May 20-22, 2022 – Alexandria, VA</li> <li>Consideration of Attendance: FSBPT Leadership Issues Forum (LIF) – July 23-24, 2022 – Alexandria, VA</li> <li>Consideration of Attendance: 2022 FSBPT Annual Meeting – October 27-29, 2022 – Orange County, CA</li> </ul>	
<b>7) Place Item in:</b> <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session	<b>8) Is an appearance before the Board being scheduled?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<b>9) Name of Case Advisor(s), if applicable:</b> N/A	
<b>10) Describe the issue and action that should be addressed:</b> Consider whether the Board will designate someone to attend the conference. MOTION LANGUAGE: To designate NAME (as the Board’s delegate) to attend the Conference Title on Conference Dates MM DD - MM DD, YYYY in Conference City, State.  <a href="https://www.fsbpt.org/News-Events/Events/Meetings/Membership-Meetings-FAQs#del">https://www.fsbpt.org/News-Events/Events/Meetings/Membership-Meetings-FAQs#del</a>			
<b>11) Authorization</b>			
Katlin Schwartz		1/18/2022	
Signature of person making this request		Date	
Supervisor (Only required for post agenda deadline items)		Date	
Executive Director signature (Indicates approval for post agenda deadline items)		Date	
<b>Directions for including supporting documents:</b> 1. This form should be saved with any other documents submitted to the <a href="#">Agenda Items</a> folders. 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.			