

**BOARD OF MEDICAL EXAMINERS
OUTREACH COMMITTEE
(CONFERENCE CALL)
4th FLOOR LARGE CONFERENCE ROOM
301 S. PARK AVENUE, HELENA, MONTANA
DATE: July 17, 2012
TIME: 5:30 PM - Conclusion
DRAFT Minutes**

AMERICANS WITH DISABILITIES ACT:

The Department of Labor and Industry is committed to providing meeting access through reasonable accommodation under the Americans with Disabilities Act. Please contact the Board office prior to the proposed meeting date for further information.

ITEM 1: Call to Order

Ms. Carole Erickson called the meeting to order at 5:31p.m. Roll call was taken and a quorum was present.

Members Present: Ms. Carole Erickson (Chair), Ms. Pat Bollinger, Dr. Nathan Thomas

Members Absent: Dr. Dean Center, Dr. Kristin Spanjian

Staff Present: Mr. Ian Marquand, Ms. L'Joy Griebenow, Anne O'Leary, Esq.

Guests: Dr. Anna Earl, Dr. Mary Anne Guggenheim, Ms. Casey Blumenthal

ITEM 2: Review of Agenda

MOTION: Dr. Nathan Thomas made a motion to approve the July 17, 2012 agenda; Ms. Pat Bollinger seconded the motion. Motion passed.

ITEM 3: Approval of December 7, 2011 Meeting Minutes

The committee reviewed the December 7, 2011 meeting minutes.

MOTION: Ms. Pat Bollinger made a motion to approve the December 7, 2011 meeting minutes; Ms. Carole Erickson seconded the motion. Motion passed.

ITEM 4: Open Forum: Public Comment

PUBLIC COMMENT STATEMENT:

In accordance with 2-3-103(1), MCA, the Board will hold a public comment period. Please note that Open Forum is the public's opportunity to address the Committee on

any topic that is not on the agenda for this meeting. While the committee cannot take action on the issues presented, the committee will listen to comments and may ask the issue be placed on a subsequent agenda for possible action by the Board. The Chair of the committee will determine the amount of time allotted for public comment.

Ms. Erickson opened the meeting for public comment. There was no public comment.

ITEM 5: Licensee Communication

a) BOME Newsletter

b) Articles to MMA Newsletter

Ms. Erickson opened the committee's discussion of these items by noting that the purpose of creating the Outreach Committee was to open doors of communication with the legislature and to enhance communications to keep people informed. Overall strides have been made by publishing the Board of Medical Examiners Newsletter, and by Drs. Center and Spanjian submitting articles to the Montana Medical Association (MMA) newsletter.

The Committee discussed adding communications with the Montana Hospital Association (MHA) and the Montana Association of Medical Staff Services (MTAMSS) to the purview of the Committee's communication efforts.

ITEM 6: Report on Economic Affairs Interim Committee Meeting

Ms. Erickson provided an update of the numerous communication activities which have transpired since the last meeting of the committee. She noted that during recent meetings with various public associations and the EAIC a consistent message is that "we need expedited communication processes and customer service". She further observed that "the Board of Medical Examiners must take a leadership role in communication, in reviewing internal communication processes and extending white-glove treatment to people so that they know they are being heard and that they are receiving timely communications." Intra-departmental communications are critical.

The Committee discussed a proposed "wish list" received from outside agencies for possible implementation by the Board within the next year:

- The ability to check an application's progress online to assist staffing to identify missing information, enable staffing to facilitate obtaining the needed missing information, and motivate – as needed - physician applicants to take a more active role in moving respective applications forward.
- Adding a release form as part of the physician licensing application so that staffing can have permission from the physician to follow-up.

- Expedited licensing processes put into place for routine applications - which licensing would be valid for a limited period of time – possibly modeled after the process used by the North Carolina Medical Board.
- Improved communication including clearer steps for the application process
- Transition from U.S. mail to e-mail for more communications
- Prompt identification of missing parts upon receipt of an application with fee

The Committee discussed possible avenues and processes which might meet as many of these items as possible while staying within legislation, statutes, rules and the board's responsibility to protect the public.

The Committee observed that an additional advantage for educational efforts with medical staff coordinators would be to help the coordinators better understand what to look for in the applicants they are considering and thereby improve chances that the applicants they are seeking to hire are routine applicants. For example, staffing coordinators can help the licensing process by checking into the background of applicants they are seriously considering hiring to see whether there have been disciplinary actions taken against those applicants.

ITEM 7: Other Business

There was no other business.

ITEM 8: Recommendations to Full Board

The Committee discussed recommendations to include in its report during the July 20, 2012 meeting of the full board.

MOTION: Ms. Pat Bollinger made a motion to recommend to the full Board at its July 20, 2012 meeting that 1) the articles currently provided to the MMA newsletter be also provided to the Montana Hospital Association and the Montana Association of Medical Staffing Services, and 2) to consider sending the same articles to the members on a possible interested parties list. Dr. Nathan Thomas seconded the motion. Motion passed.

MOTION: Ms. Pat Bollinger made a motion to recommend to the full Board at its July 20, 2012 meeting that the Outreach Committee establish an outreach educational effort that would be available by regions throughout the state; Ms. Carole Erickson seconded the motion. Motion passed.

MOTION: Ms. Pat Bollinger made a motion to recommend to the full Board at its July 20, 2012 meeting that Anne O'Leary be empowered to independently conduct research into expedited licensure methods used in other states and to work with the MMA as part of investigating same; Dr. Nathan Thomas seconded the motion. Motion passed.

MOTION: Ms. Pat Bollinger made a motion to recommend to the full Board at its July 20, 2012 meeting that the Board appoint a Board member liaison between MMA and staff to facility licensure issues; Dr. Nathan Thomas seconded the motion. Motion passed.

Ms. Casey Blumenthal was invited to provide the location and date of the joint MMA/MTAMSS meeting. She stated that the meeting is tentatively scheduled to be held in Billings at the Holiday Inn Grand Montana on Friday, September 21, 2012. It was observed that September 21 is also the long-scheduled date of the next meeting of the full Board of Medical Examiners.

MOTION: Dr. Nathan Thomas made a motion to recommend to the full Board at its July 20, 2012 meeting that the Board pursue opportunities to make presentations to the MMA, MHA, MTAMSS, etc. in an effort to improve communications; Ms. Pat Bollinger seconded the motion. Motion passed.

Ms. Erickson will make a report to the full board of the Committee's progress at the July 17, 2012 meeting.

ITEM 9: Adjourn

MOTION: Dr. Nathan Thomas made a motion to adjourn the meeting; Ms. Pat Bollinger seconded the motion. Motion passed.

The meeting adjourned at 6:40 p.m.