

**Kansas Board of Healing Arts
Physician Assistant Council Meeting Minutes
November 3, 2022 at 1:00 p.m. (Virtual Meeting)**

- I. Called to Order at 1:01pm**
 - a. Council Members present:
 - i. Michelle Eaton, P.A.
 - ii. Allison Serrano, P.A.
 - iii. Mike Rausch, M.D.
 - b. Staff Members present:
 - i. Courtney Cyzman, General Counsel
 - ii. Nancy Dodik, Disciplinary Counsel BOHA
 - iii. Britani Potter, Associate Disciplinary Counsel BOHA
 - iv. Jennifer Cook, Paralegal to the General Counsel BOHA
 - v. Susan Gile, Acting Executive Director BOHA
 - vi. Nancy Wilson, Medical Investigator-Licensed Practitioner, BOHA
 - vii. Joe Crumpton, Special Investigator BOHA
 - viii. Richard Young, Medical Investigator BOHA
 - ix. Jennifer McArthur, Supervisor Disciplinary Administrative Staff BOHA
 - x. Michael Sparrow, Administrative Specialist, Disciplinary Department BOHA
 - xi. Rebekah Moon, Licensing Manager/Administrator BOHA
 - c. Others: Doug Smith, KAPA

- II. Motion to Approve Agenda** (Rausch, Serrano, carried)
 - a. Additions: none
 - b. Deletions: none

- III. Approval of Minutes.** Minutes from August 11, 2022, approved (Rausch, Eaton, carried).

- IV. Old Business:**
 - a. **Licensing Update.** Moon provided YTD statistical information. Processing is taking 10-15 business days and reviews are taking 7-15 business days. No questions.

- V. New Business:**
 - a. **Set Physician Assistant Council Meeting Dates - 2023.**
 - 1. The proposed change of meeting times to 10:00 a.m. was rejected by council members. Meeting times will stay at 1:00 p.m. for 2023.

Proposed dates were given to council members, the following dates were chosen as the council meeting dates for 2023:

February 23, 2023

May 11, 2023

August 31, 2023

November 9, 2023

- b. **CE Broker.** Cyzman provided an overview of the CE Broker software program. It is an online tracking system for CE courses and is free and voluntary. Implementation has started and will begin in earnest in 2023 by profession. A more detailed timeline will be given at the next council meeting. A question regarding eligibility was raised and Cyzman noted that all Physician Assistants licensed in Kansas are eligible. Gile stated that the system allows users to search training programs by subject matter and method of delivery, i.e., online training or in-person. It was restated that the basic plan is free, but users may choose additional plans at cost.

VI. Next Meeting Date

- a. February 23, 2023, at 1:00 p.m.

VII. Application/Disciplinary Report:

- a. Motion to recess into executive session of 20 minutes to discuss investigative information, which is confidential under K.S.A. 65-2898a, K.S.A. 75-4319(b)(2). (Serrano, Eaton, carried).

VIII. Motion to Return to Open Meeting at 1:27 p.m. (Rausch, Gates, carried)

IX. Adjourn (Serrano, Rausch, carried) **at 1:27 p.m.**