

OFFICE OF PROFESSIONAL LICENSURE AND CERTIFICATION
BOARD OF REGISTRATION OF MEDICAL TECHNICIANS



MINUTES of April 3, 2018

The April 3, 2018 meeting of the Board of Registration of Medical Technicians convened at 8:00 a.m. with the following members present:

Cynthia Gray, RN, Chair
Arthur Yan, MD
William Clutterbuck, MD
Sarah Wilder, Med Tech

Absent: None

The Board voted on a motion from Arthur Yan with a second by William Clutterbuck to approve the minutes of March 6, 2018, as amended.

QUALIFICATIONS AND REGISTRATIONS

1. **REGISTRATION REQUESTS**

The Board approved the following applications for registration on a motion from William Clutterbuck with a second by Arthur Yan:

Shaun Broers
Kristi Felch
Summer R. Keramis
Candy Leclerc
Paul P Orben, Jr.
Anthony Sambatavo
Angela Stevens
Rachael E. Traendly
Edward A. Wood

The Board voted on a motion from William Clutterbuck with a second by Sarah Wilder to request the following individual submit additional information with regards to the "Yes" answer on her application.

Abby Cahoon

ADMINISTRATIVE

2. Laws:
 - a. SB 378 – relative to an exemption from the board of registration of medical technicians. **Public Hearing was held 3/29/18.**
 - b. SB 531 – Relative to the office of professional licensure and certification. **The Bill has been recommended by the House ED&A subcommittee “Ought to Pass with Amendment”. Waiting for full committee vote.**
 - c. HB 1685 – establishing a statutory commission for oversight over occupational regulation. **ED & A committee Report: Inexpedient to Legislate, 5/5/18.**
3. The Board reviewed two Revised Declaratory Rulings. After careful review of the wording in each the Board signed the Order containing the following citation:

“The Board further declares that those staff who perform non-medical functions supporting the residents of those facilities with activities of daily living such as housekeeping, security, maintenance, dietary, cooking, bathing, dressing and assisting in other non-medical forms of personal care including facilitating the self-administration of prescribed medications do not meet the criteria outlined in the definition of medical technicians and therefore shall not fall under the authority, jurisdiction nor oversight or the board as established under RSA Chapter 328-I.

No members of the public, DHHS, or the home health care community were present to discuss the Revised Declaratory Ruling. The Board voted on a motion from Arthur Yan with a second by William Clutterbuck to issue the “Further Order on DHHS Request For Declaratory Ruling” without changes. The Revised Declaratory Ruling will be sent to, Representative McGuire and Pam Smarling for distribution to the House Committee. In addition, a copy will be sent to John Williams of DHHS and Tom Sherman.
4. After phone conversations with Portsmouth Hospital I was told we would be receiving applications for those individuals who fall under the purview of registration. No applications have been received as of today’s date. The Board voted on a motion from Sarah Wilder with a second by Arthur Yan to send a formal letter to Portsmouth Hospital providing the law that requires registration and health facilities responsibility to ensure their employees are registered.

ADJOURN: the Board voted on a motion from Arthur Yan with a second by William Clutterbuck to adjourn at 9:00 a.m.

Minutes respectfully submitted by Tina M. Kelley, Administrator.

Cynthia Gray, RN, Chair

at meeting dated

04/03/18

Motion to commence non-public session:

On the motion of William Clutterbuck with a second by Arthur Yan, the Board voted to conduct a non-public session for the purpose of discussing investigations of alleged licensee misconduct and noting that such a non-public session is authorized by RSA 91-A: 3, II (c), RSA 91-A: 3, II (e), RSA 91-A: 5, IV, *Lodge v. Knowlton*, 119 N.H. 574 (1978), and the Board's executive and deliberative privileges. Each member recorded his or her vote on the motion, which passed by the unanimous vote of all members present.

NON-PUBLIC SESSION:

[Minutes kept separately]

Motion to keep minutes of non-public session confidential:

Upon the motion of William Clutterbuck with a second by Arthur Yan, the Board voted to withhold and seal the minutes of the preceding non-public session from public disclosure pursuant to RSA 91-A: 3, III on the grounds that public disclosure would be likely to affect adversely the reputation of a person other than a Board member and to render the proposed action ineffective. Each member recorded his or her vote on the motion, which passed by the unanimous vote of all members present.