

BOARD OF NATUROPATHIC EXAMINERS



PUBLIC
MINUTES of November 20, 2017

The November 20, 2017 meeting of the Board of Naturopathic Examiners convened at 9:04 a.m. with the following members present:

Deb Sellars – Board Chair
Laura Chan
Jacqueline Yang
Glee Corsetti Hooper
Amanda Hegnauer

Absent: N/A

The Board voted to approve the minutes of September 25, 2017 on a motion from Laura Chan and seconded by Deb Sellars.

HEARINGS

No hearings at this time.

ADMINISTRATIVE

1. **Audit**

Board discussed the punch list of outstanding observations in response to the state audit; the Board will meet monthly in 2018 to address all observation concerns including any possible rule or statute changes needed. The following observations have been voted for approval on a motion by Deb Sellars and seconded by Laura Chan and are now resolved and completed. *See page four of meeting minutes for audit details.*

- Observation 4
- Observation 6
- Observation 13
- Observation 16

Board additionally reviewed HB1606 concerning audit concerns, the Board will attend the upcoming hearing to discuss what areas have been resolved.

2. Elective Pharmacology

Board discussed Vermont's adoption of changes in the area of Pharmacology. The Board will be further discussing the states possible addition in 2018 to include in rules.

3. Additional Administrative Updates

Jeniffer Hackett discussed with the Board the rules governing right to know and access to Board email information. The Board is again reminded that having a separate email address for Board correspondence only is advisable.

4. Revenue and Expenses 2016-2017

Melissa Vansickle of the OPLC spoke to the Board about the revenue and expense outcomes for 2016-2017. Additionally the Board discussed adding additional fees in 2018.

5. Declaratory Rulings

The Board is currently working on formatting declaratory rulings for the below areas:

Prolotherapy
Lactulose
Injections

6. DEA/PDMP Numbers

The Board reviewed letters that have been drafted in inform any licensee that is not compliant with the PDMP requirement to do so by December 1, 2017. The Board will review any outstanding licensees and discuss future ramifications during the January 2018 meeting.

7. Renewals

In response to the recent state audit the Naturopathic Board and the OPLC staff will be changing the renewal review process. All renews and CEU submissions will be reviewed and approved by the OPLC staff as such eliminating the need for licensees to wait until the next available meeting for approval. Additionally upon rule changes the Board of Naturopathic Examiners will only audit 15% of the overall licensees per renewal cycle.

8. Pharmacy/Naturopathic Collaboration

Michael Bullek from the Board of Pharmacy spoke with the Board about collaboration between the Naturopathic Board and Pharmacy. In the near future naturopathic offices will be inspected by the Board of Pharmacy. The formulary council, Board of Naturopathic Examiners and the Board of Pharmacy will meet to discuss the terms and areas of such inspections.

QUESTIONS

1. Caitlin Cummings

The Board received a question from Ms. Cummings asking what the parameters for writing medical marijuana authorizations are; the Board will issue a letter to her stating that currently the State of NH Board of Naturopathic Examiners does not have the authority to write medical marijuana prescriptions.

2. Amanda Ibrahim

The Board received a question from Ms. Ibrahim asking for clarification regarding “controlled substance prescriptive authority” of Naturopathic Examiners in NH. The board interpretation of Sat. Ann. 328-E:4 is that any and only substances that are listed on the formulary are authorized.

3. Lauren Steinman

The Board received a question from Ms. Steinman asking what are the rules surrounding Telemedicine are in the State of NH. Whereas the board does not currently have rule and law governing Telemedicine in the Naturopathic field the Board will be developing such language in the upcoming six to eight months.

MEETINGS 2018

Below are the Board meetings of Naturopathic Examiners for 2018

January 29, 2018
February 26, 2018
March 19, 2018
April 16, 2018
May 21, 2018
June 18, 2018
July 23, 2018
August 20, 2018
September 24, 2018
October 22, 2018
November 19, 2018
December 17, 2018

Observation 4

The Board: oversee naturopaths subject to Prescription Drug Monitoring Program (PDMP) registration; develop rules, policy, and procedure; ensure all naturopaths required to register with the PDMP do so; make failure to comply with registration and training requirements subject to disciplinary action; and consider whether membership on the advisory council is warranted, and seek relevant changes to statute.

Board and OPLC has adequately addressed this concern through new procedures in conjunction with the Board of Pharmacy concerning the PDMP.

Observation 6

The Board approves licenses for a two-year period and correct any defective licenses it approved. Office of Professional Licensure and Certification (OPLC) management discontinue the mis- implementation of the June 30 license expiration requirement and correct defective licenses issued.

Board will discontinue annual licensee periods and going forward licensees will expire on a biannual basis based on original licensure month.

Observation 13

The Board and Council: provide public notice for, and for public participation in, all meetings; limit communications and business to duly constituted meetings; ensure meeting minutes meet minimum requirements; retain all public records; develop meeting procedures; include the Council throughout Board rules; include the Right-to- Know law in orientation materials; and consider developing a formal training program.

The APU office conducts annual trainings for Board Members concerning “Right to Know” additionally board members receive documentation in board member packets.

Observation 16

The Board: ensure rules are provided to licensees, biennially publish a report on Board and Council activities, and improve orientation and training of Board and Council members. OPLC management assists the Board and Council in complying with statute. The Legislature may wish to consider compensating Board and Council members for mileage and per diem costs incurred in State service.

The board had a link to the rule and law in the approval letter however has been updated to include website changes. The board will receive new board books with updated rules and laws. Each new board member will sign off that they have received and reviewed the contents of the binder and have received training from any outgoing board members. Compensation for board members will require legislative action and will be pending. The OPLC office is working on developing annual performance reporting for the entire organization, this area will be pending.

ADJOURN: on motion by Deb Sellars and seconded by Jacqueline Yang, the motion to adjourn at 3:20 P.M. carried in the affirmative.

Minutes respectfully submitted by Jennifer Hackett, Program Assistant II.

Deb Sellars Board Chair

at meeting

11/20/17

Motion to commence non-public session:

Upon the motion of Deb Sellars with a second by Amanda Hegnauer, 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 Deb Sellars to adjourn with a second by Jacqueline Yang, 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.