



MEETING MINUTES – FINAL

Multidisciplinary Advisory Committee

The Multidisciplinary Advisory Committee (MDC) held a meeting on November 19, 2009 at The Department of Consumer Affairs Bldg., 2005 Evergreen Street, Lake Tahoe Room, Sacramento, CA.

1. Call to Order

Mr. Paul Sanchez called the MDC to order on Thursday, November 19, 2009 at 10:00 a.m.

Roll Call

Members: William Grant, II, DVM
Richard Johnson, DVM
Jon Klingborg, DVM
Jennifer Boyle, RVT
Diana Woodward Hagle, Public Member
Linda Starr, Board President, Liaison

Staff: Susan Geranen, Executive Officer; Paul Sanchez, Assistant Executive Officer;
Sandra Monterrubio, Enforcement Program Manager;
Monica Ochoa, Ericka Fasula, Ethan Mathes, Richard Bennett, DVM, Kay Hossner, DVM

Legal Counsel: Shela Barker

Public Members: Nancy Ehrlich, RVT, CaRVTA Legislative Liaison; Dan Segna, DVM, Assistant Executive Director, California Veterinary Medical Association (CVMA); Valerie Fenstermaker, Executive Director, CVMA; Diann Sokoloff, Deputy Attorney General; Tom Kendall, DVM, Board Member

2. Election of Chair and Vice Chair

William Grant, II, DVM, elected as Chair (nominated by Dr. Klingborg and seconded by Dr. Johnson)
Jennifer Boyle, RVT, elected as Vice Chair (nominated by Dr. Klingborg and seconded by Dr. Johnson)

3. Approval of Minutes from August 25 & 26, 2009 meeting

Dr. Grant asked about the discussion on developing a brochure (on Page 3, Item B, top of the page). A motion was made and seconded by Dr. Johnson; however, there is no notation about the motion being passed, and he thought the committee voted on it. Staff will check on that motion.

Other additions or changes to minutes: Dr. Kendall made the correction that he is not Vice President of the Board, change that to "Member" (Page 1). Also, a change to #9 (Page 3) misspelled "legislature".

4. Discussion about Inspection Program

A. Review revised inspection manual

Ms. Geranen explained that the Board is initiating a pilot project for the Board's inspector training using the same payment system that is used to pay expert witnesses. The Board sent the revised training program manual to those persons who were interested in being hospital inspectors so they knew the program parameters prior to making a commitment.

Mr. Sanchez announced the inspector training is scheduled for December 1-3, 2009. Ms. Monterrubio explained that the board has four inspectors attending the training (3 DVM & 1 RVT). The regions covered by these four inspectors are regions 2, 3, 4, 5, 6, 7, 12, & 13. Ms. Geranen explained that the Board had 5 major regions previously, but now the state is divided into 14 areas with a smaller number of hospitals in each area to give the Board more flexibility in assigning inspections.

The first day of the training will be the in-house training and day two and three will be actual hospital inspections. Inspectors will be split into two groups of four, completing three inspections per day. After the inspection training, inspectors will be assigned 10 random hospitals each. The hospitals will be given a survey to complete which will be reviewed by the Board. The goal is 300 hospitals within a six month period.

There were no changes to the training manual by committee members. Dr. Johnson asked if the MDC could attend training. Ms. Geranen explained that it is not an open meeting, only in-house training. Ms. Geranen discussed that funding for the program is by fiscal year and will run through spring. The Board will keep a file of applications as they come in and will consider additional training in the spring.

Dr. Grant asked staff to report back to the MDC 3-4 months after inspections.

- How new process went
- How many inspections in three month period
- Response from veterinarians
- Any consistent problems (frequent cites) and issues that need to be looked at.

Ms. Geranen stated that the new inspectors could come to the next MDC meeting.

B. Review updated FAQs on Separate Surgery Requirements

Ms. Hagle addressed the three year maintenance of medical records. Discussion on who is responsible for keeping medical records. Dr. Grant suggested an addendum to the record keeping FAQ be addressed later.

Dr. Klingborg questioned the paragraph regarding recommendations and asks about how we can inspect someone and have recommendations that are not part of code of minimum standards. Ms. Geranen stated that the mandate is that they have to have a separate surgery room, so if they don't have the room, that is a citable offense, but the recommendation is something that the Board would not have authority to require. Ms. Boyle stated that as discussed in the last MDC meeting the subcommittee is putting together a self-checklist for the hospitals giving examples of recommendations. Ms. Hagle liked the thumbnail phrases to the inspection report giving why the recommendation was given.

Ms. Geranen stated that the FAQ are currently on the web, the Board is shooting for a newsletter in January, where there will be an announcement that the FAQ are located on the web. If the MDC would like the Board to put a blurb into the newsletter, they can let her know. Dr. Grant will make changes to FAQ (mostly grammatical changes) not changing the substance, but taking out unnecessary wording. Dr. Grant will get those to Ms. Geranen later.

C. Review Premise Application and Self-Checklist

Dr. Grant pointed out that under "Owner of Business" (#8) if it's not a person, it's a corporation, a Social Security Number doesn't work, what else could they go by? Ms. Geranen suggested using a Federal ID number, but she will look into it. Ms. Barker stated that it is illegal to issue a license without the Social Security Number by the primary responsible owner; it is not clear on the applications regarding corporations. We would want to adopt a regulation to recognize the requirements.

Ms. Boyle is currently making changes to the Self-Checklist for next meeting. She will send changes to the Board for review before the next meeting.

5. Discussion about Minimum Standards of Practice

Dr. Klingborg discussed changing the wording regarding the viewing box (Page #2 Item 2). Dr. Grant suggested being able to view radiographs "in the room". It was discussed to change the viewing box wording to "a method of reviewing radiographs". Ms. Geranen suggested re-writing the regulations and bringing it back to the MDC. Dr. Grant agreed to finalize the discussion of separate emergency lighting to be more specific and to separate emergency lighting and the viewing box as two separate items, at the next meeting. Ms. Boyle suggested changing "method" to "equipment". Ms. Barker agreed that it could be amended as "shall have the equipment necessary to review radiographs in the surgery suite during surgery". [2030 (2)]

The mobile clinic standards need to include the language for holding a deceased animal in a freezer for 14 days when the owner has not given permission for disposal.

Dr. Grant discussed developing minimum standards for vaccination clinics and wellness clinics to establishing a working Veterinarian-Client-Patient Relationship (VCPR).

Dr. Grant wanted an outside individual (CVMA) take a look at minimum standards in mobile clinics to make sure we are not missing anything. To address the freezer and disposal issues as an omission in small animal mobile clinics.

Ms. Barker commented on some of the questions raised on prescriptions and refills regarding VCPR and says that this overlaps pharmacy law and controlled substance law. The medical board has a statute that addresses when a covering physician has the authority to issue a new prescription or fill refills that may be of guidance to us. Dr. Grant wanted Ms. Barker to get references from the medical board to discuss later.

Dr. Grant suggested adding client communication in record keeping law. Dr. Johnson suggested veterinarians should keep a summary of client communication in records. Dr. Grant asked staff to write up an addition in record keeping requirements for the next meeting. Dr. Grant asked Ms. Monterrubio, Mr. Sanchez or Ms. Geranen if they think this topic would impact the complaints. Ms. Monterrubio said it is possible it may be a negative impact on complaints. Mr. Sanchez agreed with Ms. Monterrubio, and Ms. Geranen said having something that talks about the client communication may reduce the number of complaints, if it's followed. More communication with the clients may have a positive impact on complaints. Dr. Klingborg said that the logging of communication with a client is not a minimum standards issue and might be at a higher level, Ms. Sokoloff agreed. Dr. Grant stated that there was not enough need to change regulations, but can discuss at another meeting.

Dr. Grant wanted the Board to split out "anesthesia in record keeping" and "anesthesia for surgery". Also, 2030 – Minimum Standards (at the end of this section) "clean surgery" is mentioned, but could be overlooked; this is a big item that needs to be looked at.

Other changes:

- 2032.3 – (a)(10) – Diagnosis or tentative diagnosis... (add term "assessment" and remove "tentative diagnosis")
- 2032.3 – Record Keeping (c)(2) – permanent identification exposed in radiograph
- 2032.4 – Anesthesia (b)(3) – Ms. Boyle wants to change method to "continuous monitoring"
- 2032.4 – Anesthesia (b)(5) - When administering (general) anesthesia.....(add "general")

6. Discussion about Citation and Fine Guidelines – no discussion due to time limits

Election for sub-committee members

Members elected for minimum standards – Dr. Klingborg and Dr. Grant

Members elected to re-word VCPR – Dr. Klingborg and Ms. Hagle

7. Agenda Items and Dates for Next Meetings

Date for next MDC meeting March 17, 2010 at 9:00am to 3:30pm.
Next MDC tentatively set for June 9, 2010 at 9:00am to 3:30pm.

8. Comments from Public/Outside Agencies/Associations

None

9. Adjourn

A motion was made by Dr. Grant and seconded by Dr. Klingborg to adjourn the meeting at 3:00 pm.
Motion passed unanimously.