



WHO: Health Licensing Office
Board of Licensed Dietitians

WHEN: 9 a.m. April 22, 2015

WHERE: Health Licensing Office
Rhoades Conference Room
700 Summer St. NE, Suite 320
Salem, Oregon

What is the purpose of the meeting?

The purpose of the meeting is to conduct board business. Please use appropriate language, manners and protocols when conducting board business. A working lunch may be served for board members and designated staff in attendance. A copy of the agenda is printed with this notice. Please visit <http://www.oregon.gov/OHLA/LD/Pages/Meetings2.aspx> for current meeting information.

May the public attend the meeting?

Members of the public and interested parties are invited to attend all board/council meetings. All audience members are asked to sign in on the attendance roster before the meeting. Public and interested parties' feedback will be heard during that part of the meeting.

May the public attend a teleconference meeting?

Members of the public and interested parties may attend a teleconference board meeting **in person** at the Health Licensing Office at 700 Summer St. NE, Suite 320, Salem, OR. All audience members are asked to sign in on the attendance roster before the meeting. Public and interested parties' feedback will be heard during that part of the meeting.

What if the board/council enters into executive session?

Prior to entering into executive session the board/council chairperson will announce the nature of and the authority for holding executive session, at which time all audience members are asked to leave the room with the exception of news media and designated staff. Executive session would be held according to ORS 192.660.

No final actions or final decisions will be made in executive session. The board/council will return to open session before taking any final action or making any final decisions.

Who do I contact if I have questions or need special accommodations?

The meeting location is accessible to persons with disabilities. A request for accommodations for persons with disabilities should be made at least 48 hours before the meeting. For questions or requests contact a board specialist at (503) 373-2049.

All board members are asked to please give at least 24-hour notice if they are unable to attend the meeting so arrangements may be made.

Items for Board Action

Approval of Agenda



Health Licensing Office
Board of Licensed Dietitians



9 a.m. April 22, 2015
700 Summer St. NE, Suite 320
Salem, Oregon

1. **Call to order**
2. **Items for board action**
 - ◆ Approval of agenda
 - ◆ Approval of minutes for Nov. 7, 2014
3. **Melissa Isavoran – policy analyst with the Oregon Health Policy Board**
 - ◆ Credentialing and legislation presentation
4. **Reports**
 - ◆ Director report
 - ◆ Licensing and fiscal statistical reports
 - ◆ Policy report
Brochure
 - ◆ Regulatory report
5. **Public/interested parties' feedback**
6. **Executive session**-Pursuant to ORS 192.660(2)(f) for the purpose of considering information or records exempt from public inspection. (Legal advice)
7. **Other board business**

Agenda is subject to change.
For the most up to date information visit www.oregon.gov/OHLA

Approval of Minutes



Oregon Health Licensing Agency
Board of Licensed Dietitians



November 7, 2014
700 Summer St. NE, Suite 320
Salem, Oregon

MINUTES

MEMBERS PRESENT

Maureen McCarthy, Chair
Diane Stadler, Vice Chair
Harold Burden
Penny Harrison
Paula Koeller
Bert Connell

STAFF PRESENT

Holly Mercer, Director
Sylvie Donaldson, Fiscal Services and Licensing Manager
Joanna Tucker-Davis, Assistant Attorney General, Oregon
Department of Justice
Anne Thompson, Policy Analyst
Debby Daniels, Qualification Specialist

MEMBERS PRESENT BY PHONE:

Jill Calamar

MEMBERS ABSENT:

None

GUESTS PRESENT:

Yulia Brockdorf of the Oregon Academy of
Nutrition and Dietetics

Call to order

Maureen McCarthy called the meeting of the Board of Licensed Dietitians to order at 9:05 a.m., at the Health Licensing Office (Office), in Salem. Roll was called. Harrison and Koeller were not present during roll call. Harrison joined at 9:10 a.m.; Koeller joined at 9:14 a.m.

Director Holly Mercer introduced new Board member Bert Connell. Connell gave the Board an overview of his background and then the Office staff introduced themselves.

Mercer suggested some agenda changes, including adding a public comment period at the beginning of the meeting so the guest in attendance didn't have to wait too long to speak, and shifting the Executive Session to earlier in the meeting.

Items for board action

◆ Approval of the revised agenda

Diane Stadler made a motion, with a second by Penny Harrison, to approve the revised agenda. Motion passed unanimously.

◆ Approval of the minutes

Diane Stadler made a motion, with a second by Jill Calamar, to approve the April 18, 2014, minutes. Motion passed unanimously.

◆ Approval of the 2015 meeting dates

Koeller said her work schedule had changed and wondered if meeting days could be Wednesdays. Proposed dates became: 9:30 a.m. Wednesday, April 22, 2015, and 9:30 a.m. Wednesday, Nov. 4, 2015. Diane Stadler made a motion, with a second by Penny Harrison, to approve the proposed dates. Motion passed unanimously.

◆ Approval of the 2015 Chair and Vice Chair

Penny Harrison made a motion, with a second by Paula Koeller, to retain Maureen McCarthy as Chair and Diane Stadler as Vice Chair for 2015. Motion passed unanimously.

Public comment I

Yulia Brockdorf, the consumer protection coordinator of the Oregon Academy of Nutrition and Dietetics, wanted the Board to remind licensees about Oregon rules related to mandatory reporting. Brockdorf wanted more information on what to report and how to report concerns related to suspected child abuse and neglect or elder abuse.

Mercer said there are two types of reporting. Cross-professional reporting is an additional layer – licensees must report unprofessional conduct from a co-professional as well as suspected child or elder abuse. The cross-professional reporting information was added to renewals. Mercer said staff will look into the obligations of licensees and report back to the Board.

Executive session

Maureen McCarthy called for the Board of Licensed Dietitians to enter executive session pursuant to ORS 192.660(2)(f) at 9:26 a.m. on Nov. 7, 2014, for the purpose of considering information or records exempt from public inspection.

Maureen McCarthy concluded executive session and the board reconvened regular session at 11:03 a.m. It was noted that no decisions were made and no votes were taken in executive session.

Reports

◆ Director report

Mercer presented an FAQ the Office put together for licensees and reiterated the Board's priorities of producing a brochure and reducing fees. She also gave an update on the transition to the Oregon Health

Authority.

◆ **Licensing and fiscal statistical reports**

Sylvie Donaldson, Fiscal Services and Licensing Manager, presented a statistical overview of licensing, license trends and age and gender diversity in licensees. The Board's licensees have increased almost 26 percent in the last five years. Donaldson said that an analysis showed that the Board can decrease license fees from \$75 per year to \$60 per year. The \$2.50 survey fee will remain. Donaldson said she still working with OHA to determine when the decrease will go into effect.

◆ **Policy report**

Anne Thompson, Policy Analyst, opened the discussion on the new rule from the Centers of Medicare and Medicaid Services that was published in July 2014. The rule was about registered dietitians who were privileged by the hospital in which they work to order patient diets independently. The national rule, however, is subject to state statutes.

Thompson then presented a scope of practice clarification on whether licensed dietitians can determine food allergies. The Board wanted more of a FAQ approach with a number of issues presented together, and so the communication document was shelved.

The Board then began discussion on the brochure. Thompson showed the one that the Board was familiar with and the new one designed by the Oregon Health Authority publications group. The Board liked the outside/front of the trifold brochure that was designed earlier and the inside panels designed by the Oregon Health Authority. They wanted to substitute the cover food photo with a professional counseling a patient or client. Stadler wanted a photo of a dietitian working in a research lab represented in a photo on the inside. The Board asked Stadler and Thompson to work together to complete the brochure.

◆ **Regulatory report**

Mercer reported on enforcement activity.

Public comment II

None.

Other board business

The Board discussed the steps involved with getting the dietitians' title act turned into a practice act. Mercer stated that the association may want to consider introducing a legislative concept in 2017.

The meeting adjourned at 12:22 p.m.

Minutes prepared by Anne Thompson, Policy Analyst

[Note: An audio recording is available by public records request. Please contact the agency for additional information.]

Presentation

The Oregon Common Credentialing Program



Implementation of Senate Bill 604

April 22, 2015

Melissa Isavoran, MS
Credentialing Project Director
Oregon Health Authority

Melissa.Isavoran@state.or.us

Oregon
Health
Authority

Background

- ***What is credentialing?***

Credentialing is the process of assessing and confirming the qualifications of a licensed or certified health care practitioner in an effort protect patients and facilities by lowering the risk of medical errors caused by incompetent practitioners.

- ***Why is credentialing a problem?***

Credentialing is currently done independently by health care delivery systems and carriers resulting in duplication

Oregon's efforts

- Oregon created a common credentialing form for use by all health plans and hospitals established by the Advisory Committee on Physician Credentialing Information
- The Oregon Health Leadership Council's Executive Committee on Administrative Simplification began the process for assessing and building support for a common credentialing solution
- SB 604, Sponsored by Senators Alan Bates and Elizabeth Steiner-Hayward, passed in 2013 mandating OHA to develop a common credentialing solution

Main tasks of SB 604

- Establish a program and database to provide credentialing organizations access to information necessary to credential or recredential health care practitioners
- Convene an advisory group to review and advise the authority on the implementation
- Develop rules on application and submittal requirements, the process of verification, and fees
- Issue a Request for Information and Request for Proposals
- Report to the Legislature on progress

Common Credentialing goals

- Reduce time practitioners spend on credentialing applications and responding to requests for information
- Reduce the time carriers and other organizations spend on redundant credentialing processes
- Leverage Health Care Regulatory Board information
- Build from past efforts to simplify credentialing
- Establish a fair and equitable fee structure

Common Credentialing Program

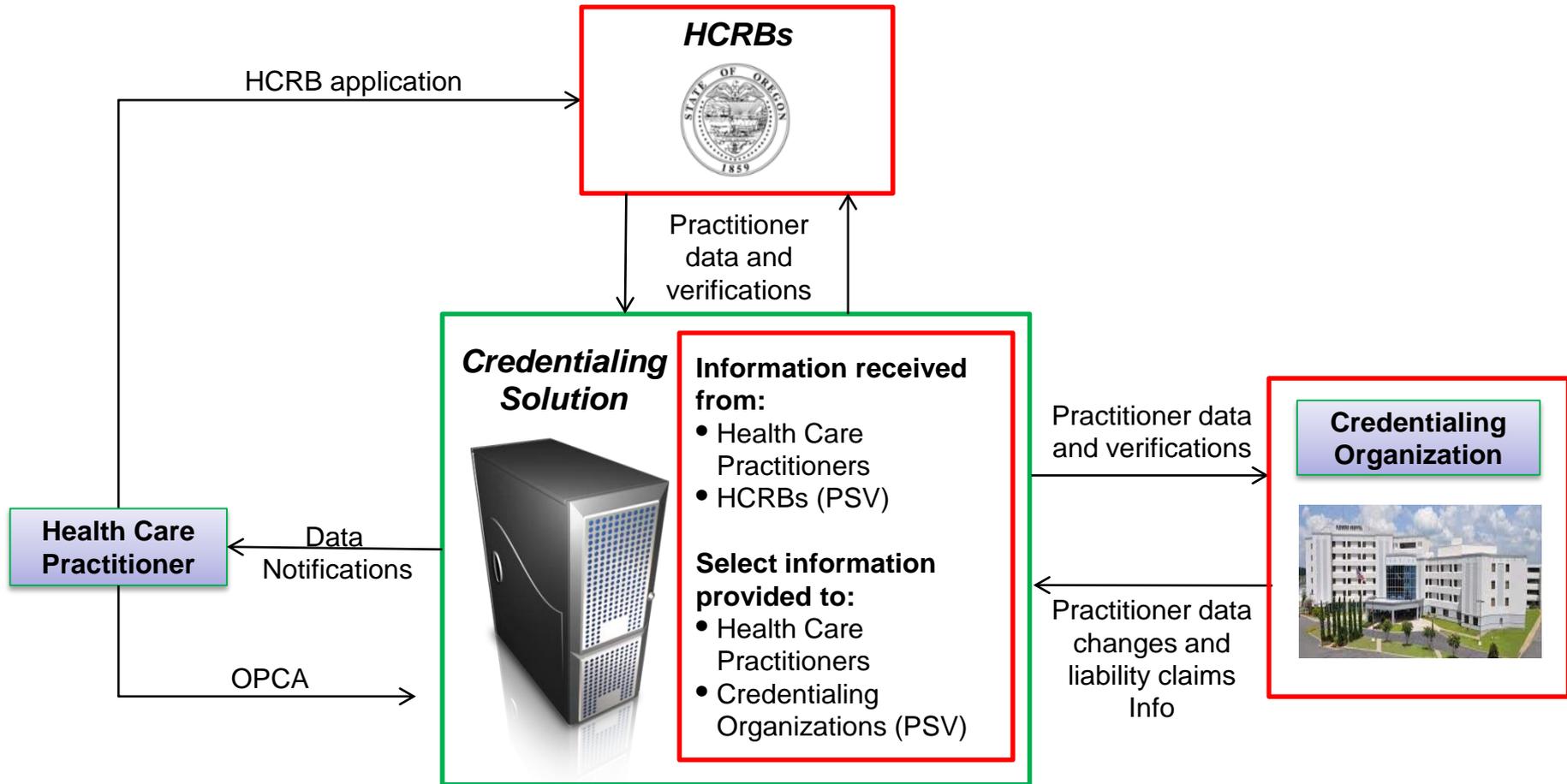
The Program will include...

- A centralized web-based electronic solution that will collect, store, and maintain practitioner credentialing information
- A process for collecting and verifying credentialing information
- ***A process for practitioners or designees to access the Solution to submit information necessary for credentialing upon initial application, providing attestations every 120 days***
- A process for credentialing organizations to input, access, and retrieve practitioner credentialing information
- A process for Health Care Regulatory Boards to input and access practitioner credentialing information

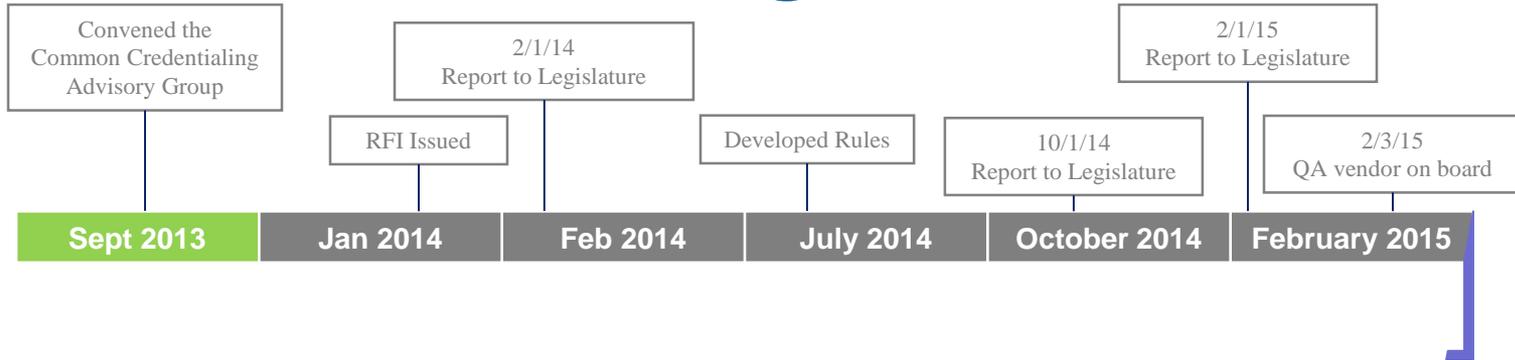
The Program will **NOT** include:

- The decision to credential a practitioner
- The process of privileging a practitioner

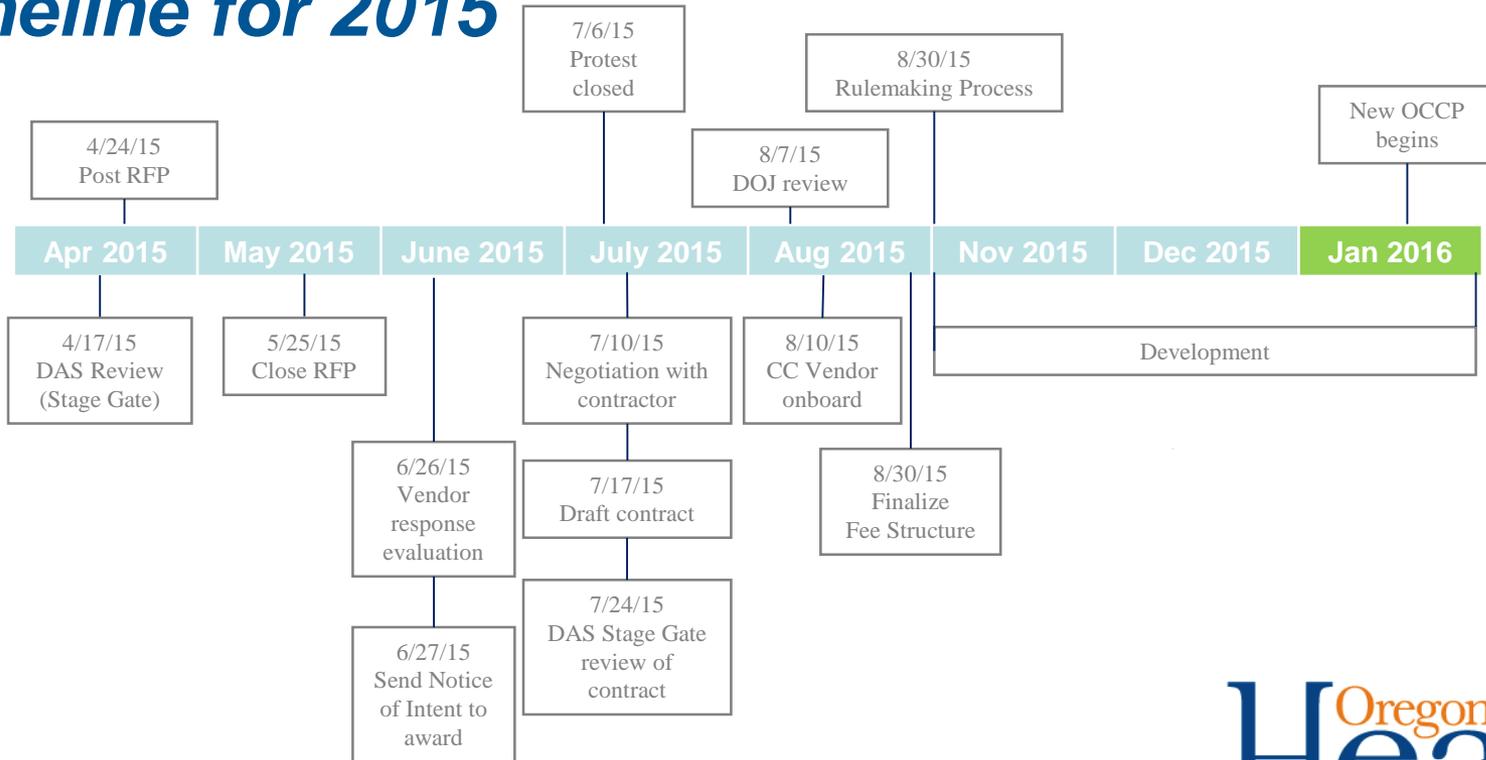
Baseline solution diagram



Common Credentialing timeline



Timeline for 2015



Implementation challenges

- State IT procurement process has contributed to implementation delays
- Change management for participants
- Risk and liability concerns regarding verifications process
- Interfacing capabilities for the use of HCRB data and other interoperability
- Collecting fees from credentialing organizations and practitioners must be delicately balanced

Current progress

- Established a Common Credentialing Advisory Group
- Engaged other subject matter experts for advice
- Developed clarifying definitions for “Credentialing Organization” and “Health Care Practitioner”
- Identified accrediting entity requirements
- Determined common credentialing solution functionality
- Developed and released a Request for Information
- Established fee structure principles and guidelines
- Finalized credentialing rules on July 1, 2014

Credentialing Organizations Defined

“Credentialing Organization” (CO) means a hospital or other health care facility, physician organization or other health care provider organization, coordinated care organization, business organization, insurer or other organization that credentials health care practitioners. This includes, but is not limited to the following:

- Independent Physician Associations
- Ambulatory Surgical Centers
- Hospitals and Health Systems
- Health Plan Issuers
- Coordinated Care Organizations
- Dental Plan Issuers

Expected health care practitioners

“Health care practitioner” means an individual authorized to practice a profession related to the provision of health care services in Oregon for which the individual must be credentialed.

This includes, but is not limited to the following:

- Doctor of Medicine
- Doctor of Osteopathy
- Doctor of Podiatric Medicine
- Physician Assistants
- Oral and Maxillofacial Surgeons
- Dentists
- Acupuncturists
- Audiologists
- **Licensed Dietitians**
- Licensed Marriage & Family Therapists
- Licensed Professional Counselor
- Psychologist Associate
- Speech Therapists
- Physical Therapists
- Occupational Therapists
- Registered Nurse First Assistant
- Advanced Practice Registered Nurses
- Psychologists
- Licensed Clinical Social Worker
- Optometrist
- Chiropractor
- Naturopathic Physician
- Licensed Massage Therapists

Common Credentialing rule provisions

- Definitions to clarify participants and concepts
- *Practitioner requirements (includes 120 day attestations)*
- Health Care Regulatory Boards to provide data with waiver option
- CO's requirements to use data available in the solution
- Advisory Group membership and responsibilities
- Practitioner information uses (hold harmless language)
- Intention to impose fees (will be adjusted later)

SB 594: Implementation date flexibility

SB 594 (2015), sponsored by Senator Alan Bates, provides implementation date flexibility with these provisions:

- Health care practitioners will not be required to submit information to the Program until an electronic system is established and until the date the OHA requires it by rule
- OHA must consult the Common Credentialing Advisory Group
- Notice of the implementation date to credentialing organizations and Health Care Regulatory Boards must be provided at least six months prior
- OHA must report to the Legislature by February 1, 2016

Current Progress: Passed Senate on 3/24/15

Moving Forward

- RFP anticipated to be released by the fall of 2015
- Rule revisions via a Rulemaking Advisory Committee
- Stakeholder outreach planned for all stakeholders through publications, professional associations, and other forums during implementation
- Implementation process begins and will include:
 - Contract negotiations
 - Quality assurance planning and reviews
 - Build out of the solution and system testing
 - Policy development and marketing strategies
 - Population by select Health Care Regulatory Boards/practitioners
 - **Go live date established by rule**

More information can be found at:
www.oregon.gov/oha/OHPR/occp

Director's report

Licensing and Fiscal Statistical Reports

Health Licensing Office

Board of Licensed Dietitians

Licensing Division Statistics as of April 8, 2015

2013 - 2015 Biennium

Quarter	Licenses Issued	Renewals Processed	<i>% of Renewals Processed Online</i>
1st	25	137	46.0%
2nd	28	167	58.1%
3rd	22	149	68.5%
4th	25	114	62.3%
5th	37	153	66.0%
6th	32	178	69.1%
7th	19	170	67.6%
8th	3	10	60.0%
Total:	191	1,078	62.5%

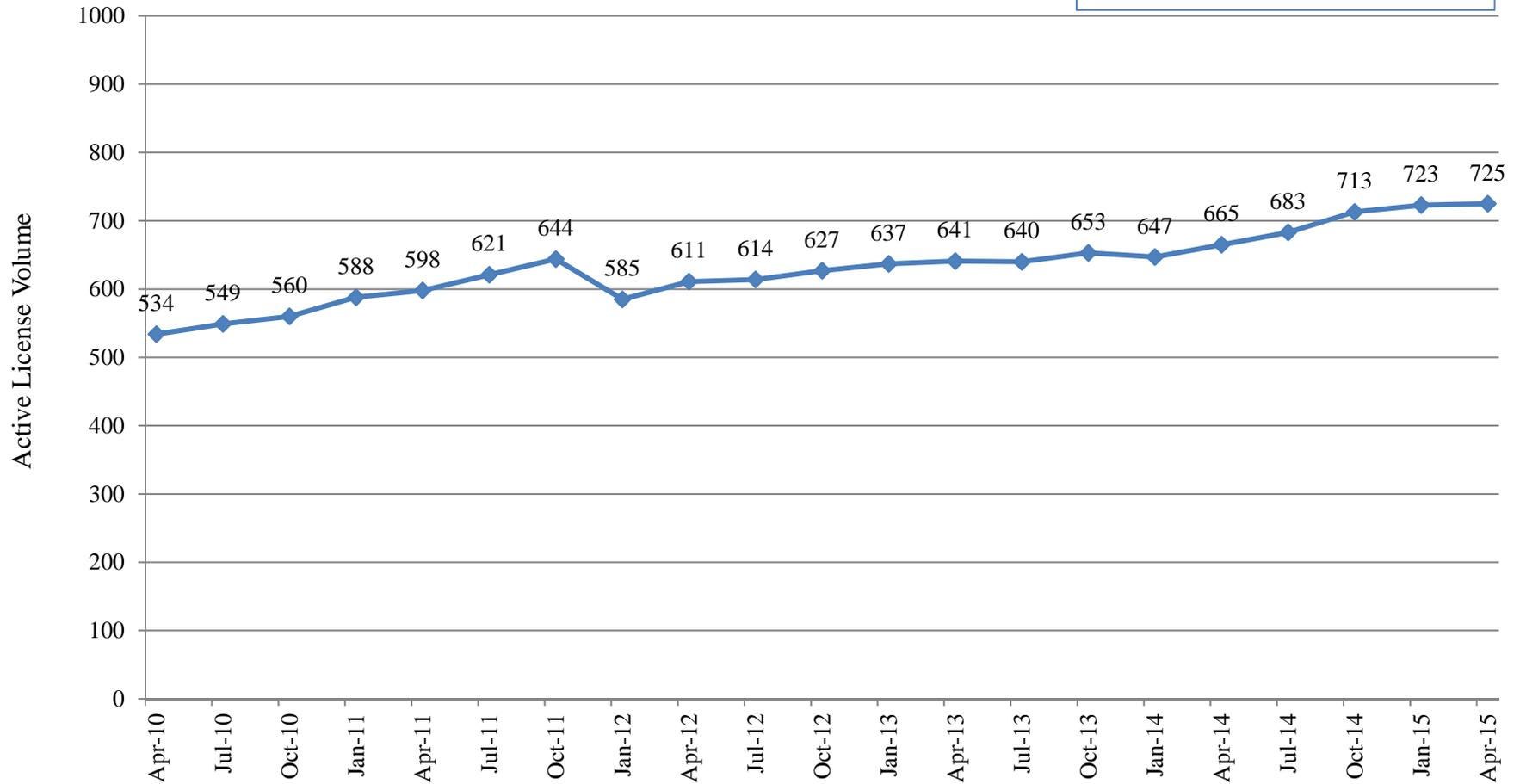
Health Licensing Office

Board of Licensed Dietitians

5 Year Active License Trend

April 2010 - April 2015

+9.02% change in growth over 1 year
+35.77% change in growth over 5 years



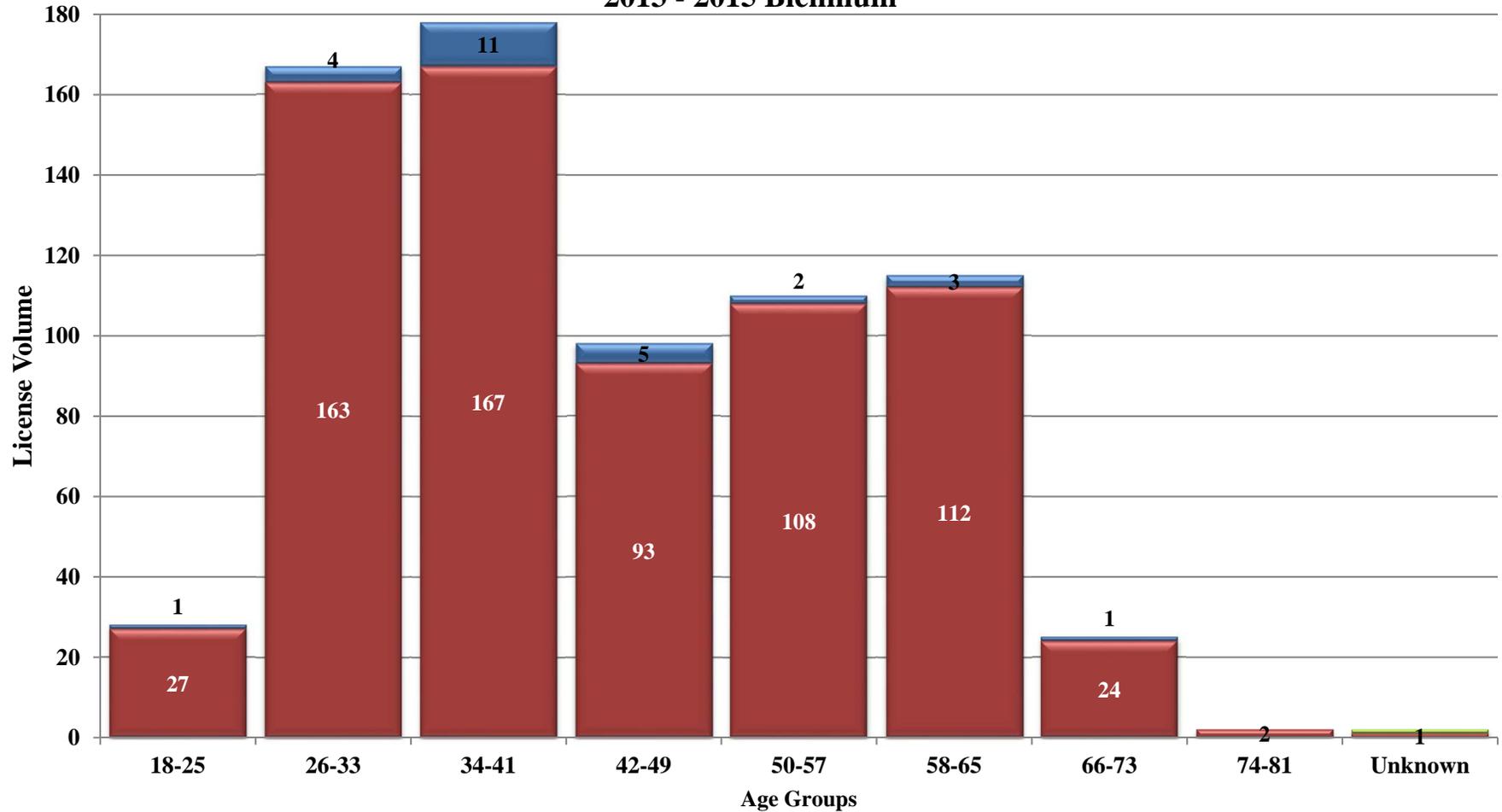
Health Licensing Office

Board of Licensed Dietitians

Active Licensed Dietitians

Statistics grouped by Gender and Age Group as of April 8, 2015

2013 - 2015 Biennium



Female 697 Male 27 Unknown 1

Total Volume: 725

**HEALTH LICENSING OFFICE
Fund 7840 - LICENSED DIETITIANS
STATEMENT OF CASH FLOW
FOR THE PERIOD 07/01/13 - 04/08/15**

CURRENT

13-15' Beginning Cash Balance	\$ 143,391.47
Revenues	\$ 112,114.43
Expenditures	\$ 74,889.70
Less: Accrued Expenditures	\$ -
Less: Total Expenditures	\$ (74,889.70)
Subtotal: Resources Available	\$ 180,616.20
Change in (Current Assets)/Liabilities	\$ -
Ending Cash Balance (Actual)	\$ 180,616.20

Indirect Charges are calculated using the following rates:

*Based on Licensee Volume as of May 20, 2013

Shared Assessment %	0.90%
Examination %	0.00%
Small Board Qualification %	10.67%
Inspection %	0.00%

**HEALTH LICENSING OFFICE
Fund 7840 - LICENSED DIETITIANS
STATEMENT OF CASH FLOW
FOR THE PERIOD 07/01/13- 06/30/15**

PROJECTED

13-15' Beginning Cash Balance	\$ 143,391.47
Revenues	\$ 122,669.00
Expenditures	\$ 87,741.45
Less: Accrued Expenditures	\$ -
Less: Total Expenditures	\$ (87,741.45)
Subtotal: Resources Available	\$ 178,319.02
Change in (Current Assets)/Liabilities	\$ -
Ending Cash Balance (Projection)	\$ 178,319.02

Indirect Charges are calculated using the following rates:

*Based on Licensee Volume as of May 20, 2013

Shared Assessment %	0.90%
Examination %	0.00%
Small Board Qualification %	10.67%
Inspection %	0.00%

Policy Report

Regulatory Report

Health Licensing Office



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Salem, OR 97301-1287
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Fax: (503) 370-9004
Web: www.oregon.gov/oha/hlo
E-mail: hlo.info@state.or.us

Board of Licensed Dietitians

April 22, 2015

2011 – 2013 Biennium

Between July 1, 2011 and June 30, 2013, no complaints were received by the Office. Total open 0. Total closed 0.

ANONYMOUS	CLIENTS	OTHER
0	0	0

2013 – 2015 Biennium

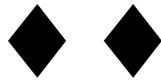
Between July 1, 2013 and March 31, 2015, 2 complaints were received by the Office. Total open 1. Total closed 1.

ANONYMOUS	CLIENTS	OTHER
0	0	2

Other: Licensees
General Public
Internal

Public/Interested Parties' Feedback

Executive Session



ORS 192.660(2)(f) for the purpose of considering
information or records exempt from public inspection.

Other Board Business

