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GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
BUREAU OF HEALTH CARE SERVICES  
LANSING

MIKE ZIMMER  
DIRECTOR

## HEALTH PROFESSIONAL RECOVERY COMMITTEE

### APPROVED MINUTES OF JUNE 15, 2015

In accordance with the Open Meetings Act, 1976 PA 267, as amended, the Health Professional Recovery Committee (HPRC) met in regular session on June 15, 2015 at the Ottawa Building, 611 West Ottawa Street, Upper Level Conference Center, Conference Room 3, Lansing, Michigan.

### **CALL TO ORDER**

Linda Taft, RN, Chairperson, called the meeting to order at 9:34 a.m.

### **ROLL CALL**

**Members Present:** Linda Taft, RN, Vice Chairperson  
Mary Burkhardt, MS, R.Ph  
Ann Chapleau, DHS, MS, OTR  
Katherine Donahue, D.V.M.  
Nicholaus Erber, MA, LPC, CAADC, NCC, CCMH  
Timothy Monroe, LMSW, ACSW, DCSW  
Thomas Plamondon, PA-C, PT,  
G. Thomas Poirier, DDS  
Jay Pozner, Ph.D  
Gordon Roberts, DC  
Susan Talley, PT, DPT, C/N (arrived at 10:00 a.m.)  
Millie Webster, LMT  
Richard Zahodnic, PhD, RRT-NPS, RPFT, AE-C

**Members Absent:** Michael Burke, Public Member  
Charles Gehrke, MD  
Jeff Monroe, AT, ATC  
William Morrone, DO

**Staff Present:** Kim Gaedeke, Acting Bureau Director  
Shellayne Grimes, Secretary, Policy, Rules and Board Support  
Michael Siracuse, Policy Analyst, Policy, Rules and Board Support  
Ann Ward-Fuchs, Administrative Law Specialist

Perry Bell, Department Analyst  
Cheryl Wykoff-Pezon, Department Analyst

**Others Present:** Carolyn Batchelor, HPRP Program Director  
Steven Batchelor, HPRP Program Director  
Carl Christensen, HPRP Medical Director  
Craig Huard, Michigan Assoc. of Nurse Anesthetists  
Michael Dolan  
Cynthia Farina, MANA Wellness Committee

## ***INTRODUCTIONS OF NEW MEMBER AND LARA STAFF***

Taft recognized Donahue, as the newest member of the HPRC representing the Board of Veterinary Medicine. Taft introduced Kim Gaedeke, Acting Bureau Director for the Bureau of Health Care Services, soon to be the Director of the Bureau of Professional Licensing. Gaedeke provided a brief overview of the current reorganization which will be completed the first part of July, 2015. Gaedeke introduced LARA staff that was in attendance and their roles and involvement with the HPRP. Gaedeke also recognized Susan Bushong, former HPRP Administrator/Outreach Coordinator, who supported HPRP and was a very valuable resource. Taft asked all HPRC members to introduce themselves.

## ***APPROVAL OF AGENDA***

*MOTION* by Pozner, seconded by Zahodnic, to approve the agenda, as presented.

*MOTION PREVAILED*

## ***OLD BUSINESS***

### ***APPROVAL OF MINUTES***

*MOTION* by Zahodnic, seconded by Timothy Monroe, to approve the March 16, 2015 minutes, with the addition of a correction on Page 3 under Clinical & Policy Subcommittee to read as follows:

Taft stated that the Clinical & Policy Subcommittee has an opening for a new Chair. She has ***reviewed and updated*** a manual and will leave it for the next Chair.

*MOTION PREVAILED*

## **NEW BUSINESS**

### ***SUBCOMMITTEE REPORTS***

#### ***Education & Outreach Subcommittee***

Taft shared a report from the Education & Outreach Committee since Chairperson Jeff Monroe was not in attendance.

Subsequent to the last HPRC meeting, the Subcommittee met once. Discussion was held as to the ways the HPRC could promote and increase awareness of the HPRP, its purpose, benefits, features, eligible participants, and access to it. It was agreed that continued encouragement of HPRC members to promote the Program with their colleagues and within their professional membership was important.

In addition, the Subcommittee recommends a short notice be included with each licensure or registration renewal notice. This notice would briefly explain the HPRP (its value, purpose, benefits, and method of accessing it). The notice would be less than half a page and be written by subcommittee members with approval of the HPRC.

The Subcommittee also recommends a regular ad be placed in *Michigan Healthcare* describing the HPRP, its features, purpose, benefits, and those eligible for participation.

The Subcommittee looks forward to implementing these and other ways to explain and promote the HPRP to eligible healthcare professional disciplines in Michigan.

Taft stated that the Participant Handbook has been completed and reviewed by the Department and the HPRP Contractor, Ulliance.

*MOTION* by Erber, seconded by Poirier, to approve the Participant Handbook.

A unanimous voice vote was called.

***MOTION PREVAILED***

Any questions regarding the Participant Handbook should be directed to Jeff Monroe.

#### ***Clinical & Policy Subcommittee***

Taft stated that the Clinical & Policy Subcommittee has an opening for a new Chair. Taft explained the charge of the Clinical & Policy Subcommittee.

### ***Audit Data & Statistics Subcommittee***

Taft explained the charge of the Audit Data & Statistics Subcommittee.

Zahodnic noted that the quarterly report to the HPRC has been provided. There is nothing new to report.

### ***Review Subcommittee***

Taft explained the charge of the Review Subcommittee.

Taft reported that there have been only two (2) cases for review this year. Generally, there are 30-35 cases per year.

Perry Bell will be the contact person at the Department for the Review process.

### ***HPRP CONTRACTOR REPORT***

Carolyn Batchelor distributed that the HPRP Quarterly Report covering the period March 11, 2015 to June 8, 2015. A question and answer period followed.

### ***DEPARTMENT UPDATE***

Siracuse addressed two (2) Policy Changes: 201 and 405.

*MOTION* by Talley, seconded by Zahodnic, to approve Policy Change 201.  
A unanimous voice vote was called.

*MOTION PREVAILED*

*MOTION* by Monroe, seconded by Plamondon, to approve Policy Change 405.

A unanimous voice vote was called.

Taft and Siracuse agreed that future proposed Policy Changes should go to the Clinical & Policy Subcommittee first for review.

Plamondon commented that he had received several faxes from a licensee. Gaedeke reminded Committee members that any time any information is received from a licensee, please provide it to the Department as quickly as possible. Committee members should not respond directly to a licensee.

## ***HPRP RECOGNITION RESOLUTION***

Taft recognized former HPRP Contract Administrator/Outreach Coordinator, Susan Bushong for her nine (9) years of service to the HPRC. Taft read her Resolution into the record:

*MOTION* by Erber, seconded by Zahodnic, to accept the above Resolution.

A unanimous voice vote was called.

*MOTION PREVAILED*

Taft passed around a card for all to sign in honor of Susan Bushong.

## ***CHAIRPERSON'S REPORT/COMMENTS***

Taft reported that she has no significant committee action to report, due to multiple changes in staff and committee organization activities. She has had contact with Siracuse and Bell regarding issues.

For future subcommittee meetings, Grimes will handle setting meeting dates for best availability between Department staff and subcommittee members.

Taft requested that Subcommittee Chairs provide written reports at future HPRC meetings.

## ***PUBLIC COMMENT***

Craig Huard commented regarding non-regulatory enrollees versus named regulatory enrollees and he takes issue with the confidentiality component.

Michael Dolan commented that the confidentiality component is a major component and it has been ongoing for two to three years.

The next meeting of the Health Professional Recovery Committee will be held on Monday, September 21, 2015 at 9:30 a.m. in the Ottawa Building, 611 West Ottawa Street, Upper Level Conference Center (UL), Conference Room 3, Lansing, Michigan.

## ***ADJOURNMENT***

*MOTION* by Zahodnic, seconded by Erber, to adjourn the meeting at 10:33 a.m.

*MOTION PREVAILED*

Linda Taft, RN, Chairperson

Shellayne Grimes, Committee Secretary

9-21-15  
Date Minutes Approved

6/15/2015  
Date Minutes Prepared