



RICK SNYDER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

SHELLY EDGERTON  
DIRECTOR

**HEALTH PROFESSIONAL RECOVERY COMMITTEE  
DECEMBER 19, 2016 MEETING**

**APPROVED MINUTES**

In accordance with the Open Meetings Act, 1976 PA 267, as amended, the Health Professional Recovery Committee (HPRC) met on December 16, 2016, at the Ottawa Building, Conference Room 3, 611 West Ottawa Street, Lansing, Michigan 48933.

**CALL TO ORDER**

Linda Taft, RN, Chairperson, called the meeting to order at 9:35 a.m.

**ROLL CALL**

**Members Present:** Linda Taft, RN, Chairperson  
Laurie Bahlke, MA, CCC-SLP  
Thomas Doyle, OD  
Sandra Gray, RPh. MA, MBA  
Deborah Lincoln, RN, MSN, RAC  
Vita McCabe, MD, FACCP, FACS (arrived 9:42 a.m.)  
Timothy Monroe, LMSW, ACSW, DCSW  
William R. Morrone, DO (arrived 9:58 a.m.)  
Jay Pozner, Ph.D.  
Paul Schmidt, MS, AT, ATC, PT  
Ronald Stavale, PA-C  
Susan Talley, PT, DPT, C/N  
Richard Zahodnic, PhD., RRT-NPS, RPFT, AE-C (arrived 9:44a.m.)

**Members Absent:** Katherine Donahue, DVM  
Scott Hughes, DPM, FASPS  
Tiffany Lee-Parker, PhD, LPC, NCC, CAADC  
Joan Lewis, DDS

**Staff:** Karen Carpenter, Policy Analyst, Boards and Committees Section  
LeAnn Payne, Board Support, Boards and Committees Section  
Andrew Hudson, Assistant Attorney General  
Cheryl Pezon, Manager, Boards and Committees Section  
Kim Gaedeke, Director, Bureau of Professional Licensing

## **APPROVAL OF AGENDA**

MOTION by Doyle, seconded by Lincoln, to approve the Agenda as amended.

A voice vote followed.

MOTION PREVAILED

## **Approval of Minutes**

MOTION by Lincoln, seconded by Talley, to approve the minutes from September 19, 2016, as presented.

A voice vote followed.

MOTION PREVAILED

## **Resolutions**

Bureau Director Gaedeke presented resolutions expressing appreciation for the term-limited Committee members: Taft, Talley, and Zahodnic.

## **SUBCOMMITTEE REPORTS**

### **Clinical & Policy**

Committee has not met.

### **Audit Data & Statistics**

Committee has not met. Carpenter indicated that she received the Contractor's annual report and will be arranging for a teleconference with subcommittee members in the near future.

### **Step 2 Review**

Taft reported that we have had 9 Step 2 reviews have been submitted for consideration by the Reviews Subcommittee. Year to date, we have had 35 reviews. Carpenter has implemented the "Response due by" date in the subject line of review requests, as well as file numbering to help differentiate files and make file tracking easier. We continue to monitor the use of SOAP notes for detailed input from treatment professionals involved in the review process. Participation has been sporadic and minimal so far. The subcommittee members find great value in the organized format of the SOAP notes when properly utilized and Taft encouraged the use of SOAP notes.

## **OLD BUSINESS**

None

## **NEW BUSINESS**

### **Chairperson's Reports/Comments**

Taft began her report by thanking the Committee for the opportunity to represent Nursing on the HPRC. She said this has been an enlightening experience and she is honored to have served as their Chair these past several years. She is happy to report the Board of Nursing appointed Lisbeth Votruba, RN to succeed her on the HPRC. Taft states it has been a challenge at times with many changes in leadership and liaisons within the departmental structure. There is still much work to be done. She encourages each of the Committee members to fully participate with the committee and subcommittee's structure to bring the most value, responsibility, transparency, and commitment to the respective healthcare boards, licensees, and public they represent. The HPRP is a vital and necessary program to help our impaired health professionals achieve and maintain safe, healthy, and productive careers as the original program founders intended.

### **HPRP CONTRACTOR REPORT**

Carolyn Batchelor gave a verbal highlight of the HPRP Quarterly Report to the Committee. Discussion took place regarding the need for more detailed SOAP notes.

### **DEPARTMENT UPDATE**

Carpenter informed the Committee that Ann Ward-Fuchs retired. She also informed the Committee that based on new legislation, there will be two new Boards formed; one for lay Midwives and one for Behavioral Analysts. This will add two new members to the Committee.

### **PUBLIC COMMENT**

None

### **ANNOUNCEMENTS**

The next regularly scheduled meeting will be held March 20, 2017 at 9:30 a.m. at the Ottawa Building, 611 West Ottawa Street, Upper Level Conference Center (UL), Conference Room 3, Lansing, Michigan.

### **ADJOURNMENT**

MOTION by Zahodnic, seconded by Talley, to adjourn the meeting at 10:25 a.m.

A voice vote followed.

MOTION PREVAILED

Approved on March 20, 2017

Prepared by:  
LeAnn Payne, Board Support

December 29, 2016