



STATE OF IOWA

IOWA DENTAL BOARD

TERRY E. BRANSTAD, GOVERNOR
KIM REYNOLDS, LT. GOVERNOR

JILL STUECKER
EXECUTIVE DIRECTOR

CONTINUING EDUCATION ADVISORY COMMITTEE

MINUTES

September 3, 2015
Conference Room
400 S.W. 8th St., Suite D
Des Moines, Iowa

Committee Members

Lori Elmitt, Board Member
Steven Fuller, D.D.S.
William McBride, D.D.S.
Marijo Beasler, R.D.H.
Sara Schlievert, R.D.H.
Kristee Malmberg, R.D.A.
Sarah Stream, R.D.A.

September 3, 2015

Present
Present
Present
Present
Present
Absent
Present

Staff Members

Jill Stuecker, Christel Braness, Angela Davidson

I. CALL MEETING TO ORDER – SEPTEMBER 3, 2015

The meeting of the Continuing Education Advisory Committee was called to order at 12:01 p.m. on Thursday, September 3, 2015. The meeting was held by electronic means in compliance with Iowa Code section 21.8. The purpose of the meeting was to review meeting minutes, requests for continuing education course and sponsor approval, and other committee-related matters. It was impractical to meet in person with such a short agenda. A quorum was established with six (6) members present.

Roll Call:

| <u>Member</u> | <u>Beasler</u> | <u>Elmitt</u> | <u>Fuller</u> | <u>Malmberg</u> | <u>McBride</u> | <u>Schlievert</u> | <u>Stream</u> |
|---------------|----------------|---------------|---------------|-----------------|----------------|-------------------|---------------|
| Present | x | x | x | | x | x | x |
| Absent | | | | x | | | |

II. COMMITTEE MINUTES

- *July 14, 2015 – Teleconference*
- ❖ MOVED by ELMITT, SECONDED by FULLER, to APPROVE the minutes as submitted. Motion APPROVED unanimously.

III. CONTINUING EDUCATION COURSE APPLICATIONS FOR REVIEW

- Think Safe, Inc. – “*CPR/First Aid*” – Requested 3-4 hours

Ms. Braness reported that board rules allow up to three hours of continuing education credit for CPR recertification. Ms. Beasler expressed concerns about the first aid portion since there was little information.

Ms. Schlievert had questions about the qualifications of the speakers. Ms. Braness stated that it was up to the committee to determine if the information provided was sufficient to make a recommendation.

- ❖ MOVED by FULLER, SECONDED by SCHLIEVERT, to APPROVE the course for 3 hours. Motion APPROVED unanimously.
- Think Safe, Inc. – “*CPR/AED*” – Requested 3 hours
- ❖ MOVED by FULLER, SECONDED by MCBRIDE, to APPROVE the course as submitted. Motion APPROVED unanimously.
- Think Safe, Inc. – “*Mandatory Reporter Training for Child Abuse*” – Requested 2.25 hours

The committee members discussed the requirements and the continuing education limits established in rule for mandatory reporter training. Iowa Administrative Code 650—Chapter 25, requires a minimum of two hours of training, and a limit of three hours for a combined course, for those who practice in Iowa.

Ms. Schlievert recommended awarding the course two hours of credit.

- ❖ MOVED by FULLER, SECONDED by SCHLIEVERT, to APPROVE the course for no more than 2 hours. Motion APPROVED unanimously.
- Think Safe, Inc. – “*Mandatory Reporter Training for Dependent Adult Abuse*” – Requested 2 hours

- ❖ MOVED by FULLER, SECONDED by STREAM, to APPROVE the course for 2 hours. Motion APPROVED unanimously.
- Think Safe, Inc. – *“Mandatory Reporter Training for Child and Dependent Adult Abuse”* – Requested 4.25 hours
- ❖ MOVED by BEASLER, SECONDED by ELMITT, to APPROVE the course for 3 hours.

Ms. Stream asked about continuing education credit with other organizations. Ms. Braness clarified that these recommendations for credit only applied towards renewal credit in Iowa. If other organization were to approve more credit for their organizational requirements, Iowa would not have jurisdiction to prohibit that.

- ❖ Vote taken. Motion APPROVED unanimously.
- Iowa Dept. of Public Health – *“I-Smile Coordinator Training”* – Requested 2.75 hours

Ms. Braness reported that Ms. Schlievert submitted this course request. Ms. Schlievert was available to answer questions from the committee members; however, she would abstain from voting on this course.

Dr. Fuller asked whether courses in the area of tobacco cessation were eligible for credit. Ms. Braness reported that, historically, it depended upon the focus of the course. Cessation courses, which were relevant to the practice of dentistry would be eligible for credit.

Dr. Fuller raised questions about awarding continuing education credit for coding and other practice management issues. Ms. Beasler agreed. Ms. Braness indicated that this has been a topic of ongoing discussion. Iowa Administrative Code 650—Chapter 25 allows continuing education credit for ADA-recognized dental specialties of which dental public health is included. However, there have been discussions about how to determine to what extent credit should awarded for all areas that apply to dental public health.

Ms. Stuecker asked Ms. Schlievert to expand on this. Ms. Schlievert stated that these issues are specific to dental public health since there are new coding requirements with which they must comply. Ms. Schlievert indicated that she saw this as more of a recordkeeping issue, as opposed to practice management. Ms. Schlievert was open to the committee’s thoughts and recommendations in this area.

The committee members discussed this further to determine how to distinguish the practice management issues from the topics that are more relevant to the practice of dental public health. Ms. Stuecker stated that there may need to be further discussion about this to come to a clearer method for determining credit for dental public health courses.

The committee members discussed what portions of the course may be ineligible for credit.

- ❖ MOVED by FULLER, SECONDED by STREAM, to APPROVE the course for 2.5 hours.

Ms. Stuecker stated that the committee may need to work together to find a better working definition of dental public health. The committee members stated that this may be a good idea; or the rules should be broadened to allow credit for similar courses in private practice.

- ❖ Vote taken. Motion APPROVED unanimously. Ms. Schlievert abstained.
- Iowa Lakes Community College – “*Dental Radiography Update for Dental Assistants*” – Requested 2 hours
- ❖ MOVED by FULLER, SECONDED by MCBRIDE, to APPROVE the course as submitted. Motion APPROVED unanimously.
- Iowa Lakes Community College – “*Infection Control Update for Dental Assistants*” – Requested 2 hours
- ❖ MOVED by STREAM, SECONDED by ELMITT, to APPROVE the course as submitted. Motion APPROVED unanimously.
- Kiess Kraft Dental Lab – “*Dental Impressioning & Lab Workflow*” – Requested 2 hours
- ❖ MOVED by BEASLER, SECONDED by STREAM, to APPROVE the course as submitted. Motion APPROVED unanimously.

IV. CONTINUING EDUCATION SPONSOR APPLICATIONS FOR REVIEW

- *ProCEO, Inc. – Resubmission*
- ❖ MOVED by FULLER, SECONDED by MCBRIDE, to APPROVE the sponsor application as submitted. Motion APPROVED unanimously.
- *Think Safe, Inc.*

- ❖ MOVED by STREAM, SECONDED by BEASLER, to APPROVE the sponsor application as submitted.

Ms. Schlievert asked about the requirements of applicants for sponsor status to list courses. Ms. Braness summarized how the committee has sometimes handled this in the past. Ms. Braness reported that, in this case, the committee has approved this applicant's courses; and the committee would need to determine if that was a sufficient history.

- ❖ Vote taken. Motion APPROVED unanimously.

V. OTHER BUSINESS

- *Discussion of Board Rules Related to Continuing Education, Which Should be Reviewed by the Board*

Ms. Braness and Ms. Stuecker reported that the Board is putting together a list of rule changes to consider. The committee has an opportunity to suggest rule changes for consideration.

Ms. Schlievert referenced Iowa Administrative Code 650—25.3(7)a(4), and recommended specifically listing the specialties in the rule. Ms. Stuecker noted that she has flagged that as a change. After some additional comments, Ms. Stuecker stated that proposed changes in language will need to be considered carefully to avoid unintended consequences.

Ms. Stuecker reported that Dr. McBride suggested cleaning up some of the old language in Iowa Administrative Code 650—25.2 that is no longer relevant.

Ms. Beasler asked the committee if there was interest in expanding the scope of the topics eligible for continuing education credit. After further discussion, staff indicated that the list of proposed changes can be brought back to the October 2015 for further discussion and recommendation to the Board.

- *Discussion of Protocol for Handling Continuing Education Requests*

Ms. Braness provided an overview of this item. In the past, staff offered to administratively process some of the requests to minimize the amount of work that gets forwarded to committee. At the time, the committee did not give specific enough to direction to allow this. Staff is open to discussions about how to handle these requests.

Ms. Braness proposed allowing staff to process those requests, which clearly meet the provisions for approved course topics as indicated in Iowa Administrative Code 650—Chapter 25. Board staff can bring back a more specific recommendation to the next meeting.

Dr. McBride asked about the previous discussions. Ms. Braness provided an overview of the past discussions. Ultimately, it was determined that staff should forward everything to the committee to avoid situations where staff is left to interpret the committee's recommendation about what to forward for review, and what to handle administratively. Ms. Braness acknowledged that in some cases, the material is very lengthy depending upon the number of requests received and the volume of material provided with each request.

There was ongoing discussion about how to proceed and other suggestions that might be considered to streamline the processing of these requests.

- Ms. Beasler left the call 12:44 p.m.
- *Discussion of Information Required for Review of Continuing Education Requests*

Ms. Stream stated that the outlines provided are not always enough information. An outline and the first few pages of the presentation may be more helpful to committee members.

Ms. Stuecker reported that staff would be updating the continuing education request forms, and that they would be forwarded for review and discussion at the October 2015 meeting.

Ms. Stuecker also reported that there have been some questions received related to the issue of open records requests and consideration for intellectual material. This issue will be addressed, in part, on the updated forms.

- *2016 Meeting Dates*

Ms. Braness asked for input regarding the committee members' availability to meet. Board staff will use this information to propose 2016 meeting dates at the next meeting.

Dr. McBride indicated that this time worked well for him. Ms. Elmitt stated that she has flexibility over the lunch hour.

Ms. Schlievert indicated the Wednesdays and Thursdays work best for her; however, her availability on the first Thursday of the month was limited.

Ms. Stream stated that the lunch hour works well for her. Ms. Stream also indicated that she does not work on Thursdays and would be available on those days.

VI. OPPORTUNITY FOR PUBLIC COMMENT

No comments were received.

VII. ADJOURN

- ❖ MOVED by SCHLIEVERT, SECONDED by ELMITT, to ADJOURN. Motion APPROVED unanimously.

The Continuing Education Advisory Committee adjourned the meeting at 12:50 p.m.

NEXT MEETING OF THE COMMITTEE

The next meeting of the Continuing Education Advisory Committee is scheduled for October 13, 2015. The meeting will be held at the Board office, and by teleconference.

These minutes are respectfully submitted by Christel Braness, Program Planner 2, Iowa Dental Board.