

PTAESIG Business Meeting Minutes
Combined Sections Meeting
Indianapolis, IN
February 6, 2015

1. Meeting was called to order at 7:58am.
2. Kim Rouillier welcomed everyone and thanked everyone for coming.
3. Invited Speakers:
 - a. Bonnie Povinale, from APTA Staff, and Carolyn Oddo, APTA BOD, were introduced.
 - i. The topic of Membership Value was discussed. Bonnie reported RC 11 14 motion in the House of Delegates was passed by the House. In response to this, they worked with the PTA Caucus members and the committee for a plan. The report on House communication was posted on 12/18/14.
 1. The overall thought was that data gathering, analyzing, and testing were needed. Focus groups, surveys, personal interviews were used.
 2. It was noted that there are currently 90,000 members in the APTA, however the market-share is increasing in the number of PT's and PTA's that are out there. Despite the growth in the number of PT's and PTA's, the market-share in APTA membership has been flat. There is a need to find strategies to increase recruitment, retention, and identify engagement. Benefits of membership need to be identified. A component action kit was developed to enhance this process, and continued collaboration will occur with the PTA Caucus and PTA SIGS, Student Assembly Members, and Membership Chair position. They will fine-tune the on-board process for all members. The Board just appointed a task force ("Recruitment retention early career task force" for PT's and PTA's).
 3. Carol reported that there is no separation in the PTA membership plan. It is a membership development plan for PT's and PTA's.
 - ii. Carol reported on the topic of the Baccalaureate degree for PTA's. The House of Delegates charged the APTA to address the issue. A PTA feasibility staff work group provided data. A task force of education program representatives provided recommendations. A work analysis for the PTA was performed to assist in determining if we should or should not progress with the Baccalaureate degree. An RFP was sent out, but it was determined that it would cost a lot to complete and the work analysis would not provide the information that they were looking for since it would only provide an idea of what they are

doing now. Therefore, the motion of a work analysis was rescinded. The process is now in a regrouping stage. APTA will present another plan in February.

iii. The floor was opened up to questions:

Q: What was not going to be included in the work analysis?

A: Triggers and gaps to move forward. It would not address the needs/gaps. It would only provide the data, but it was not providing the information needed.

Q: What was the process like when transitioning from the Master's to Doctorate degree for PTs?

A: Unable to clearly answer the question on the process. However, it was noted that they wanted to make sure they were doing it for the right reasons.

Q: Is there an expansion in the scope of work?

A: This did not prevail in the past to warrant a change in the degree level. The question was referred to Jody Gandy, who was present in the audience. Jody noted that, when moving from a Baccalaureate degree to a post degree, the programs could not make the jump due to the faculty not having the necessary degrees/background to meet the criteria. In addition, there have been multiple phone calls over the years since the transition to the DPT where practitioners and educators were not on the same page. The process for the PTA degree transition would ideally have a partnership with the practitioner and educator to avoid the mistakes made in the past to avoid the un-pleasantries as noted in the past with the transition to the DPT program.

Comments from the audience: 1) Associate to Baccalaureate degree is different as some schools would have to move the PTA education to community colleges as some institutions would have ability to transition. 2) The topic of transitional programs (PTA to PT) was brought up, noting that maybe the energy should be placed in the need for more opportunity for transition since there are only 2 programs that offer this option.

- The panel noted that they have these issues with other areas such as advanced proficiencies offered and post-associate programs.

b. Kelly Hoffman and Alice Salzman (Education Section Committee representative)

i. Thanked those who submitted proposals for programming.

1. Deadline for submission of proposals for 2016 = March 4, 2015.

- ii. Program Committee: members review proposals for Education Session, rank them and choose them for the next year. They are always looking for session moderators. If interested, can place name on list, and will have opportunity to choose which sessions to moderate are desired.
 - iii. For proposals, will send out a reminder for submission via the Education Section in the biweekly newsletter. If a proposal is submitted, it is requested that a short title, short description, learning objectives, and current references be provided. These will be done through Scholar I. Can also go to the APTA.org, 2016 submission.
- c. Lisa Stejskal (PTA Caucus Representative, Chair for Education Committee from Caucus)
 - i. Lisa noted that the House of Delegates is in a bylaw year. Packet I is not out. Bylaws discussed:
 1. PTA members: non-office member on the Board of Directors.
 2. Amend bylaws to allow PTA members a full vote rather than a half vote.
 3. Allow PTA members to serve as chapter delegates. Will include eliminating PTA Caucus Delegates by 2020 to allow time for transition.
 - ii. It was recommended that people reach out to the PTA Caucus representatives for questions/concerns.
 - iii. The floor was opened to questions: no questions were asked.
 - iv. Education Committee of the PTA Caucus: Charges they are working on have been split into 2 subcommittees:
 1. Build communication with the PTA educators. If there are questions, please ask Kim Rouillier or Lisa Stejskal. Keep lines open.
 2. Identify levels to improve PTA education. Don't want to be reactionary, so looking ahead. Working on entry level PTA Education. PTA Issues Forum held last night included discussion of areas of concern.
 3. Opportunity for lifelong learning: Pathway, Advanced Proficiencies, other opportunities?
 - v. The floor was opened for questions – no questions asked.
- d. Maggie Donahue (FSBPT) noted the following:
 - i. website interacting with schools in beta testing at this time. Changes to provide more information, improve process to access school reports, improvements to school reports. It was noted that if an applicant for the exam is unable to sit due to "other reasons" (such as a storm), the applicant can contact FSBPT and the applicant will not have to wait until the next exam to take the exam. FSBPT will assist in scheduling the

student to sit for the exam. This is only for emergency reasons as noted.

- ii. Licensure compact: The “final draft” closed but it is not out to the public. Final reviews will be done by later in the summer. They are hoping to introduce these compacts in 2016. Information on the compacts will be on the APTA and Federal websites.

- 1. The floor was opened to questions:

Q: What is the compact?

A: The idea behind the interstate compact is to allow a clinician to obtain a license in their state of residence but have privileges to practice in states that are part of the compact. The renewal cycle will sync with the home state and the idea is to make it easier to sync licenses and privileges to practice in other states rather than obtain a license for each state.

Q: If I have 2 licenses will this be required?

A: This will take away from needing 2 licenses. It could also help with telehealth.

Q: Is this Federal legislation?

A: No. This is decided jurisdiction to jurisdiction. It is an individual state’s decision. It was noted that physicians are going this route and they hope to get 10-12 states in the compact. They need more than 2 states to be in a compact; the minimum number of states is not determined, but there will need to be “enough” to make it a compact.

Q: Would this be one big group rather than separate groups?

A: Every state decides if this is what they want.

Q: Does the primary state need to be the state of residence?

A: Yes. The primary state will be the state of residence. This is also a way to ensure public protection (avoiding a clinician to practice in another state even if they have a citation on their license in their primary state).

Q: If one is in a compact, and you only want the bordering states, will you be in the compact with all the states?

A: Yes. There will be restrictions, but it will encompass all.

Q: How many states are currently using Aptitude and will this play a role in the compacts?

A: This may play a role.

Q: If the state you are in is in a compact, do you need to meet the requirements of all states in the compact?

A: You will need to meet the requirements of the home state. You will not need to meet the compact state's hours as well.

e. Doug Clarke:

- i. Doug recognized Peter Zawicki from the CAPTE PTA Commission.
- ii. In the November meeting, new PTA Panel Members were introduced.
 1. PTA Panel Members: Myrna Brown from Carrington College, Janice Haas from Mercyhurst University, William Dunlap (non-PTA member) from Washburn University in Topeka, KS.
- iii. Doug asked for all on-site reviewers to be recognized. Noted that they are looking for on-site reviewers. 6 visits had to be rescheduled due to needing more reviewers (ACCE's, PD's, grads, practitioners, campus directors)
 1. Doug noted that being an OSR is an example of commitment. 48 people are trained. The training will be held July 17-19, 2015. Expenses are paid. A team of trainers will be brought in to help.
- iv. PTA Panel decision list: CAPTE continues to place programs on probation and warnings. The benefit is that no new programs are on probation. All were brought to compliance. Two programs were withdrawn from accreditation and they have had their first appeal in 20 years.
- v. In November, new standards were adopted in the "Standards and Required Elements for Accreditation of Physical Therapist Assistant Education Programs". These will be effective beginning January 2016. They were reviewed at the Self-Study Workshop held prior to CSM 2015. All programs that will be reviewed in 2016 must be in compliance with the 2016 Standards and Required Elements. Doug thanked all for the calls for comments and feedback.
- vi. For retraining of the On-Site Reviewers, to increase efficiency, CAPTE may develop online webinars/modules/etc with follow ups.
- vii. One new feature that will be added is a publication of interpretive guidelines.
- viii. Doug noted that there is still an open door policy when trying to contact him, however, he asked for understanding of his

workload. If the question is appropriate to be answered by someone other than Doug, please call the main line.

ix. The floor was opened to questions:

Q: What are the requirements for being an on-site reviewer?

A: CAPTE handbook notes the requirements/standards for being an on-site reviewer.

Q: In relationship, how would it program outcomes? be expected to be analyzed?

A: wanting to move to look at outcomes based process. It will be a different level of assessment. Will need to provide the analysis. Will need thresholds to meet analysis.

Q: Anticipation that CAPTE could design example tools to guide programs on how to collect and deal with deficiencies?

A: discussion with the commission is needed. CAPTE needs to explore their responsibility. Does not want to prescribe.

f. Nancy White (APTA Chief Professional Affairs Officer) was to speak next. However, Nancy had to leave. Lisa McLaughlin from APTA Staff spoke for Nancy on how Janet Crosier's responsibilities will be distributed.

i. The information that was shared by Michael Bowers, Carol Oddo, and Paul Rockar at the PTA Town Hall noted that the duties of Janet Crosier will be directed in multiple directions. For PTA apps, these questions will be directed to Membership Services. Questions regarding the SIG will be directed to Andi Page, Staff liaison to the Education Section. Other needs will go through Kathy Maiorella, APTA BOD who works with the senior team.

ii. The floor was opened to questions:

Q: Is there/will there be an organizational chart available?

A: There is not one available at this time. PTA Caucus and SIG will be working on this.

Q: Impression seems to be a cultural shift in how staff will deal with membership. Membership is not contacting staff directly but through liaisons that are assigned to various tasks.

A: Unsure if this is a permanent shift or a temporary shift at this time. Michael Bowers wants a more strategic plan. Direct questions to Kathy or Carol.

Q: Will the system be reassessed to see if there will be another Janet?

A: Wants work done through Janet spread out and integrated with PT to avoid silos between PT and PTA.

4. Rules of Order

- a. Kim Rouillier was elected to office as chair in 2013. Querida Masters was elected as secretary at the same time. At that time it was discovered that the Rules of Order indicated that the Chair and Nominating Committee Representative were to be elected together and the Vice Chair and Secretary were to be elected together. Querida agreed to extend term by 1 year to allow secretary and vice chair elected at the “same time”. This was voted on by the PTAESIG membership at the Business Meeting at ELC 2013 and it was thought that we would then be in compliance with the Rules of Order. This year when preparing for elections to elect the Chair and Nominating Committee Representative, it was discovered that the Rules of Order called for the President and Nominating Committee Representative to be elected on the “even” years and the Vice Chair and Secretary to be elected on the “odd” years.
 - i. It was noted that Querida will not be seeking a 2nd term.
- b. Peggy Newman (from the floor) recommended that the wording be fixed to match what happened.
 - i. Becky McKnight (from the floor): made a motion from the floor to allow leadership to determine how to address the changes/noncompliance for the most efficient process.
 - ii. Becky McKnight (from the floor): withdrew this motion.
 - iii. Lisa Stejskal (from the floor): made a motion from the floor to change rules of order by changing D.1.a to read “shall be elected on odd number years” and change D.1.b by substituting “shall be elected on even number years”.
 - iv. There was a unanimous vote to pass the motion.
- c. Critical issues forum: further SIG meetings – which direction would you like to go?
 - i. Becky McKnight noted that several PTA educators are unable to make forums and meetings as they need to attend sessions to meet CEU requirements.
 - ii. In the past, with new standards, members sat at round tables to talk. This seemed to be beneficial.
 - iii. Timing is troublesome. Webinars would be helpful. Summits would be helpful.
 - iv. Kim: Adobe Connect has been used at the ELC PTAESIG Business Meetings in 2013 and 2014. This was offered so that members, not in attendance at the conferences, could attend and participate remotely with hopes of increasing the ability of PTAESIG members to be at the meeting. Using Adobe Connect is very costly at meetings. There were not many members that participated at the meetings. It was hoped to have the

recordings posted on the website. The first year didn't record. It is difficult to post the recording. Posting process took longer.

1. Kim noted that it was budgeted to offer Adobe connect to encourage members to jump into the meeting to see if it would be beneficial.
 2. Members present indicated that they did not know about the Adobe Connect option. Notices were sent on the PTAESIG Listserve. May in attendance did not know about the listserve.
- v. Kim noted that if you are in the Education Section website, there is a list of SIG's. Meeting minutes are posted under the PTA SIG. Will also try to post links to other important information..
1. A survey for Clinical Education was sent out to Program Directors and a link to the Survey will be posted at the website.
- vi. Mini needs survey was done yesterday. PTAE SIG members will be sent a more formal survey to assess the member needs from the PTAESIG.
5. Closing: Kim Rouillier thanked everyone for the privilege as the SIG chair. This is her last meeting and hopes everyone will stay involved.

Meeting minutes documented by Lynette Reina, PT, DPT. Distributed 2/10/15.