

**IDAHO BOARD OF VETERINARY MEDICINE**  
**APPROVED MINUTES**  
**MONDAY APRIL 25, 2011**

The Idaho Board of Veterinary Medicine met in Main Conference Rooms A and B of the Idaho Department of Agriculture building, Boise, Idaho. This meeting was called for the purpose of carrying out regular Board business. The meeting was called to order at 8:33 a.m. MDT by Board President Dave Schulz, DVM. Those in attendance were:

**Board:**

Dave Schulz, DVM  
Bruce Lancaster, DVM  
Doug Walker, DVM  
Dave Clark, DVM  
John Coplin, DVM  
Ms. Joyceanne Fick

**Staff:**

Karen Ewing, Executive Director  
Carol Youtz, Tech. Records Spec. II

**Additional Attendees:**

Matt Ellsworth, Legislative Services  
Dr. Mike Koob, Idaho Humane Society  
Vicki Smith, IVMA Executive Director

**Legal Counsel:**

Roger Gabel

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**AGENDA ITEMS**

1 Ms. Fick moved to add an update on Certified Euthanasia Task Force activities to the  
2 agenda as item 4.D. Dr. Clark seconded, and the motion passed unanimously via roll call  
3 vote of Dr. Lancaster, Dr. Walker, Dr. Clark, Dr. Coplin, and Ms. Fick. This topic was not  
4 on the original agenda due to an omission by Ms. Ewing.

5  
6 **1. MINUTES APPROVAL: January 24, 2011**

7 Ms. Fick moved to approve the minutes as written. Dr. Lancaster seconded. Motion  
8 passed.

9  
10 **2. OLD BUSINESS;**

11 **A. PBI Ethics Course**

12 Ms. Ewing reported that the PBI online ethics course has not yet been submitted to RACE  
13 for approval. Ms. Ewing will follow up with RACE and PBI Ethics to find out if the  
14 electronically-based course will be submitted for approval.

15  
16 **B. Zoo veterinarian license exception**

17 The legislation passed the 2011 legislature and will be effective July 1, 2011. A one-page  
18 form has been designed to allow official notification to the Board. Staff will revise the  
19 form to add e-mail, cell phone, and fax number, and remove "out of state" from the field  
20 for the veterinarian's name. Ms. Fick moved to approve the one-page form with the  
21 changes noted above, and Dr. Walker seconded. Motion passed.

22  
23 **C. 2012 Rule changes**

24 Rule IDAPA 46.01.01.014: Revise fees, remove NAVLE review fee, and remove 06.

25 Rule IDAPA 46.01.01.016: Remove entire NAVLE review section

26 Rule IDAPA 46.01.01.100.02.c: Remove refunds for withdrawn CVT applications.

1 Rule IDAPA 46.01.01.154: Add requirement for audit trail in revised patient records,  
 2 remove last sentence in 154.06 requiring written documentation for transfer of medical  
 3 record copies.  
 4

5 **3. VOLUNTEER LICENSE EXCEPTIONS: Mike Koob, DVM**

6 Dr. Koob, medical director at the Idaho Humane Society, addressed the Board regarding  
 7 student license exceptions. The Board interpreted Idaho Code § 54-2104 (2) (b) to allow a  
 8 graduate of an accredited veterinary college who is officially enrolled in a post-graduate  
 9 accredited veterinary program to perform surgeries at the Idaho Humane Society during  
 10 the summer break. The Board also reviewed § 54-2104 (2) (c) and determined that  
 11 students at unaccredited veterinary colleges who are spending their final year at an  
 12 accredited veterinary college will not be allowed to perform surgery during school  
 13 vacation periods. Other scenarios will be reviewed on a case-by-case basis as they arise,  
 14 and foreign-trained veterinarians must obtain an Idaho veterinary license.  
 15

16 **4. FINANCIAL:**

17 **A. Matt Ellsworth - Legislative Services Budget and Policy Analyst**

18 Legislative Services provides non-partisan staff support to the legislature regarding  
 19 research/development, audits, information technology, and budget/policy analysis. Mr.  
 20 Ellsworth suggests that the Board have all details available to the Legislature before  
 21 requesting the fee increase, and recommends that the Board ask supporting veterinarians  
 22 to testify during the 2012 fee increase rule change hearings.  
 23

24 **B. Fee increase discussion**

25 Ms. Ewing polled seventeen (17) western states to review their fees for original licenses  
 26 and renewals. Approximately 30% of the states polled charge a higher fee for renewals  
 27 than charged for an original license. The Certified Euthanasia Task Force (CETF)  
 28 recommended doubling renewal fees for both Certified Euthanasia Technicians and  
 29 Certified Euthanasia Agencies, as the CETF believes municipalities should bear more of  
 30 the financial burden for the Certified Euthanasia Program. The following fee increases  
 31 were discussed:

32 Veterinarians

33	1. <u>Original license fee:</u>	\$200	Increase \$75 (new fee \$275)
34	2. <u>Renewal fee:</u>	\$125	Increase \$75 (new fee \$200)
35	3. <u>Inactive renewal fee:</u>	\$50	No Increase (\$50)
36	4. <u>Temporary permit fee:</u>	\$100	Increase \$50 (new fee \$150)
37	5. <u>Reactivation fee (convert inactive to active):</u>	\$50	Increase \$100 (new fee \$150)
38	6. <u>Reinstatement/late fee:</u>	\$50	Increase \$150 (new fee \$200)
39	7. <u>License verification fee:</u>	\$10	Increase \$10 (new fee \$20)
40	8. <u>National Exam Eligibility Review fee:</u>		Remove fee entirely

41  
 42 Certified Veterinary Technicians (CVTs)

43	1. <u>Original Certification fee:</u>	\$100	Increase \$25 (new fee \$125)
44	2. <u>Renewal fee:</u>	\$50	Increase \$25 (new fee \$75)
45	3. <u>Temporary permit fee:</u>	\$50	No Increase (\$50)
46	4. <u>Reinstatement/late fee:</u>	\$25	Increase \$25 (new fee \$50)

47  
 48 Certified Euthanasia Agencies (CEAs)

49	1. <u>Original certification fee:</u>	\$100	No Increase (\$100)
50	2. <u>Renewal fee:</u>	\$100	Increase \$100 (new fee \$200)
51	3. <u>Reinstatement/late fee:</u>	\$25	Increase \$25 (new fee \$50)

1 Certified Euthanasia Technicians (CETs)

2	1. <u>Original certification fee: \$100</u>	No Increase	(\$100)
3	2. <u>Renewal fee: \$50</u>	Increase \$50	(new fee \$100)
4	3. <u>Reinstatement/late fee: \$25</u>	Increase \$25	(new fee \$50)

5  
6 Ms. Ewing's research indicated several state boards of veterinary medicine have made  
7 their fees non-refundable. Based on a discussion of the expenses incurred by the Board  
8 for application reviews, the Board will prepare a statute change of Idaho Code § 54-2107  
9 (10) for 2012 to remove the final paragraph which provides for a refund of the license  
10 fee portion of the application fee.

11  
12 To better determine the effect of a fee increase on CVTs, Board staff will keep a tally of  
13 which 2011 CVT renewal fees are paid by veterinary hospital employers and which are  
14 paid by the veterinary technicians themselves. Ms. Youtz will prepare a spreadsheet for  
15 review at the June 20, 2011 meeting.

16  
17 **C. ISDA Refund policy**

18 The Idaho State Department of Agriculture (ISDA) has recommended a fiscal policy that  
19 overpayments less than \$50 will not be refunded. The Board discussed the issue and set  
20 \$10 as its minimum threshold for refunds. Overpayments of less than \$10 will not be  
21 refunded.

22  
23 **D. Update of CETF meeting**

24 The CETF met on April 19, 2011 to discuss the certified euthanasia program. The CETF  
25 followed up on its 2011 rule changes and proposed another change to rule section  
26 205.02.a.ii.(1), (2), and (3) to remove the percentages required for demonstrating  
27 proficiency in intravenous, intraperitoneal, and intracardiac injections. Based on a recent  
28 change to this section in 2011, the CETF will review all parts of rule 205 to identify any  
29 other changes. These changes will be submitted to the 2013 legislature.

30  
31 Dr. Schulz commended the CETF members for their excellent work, and indicated that if  
32 all Idaho veterinarians knew what the CETF does, they would be very grateful that the  
33 CETF exists and is so active. The Board's certified euthanasia program saves many  
34 hours of veterinary hospital time that would otherwise be used to euthanize ill, injured,  
35 or unwanted shelter animals.

36  
37 The CETF seeks to recruit an additional member from southwest Idaho to allow Boise-  
38 area site inspections to be completed more efficiently. The current CETF members have  
39 developed a detailed course outline for CET recertification training, and Dr. Carlson-  
40 Lammers and Ms. Youtz developed a PowerPoint slideshow with photos imported  
41 directly from the HSUS euthanasia training manual. The CETF has also developed an  
42 Idaho Adjunct Euthanasia Manual to address the laws specific to Idaho. Pre-euthanasia  
43 sedation drug lists have been added, and the new approved drug lists have been printed  
44 and distributed. Site inspection forms have been modified to include pre-euthanasia  
45 sedation training, and also to record Idaho Board of Pharmacy Controlled Substance  
46 Registration numbers for all euthanasia technicians.

47  
48 The CETF recommended to the Board that CEA and CET renewal certification fees  
49 should be doubled. Original CET/CEA certification fees should not be increased,  
50 because the CETF does not want to discourage potential agencies from applying for  
51 certification. The CETF also recommends doubling the late fee.

1 **5. IN SERVICE TRAINING: Roger Gabel**

2 Mr. Gabel presented recent legal cases from other states that have bearing on Idaho cases.  
3 1) Newman v. Veterinary Board of Governors (Washington 2010) regarded a client's  
4 legal standing to compel a Board to take formal disciplinary action against a licensee, 2)  
5 Department of Community Health v. Link (Michigan 2010) regarded improper storage  
6 and disposal of controlled substances and other medications, along with deficient patient  
7 records, and, 3) Kim v. Maryland Board of Physicians (Maryland 2010) regarded failure  
8 to disclose a pending disciplinary actions on a licensing application.  
9

10 **6. VETERINARY MEDICAL EDUCATION:**

11 **A. AAVMC comment period**

12 No action or recommendations will be made by the Board; however, the Board discussed  
13 that mentoring of new graduates is at least 50% of the learning process. Practice owners  
14 who hire new graduates should be prepared to mentor them.  
15

16 **B. Universidad Nacional Autonoma de Mexico AVMA Accreditation**

17 The Board discussed concerns regarding non-English speaking applicants from this  
18 foreign veterinary college recently accredited by the AVMA. English is designated as the  
19 official language in Idaho, so no special accommodations need to be made for  
20 veterinarians who are not proficient in English.  
21

22 **C. Idaho foreign graduate statistics**

23 Ms. Ewing presented the Idaho statistics for licensees that have completed AVMA  
24 ECFVG and AAUSB PAVE foreign graduate educational equivalency programs. The  
25 Board has licensed thirty-seven (37) applicants that completed the ECFVG program, and  
26 thirteen (13) that completed the PAVE program. Only nine (9) of the ECFVG applicants  
27 were born in foreign countries; all PAVE applicants were born in the United States. At the  
28 current time, the Board has had a higher level of complaints and disciplinary actions filed  
29 against ECFVG licensees, compared to PAVE licensees.  
30

31 **7. PRACTICE STANDARDS:**

32 **A. Ovariectomy**

33 Dr. Tami Faulkner and Dr. Talitha Neher contacted the Board to ask if performing an  
34 ovariectomy instead of an ovariohysterectomy was within the standard of care for Idaho.  
35 The Board finds ovariectomy to be an acceptable procedure; however, pet owners must be  
36 informed of the procedure to ensure consent is achieved.  
37

38 **B. Emergencies presented by "fired" clients**

39 The Board was asked by WestVet Emergency and Specialty Veterinary Hospital what a  
40 veterinarian's ethical responsibility is in a situation where a client has been previously  
41 informed that services will no longer be provided, and the client arrives with an  
42 emergency. Ms. Ewing is to respond to WestVet that they have the right to refuse to  
43 provide services. The Board highly recommends that when a veterinarian decides to  
44 terminate a client, the veterinarian send a letter to the client to document the termination,  
45 and keep a copy of the letter in the client's file.  
46

47 **8. CONTINUING EDUCATION:**

48 **A. Continuing education for USDA accreditation modules**

49 Continuing education (CE) credits earned for the USDA/APHIS supplemental  
50 accreditation training will count toward Idaho's recertification requirements. These  
51 credits are only available online, and will be counted towards the maximum allowed in  
52 rule for online credits.  
53

**B. Discuss letter from Dr. Stephen Dill regarding RACE**

Dr. Dill contacted the Board regarding RACE's standards for reviewing Complementary and Alternative Veterinary Medicine (CAVM) programs. The Board finds the RACE Committee standards to be acceptable. If RACE disapproves a course, the vendor can apply directly to Idaho for review and possible approval of a particular course. The RACE standards clearly state, "Not all continuing education educational activities in which a veterinary professional may engage are approvable RACE CE". Ms. Ewing will contact Dr. Dill with the Board's decision.

**9. GENERAL BUSINESS:**

**A. Executive Session: Executive director performance evaluation**

Ms. Ewing asked that her evaluation be done in open session, so no executive session was held. The Board recommends that Ms. Ewing and Ms. Youtz receive additional pay in FY2011 to recognize both employees' exemplary service. Dr. Schulz will pursue this idea with the Board's DFM financial analyst, Sara Stover.

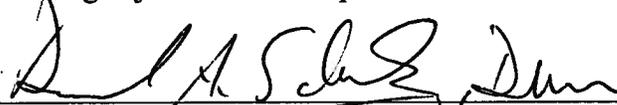
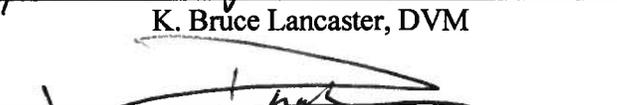
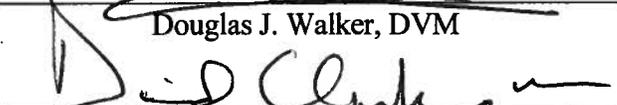
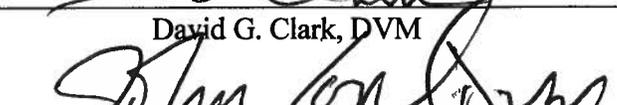
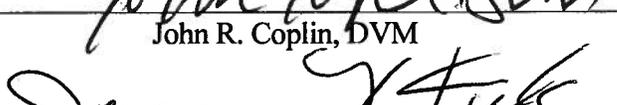
**B. Discuss revision to ad hoc Liaison Officer policy.**

The original ad hoc Liaison Officer policy was ratified by the Board at its April 12, 2010 meeting to address specific circumstances when the Liaison Officer may not be available, or has a conflict of interest. Based on additional circumstances that have arisen, the policy has been revised and is on file in the Board office.

**C. Veterinary license/CVT application revisions**

The Board's veterinarian and CVT applications inexplicably included questions about the applicant's primary language and necessary language accommodations. Based on review by Mr. Gabel, the language questions were removed. Ms. Youtz posted the new applications onto the web page last week.

Meeting adjourned at 2:23 p.m.

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32		
33	_____	
34	David A. Schulz, DVM	Date
35		
36		
37	_____	
38	K. Bruce Lancaster, DVM	Date
39		6/20/11
40		Date
41		6/20/11
42		Date
43	David G. Clark, DVM	Date
44		
45		
46	_____	
47	John R. Coplin, DVM	Date
48		6/20/11
49		Date
50	Joyceanne V. Fick	Date