

GEORGIA STATE BOARD OF VETERINARY MEDICINE
Board Meeting Minutes
Professional Licensing Boards
237 Coliseum Drive, Macon, GA
April 20, 2016 - 9:30A.M

The Georgia State Board of Veterinary Medicine met on Wednesday, April 20, 2016. The following members were present:

Board Members Present

Dr. Beckey Malphus, President
Dr. Henry Bohn, Vice President
Dr. Larry Corry
Dr. Edsel Davis
Dr. John Sundstrom
Mr. Nic Haynes

Staff Present

Ms. Adrienne Price, Executive Director
Ms. Tamara Elliott, Board Support Specialist
Ms. Kathy Osier, Licensing Supervisor

Attorney General's Office

Kirsten Daughdril, Assistant Attorney General (via teleconference)

Visitors Present

Mr. Scott Piper
Ms. Laura Smallwood

Call to Order: Dr. Malphus established a quorum of the Board was present and called the meeting to order at 9:32a.m.

OPEN SESSION

Agenda The Board accepted the agenda as presented.

Open Session Board Minutes

1) February 10, 2016 Board Meeting Minutes

Dr. Corry motioned, Dr. Davis seconded and the Board voted unanimously in favor of the motion to approve the February 10, 2016 board meeting minutes as presented.

2) April 19, 2016 Investigative Committee Minutes

Dr. Sundstrom motioned, Dr. Corry seconded and the Board voted unanimously in favor of the motion to approve the April 19, 2016 investigative committee minutes as presented.

Licenses to Ratify February 4, 2016 – April 13, 2016

Mr. Haynes motioned, Dr. Corry seconded and the Board voted unanimously in favor of the motion to ratify the licenses by application and by reinstatement that were issued in accordance with Board Rules and Policies between board meetings.

Correspondence – Jereme M. Garland - Continuing Education Requirements

Mr. Haynes motioned, Dr. Sundstrom seconded and the Board voted unanimously in favor of the motion to send a response letter clarifying that no more than 6 hours can be used for Veterinary Journal/Audio where follow-up testing is required. Of those six, five (5) hours may be interactive computer generated courses where follow-up testing is required and refer to 700-7-.04(b)(3)(ii).

Correspondence – Kathryn Strickland – LEAP Continuing Education Requirements

Mr. Haynes motioned, Dr. Sundstrom seconded and the Board voted unanimously in favor of the motion to send a response letter thanking Ms. Strickland for her correspondence and inform her that the Board is not presently proposing any new amendments at this time. However, the Board will further discuss her concerns in order to determine if the amendment is warranted. The Board also encourages her to continue to monitor the website for proposed rule amendments.

Correspondence – Laura Smallwood, GVMA – Continuing Education Requirements Amendments

Mr. Haynes motioned, Dr. Corry seconded and the Board voted unanimously in favor of the motion to request GVMA to conduct a survey to assist the Board in determining if the Board Rule 700-7-.03 should be amended to allow all LEAP to be obtained in person, interactive, or both.

Dr. Bohn motioned, Dr. Davis seconded and the Board voted unanimously in favor of the motion to proceed with the posting of BR 700-7-.03 as amended for the purposes of a public hearing.

Discussion – American Association of Veterinary State Boards (AAVSB)

1) Public Licensee Information

The Board accepts AAVSB's notification in reference to a public veterinary service review website which lists home addresses of licensees and the potential for increased inquiries relevant to the Board's privacy policies as information.

2) AAVSB Annual Meeting Delegate September 22-24, 2016 Scottsdale, Arizona

Dr. Davis motioned, Mr. Haynes seconded and the Board voted unanimously in favor of the motion to nominate Dr. Sundstrom as the Board's Delegate to that AAVSB Annual Conference.

Discussion – Licensee Inquiry-Euthanasia of an Animal in a Public Place

Dr. Davis motioned, Mr. Haynes seconded and the Board voted unanimously in favor of the motion to send the writer a no legal advice response letter and refer the writer to the practice act.

Open Records Requests

1) Andrew Merrill, Employment Background Investigations, Inc. RE: Christina Brown

Mr. Haynes motioned, Dr. Bohn seconded and the Board voted unanimously in favor of the motion to accept response drafted by Legal Services and deny the release of any records requested which are not presently open to the public.

Executive Director's Report – A. Price

Executive Director's report presented the Board with statistical data relevant to the processing of applications, the number of licensees and complaints/compliance matters. Ms. Price provided the Board with an update on the AAVSB's Georgia Licensure Video. She also informed the Board of the VTNE Exam application fee increase and provided a reminder that each Board Member was to have met the Annual Affidavit and Personal Financial Disclosure requirements by January 31, 2016 and if they have not done so to complete the task as soon as possible. Ms. Price's report presented the Board with an update on the pre-filled bills that were tracked in the Georgia General Assembly that may affect the Board. She also reported According to Sonya Williams in Legal Services, a Letter of Agreement for the use of the Ethics and Boundaries Assessment (EBAS) is not required and the Board may simply include the requirement within the terms of a consent order. The Board accepted the report as presented.

Board Chair's Report – B. Malphus

Dr. Malphus requested GVMA's assistance in addressing and educating the public about a problem that the Board is currently experiencing as it relates to the completion of employment verification forms which are part of the Veterinary Technician application. Many of the employment verification forms that the Board is receiving indicate that the applicant has been employed as a Veterinary Technician when in fact they are actually working as a Veterinary Assistant. Dr. Bohn remarked that he understood that there were some veterinary technician associations pushing for a veterinary nurse licensure and if that were to occur, veterinary technicians and assistants will no longer require a license. The remaining Board Members indicated that they had not heard. Dr. Malphus indicated that the Board should monitor the situation.

Dr. Malphus also requested GVMA's aid with reminding Veterinarians and Veterinarian Technicians to check online and make sure their licenses are renewed during the renewal period because Georgia is the only state in North America that allows for a late renewal period. Mr. Piper indicated that he will attempt to get something out to the membership. The Board accepted the verbal report as presented.

Dr. Bohn mentioned that it is his understanding that a Veterinary Technician has been approved for a seat on the Board but there isn't one on the Board and he feels that there should be a member representing the technicians on the Board. Ms. Price explained that the statute does not currently read that one member has to be a technician. It reads, "The Board shall consist of (6) six members to each appointed for a term of (5) five years or until his or her successor is appointed. (5) Five members of the Board shall be duly licensed Veterinarians actually engaged in active licensed practice for at least (5) five years prior to their appointment, and the 6th member shall be appointed from the public at large and shall be in no way connected to the practice of Veterinary Medicine." With that being said, it would require a statute change to require one seat for a Veterinary Technician. Ms. Price informed the Board that the last statutory change to that area was in 2003; however, she cannot determine the language that was changed. Dr. Bohn requested Ms. Price to research the issue to make sure that the requested change wasn't overlooked.

Miscellaneous Discussions

1) Continuing Education Request Submitted by Colleen Ruderman titled "Are You Red Eyes?"

Mr. Haynes motioned, Dr. Sundstrom seconded and the Board voted unanimously in favor of the motion to request additional information from the presenter regarding their credentials for teaching the course to include her education and certifications.

- 2) Mr. Piper asked if the Board could allow retired veterinarians to volunteer to investigate some of the clinics that are in violation of the laws and rules. Assistant Attorney General Daughdril stated that there could potentially be a conflict in with the confidentiality laws as investigations may only be accessed by the Board and staff. The retired consultants on cases would likely have to be considered staff. Dr. Davis motioned, Mr. Haynes seconded and the Board voted unanimously in favor of the motion to submit a referral to the Georgia Office of Attorney General to research whether or not the Board has the statutory authority to allow retired or volunteer veterinarians to assist the Board with conducting facility inspections/investigations and report any findings.
- 3) Dr. Davis remarked that he saw an article via email, although he could not recall the source, which reported that there are some in favor of testing animals to see if they need vaccines versus just giving it to them annually because the vaccines tend to last within the system for longer periods of time and as a result, they don't need to be done every year in dogs and puppies. Dr. Malphus indicated that the Georgia Department of Agriculture is the agency which establishes the frequency of rabies vaccines but for other vaccines it is more about the client's preference.

Dr. Bohn made a motion, Dr. Davis seconded, and the Board voted to enter into Executive Session in accordance with O.C.G.A. §43-1-19(h)(2) and 43-1-2(k) to deliberate on enforcement matters and to receive information on investigative reports and the Assistant Attorney General's report. Voting in favor of the motion were those present who included Dr. Malphus, Dr. Bohn, Dr. Corry, Dr. Davis, Dr. Sundstrom, and Mr. Haynes.

At the conclusion of Executive Session on Wednesday, April 20, 2016, Dr. Malphus declared the meeting to be "open" pursuant to the Open and Public Meeting Act O.C.G.A. § 50-14-1 et seq. No votes were taken during executive session.

OPEN SESSION

Dr. Bohn left the meeting at 12:04pm. Dr. Malphus established a quorum of the Board was present.

Executive Session Board Minutes

1) February 10, 2016 Board Meeting Executive Minutes

Dr. Davis motioned, Dr. Corry seconded and the Board voted unanimously in favor of the motion to approve the February 10, 2016 Board Meeting Executive Minutes as presented.

2) April 19, 2016 Investigative Committee Executive Minutes

Dr. Davis motioned, Dr. Corry seconded and the Board voted unanimously in favor of the motion to approve the April 19, 2016 Investigative Committee Executive Minutes as presented.

Attorney General's Report – K. Daughdril

Mr. Haynes motioned, Dr. Sundstrom seconded and the Board voted unanimously in favor of the motion to accept the Attorney General's report as presented and the following recommendations made in Executive Session.

1) Board Rule 700-7-.02 Reinstatement of Expired Licenses

Dr. Sundstrom motioned, Dr. Corry seconded, and the Board voted unanimously in favor of the motion to refer Board Rule 700-7-.02 as presented to the Attorney General's Office for a memorandum of authority and if no objections noted, vote to post.

Rule 700-7-.02. Reinstatement of Expired Licenses

(1) A veterinary or veterinary technician license which has not been renewed by the end of the March 31st late renewal period shall be administratively lapsed for failure to renew. Such failure to renew shall have the same force and effect as a revocation of said license as provided in Sec. [43-1-19\(1\)](#) of the Official Code of Georgia Annotated. Licenses that have been administratively lapsed for failure to renew, must be reinstated at the Board's discretion.

(2) For purposes of this regulation, the administrative lapsing of license for failure to renew shall not be treated as a disciplinary action or contested case.

(3) Any licensed veterinarian or veterinary technician in Georgia who fails to renew said license for a period of three years or more shall be required, before reinstatement of said license, to submit a detailed resume of such licensee's work experience since the date said license was renewed and in good standing. Applicants must submit proof of having completed continuing education hours within the past two years. Veterinarians must submit a minimum of thirty (30) hours of continuing education and veterinary technicians must submit a minimum of ten (10) hours (refer to continuing education rules 700-7-.01 and 700-7-.04). ~~If the~~An individual who has been practicing outside of Georgia, ~~he/she~~ must furnish a statement verification of licensure from all recognized licensing jurisdiction(s) ~~regarding the state of licensure in such locale~~where the individual has held a license.

(4) An individual seeking reinstatement as a veterinarian or veterinary technician may be required to furnish additional information to show ~~that he/she has kept abreast of veterinary medical or veterinary technology practice and that the individual has not had~~ ~~he/she neither had his/her veterinarian/veterinary technician a~~ license revoked in another state and/or jurisdiction nor has ~~he/she~~ been charged with or convicted of a crime.

(5) Upon evaluation of such information, the Board may reinstate said license, or at its discretion condition reinstatement of said license upon conditions acceptable to the Board.

Cite as Ga. Comp. R. & Regs. R. 700-7-.02

Authority: O.C.G.A. Secs. 43-50-21, 43-50-40.

History. Original Rule entitled "Reinstatement of Expired Licenses" adopted. F. June 18, 1985; eff. July 8, 1985.

Repealed: New Rule of same title adopted. F. June 15, 2009; eff. July 5, 2009.

The Board discussed the economic impact of Board Rule 700-7-.02 upon the licensee. Dr. Sundstrom motioned, Mr. Haynes, and the Board voted unanimously in favor of the motion that the formulation and adoption of this rule does not impose excessive regulatory cost on any licensee and any cost to comply with the proposed rule cannot be reduced by a less expensive alternative.

Dr. Sundstrom motioned, Mr. Haynes seconded, and the Board voted unanimously in favor of the motion that it is not legal or feasible to meet the objectives of O.C.G.A. §§ 43-1-25, 43-24A-19(2), and 43-24A-3(4) to adopt or implement differing actions for businesses as listed in O.C.G.A. § 50-13-4(3)(A), (B), (C), and (D). The formulation and adoption of these rules will impact every licensee in the same manner and each licensee is independently licensed in the field of Veterinary Medicine.

2) Board Rule 700-7-.03 Continuing Veterinary Education

Dr. Sundstrom motioned, Dr. Corry seconded, and the Board voted unanimously in favor of the motion to refer Board Rule 700-7-.03 as presented to the Attorney General's Office for a memorandum of authority and if no objections noted, vote to post.

Rule 700-7-.03. Continuing Veterinary Education

The Georgia State Board of Veterinary Medicine in accordance with the provisions of State Law and for the purpose of establishing certain minimum standards for continuing education in the best interest of and for the protection of the public health, safety and welfare hereby adopts the following rule:

(a) General Requirements:

1. Each veterinarian licensed to practice in the State of Georgia must obtain thirty (30) hours of Board approved continuing education per biennium for license renewal. ~~Effective January 1, 2009,~~

(i) ~~Of~~ Of the thirty (30) hours required, two (2) per renewal period must be acquired in Georgia laws, rules and professionalism; ~~Effective January 1, 2011, of the two (2) hours;~~ one (1) of which must be acquired in person. Georgia licensees who do not practice in the State of Georgia are not required to meet the two (2) hour requirement in Georgia laws, rules and professionalism; and-

(ii) Effective January 1, 2017, eighteen (18) of the thirty (30) hours must include scientific subject matter. Scientific subject matter includes all conventional medical and surgical sub-categories that are evidence based in addition to the science of diagnosis, treatment and prevention of disease as it relates directly to patients and includes a comprehensive range of the practice of veterinary medicine.

2. At the time of license renewal, each veterinarian shall certify to the Georgia State Board of Veterinary Medicine that he/she has completed the continuing education required for license renewal.

3. A veterinarian licensed during the first year of a biennium must obtain fifteen (15) hours of continuing education [and is not required to meet the two \(2\) hour requirement in Georgia laws, rules and professionalism](#). A veterinarian licensed during the second year of a biennium is exempt from obtaining continuing education for that renewal period. After this time period, the entire thirty (30) hours is required for each renewal.

4. In the event that a veterinarian fails to verify or submit documentation of continuing education credits at the same time of renewal of his/her license, the Board will not process his/her renewal until continuing education requirements have been met and proof of such has been received and approved by the Board. [If documentation of continuing education is requested and not received by the Board prior to the expiration date, the license will expire.](#)

5. A veterinarian may not carry over continuing education credits from one biennium license renewal period to the next.

6. Each veterinarian must maintain a record of credit hours earned and proof of attendance of such hours for a period of three years from the date of the preceding renewal period and must provide the Board with said documentation upon request.

7. Veterinarians who attend programs where more than one course is taught must maintain proof of the courses attended and the number of hours awarded for each course.

(b) Approved Continuing Education Programs and Hours:

1. Blanket approval is awarded to any National, State and International veterinary association meetings, United States Department of Agriculture and Georgia Department of Agriculture sponsored meeting, Board Certified Specialties programs recognized by the American Veterinary Medical Association, all AVMA accredited veterinary college or school sponsored classes and programs, all AAVSB RACE approved programs, any GVMA constituent organization programs, AAHA programs, programs sponsored by the United States or Southern Animal Health Association and any course approved by another state board. Blanket approval does not apply to any continuing education programs on Georgia laws, rules and professionalism.

2. Prior approval must be granted for any courses not offered by a blanket approved organization. Such requests shall include the following:

(i) a detailed course outline or syllabus;

(ii) a current curriculum must be provided for each speaker or lecturer;

(iii) the procedure to be used for recording attendance;

(iv) the number of continuing education hours for which the course sponsor requests approval.

3. [In addition to the LEAP requirements, the remaining](#) ~~C~~ credit hours may be earned as follows:

(i) One (1) hour may be given for each 50 minutes of contact time. Seminars are composed of lectures or labs; welcoming remarks, business sessions, unstructured demonstrations or degree programs are not considered seminars.

(ii) ~~Not more than three (3) hours can be for veterinary audio review.~~ Three (3) hours can be for journal studies where follow-up testing is required. Fifteen (15) hours of interactive computer generated courses will be allowed. Follow-up testing is required.

(iii) Not more than five (5) hours for hospital management.

(iv) A maximum of twenty (20) hours will be allowed for any one meeting

~~(viii)~~ A maximum of twelve (12) hours will be allowed per calendar day.

~~(vi)~~ A maximum of six (6) hours for veterinarians can be acquired through in house training at the licensees' place of employment.

~~(vii)~~ A maximum of ten (10) hours can be acquired through in house training for veterinary faculty at AVMA accredited institutions.

(c) Continuing Education Audit:

1. During the renewal period, the Board staff will randomly select up to 25% of its licensees to audit for continuing education compliance. If selected for continuing education audit, each licensee must submit continuing education records to meet the renewal requirements for that license renewal period.

(d) Provider and Sponsor Criteria: All providers and sponsors must provide the following information to the Board if they have not been awarded blanket approval:

1. Each sponsor or provider shall have an administrator whose responsibility is to maintain the criteria for quality in programming.

2. Providers shall use qualified personnel to develop and present the programs, which shall utilize appropriate instructional materials and resources.

3. Providers shall provide to the Board adequate advanced promotional information, material about target audiences, program content, faculty credentials and fees.

4. Providers shall provide a means of registration of the participants at each program and maintain a record of attendance for a period of three years from the date of the program.

5. Providers shall develop policies and procedures for the management of grievances.

6. Providers shall provide each participant with adequate documentation of his/her successful completion of the program. The documentation shall include:

(i) Name and license number of participant;

(ii) Name of provider;

(iii) Name and title of program;

(iv) Hours/CEU's completed;

(v) Date of completion; and

(vi) Authorizing signature.

7. All continuing education providers seeking approval of the continuing education program by the Georgia State Board of Veterinary shall submit a Program Approval Form for each program presented. These forms should be submitted 60 days in advance.

Cite as Ga. Comp. R. & Regs. R. 700-7-.03

Authority: O.C.G.A. Secs. [43-1-19](#), [43-1-24](#), [43-1-25](#), [43-50-2](#), [43-50-21](#), [43-50-26](#), [43-50-40](#).

History. Original Rule entitled "Continuing Veterinary Education" was filed November 4, 1988; effective November 24, 1988.

Amended: F. Dec. 19, 1990; eff. Jan. 8, 1991.

Amended: F. Jun. 20, 1997; eff. Jul. 10, 1997.

Repealed: New Rule of same title adopted. F. Apr. 8, 2002; eff. Apr. 28, 2002.

Repealed: New Rule of same title adopted. F. Feb. 6, 2005; eff. Feb. 26, 2005.

Amended: F. Aug. 24, 2007; eff. Sept. 13, 2007.

Amended: F. Sept. 2, 2008; eff. Sept. 22, 2008.

Repealed: New Rule of the same title adopted. F. Aug. 12, 2010; eff. Sept. 1, 2010.

Repealed: New Rule of the same title adopted. F. Jun. 19, 2012; eff. Jul. 9, 2012.

Amended: F. Nov. 5, 2014; eff. Nov. 25, 2014.

The Board discussed the economic impact of Board Rule 700-7-.03 upon the licensee. Dr. Sundstrom motioned, Mr. Haynes, and the Board voted unanimously in favor of the motion that the formulation and adoption of this rule does not impose excessive regulatory cost on any licensee and any cost to comply with the proposed rule cannot be reduced by a less expensive alternative.

Dr. Sundstrom motioned, Mr. Haynes seconded, and the Board voted unanimously in favor of the motion that it is not legal or feasible to meet the objectives of O.C.G.A. §§ 43-1-25, 43-24A-19(2), and 43-24A-3(4) to adopt or implement differing actions for businesses as listed in O.C.G.A. § 50-13-4(3)(A), (B), (C), and (D). The formulation and adoption of these rules will impact every licensee in the same manner and each licensee is independently licensed in the field of Veterinary Medicine.

3) Board Rule 700-7-.04 Veterinary Technician Continuing Education

Dr. Sundstrom motioned, Dr. Corry seconded, and the Board voted unanimously in favor of the motion to refer Board Rule 700-7-.04 as presented to the Attorney General's Office for a memorandum of authority and if no objections noted, vote to post.

Rule 700-7-.04. Veterinary Technician Continuing Education

Effective January 1, 2010, the Georgia State Board of Veterinary Medicine in accordance with the provisions of State Law and for the purpose of establishing certain minimum standards for continuing education in the best interest of and for the protection of the public health, safety and welfare hereby adopts the following rule:

(a) General Requirements:

1. Each veterinary technician licensed to practice in the State of Georgia must obtain ten (10) hours of Board approved continuing education per biennium for license renewal. ~~Effective January 1, 2011, o~~Of the ten (10) hours required, one (1) per renewal period must be acquired in Georgia laws, rules and professionalism. Georgia licensees who do not practice in the State of Georgia are not required to meet the one (1) hour requirement in Georgia laws, rules and professionalism.
2. At the time of license renewal, each veterinary technician shall certify to the Georgia State Board of Veterinary Medicine that he/she has completed the continuing education required for license renewal.
3. A veterinary technician licensed during the first year of a biennium must obtain five (5) hours of continuing education and is not required to meet the one (1) hour requirement in Georgia laws, rules and professionalism. A veterinary technician licensed during the second year of a biennium is exempt from obtaining continuing education for that renewal period. After this time period, the entire ten (10) hours is required for each renewal.
4. In the event that a veterinary technician fails to verify or submit documentation of continuing education credits at the same time of renewal of his/her license, the Board will not process his/her renewal until continuing education requirements have been met and proof of such has been received and approved by the Board. If documentation of continuing education is requested and not received by the Board prior to the expiration date, the license will expire.
5. A veterinary technician may not carry over continuing education credits from one biennium license renewal period to the next.
6. Each veterinary technician must maintain a record of credit hours earned and proof of attendance of such hours for a period of three years from the date of the preceding renewal period and must provide the Board with said documentation upon request.
7. Veterinary technicians who attend programs where more than one course is taught must maintain proof of the courses attended and the number of hours awarded for each course.

(b) Approved Continuing Education Programs and Hours:

1. Blanket approval is awarded to any National, State and International veterinary association meetings, United States Department of Agriculture and Georgia Department of Agriculture sponsored meeting, Board Certified Specialties programs recognized by the American Veterinary Medical Association, all AVMA accredited veterinary college or school sponsored classes and programs, all AAVSB RACE approved programs, any GVMA constituent organization programs, AAHA programs, programs sponsored by the United State or Southern Animal Health Association and any course approved by another state board. Blanket approval does not apply to any continuing education programs on Georgia laws, rules and professionalism.

[2. Prior approval must be granted for any courses not offered by a blanket approved organization. Such requests shall include the following:](#)

- (i) a detailed course outline or syllabus;
- (ii) a current curriculum must be provided for each speaker or lecturer;
- (iii) the procedure to be used for recording attendance;
- (iv) the number of continuing education hours for which the course sponsor requests approval.

3. In addition to the LEAP hour requirement for resident veterinary technicians, ~~the remaining~~ credit hours may be earned as follows:

(i) One (1) hour may be given for each 50 minutes of contact time. Seminars are composed of lectures or labs; welcoming remarks, business sessions, unstructured demonstrations or degree programs are not considered seminars.

(ii) Not more than ~~six~~four (64) hours can be for veterinary ~~obtained from~~ for veterinary ~~audio review or~~ journal studies ~~where follow-up testing is required. Five (5) hours of~~ for interactive computer generated courses ~~will be allowed~~ where follow-up testing is required.

~~(iii) Of the ten (10) hours, one (1) must be on Georgia laws and rules and professionalism. Georgia licensed veterinary technicians who do not practice in Georgia are exempt from the Georgia laws and rules and professionalism subject requirement; however the total ten (10) hours is required. Not more than three (3) hours for hospital management.~~

~~(iv) Not more than three (3) hours for hospital management.~~ A maximum of three (3) hours for veterinary technicians can be acquired through in house training at the licensees' place of employment.

(iv) A maximum of five (5) hours can be acquired through in house training for veterinary technicians at AVMA accredited institutions.

(c) Continuing Education Audit:

1. During the renewal period, the Board staff will randomly select up to 25% of its licensees to audit for continuing education compliance. If selected for continuing education audit, each licensee must submit continuing education records to meet the renewal requirements for that license renewal period.

(d) Provider and Sponsor Criteria: All providers and sponsors must provide the following information to the Board if they have not been awarded blanket approval:

1. Each sponsor or provider shall have an administrator whose responsibility is to maintain the criteria for quality in programming.

2. Providers shall use qualified personnel to develop and present the programs, which shall utilize appropriate instructional materials and resources.

3. Providers shall provide to the Board adequate advanced promotional information, material about target audiences, program content, faculty credentials and fees.

4. Providers shall provide a means of registration of the participants at each program and maintain a record of attendance for a period of three years from the date of the program.

5. Providers shall develop policies and procedures for the management of grievances.

6. Providers shall provide each participant with adequate documentation of his/her successful completion of the program.

The documentation shall include:

(i) Name and license number of participant;

(ii) Name of provider;

(iii) Name and title of program;

(iv) Hours/CEU's completed;

(v) Date of completion; and

(vi) Authorizing signature.

7. All continuing education providers seeking approval of the continuing education program by the Georgia State Board of Veterinary shall submit a Program Approval Form for each program presented. These forms should be submitted 60 days in advance.

Cite as Ga. Comp. R. & Regs. R. 700-7-.04

Authority: O.C.G.A. Secs. [43-1-25](#), [43-50-2](#), [43-50-21](#), [43-50-40](#), [43-50-52](#).

History. Original Rule entitled "Veterinary Technician Continuing Education" adopted. F. Sept. 2, 2008; eff. Sept. 22, 2008.

Repealed: New Rule of the same title adopted. F. Aug. 12, 2010; eff. Sept. 1, 2010.

Repealed: New Rule of the same title adopted. F. Jun. 19, 2012; eff. Jul. 9, 2012.

Amended: F. Nov. 5, 2014; eff. Nov. 25, 2014.

The Board discussed the economic impact of Board Rule 700-7-.04 upon the licensee. Dr. Sundstrom motioned, Mr. Haynes, and the Board voted unanimously in favor of the motion that the formulation and adoption of this rule does not impose excessive regulatory cost on any licensee and any cost to comply with the proposed rule cannot be reduced by a less expensive alternative.

Dr. Sundstrom motioned, Mr. Haynes seconded, and the Board voted unanimously in favor of the motion that it is not legal or feasible to meet the objectives of O.C.G.A. §§ 43-1-25, 43-24A-19(2), and 43-24A-3(4) to adopt or implement differing actions for businesses as listed in O.C.G.A. § 50-13-4(3)(A), (B), (C), and (D). The formulation and adoption of these rules will impact every licensee in the same manner and each licensee is independently licensed in the field of Veterinary Medicine.

Legal Services Memo to the Board

J.G.H. Mr. Haynes motioned, Dr. Sundstrom seconded and the Board voted unanimously in favor of the motion to rescind the previous motion and issue the license.

Investigative Committee Report – E. Davis and B. Malphus

Mr. Haynes motioned, Dr. Sundstrom seconded and the Board voted unanimously in favor of the motion to accept the following recommendations made in Executive Session:

VET160024	Close the case with no action
VET160041	Reschedule Investigative Interview at the next meeting.
VET160058 (SB)	Close the case with no action.
VET160058 (ML)	Schedule Investigative Interview.
VET110054	Close the compliance case.
VET120043	Close the case with no action.
VET160002	Table case pending outcomes of ongoing investigations.
VET160023	Uphold the previous Board decision to close case with a Letter of Concern.
VET160027	Close the case with a Letter of Concern regarding documentation in medical records.
VET160065	Close the case with no action.
VET160074	Close the case with no action.
VET1600682	Refer to investigations to interview staff members about who administers vaccines, anesthesia, conducts surgeries and interview complainant to obtain more information about the tech in question.

Dr. Corry motioned, Dr. Sundstrom seconded and the Board voted unanimously in favor of the motion to accept the following recommendations made in Executive Session:

VET150061 (AP)	Close the case with no action.
VET150061 (JG)	Refer to Attorney General for Private Consent Order and Reprimand to include a fine of \$1000 for practicing below the minimum reasonable standards of care and substandard record keeping, \$300 in Administrative Costs, and additional in person continuing education hours to include 2 hours in medical records and 2 hours in small animal intestinal surgery. Additional 4 hours of C.E. may not be applied to future renewals.
VET160046 (MM)	Close the case with no action.
VET160046 (VV)	Refer to investigations to conduct random inspections of both locations and identify the license Technicians and Veterinarians at the location and interview CEO and CFO.

Applications for Board Review

Dr. Sundstrom motioned, Dr. Davis seconded and the Board voted unanimously in favor of the motion to accept the following recommendations made in Executive Session:

Initial Applications

- 1) D.T.B. Issue the license with a letter of concern regarding alcohol.
- 2) T.N.C. Refer to Legal Service to issue a Private Consent Agreement for Licensure with a \$500 fine for

- 3) K.D.D. unlicensed practice from October 2012 to present. Refer to Legal Service to issue a Private Consent Agreement for Licensure with a \$200 fine for unlicensed practice from March 28, 2015 to present.
- 4) G.A.F. Issue the license with a letter of concern regarding failure to disclose information to the Board.
- 5) R.L.H. Refer to Legal Service to issue a Private Consent Agreement for Licensure with a \$500 fine for unlicensed practice from February 2012 to present.
- 6) V.A.S. Issue the license.
- 7) J.M.S. Issue the license.
- 8) T.A.S. Issue the license.

Reconsideration

- 9) G.H.M. Reinstate the license.
- 10) K.A.T. Reinstate the license with a letter of concern regarding substance abuse/drug dependency.

Reinstatement

- 11) J.A.A. Refer to Legal Service to issue a Private Consent Agreement for Licensure with a \$400 fine for unlicensed practice from December 31, 2012 to present.
- 12) M.A.D. Reinstate the license with a letter of concern regarding felony conviction and criminal history.
- 13) A.S.G. Refer to Legal Service to issue a Private Consent Agreement for Licensure with a \$400 fine for unlicensed practice from December 31, 2014 to present.
- 14) S.R.M. Refer to Legal Service to issue a Private Consent Agreement for Licensure with a \$300 fine for unlicensed practice from December 31, 2012 to present.
- 15) A.C.S. Must submit a reinstatement application and meet the requirements.
- 16) M.L.T. Refer to Legal Service to issue a Private Consent Agreement for Licensure with a \$300 fine for unlicensed practice from December 31, 2012 to present.

Miscellaneous Discussions

- 4) Mr. Haynes motioned, Dr. Davis seconded and the Board voted unanimously in favor of the motion to direct staff to notify Veterinary Technician schools that students need to be cautious about being labeled as a Veterinary Technician if not licensed in this state.

Adjournment No further business was discussed and the meeting adjournment at 2:55 p.m.

Minutes recorded by: Tamara Elliott, Board Support Specialist
Minutes reviewed and edited by: Kathy Osier, Licensing Supervisor & Adrienne Price, Executive Director
Minutes approved on: June 22, 2016

BECKEY MALPHUS, DVM
BOARD PRESIDENT

ADRIENNE PRICE
EXECUTIVE DIRECTOR