

GEORGIA BOARD OF MASSAGE THERAPY
Board Teleconference Minutes
Thursday, May 17, 2018 – 5:30 p.m.

The Georgia Board of Massage Therapy met via teleconference on Thursday, May 17, 2018. The following members were present:

Board Members Present

Craig Knowles, BCTMB, LMT, CNMT, Chair
Pam Nichols, LMT, CNMT, HNC, Board Member
Cindy King, LMT, CMT, NMT, Board Member

Administrative Staff Present

Adrienne Price, Executive Director
Michelle Foster, Board Support Specialist
Kathy Osier, Licensing Supervisor

Board Members Absent

Jennifer Clay, LMT, CNMT, Vice Chair
Kelly Teague, Consumer Member

Attorney General's Office Present

Betsy Cohen, Assistant Attorney General

Visitors Present

No visitors present.

Call to Order Mr. Knowles established that a quorum was present and called the meeting to order at 5:33 p.m.

OPEN SESSION

Agenda Ms. King motioned, Ms. Nichols seconded and the Board voted unanimously in favor of the motion to accept the meeting agenda as presented.

Open Session Minutes

1. April 27, 2018 Board Meeting Minutes

Ms. Nichols motioned, Ms. King seconded and the Board voted unanimously in favor of the motion to approve the April 27, 2018 open session Board meeting minutes as presented.

Discussion – Board Rules Chapter 345-8

1. Rule 345-8-.01 Curriculum Requirements. Amended

Rule 345-8-.01 Curriculum Requirements. Amended.

In order to be a Georgia Board recognized massage therapy ~~education~~-program, the program must have a minimum curriculum of five-hundred (500) total clock hours of supervised classroom and supervised hands-on instruction [at the Board recognized massage therapy program location or at community events supervised by the faculty or staff of the Board recognized massage therapy program.](#)

(a) For purposes of this rule, "supervised" means the supervisor is physically on-site, qualified and immediately available.

(b) The minimum required subject matter and activities and the minimum required hours are as follows:

(i) A minimum of one hundred twenty-five (125) hours of ~~in-class supervised instruction~~ [in](#) human anatomy, physiology and kinesiology;

(ii) A minimum of forty (40) hours of ~~in-class supervised instruction in~~ pathology;

(iii) A minimum of two-hundred hours (200) in massage therapy theory, technique and practice, which must include ~~in-class supervised~~ instruction ~~of~~ [in](#) clinical techniques and hands-on clinical practice and must include, at a minimum, the following subject matters: effleurage/gliding; petrissage/kneading; compression; friction, tapotement/percussion; vibration; direct pressure; superficial warming techniques;

pumping; stretching; jostling; shaking; rocking;

(iv) A minimum of one hundred twenty-five (125) hours of ~~in-class supervised~~ instruction in contraindications, benefits, universal precautions, body mechanics, massage history, client data collection, documentation, and legalities of massage, professional standards including draping and modesty, therapeutic relationships and communications;

(v) A minimum of ten (10) hours of ~~in-class supervised~~ instruction in ethics and business (to include a minimum of six (6) hours in ethics); and,

(~~vi~~) Of the five hundred (500) total clock hours, the curriculum must include a minimum of fifty (50) hours in supervised student clinical practice, but no more than sixty (60) hours in supervised student clinical practice. Nothing in this rule shall be construed to prohibit a massage therapy school that has a curriculum greater than five hundred (500) hours from having more supervised student clinical practice so long as it has at least four hundred and forty (440) hours of in-class supervised instruction.

(~~c~~) If an applicant transfers from ~~another~~ board recognized massage therapy education program into another board recognized massage therapy education program ~~recognized by this Board~~ and any of the clock hours from the original program(s) are accepted as a part of the program to which the applicant transferred, the name of the original program and the clock hours accepted from that program must be identified on the transcript provided to the Board. **If the transferred hours are not from a board recognized massage therapy education program, the hours may not be used to satisfy the curriculum requirements of this rule.**

Cite as Ga. Comp. R. & Regs. R. 345-8-.01

Authority: O.C.G.A. §§ 43-1-25, 43-24A-3(4), 43-24A-8(6).

History. Original Rule entitled "Curriculum Requirements" adopted. F. Jan. 10, 2007; eff. Jan. 30, 2007.

Amended: F. Feb. 27, 2012; eff. Mar. 18, 2012.

Amended: F. Oct. 30, 2013; eff. Nov. 19, 2013.

Amended: New title "Curriculum Requirements. Amended." F. Apr. 13, 2017; eff. May 3, 2017.

Ms. Nichols motioned, Ms. King seconded and the Board voted unanimously in favor of the motion to refer Board Rule 345-8-.01 Curriculum Requirements. Amended. to the Attorney General's Office for a Memorandum of Authority and if no objections vote to post.

Ms. King motioned, Ms. Nichols seconded, 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.

Ms. King motioned, Ms. Nichols 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-3(4), 43-24A-8(6) 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 Massage Therapy.

2. Rule 345-8-.02 Faculty Requirements. Amended **Rule 345-8-.02 Faculty Requirements. Amended.**

(1) In order to be a Georgia Board recognized massage therapy ~~education~~ program, the program must have a student to faculty that consists of a ratio in the lab/clinical/community area which shall not exceed 20 students to 1 instructor with no more than 10 student therapists and 10 students serving as clients. ~~sufficient number of full and part-time~~

~~instructors to ensure that the educational obligations to the student are fulfilled~~ Lecture classes are not subject to this ratio.

(2) ~~Lead faculty for Lab, clinical and community courses~~ core (lead) faculty shall hold a current and unencumbered Georgia massage therapy license and must demonstrate competence in their respective areas of teaching as evidenced by a minimum of 2 years or 2000 hours of experience in their ~~field~~ course they will be teaching. ~~Faculty instructor(s) shall hold a current state license, if a state license is required to practice massage therapy in that state.~~

(3) ~~Lead faculty for h~~ Human sciences ~~courses~~ core (lead) faculty (anatomy, pathology, physiology) ~~is~~ are not required to hold a massage therapy license; however, the faculty member must demonstrate competence in their respective areas of teaching as evidenced by a minimum of 2 years or 2000 hours experience in their ~~field~~ course they are teaching and/or by appropriate degrees/certificates from approved colleges/schools/institutions.

(~~2~~4) All program faculty members must teach at the physical address which has been provided to the Board on the program's application to become a board recognized massage therapy ~~education~~ program.

(~~3~~5) The Board must be notified of any program faculty changes within ten (~~10~~) days of the date the change becomes effective.

(~~4~~6) ~~If a school utilizes faculty assistants,~~ In order to be a Board recognized massage therapy program that utilizes faculty assistants, the program shall establish and maintain policies that outline the qualifications, duties and procedures for use of faculty assistants including, but not limited to, the following requirements:

(a) Faculty assistants for lab, clinical and community courses must have an active Georgia massage therapy license; ~~in order to be a Board recognized massage therapy education program, shall establish and maintain policies that set forth qualifications, duties and procedures for use of these personnel.~~

(b) Faculty assistants shall work under the direct supervision of approved faculty;

(c) Faculty assistants shall not be used as substitutes or replacements for regular faculty; and,

(d) Faculty assistants shall not be responsible for the overall evaluation of any student; ~~and shall work under the direct supervision of approved faculty.~~

~~Faculty assistants shall hold a current license, if a license is required to practice massage therapy in that state.~~

(~~5~~7) ~~In order to be a Georgia Board recognized massage therapy education program, the ratio of students to faculty in the lab/clinical/community area shall not exceed 20 students to 1 instructor with no more than 10 student therapists and 10 students serving as clients. Lecture classes are not subject to this ratio~~ Faculty assistants are not required to have a minimum of two years or 2000 hours of experience.

(~~6~~8) When student clinical practice is being performed on the general public, the supervising clinical faculty instructor(s) shall hold a current and unencumbered Georgia massage license.

Authority: O.C.G.A. Secs. 43-1-24, 43-1-25, 43-24-8, 43-24A-3, 43-24A-7, 43-24A-8, 43-24A-13, 50-13-3. History. Original Rule entitled "Faculty Requirements" adopted. F. Jan. 10, 2007; eff. Jan. 30, 2007. Repealed: New Rule of same title adopted. F. July 2, 2009; eff. July 22, 2009. Amended: F. Feb. 27, 2012; eff. Mar. 18, 2012.

Ms. Nichols motioned, Ms. King seconded and the Board voted unanimously in favor of the motion to refer Board Rule 345-8-.02 Faculty Requirements. Amended. to the Attorney General's Office for a Memorandum of Authority and if no objections vote to post.

Ms. King motioned, Ms. Nichols seconded, 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.

Ms. King motioned, Ms. Nichols 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. §§ 43-1-24, 43-1-25, 43-24-8, 43-24A-3, 43-24A-7, 43-24A-8, 43-24A-13, 50-13-3 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 Massage Therapy.

3. Rule 345-8-.03 Board Recognition Status

Rule 345-8-.03. Board Recognition Status

~~(1) In order for a Georgia (physically) based massage therapy education program location(s) to obtain the Georgia Massage Therapy Board "Recognized" massage therapy education program status,~~ Recognition of massage therapy programs located inside of the state of Georgia is at the sole discretion of the Board. A massage therapy educational program within the state of Georgia will be considered to be eligible to become a Board recognized massage program if the programs submits a complete application to the Board and meet the following requirements:

~~(a) †The program must meet the requirements~~ standards for training and curriculum set forth in rules 345-8-.01 and 345-8-.02; ~~and the additional requirements below:~~

~~(a) †~~ The program must require that each student ~~achieve~~ have a minimum grade of 70% and ~~the student have~~ maintain a minimum attendance of 70% per course in order to receive credit for the attainable clock hours ~~in~~ awarded to any massage therapy related course and clinical work, ~~and;~~

~~(b) †~~ The program must maintain a current, written program catalog to include but not limited to information relevant to the, philosophy and objectives of the program, ~~and the program must maintain~~ course outlines or syllabi for all massage therapy courses, ~~and;~~

~~(c) †~~ The program must provide a student handbook, and;

~~(d) †~~ The program must maintain permanent student records that summarize the credentials for admission, attendance, grades and other records of performance, and identifies the instructor for each course and any transfer hours that the student received credit for that were attained from another program or school;

~~(e) †~~ On or before January 31st of each year, the program must submit the previous year's list of graduates. The list must include the graduate's:

(i) Full name;

(ii) Date of birth;

(iii) Graduation date; and,

(iv) Last four digits of their social security number;

~~(e) †~~ The program must possess a current, unencumbered National Certification Board for Therapeutic Massage and Bodywork (NCBTMB) School Provider Code and submit proof of such upon making application to the Board and upon renewal of the code, which is to occur prior to the expiration date.

~~(f) †~~ The program must possess a current, unencumbered Nonpublic Postsecondary Education Commission (NPEC) Authorization number or accreditation by the Commission on Colleges of the Southern Association of Colleges and Schools or its equivalent and submit proof of such upon making application to the Board and upon renewal of the authorization number or accreditation. Renewal of the authorization number or accreditation is to occur prior to the expiration date.

(2) If a board recognized program does not meet or fails to comply with the ~~curriculum, faculty, and additional~~ requirements ~~noted in these rules~~ of Board rules 345-8-.01, 345-8-.02 and 345-8-.03, the Board may withdraw the "~~recognized~~ recognition" status of the program.

(a) ~~¶~~The Board shall promptly notify the program, in writing, of the withdrawn recognition status.

(b) ~~¶~~The program must notify, in writing, all current and potential new students of their withdrawn recognition status within ten ~~(10)~~ business days from receipt of the Board's notice. ~~Simultaneously, a copy of such notification must be submitted to the Board within the ten (10) business days.~~ Such notification must also include a statement indicating the students who graduate from an unrecognized program will not be eligible for licensure.

~~(3) No other transcripts will be accepted from a program whose recognition status has been withdrawn effective on or after a date established by the Board. Before the Board will consider restoring the program to a Board recognized status, the program must submit a new application.~~

~~(4) Programs losing Board recognition must reapply for recognition by the Board~~

~~(5) A Georgia (physically) based~~ When a Board recognized massage therapy program that is located within the state of Georgia is sold, physically moves or the name of the program changes, ~~the recognized program's name~~ the program must file a new ~~school recognition~~ application with the Board within ten ~~(10)~~ business days from the date of the action: and;

(a) ~~if~~ sold to a new owner, the new owner must provide, ~~within ten (10) days, a new application and all supporting documents (including a copy of the new, unencumbered NCBTMB code and NPEC current code/number – see ef & fg above)~~ in accordance to paragraphs (1)(g) and (1)(h) of this rule;

(b) ~~if~~ moving location, report within ten ~~(10)~~ days the new physical and mailing address, in addition to any other changes (faculty, curriculum, etc.);

(c) ~~if~~ changing the programs name, but not physical location, report the name change to the Board within ten ~~(10)~~ business days along with a copy of the new, unencumbered NCBTMB code and NPEC number in accordance to paragraphs (1)(g) and (1)(h) of this rule.

(d) If there is a change in faculty or faculty assignments, the program director or coordinator must submit and complete the Faculty Amendment Form with ten business days of the change in faculty.

(6) Massage Therapy ~~educational~~ programs located **outside the state of Georgia** may be recognized by ~~meeting the following criteria~~ the Board at its sole discretion if:

(a) The program holds, and maintains, a current, unencumbered NCBTMB school code number in accordance to paragraphs (1)(g); and,

(b) ~~be approved or recognized by the state~~ ~~¶~~The program substantially equals or exceeds the Georgia ~~is located in as meeting the~~ requirements for Board recognized massage therapy ~~education~~ programs as set forth in ~~(pursuant to the Georgia Board rules 345-8-.01 and 345-8-.02 and 345-8-.03(1)(a-e, g and h)- for licensure in the state the program is located and operating in;~~ and,

(c) ~~recognition by the Board of any massage therapy educational program is at the sole discretion of the Georgia Board of Massage Therapy.~~ The program is recognized by an agency in that state with standards for training and curriculum equivalent to the Nonpublic Postsecondary Education Commission (NPEC) as provided in Code Section 20-3-250.4.

(7) Recognition of massage therapy ~~educational~~ programs located **outside of the United States** may be recognized by the Board ~~is at the~~ its sole discretion ~~of the Board.~~

(a) ~~¶~~Transcripts will only be accepted if translated by a reputable and verifiable credential evaluation service. The Board has sole discretion on the acceptance/approval of a credential evaluations service utilized by an applicant; and,

(b) ~~†~~The foreign massage therapy ~~education~~ program must ~~at a minimum be determined to be~~ substantially equal to or exceed the ~~curriculum~~ Georgia requirements for Board recognized massage therapy programs ~~requirements~~ set forth in Board rule 345-8-.01; 345-8-.02 and 345-8-.03(1)(a-e).

(c) ~~recognition by the Board of any foreign massage therapy educational program is at the sole discretion of the Georgia Board of Massage Therapy~~ The program is recognized by an agency in that country or territory with standards for training and curriculum equivalent to the Nonpublic Postsecondary Education Commission (NPEC) as provided in Code Section 20-3-250.4.

Cite as Ga. Comp. R. & Regs. R. 345-8-.03

Authority: O.C.G.A. §§ 43-1-25, 43-24A-3, 43-24A-7, 43-24A-8, 43-24A-10 and 43-24A-13.

History. Original Rule entitled "Additional Requirements" adopted. F. Jan. 10, 2007; eff. Jan. 30, 2007.

Repealed: New Rule entitled "Maintaining Board Recognition Status" adopted. F. July 2, 2009; eff. July 22, 2009.

Amended: F. Feb. 27, 2012; eff. Mar. 18, 2012.

Repealed: New Rule entitled "Board Recognition Status. Amended" adopted. F. Oct. 30, 2013; eff. Nov. 19, 2013.

Ms. Nichols motioned, Ms. King seconded and the Board voted unanimously in favor of the motion to refer Board Rule 345-8-.03 Board Recognition Status to the Attorney General's Office for a Memorandum of Authority and if no objections vote to post.

Ms. King motioned, Ms. Nichols seconded, 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.

Ms. King motioned, Ms. Nichols 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-3, 43-24A-7, 43-24A-8, 43-24A-10, 43-24A-13 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 Massage Therapy.

Discussion - Investigative Committee

Ms. Nichols motioned, Ms. King seconded and the Board voted unanimously in favor of the motion to implement an Investigative Committee for the purpose of reviewing complaints. Ms. King motioned, Ms. Nichols seconded, and the Board voted unanimously in favor of the motion to appoint Craig Knowles and Jennifer Clay as members of the Investigative Committee.

Ms. King motioned, Ms. Nichols seconded, and the Board voted to enter into Executive Session in accordance with O.C.G.A. § 43-1-2(k) (1) (2), O.C.G.A. § 50-14-2(1), O.C.G.A. § 43-1-2(k) (4), O.C.G.A. § 43-1-19(h) (2) & (4) to receive and review information pertaining to applications. Voting in favor of the motion were those present who included Board members: Craig Knowles, Pam Nichols and Cindy King.

At the conclusion of Executive Session on Thursday, May 17, 2018, Mr. Knowles 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

Executive Session Minutes

1. April 27, 2018 Executive Board Meeting Minutes

Ms. Nichols motioned, Ms. King seconded and the Board voted unanimously in favor of the motion to approve the April 27, 2018 executive session Board meeting minutes as presented.

Executive Discussion

1. MT120016

Ms. King motioned, Ms. Nichols seconded and the Board voted unanimously in favor of the motion to close the case, if applicant attempts to reinstate license, application must be presented to the Board to consider facts of the case.

2. MT170059

Ms. Nichols motioned, Ms. King seconded and the Board voted unanimously in favor of the motion to table discussion pending receipt of requested information.

3. MT180120

Ms. King motioned, Ms. Nichols seconded and the Board voted unanimously in favor of the motion to accept order upon receipt.

4. MT180118

Ms. Nichols motioned, Ms. King seconded and the Board voted unanimously in favor of the motion to rescind the previous decision to withdraw recognition status of the massage therapy education program. Change name on approved school listing on the Secretary of State website to red to indicate the school is under review.

Applications

Application 2725128 Ms. King motioned, Ms. Nichols seconded and the Board voted unanimously in favor of the motion to table pending proof of residency to include a lease agreement or utility bill.

Application 1128418 Ms. Nichols motioned, Ms. King seconded and the Board voted unanimously in favor of the motion to renew the license. All hours recorded in CE Broker prior to March 21, 2018 may not be applied toward the continuing education requirements for the current renewal cycle.

Application 2683500 Ms. King motioned, Ms. Nichols seconded and the Board voted unanimously in favor of the motion to deny the request for an extension of application based on failure to meet eligibility requirements for licensure. Applications expire twelve (12) months from date of receipt per agency policy. Board recommends withdrawal of application.

Adjournment With no further business to be discussed, the meeting was adjourned at 7:19 p.m.

Minutes recorded by: Michelle Foster, Board Support Specialist

Minutes reviewed and edited by: Adrienne Price, Executive Director

Minutes approved on: June 8, 2018

CRAIG KNOWLES
BOARD CHAIR

ADRIENNE PRICE
EXECUTIVE DIRECTOR