

**GEORGIA STATE BOARD OF VETERINARY MEDICINE**  
**Board Zoom Meeting Minutes**  
**Wednesday, February 9, 2022 – 9:30 a.m.**

The Georgia State Board of Veterinary Medicine met via Zoom meeting on Wednesday, February 9, 2022. The following members were present:

**Board Members Present**

Dr. Wendy Cuevas, DACVPM, Chair  
Dr. Matthew Bradley, DVM, Vice Chair  
Dr. Larry Corry, DVM, Board Member  
Dr. William Wright, DVM, Board Member  
Ms. Jessica Sewell, RVT

**Staff Present**

Adrienne Price, Executive Director  
Michelle Hornaday, Board Support Specialist  
Meagan Doss, Complaints/Compliance Analyst

**Attorney General's Office**

Mary Brannen, Assistant Attorney General

**Board Members Absent**

Dr. Beckey Malphus, DVM, Board Member  
Mr. Thomas Culpepper, Consumer Board Member

**Visitors Present**

Susan Blevins, Director of Operations, Georgia Veterinary Medical Association (GVMA)  
Jill Lancaster, DVM, Executive Director, Georgia Veterinary Medical Association (GVMA)  
Samantha Chessie  
Dr. Keri Riddick, DVM  
Dr. Doris Miller, DVM, Department of Pathology, State Government Relations, UGA College of Veterinary Medicine

**Call to Order:** Dr. Cuevas established that a quorum of the Board was present and called the meeting to order at 9:31 a.m.

**OPEN SESSION**

**Agenda** The Board voted to accept the meeting agenda as presented.

**Open Session Board Minutes**

**1. December 8, 2021 Board Zoom Meeting Minutes**

Dr. Corry motioned, Dr. Bradley seconded and the Board voted unanimously in favor of the motion to accept the December 8, 2021 Board Zoom Meeting Minutes as presented.

**2. December 8, 2021 Rules Committee Zoom Meeting Minutes**

Dr. Corry motioned, Dr. Bradley seconded and the Board voted unanimously in favor of the motion to accept the December 8, 2021 Rules Committee Zoom Meeting Minutes as presented.

**3. January 20, 2022 Rules Committee Zoom Meeting Minutes**

Dr. Corry motioned, Dr. Bradley seconded and the Board voted unanimously in favor of the motion to accept the January 20, 2022 Rules Committee Zoom Meeting Minutes as presented.

**4. February 8, 2022 Investigative Committee Zoom Meeting Minutes**

Dr. Corry motioned, Dr. Bradley seconded and the Board voted unanimously in favor of the motion to accept the February 8, 2022 Investigative Committee Zoom Meeting Minutes as presented.

### **Licenses to Ratify: December 1, 2022 – February 2, 2022**

Ms. Sewell 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 – A Note of Gratitude, Dr. John Sundstrom, DVM**

The Board graciously accepts the note of gratitude from Dr. Sundstrom.

### **Correspondence – Request to Participate in Research on Communication-Based Board Complaints – Dr. Ryane Englar, DVM**

The Board voted to notify the writer that they decline the request to participate as some information relative to complaint are confidential and may not be disclosed in accordance with the law. Additionally, the acceptance of gift cards in remuneration for participation is against the Code of Ethics for Board members.

Dr. Wright joined the meeting at 9:38 a.m.

### **Correspondence – Request for Amendments to CE Application – GVMA**

Dr. Bradley motioned, Dr. Wright seconded and the Board voted unanimously in favor of the motion to refer the correspondence to the Rules Committee.

### **Discussion – American Association of Veterinary State Boards (AAVSB)**

1. **2022 Call for Bylaws Amendments**
2. **Registration Open – Board Basics & Beyond Training Session – April 1-2, 2022**
3. **Veterinary Technician National Exam (VTNE) Scheduling and Remote Proctoring**

Dr. Bradley motioned, Dr. Wright seconded and the Board voted unanimously in favor of the motion for Jessica Sewell to be the Board representative during the AAVSB Board Basics and Beyond training, and for her to present VTNE Scheduling and Remote Proctoring to the Georgia Veterinary Technician and Assistant Association (GVTAA) for posting the information on their website.

4. **AAVSB Welcomes Octavia Jones, New Senior Manager of Continuing Education**
5. **Topics for Discussion**

The Board entered into a discussion regarding the use of CE Broker CE monitoring and repository system. The benefits discussed include free registration, ability to store certificates online which is invaluable in case of loss or inadvertent destruction of original paper certificates, as well as being an expedient process for licensees to retrieve and present documentation in the case of an audit.

Ms. Price indicated that a formal agreement must be in place between CE Broker and the Professional License Board Division to ensure confidentiality. She noted this is a valuable repository for both licensees and staff as many other Boards within the Professional Licensing Boards Division of the Office of Georgia Secretary of State have successfully engaged their services.

Dr. Cuevas motioned, Dr. Wright seconded and the Board voted unanimously in favor of the motion for Executive Director, Adrienne Price, to contact CE Broker and AAVSB for the purpose of initiating the process for the Georgia State Board of Veterinary Medicine to use CE Broker as their continuing education document repository and monitoring system.

### **Discussion – International Council for Veterinary Assessment (ICVA)**

1. **Expanded NAVLE Testing Window for Spring 2022**

Dr. Bradley left the meeting at 9:58 a.m. with a quorum of the Board still present.

2. **In Focus Newsletter – December 2021**
3. **2020-2021 NAVLE Technical Report**
4. **2020-2021 Annual Report**
5. **Notice of Fee Increase**

The Board accepts the correspondence in reference to ICVA, as information.

**Discussion – American Veterinary Medical Association (AVMA) – Council on Education Report of Accreditation Actions**

The Board accepts the correspondence in reference to AVMA, as information.

**Discussion – Rules Committee – W. Wright**

1. **Board Rule 700-7-.03. Continuing Veterinary Education**
2. **Board Rule 700-8-.01. Unprofessional Conduct**
3. **Board Rule 700-12-.08. Surgical Standards**
4. **Board Rule 700-12-.09. Examination Area**
5. **Board Rule 700-12-.11. Patient Care**

Dr. Wright reviewed the discussions from the previous three Rules Committee meetings (November 18, 2021, December 8, 2021, and January 20, 2022) to include the Committee’s justifications for recommended amendments to Board Rule 700-7-.03. Continuing Veterinary Education, Board Rule 700-8-.01. Unprofessional Conduct, Board Rule 700-12-.08. Surgical Standards, Board Rule 700-12-.09. Examination Area, and Board Rule 700-12-.11. Patient Care.

Dr. Corry motioned, Ms. Sewell seconded and the Board voted unanimously in favor of the motion to adopt the rationales offered by the Rules Committee and refer Board Rule 700-7-.03. Continuing Veterinary Education, Board Rule 700-8-.01. Unprofessional Conduct, Board Rule 700-12-.08. Surgical Standards, Board Rule 700-12-.09. Examination Area, and Board Rule 700-12-.11. Patient Care, with amendments as follows, to the Attorney General’s Office for a Memorandum of Authority, and if no objections, vote to post:

1. **Board Rule 700-7-.03. Continuing Veterinary Education**

**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 and veterinary faculty member licensed to practice in the State of Georgia must obtain thirty (30) hours of Board approved continuing education per biennium for license renewal.
  - (i) Of the thirty (30) hours required, two (2) per renewal period must be acquired in Georgia laws, rules and professionalism, which may be acquired in person or by live, interactive webinars that include measures to ensure active participation throughout the course. 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) 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. Veterinarians and veterinary faculty member 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. Veterinarians and veterinary faculty members 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 or a veterinary faculty member 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.
5. If documentation of continuing education is requested in conjunction with any audit and not received by the Board on or before the deadline date provided, the licensee will be subject to disciplinary action.
6. A veterinarian or veterinary faculty member may not carry over continuing education credits from one biennium license renewal period to the next.
7. All continuing education providers seeking approval of the continuing education program by the Georgia State Board of Veterinary Medicine shall submit a current Program Approval Form for each program to be presented to include all program materials requested and ~~any applicable fees~~ referenced on the fee schedule. These forms must be complete and ~~should be~~ submitted 60 days in advance of the program date to be considered by the Board.
8. Veterinarians or veterinary faculty members 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.
2. Blanket approval does not apply to any continuing education programs on Georgia laws, rules and professionalism (LEAP). All LEAP courses and any other (non-LEAP) continuing education course which is not offered by a blanket approved organization must be awarded Board approval before the course is offered.
3. Providers may be awarded Board approval for a continuing education course by submitting the following for consideration by the Board:
  - (i) A continuing education application form;
  - (ii) A detailed course outline or syllabus;

- (iii) A current curriculum vitae or resume must be provided for each speaker or lecturer;
- (iv) The procedure to be used for recording attendance; and,
- (v) The number of continuing education hours for which the course sponsor requests approval.

4. In addition to the LEAP requirements, 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) 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) A maximum of twelve (12) hours will be allowed per calendar day.
- (iv) A maximum of six (6) hours for veterinarians can be acquired through in house training at the licensees' place of employment.
- (v) A maximum of ten (10) hours can be acquired through in house training for veterinary faculty at AVMA accredited institutions. For the purposes of this rule, "in house training" refers to programs that are only offered to employees of the institution.
- (vi) A maximum of three (3) hours can be acquired by licensees who conducted peer reviews for the Board.
- (vii) Two (2) hours of continuing education credit per lecture for a subject area, regardless of the number of times the licensee presents the course, for a maximum of five different subjects.

(c) Continuing Education Audit:

1. During the renewal period, the Board staff will randomly select a percentage of its licensees to audit for continuing education compliance.
2. 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 to include the date and time each individual course was offered;
  - (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 current Program Approval Form for each program **to be** presented to include all program materials requested **and any applicable fees referenced on the fee schedule**. These forms must be complete and ~~should be~~ submitted 60 days in advance in order to be considered by the Board.

- Applications submitted inside of the 60 days before the program date must be accompanied by a**
8. **Petition for Rule Variance or Waiver and an \$150 fee. In accordance with O.C.G.A. § 50-13-9.1, the CE Provider must substantiate a hardship in submitting the CE Application in the manner that the Board rules prescribe.**

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

**Authority:** O.C.G.A. §§ [43-1-25](#), [43-50-21](#), [43-50-40](#), [43-50-52](#); [43-50-110](#).

**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.

**Amended:** F. May 26, 2017; eff. June 15, 2017.

**Amended:** F. Mar. 16, 2018; eff. Apr. 5, 2018.

**Amended:** F. Mar. 24, 2021; eff. Apr. 13, 2021.

**2. Board Rule 700-8-.01. Unprofessional Conduct. Amended.**

**Rule 700-8-.01. Unprofessional Conduct. Amended.**

Unprofessional conduct shall include, but not limited to, the following:

- (a) Advertising - defined: Advertising shall mean any information communicated in a manner designed to attract public attention to the practice of the licensee. Advertising shall include but not be limited to, a

communication, published or displayed through the use of newspaper, internet, telephone directory, pamphlets or handouts, radio, television, signs, billboard, window display or any other means of medium.

1. A licensee shall not make any false, misleading or deceptive communication in any form of advertising.
2. Advertisement of prices must contain a complete description of veterinary services included in any advertised price and disclosure of any extra charges that may be required to serve the consumer's needs.

(b) Professional Relationships:

1. It shall be unprofessional conduct for a licensee without just cause and in bad faith or for the purpose of soliciting patronage or personal pecuniary gain to disparage the profession or professional capabilities of another licensee.
2. It shall be unprofessional conduct to aid any person, firm, or corporation to engage in the unauthorized practice of veterinary medicine.
3. It shall be unprofessional conduct for a licensee to guarantee a cure or to offer his name in a commercial setting in a testimonial as to virtues of proprietary remedies or foods.
4. Consultation by an attending veterinarian with other veterinarians expert in the particular matter on which consultation is sought is in the public interest and thus is expected of the attending veterinarian when the need arises. But such consultation is discouraged if the consulting veterinarian employs the relationship so created to disparage the attending veterinarian or to solicit business; such practices are not in the public interest.
  - (i) It shall therefore be unprofessional conduct for a licensee called as a consulting veterinarian to disparage in the presence of the client the competence of the attending veterinarian. The Board does, however, expect any incompetence or negligence to be reported to it and nothing in this rule prohibits such reports or the giving of testimony in public or private litigation.
  - (ii) It shall be unprofessional conduct for a consulting veterinarian to assume unauthorized control of the case or to utilize the consulting relationship to solicit business for himself or others.
5. It shall be unprofessional conduct for a licensee employed to render professional advice by one party in negotiations concerning the sale of an animal to accept a fee from the other party.

(c) Failure to Maintain Patient Records:

1. A veterinarian shall prepare and maintain a record reflecting the care and treatment of animals treated or boarded.
2. These records shall contain clinical information sufficient to justify the diagnosis and warrant treatment and shall, if applicable, include but not be limited to the following information:
  - (i) Name, address and telephone number of the animal's owner;
  - (ii) Name of attending veterinarian and staff rendering care;
  - (iii) Patient identification, including name, ages, sex and breed;
  - (iv) Dates of examination, treatment and custody of the animal;
  - (v) Patient history;
  - (vi) Presenting complaint;
  - (vii) Vaccination history;
  - (viii) Findings from physical examination, including temperature and weight for each examination;
  - (ix) Clinical lab reports, if applicable;
  - (x) Medication prescribed or recommended, including dose, strength, and frequency;
  - (xi) Anesthetic, including dose, strength, type, amount and monitoring of vital signs at frequent intervals, if applicable;
  - (xii) Details of surgical procedure including complications and/or abnormalities noted with documentation of suture materials used;
  - (xiii) Progress and disposition of the case to include client communications and copies of any written instructions for home care;

- (xiv) Differential diagnoses; and
- (xv) Radiographs to include radiographic interpretations.

3. All records shall be kept in a readily retrievable form, shall be recorded contemporaneously, and shall be filed promptly following treatment.
4. Patient records shall be kept by a veterinarian for three (3) years after a patient's last visit, notwithstanding any other provisions of law.
5. Copies of patient records must be made available to the owner of the animal upon written request to the veterinarian who treated the animal or to the veterinarian facility where the treatment was provided. Such records must be made available within ten (10) business days from request. The veterinarian may charge a reasonable charge for the search, retrieval, duplication and, if applicable, mailing of the patient records.
6. A veterinarian shall respond to an inquiry by the Board within fifteen (15) days and/or provide the Board with evidence that requested records have been released to the client.
7. Failure to keep records as required by this subparagraph shall constitute a failure to conform to the minimal standards of acceptable and prevailing veterinary medical practice.

(d) Failure to have an appropriate Veterinarian/Client/Patient Relationship. An appropriate veterinarian/client/patient relationship will exist when:

1. The veterinarian has assumed the responsibility for making medical judgments regarding the health of the animal(s) and the need for medical treatment, and the client (owner or other caretaker) has agreed to follow the instructions of the veterinarian;

2. There is sufficient knowledge of the animal(s) by the veterinarian to initiate at least a general or preliminary diagnosis of the medical condition of the animal(s). This means that the veterinarian is personally acquainted with the keeping and care of the animal(s) by virtue of:

- (i) An examination of the animal by the veterinarian within the last twelve (12) months, or

- (ii) Medically appropriate and timely visits by the veterinarian to the premises where the patient is kept;

3. A veterinarian/client/patient relationship cannot be established solely by telephone, computer or other electronic means; ~~however~~and,

- (i) Once a veterinarian/client/patient relationship is established, it may be Maintained telephonically, electronically, or by any other method of communication between:

- A. In person medically necessary examinations; or,

- B. Visits to the premises where the animal is kept, provided that it is within the periods of time that are appropriate for the medical issue in question and the species and age of the animal; and,

- C. A failure to require in person examinations or visits in accordance with the minimum standard of care for the diagnosis, treatment, or other practice of veterinary medicine for an animal shall be considered unprofessional conduct.

- i. A licensed veterinarian may provide advice and recommendations via electronic means in an emergency where death is imminent if an in-person examination of the patient will be conducted within 60 minutes of the provision of such advice or recommendations; and,

4. A licensed veterinarian is readily available for follow-up in case of adverse reactions or failure of the regimen of therapy.

(e) Prescription Drugs:

1. It is unlawful for a veterinarian to release, prescribe, and/or dispense any prescription drugs without having established a valid veterinary/client/patient relationship.
2. After a valid veterinary/client/patient relationship has been established, a veterinarian must make available, upon request, at a reasonable cost, a written prescription.

- (f) Failure to cooperate with an investigation of the board to include but not limited to allowing agents of the Board to inspect veterinary premises and equipment, including mobile veterinary clinics.

Authority: O.C.G.A. §§ 43-1-19; 43-1-25, 43-50-21, 43-50-41, 43-50-90 and 43-50-110.

### 3. Board Rule 700-12-.08. Surgical Standards

#### Rule 700-12-.08. Surgical Standards

- (a) A licensed veterinarian employed at a veterinary facility must ensure that the following criteria pertaining to surgical standards are met if surgical procedures are performed in the facility:
1. Dose, and type and strength of anesthesia, and weight and physical exam findings, as appropriate, must be recorded in the patient record.
  2. Name of licensed veterinarian performing the surgery must be recorded in the patient record.
  3. A surgery table must be used as appropriate for non-ambulatory procedures. Such table must have an impervious surface suitable for cleaning and disinfecting. The surgical area must be clean, orderly, and well illuminated. If the practitioner does not use a surgery table, the rationale for foregoing its use must be documented within the patient record.
  4. All surgery must be performed by a licensed veterinarian utilizing aseptic technique as appropriate for the procedure.
  5. Surgical equipment must be sterilized in the following manner:
    - (i) Cold sterilization must be limited to instruments used in minor ~~or other~~ procedures ~~as appropriate~~, or limited to those instruments that cannot be sterilized otherwise.
    - (ii) Surgical instruments other than those applicable to (e)(1). above must be sterilized utilizing autoclave, gas, or other technique acceptable to the Board.
  6. Oxygen and equipment for administration must be available ~~as appropriate~~.
  7. For patients under general anesthesia for more than five minutes an endotracheal tube must be utilized as appropriate for the procedure.
  8. For patients under general anesthesia monitoring and vital signs must be recorded at intervals in accordance with minimal standards.
    - (i) Warming devices for patients undergoing general anesthesia is required as appropriate.
    - (j) Pain management is required for patients undergoing surgical procedures.
    - (k) Facilities and equipment for resuscitation must be readily available as appropriate.

Authority: O.C.G.A. §§ 43-1-25, 43-50-21(a)(8), 43-50-90(a), and 43-50-110.

#### 4. Board Rule 700-12-.09. Examination Area

##### Rule 700-12-.09. Examination Area

- (a) A licensed veterinarian employed at a veterinary facility must ensure that the following criteria pertaining to the examination area are met:
1. Area must be maintained in a clean and orderly manner.
  2. Impervious waste receptacle must be provided.
  3. Disposable towels and a sink must be readily accessible ~~as appropriate~~. A sink in a restroom is not considered acceptable.
  4. The examination table must have an impervious surface suitable for cleaning and disinfecting. (e) Minimum Occupational Safety and Health Administration (OSHA) safety standards must be in place for patient and client safety.

Authority: O.C.G.A. §§ 43-1-25, 43-50-21(a)(8), 43-50-41; 43-50-90(a), and 43-50-110.

#### 5. Board Rule 700-12-.11. Patient Care

##### Rule 700-12-.11. Patient Care

- (1) For hospitalized or sick ~~animals~~ patients that are maintained in a veterinary facility, a licensed veterinarian or licensed veterinary technician must physically evaluate each patient daily.
- (a) Patients recovering from anesthesia must be properly monitored.
- (b) For hospitalized and sick patients, the licensed veterinarian must have appropriate measures in place to ensure patient comfort. ~~visit the facility and see each animal daily.~~
- (2) For boarded animals that are maintained in a veterinary facility, a licensed veterinarian or his or her designee must physically visit the facility and see each animal daily. ~~Patients recovering from anesthesia must be properly monitored as appropriate.~~

Authority: O.C.G.A. §§ 43-1-25, 43-50-21(a)(8), 43-50-90(a); and 43-50-110.

Dr. Corry motioned, Ms. Sewell seconded and the Board voted unanimously in favor of the motion to accept the Rules Committee recommendations that the Board's position on late CE Applications be posted on the website and within the CE application instructions, as follows:

Should a CE Provider opt to submit a CE application for approval inside of the 60 day requirement expressed within the rule, the application must be submitted along with a petition for rule variance or waiver of BR 700-7-.03(d)(7) and an \$150 application fee.

##### Petitions for Rule Waiver

#### 1. BR 700-7-.03 & BR 700-7-.04 Dr. Heather Tally (Jan 12 program)

Dr. Corry motioned, Dr. Wright seconded and the Board voted unanimously in favor of the motion to grant the petition to waive BR 700-7-.03 & BR 700-7-.04 based on sufficient evidence to substantiate a substantial hardship.

#### 2. BR 700-7-.03 & BR 700-7-.04 Dr. Heather Tally (Jan 23 program)

Dr. Corry motioned, Dr. Wright seconded and the Board voted unanimously in favor of the motion to grant the petition to waive BR 700-7-.03 & BR 700-7-.04 based on sufficient evidence to substantiate a substantial hardship.

### **3. BR 700-6-.01 Jackson, Chiquita**

Ms. Sewell motioned, Dr. Wright seconded and the Board voted unanimously in favor of the motion to deny the petition to waive BR 700-6-.01 based on insufficient evidence to substantiate a substantial hardship.

### **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 to include the number of Continuing Education applications pending, approved, and denied. In addition, she addressed the following topics with the Board:

- Competency Exam for Veterinary Technicians Re-entering Practice
- CE Application Process
- Georgia General Assembly
- Annual Ethics Commission Affidavit of Public Officer Filings

Ms. Sewell motioned, Dr. Corry seconded and the Board voted unanimously in favor of the motion to accept the Executive Director's report as presented.

### **Board Chair's Report – W. Cuevas**

No formal report was presented; however, Dr. Cuevas made a statement to remind licensees that this is a renewal year and to renew their licenses in a timely manner. Dr. Cuevas also reminded members of the next Board meeting date as April 6, 2022 and to put it on their calendars.

**Dr. Corry made a motion, Dr. Wright seconded, and the Board voted to enter into Executive Session in accordance with O.C.G.A. §§ 43-1-2(k); 43-1-19 (h) and 50-14-2 (1) to receive and review information pertaining to investigative reports, pending cases and enforcement matters and to receive the Assistant Attorney General's report. Voting in favor of the motion were those present who included: Dr. Cuevas, Dr. Corry, Dr. Bradley, Dr. Wright, and Ms. Sewell.**

**At the conclusion of Executive Session on Wednesday, February 9, 2022, Dr. Cuevas 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.**

<b>OPEN SESSION</b>
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### **Executive Session Board Minutes**

- 1. December 8, 2021 Executive Session Board Zoom Meeting Minutes**
- 2. February 8, 2022 Executive Session Investigative Committee Zoom Meeting Minutes**

Dr. Wright motioned, Ms. Sewell seconded and the Board voted unanimously in favor of the motion to accept the December 8, 2021 Board Executive Session Zoom Meeting Minutes and the February 8, 2022 Executive Session Investigative Committee Zoom Meeting Minutes as presented.

### **Attorney General's Report – M. Brannen**

**1. AG MEMO – VET180048**

Ms. Sewell motioned, Dr. Bradley seconded and the Board voted unanimously in favor of the motion to rescind the referral to the Attorney General’s Office and close the case with continued monitoring.

**2. Discussion – Board Rule 700-7-0.3-.03. Emergency Rule on Continuing Veterinary Education**

Dr. Bradley rejoined the meeting at 11:00 a.m.

The Board entered into a discussion regarding the acceptance of online versus in-person continuing education following the end of the declared public health emergency. The provision in the emergency rule allowed for online CE to be accepted 90 days following the end of the declared public health emergency. Dr. Bradley motioned, Dr. Wright seconded and the Board voted unanimously in favor of the motion that Board Rule 700-7-0.3-.03. Emergency Rule on Continuing Veterinary Education, which was adopted due to the Public Health State of Emergency, is no longer in effect. It expired as of October 29, 2021. However, despite termination of Public Health State of Emergency, the Board will accept online CE submissions through December 31, 2022 provided that all other requirements of Board Rule 700-7-.03 have been met.

Ms. Sewell motioned, Dr. Bradley seconded and the Board voted unanimously in favor of the motion to accept the Attorney General’s Report as presented.

**Investigative Committee Report – L. Corry, DVM**

Ms. Sewell motioned, Dr. Bradley seconded and the Board, with the exception of a recusal by Ms. Sewell, voted unanimously in favor of the motion to accept the following recommendations made in Executive Session:

- VET190077** Accept the treatment report to satisfy the December 2021 aftercare report and renew the license with a Letter of Concern regarding the relapse.
- VET200018** Refer to Investigation.
- VET200084** Renew the license with a Letter of Concern regarding action in another jurisdiction. Must notify the Board within 10 days if a violation of the agreement occurs or if the terms of the agreement are satisfied.
- VET210043** Close the case with a Letter of Concern regarding client communication and the improper use of the title of veterinary technician.
- VET210058** Close the case.
- VET210059** Schedule an Investigative Interview.
- VET210060** Close the case.
- VET210063** Close the case.
- VET210069** Close the case with a Letter of Concern regarding client communications regarding prescription costs [BR 700-8-.01(e)(2)].
- VET210087** Close the case.

**VET210089**                    Schedule an Investigative Interview.

**VET210091**                    Close the case.

Dr. Cuevas left the meeting at 11:26 a.m. with a quorum of the Board still present.

**VET210092**                    Close the case with a Letter of Concern regarding appropriate personnel in the surgical suite.

**VET210105**                    Close the case with a Letter of Concern regarding client communication.

**VET210106**                    Schedule an Investigative Interview.

**VET210107**                    Schedule an Investigative Interview.

**VET210109**                    Close the case.

**VET210111**                    Schedule an Investigative Interview.

**VET210112**                    Close the case.

**VET210113**                    Close the case.

**VET210118**                    Close the case.

**VET220008**                    Close the case.

**VET220010**                    Schedule an Investigative Interview.

**VET220051**                    Close the case.

**VET220076**                    Close the case due to lack of jurisdiction.

**VET220077**                    Close the case.

**VET220089**                    Close the case due to lack of jurisdiction.

**VET210046**                    Deny the Respondent's request to appear before the Board, as a letter of concern is not a contested case [O.C.G.A. § 43-1-19(j)].

**Applications for Board Review**

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

**Arrests**

**Applicant 2972036**            Issue license with a Letter of Concern regarding criminal history and disciplinary action by another jurisdiction.

**Applicant 2988528** Issue license with Letter of Concern regarding criminal history and disciplinary action by another jurisdiction.

**Applicant 2977735** Issue license with a Letter of Concern regarding criminal history, drug treatment and disciplinary action by another jurisdiction.

**Reinstatements**

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

**Applicant 2968647** Refer Legal Services for a Private Consent Order for Reinstatement of Licensure with a fine of \$200 for unlicensed practice from April 05, 2021 – August 31, 2021. Fine to be paid in full within ninety (90) days of the docket date of the order. CE hours submitted 2021 to satisfy the late renewal/reinstatement cannot be used to meet the CE requirements for the biennium ending December 31, 2022. Flag for CE Audit.

**Applicant 2971246** Refer Legal Services for a Private Consent Order for Reinstatement of Licensure with a fine of \$200 for unlicensed practice from April 05, 2021 – September 14, 2021, and failure to meet CE requirements (two (2) LEAP CE hours). Fine to be paid in full within ninety (90) days of the docket date of the order. Two (2) LEAP CE hours, and CE hours submitted 2021 to satisfy the reinstatement requirement cannot be used to meet the CE requirements for the biennium ending December 31, 2022. Flag for CE Audit.

**Adjournment** No further business was discussed and the meeting adjourned at 12:04 p.m.

**Minutes recorded by:** Michelle Hornaday, Board Support Specialist

**Minutes reviewed by:** Charlotte Mason, Licensing Supervisor & Adrienne Price, Executive Director

**Minutes approved on:** March 24, 2022

**WENDY CUEVAS, DACVPVM**  
**BOARD CHAIRPERSON**

**ADRIENNE PRICE**  
**EXECUTIVE DIRECTOR**