

GEORGIA STATE BOARD OF VETERINARY MEDICINE
Rules Committee WebEx Meeting Minutes
Monday, April 29, 2024 - 12:00 p.m.

The Georgia State Board of Veterinary Medicine, Rules Committee, met via WebEx on Monday, April 29, 2024. The following Committee members were present:

Committee Members Present

Dr. William Wright, DVM, Committee Chair
Dr. Wendy Cuevas, DVM, Committee Vice Chair
Ms. Jessica Sewell, LVT, Committee Member

Staff Present

Adrienne Price, Executive Director
Meagan Doss, Licensing Supervisor
Michelle Hornaday, Board Support Specialist

Committee Members Absent

No Committee Members absent.

Attorney General's Office

No Assistant Attorney General present.

Visitors Present

Dr. Keri Riddick, DVM, Executive Director, Georgia Veterinary Medical Association (GVMA)
Dr. Jill Lancaster, DVM, Advocacy Chair, Georgia Veterinary Medical Association (GVMA)

Call to Order: Dr. Wright called the Committee meeting to order at 12:03 p.m.

OPEN SESSION

Agenda The Committee accepts the agenda as presented.

Discussion – BR 700-7-.03 Continuing Veterinary Education and BR 700-7-.04 Veterinary Technician Continuing Education

The Committee was tasked by the Board to amend BR 700-7-.03 & 700-7-.04 to include a penalty to CE Providers who submit CE Program Applications within 60 days of the program date. Additionally, the CE Provider should be required to include a statement as to whether a course is pending Board Approval when marketing the course.

The Committee determined that in addition to submitting a Petition for Rule Waiver/Variance, a penalty should be conferred as follows: first offense, \$100 plus a 30-day suspension on submitting CE Program applications; second offense, \$200 plus 90-day suspension on submitting CE Program applications; third offense, \$300 plus 6-month suspension on submitting CE Program applications. For the fourth offense, the provider is banned from submitting CE Program applications for rest of renewal biennium and brought before the full Board to determine if revocation of the CE provider privileges is warranted.

The Committee discussed the purpose of amending the current rule is to leverage resources appropriately and to better serve all constituents which better serves the veterinary community. The rule amendments are designed to carry out policy objectives that are expressed in statute. The amendments remove information asymmetries for consumers and clearly lays out expectations, and ensuing penalties when those expectations are not met, ensuring competency of veterinary practitioners.

Multiple variations have been considered. The Committee feels that the Board has been very lenient with many providers by continuing to grant providers access to having their program applications reviewed. The amendments will ensure CE program providers are held accountable for submitting program applications and materials in a timely manner. The Committee took into consideration how other professional licensing boards in the state of Georgia implement fees for CE Program administrators.

The independent support for the recommendations of the Committee came from the comments and input from stakeholders who have a vested interest in the process. This input serves everyone given limited staff resources and helps stakeholders avoid taking courses that may not be submitted to meet CE requirements creating a positive economic impact. More importantly, veterinarians and licensed veterinary technicians will have prior notice as to whether a course that they are enrolled in has Board approval; so they don't waste their time and money attending courses that do not satisfy renewal requirements.

The proposed rule amendments will affect providers by ensuring CE programs are efficient, effective, and that providers submit program applications in a timely manner. This in turn will ensure all licensed veterinary professionals are attending approved programs. Additionally, the amendments will assist staff whereby the process is not rushed which is an effective utilization of resources.

There is no economic impact for those who adhere to the rules of the practice of Veterinary Medicine in the state of Georgia; however, a failure to adhere will create a negative economic impact to the CE provider.

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 (LEAP). Continuing education hours may be acquired in person, by live interactive webinars or pre-recorded, non-interactive webinars that incorporate measures to ensure active participation throughout the course, to include but not limited a content based post-course test with a minimum of five questions per CE credit. 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. Each veterinarian or veterinary faculty member 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.

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).
 - a. 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.
 - (i) Veterinarians who provide proof of completion of Level 1 accreditation of the USDA-APHIS modules may be awarded 1 hour to meet the LEAP requirement.
 - (ii) Veterinarians who provide proof of completion of Level 2 accreditation of the USDA-APHIS modules may be awarded 2 hours to meet the LEAP requirement.
 - b. If the LEAP course is a pre-recorded, non-interactive webinar, the provider must ensure that a passing score of 80% is achieved on the content-based post course test before awarding credit for the course.
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 non-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 presented to include all program materials requested. These forms must be complete and should be submitted 60 days in advance in order to be considered by the Board.

If the continuing education application and materials are not submitted 60 days in advance of the date the course is to

8. be offered, the continuing education provider will be assessed penalties as follows:

1. First offense: Assessed a monetary penalty of \$ 100.00 to be paid in full at the time of application submission.
2. Second offense:
 - a. Assessed a monetary penalty of \$ 200.00 to be paid in full at the time of application submission.
 - b. The continuing education provider will not be allowed to submit any additional courses for approval for a period of 90 days from the Board's decision on the continuing education application in question.
3. Third offense:
 - a. Assessed a monetary penalty of \$ 300.00 to be paid in full at the time of application submission.
 - b. The continuing education provider will not be allowed to submit any additional courses for approval for a period of six months from the Board's decision on the continuing education application in question.
4. Fourth offense: The continuing education provider will be presented to the Board to determine the next course of action.

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. July 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. July 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.

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

Effective January 1, 2025, 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 eleven (11) hours of Board approved continuing education per biennium for license renewal. Of the eleven (11) hours required, one (1) per renewal period must be acquired in Georgia laws, rules, and professionalism (LEAP). Continuing education hours may be in person, live interactive webinars, or pre-recorded non-interactive webinars that incorporate measures to ensure active participation throughout the course, to include but not limited a content based post-course test with a minimum of five questions per CE credit. 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 AAEP 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. All continuing education courses on Georgia laws, rules, and professionalism (LEAP) or any continuing education course which is not offered by a blanket approved organization must be awarded Board approval.
 - (i) If the LEAP course is a pre-recorded, non-interactive webinar, the provider must ensure that a passing score of 80% is achieved on the content-based post course test before awarding credit for the course.
 - (ii) Veterinary technicians may satisfy the LEAP requirement by providing proof of completion of three USDA-APHIS modules.

Providers may be awarded Board approval for a continuing education course by submitting the following:

3.
 - (i) A continuing education application form;
 - (ii) A detailed course outline or syllabus;
 - (iii) A current curriculum must be provided for each speaker or lecturer;
 - (iv) The procedure to be used for recording attendance;
 - (v) The number of continuing education hours for which the course sponsor requests approval.
4. Of the required non-LEAP continuing education, a minimum of 8 hours must be in scientific subject matter to include the science of treatments, interventions, and disease prevention as it relates to the patients. The remaining 2 hours may be on scientific subject matter or non-medical content. These 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 four (4) hours can be obtained from veterinary journal studies or non-interactive computer-generated courses where follow-up testing is required.
- (iii) 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.

- If the continuing education application and materials are not submitted 60 days in advance of the date the course is to be offered, the continuing education provider will be assessed penalties as follows:
8.
 4. First offense: Assessed a monetary penalty of \$ 100.00 to be paid in full at the time of application submission.
 5. Second offense:
 - c. Assessed a monetary penalty of \$ 200.00 to be paid in full at the time of application submission.
 - d. The continuing education provider will not be allowed to submit any additional courses for approval for a period of 90 days from the Board's decision on the continuing education application in question.
 6. Third offense:
 - a. Assessed a monetary penalty of \$ 300.00 to be paid in full at the time of application submission.
 - b. The continuing education provider will not be allowed to submit any additional courses for approval for a period of six months from the Board's decision on the continuing education application in question.
 4. Fourth offense: The continuing education provider will be presented to the Board to determine the next course of action.

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

Authority: O.C.G.A. §§ [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. July 9, 2012.

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

Amended: F. Apr. 13, 2017; eff. May 3, 2017.

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

Discussion – SB 410 – Exemption for Out-of-State Veterinarians to Perform Certain Sterilizations & Temporary Licensure

The Board referred SB 410 - Exemption for Out-of-State Veterinarians to Perform Certain Sterilizations & Temporary Licensure to the Committee for the purpose of drafting language to carry out its policy objectives. The Committee considered the creation of Rule 700-2-.04 Temporary Veterinary License and Rule 700-6-.02 Temporary Veterinary Technician License and determined the new rules are necessary to carry out the policy objectives expressed in the statute.

The policy purpose of these new rules is to prohibit and prevent unsafe practices and/or fraud, because if there is a rule in place, it ensures that veterinarians and veterinary technicians meet the license requirements for the state and that they are covered under its laws. The new rules ensure competent practitioners are meet standards of practice in Georgia. Access to care/services is expanded by increasing the number of licensed veterinary professionals in the state which allows for more low-cost services to consumers. And the new rules carry out policy objectives that are expressed in a statute, by following the specifications of the law enacted.

The Committee did not consider multiple variations of the rule amendment because there was no choice with the newly enacted law. They did, however, discuss the fees required and determined their changes were the least restrictive way to accomplish the State's policy. The Committee stated that fees will remain the same and are a fair choice without giving the license away.

The independent support for the new rules come from stakeholder verbal comments. The non-profit agencies really pushed for the legislation because of the shortage of veterinary professionals in the field to fill those needs. Additionally, there are substantiated examples of harm in the absence of these new rules such as unlicensed practice and the harm that could come to patients as a result.

The new rules will affect veterinarians and veterinary technicians whose ability to practice in the state on a temporary basis will create an expedient process for practice. This will assist the non-profits and government agencies that require the services of veterinary professionals.

The economic impact of the proposed rules is positive by increasing affordable access to care and minimizes the additional burden placed upon an already overwhelmed private practice sector of veterinary medicine.

Rule 700-2-.04 Temporary Veterinary License

- 1) A one-time, six-month temporary veterinary license may be granted for practice in government or nonprofit shelter medicine, nonprofit sterilization clinics, and nonprofit mobile sterilization programs registered with this state.
- 2) To qualify, the applicant must submit:
 - (a) A complete application in the manner required by the Board along with the application fee established by the Board; and
 - (b) A verification of licensure from another state which training, experience, and testing substantially meet or exceed the requirements of this state to obtain a license; and,
 - (c) Proof of obtaining a specialty, certification, training, or other experience while employed in another state which substantially meets or exceeds the requirement to obtain a license in this state.
- 3) Issuance of a temporary veterinary license shall authorize the holder to practice in this state for a period of up to six (6) months from the date of issuance.
- 4) The holder of a temporary veterinary license may be subject to sanctions as provided in O.C.G.A. § 43-50-41.
- 5) Once the temporary veterinary license expires, it shall not be renewed, and the license holder must cease the practice of veterinary medicine in the State of Georgia unless and until he or she becomes licensed as a veterinarian by the Board.

Rule 700-6-.02 Temporary Veterinary Technician License

- 1) A one-time, six-month temporary veterinary technician license may be granted for practice in government or nonprofit shelter medicine, nonprofit sterilization clinics, and nonprofit mobile sterilization programs registered with this state.
- 2) To qualify, the applicant must submit:
 - (a) A complete application in the manner required by the Board along with the application fee established by the Board; and
 - (b) A verification of licensure from another state which training, experience, and testing substantially meet or exceed the requirements of this state to obtain a license; and,
 - (c) Proof of obtaining a specialty, certification, training, or other experience while employed in another state which substantially meets or exceeds the requirement to obtain a license in this state.
- 3) Issuance of a temporary veterinary technician license shall authorize the holder to practice in this state for a period of up to six (6) months from the date of issuance.
- 4) The holder of a temporary veterinary technician license may be subject to sanctions as provided in O.C.G.A. § 43-50-41.
- 5) Once the temporary license expires, it shall not be renewed, and the license holder must cease the practice of veterinary medicine in the State of Georgia unless and until he or she becomes licensed as a veterinary technician by the Board.

The Committee voted to refer the rule amendments on BR 700-7-.03 Continuing Veterinary Education and BR 700-7-.04 Veterinary Technician Continuing Education, and the new rules, BR 700-2-.04 Temporary Veterinary License and BR 700-6-.01 Temporary Veterinary Technician License, to the full Board for review during their June 26, 2024 meeting.

Adjournment No further business was discussed, and the Committee meeting adjourned at 1:31 p.m.

Minutes recorded by: Michelle Hornaday, Board Support Specialist
Minutes reviewed by: Megan Doss, Licensing Analyst & Adrienne Price, Executive Director
Minutes approved on: June 26, 2024

WILLIAM WRIGHT, DVM
COMMITTEE CHAIRPERSON

ADRIENNE PRICE
EXECUTIVE DIRECTOR

WILLIAM WRIGHT, DVM
BOARD CHAIRPERSON