

**FINAL APPROVED**

**ADVISORY BOARD ON POLYSOMNOGRAPHIC TECHNOLOGY**

**Minutes**

**February 6, 2015**

The Advisory Board on Polysomnographic Technology met on Friday, February 6, 2015 at 1:00 p.m. at the Department of Health Professions, Perimeter Center, 9960 Mayland Drive, Henrico, Virginia.

**MEMBERS PRESENT:** Anna Rodriquez, Chair  
Debbie Akers, Vice Chair  
Michelle Sartelle  
Robert Vorona, M.D.  
Marie Quinn

**MEMBERS ABSENT:** None

**STAFF PRESENT:** William L. Harp, M.D., Executive Director  
Alan Heaberlin, Deputy for Licensure  
Elaine Yeatts, Senior Regulatory Analyst  
Bradley Verry, Licensing Specialist

**GUESTS PRESENT:** None

**Call TO ORDER**

Ms. Rodriguez called the meeting to order at 1:09 p.m.

**EMERGENCY EGRESS PROCEDURES**

Mr. Heaberlin announced the Emergency Egress Procedures.

**ROLL CALL**

Roll was called. A quorum was present.

**APPROVAL OF MINUTES FROM OCTOBER 18, 2013**

Dr. Vorona moved to adopt the minutes. The motion was seconded and carried unanimously.

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### **ADOPTION OF AGENDA**

Dr. Vorona moved to adopt the agenda. The motion was seconded and carried unanimously.

### **PUBLIC COMMENT ON AGENDA ITEMS**

There was no public comment.

### **NEW BUSINESS**

#### **1. Review of 2015 Legislation**

Ms. Yeatts informed the Advisory Board of bills of interest from the 2015 session of the General Assembly. No action was required.

#### **2. Review of Bylaws**

Dr. Harp reviewed the Bylaws with the Advisory Board. Dr. Vorona moved to accept the bylaws as written. The motion was seconded and carried.

#### **3. Review of Applications and Related Regulations**

Mr. Heaberlin led the Advisory Board in a review of the application and regulations.

The Advisory Board requested that changes be made to the application to clarify that verification of employment must be submitted by the employer.

Ms. Akers noted that the National Organization for Competency Assurance has changed its name to the Institute for Credentialing Excellence and that the regulations and application instructions should be revised to note this change.

Ms. Akers moved to propose that the regulations and instructions be amended to change Basic Cardiac Life Support (BCLS) with a hands-on practice training evaluation segment to Basic Life Support (BLS) for Healthcare Providers with a hands-on practice training evaluation segment. The motion was seconded and carried.

#### **4. Consideration of Grace Period for New Licensees**

Mr. Heaberlin informed the Advisory Board that it is customary for new professions to be granted a twelve-month grace period to obtain a license, beginning when licensure became available. Ms. Akers informed the Advisory Board that the RST certification from the American Board of Sleep Medicine is not currently accredited, and suggested a sixteen to twenty-four month grace period. Dr. Vorona moved to request that the Board of Medicine grant a twelve month grace period to Polysomnographic Technologists for initial licensure. The motion was seconded and carried.

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**5. Election of Officers**

Dr. Vorona moved to nominate Ms. Sartelle to serve as Chair. The motion was seconded and carried. Ms. Akers moved to nominate Dr. Vorona to serve as Vice-Chair. The motion was seconded and carried. The candidates were elected by acclamation

**ANNOUNCEMENTS**

Mr. Heaberlin informed the Advisory Board that there are currently two licensed Polysomnographic Technologists; currently over sixty applications have been submitted.

**NEXT SCHEDULED MEETING**

June 5, 2015 at 1:00 p.m.

**ADJOURNMENT**

The meeting of the Advisory Board was adjourned at 2:20 p.m.

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Michelle Sartelle, Chair

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William L. Harp, M.D.  
Executive Director

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Bradley Verry, Licensing Specialist