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ADVISORY BOARD ON ACUPUNCTURE

Minutes

October 22, 2025

The Advisory Board on Acupuncture met on Wednesday, October 22, 2025, at the Department of Health Professions, Perimeter Center, 9960 Mayland Drive, Henrico, Virginia.

MEMBERS PRESENT: Elizabeth Fuqua, L.Ac.
Haley Parker, L.Ac.
Luke Robinson, DO
Yong Kyun Shin, L.Ac.

MEMBERS ABSENT: None

STAFF PRESENT:

William L. Harp, M.D., Executive Director
Michael Sobowale, LLM, Deputy Executive Director - Licensure
Jennifer Deschenes, Deputy Executive Director – Discipline
Colanthia M. Opher, Deputy Executive Director – Medical
Licensure and Administration
Kathleen LaMotte, Board Administrator
Erin Barrett, Director of Legislative and Regulatory Affairs
Roslyn Nickens, Licensing Supervisor
Erin Pollard, Licensing Specialist
Denise Christian, Licensing Specialist

GUESTS PRESENT: None

Call to Order

Dr. Harp called the meeting to order @ 10:00 a.m.

Emergency Egress Procedures

Kathleen LaMotte announced the emergency egress instructions.

Roll Call

Ms. LaMotte called the roll; a quorum was declared.

Introduction of Members

Dr. Harp asked everyone present in the room to introduce themselves.

Approval of Minutes

Dr. Parker moved to approve the minutes from the June 5, 2024, meeting. Dr. Robinson seconded. The motion passed unanimously.

Adoption of Agenda

Dr. Robinson motioned to adopt the agenda as presented. The motion was seconded by Dr. Parker. The motion passed unanimously.

Public Comment on Agenda Items

None received

New Business

1. Recommendation of draft amendments for licensure by endorsement

Erin Barrett presented a draft regulatory change for licensure by endorsement to create a separate path to licensure in Virginia when people are licensed in other states. This was in response to 2025 regulation to direct the Department of Health Professions (DHP) to create more pathways to licensure. This will allow a slightly easier process for these applicants to enter Virginia. This board's recommendation will be sent to the full Board of Medicine to consider adoption of an exempt regulatory action to amend the regulations.

Erin Barrett also raised a question regarding the requirement for evidence of completion of the Clean Needle Technique (CNT) course, as administered by the Council of Colleges of Acupuncture and Herbal Medicine (CCAHM). While this is currently required for initial licensure, staff sought the Advisory Board's input on whether it should also be required for licensure by endorsement.

Board members noted that while the CNT course is a standard requirement in most states, it is necessary for public protection. There was no opposition to keeping the CNT requirement, and it was not considered overly burdensome.

Next Steps:

The proposed amendments will be presented to the Executive Committee in December. Due to the shortened regulatory review process, implementation is anticipated by mid-next year.

Dr. Parker moved to recommend the proposed changes to the full Board. Dr. Robinson seconded. The motion passed unanimously.

2. Reference to National Association for Foreign Student Affairs (NAFSA) for

submission of transcripts in the instructions for applications that applies to graduates of non-ACOM approved programs – Michael Sobowale

Michael Sobowale addressed the current application instructions for graduates of non-ACOM-approved programs, which reference both the National Association for Foreign Student Affairs (NAFSA) and the National Association of Credential Evaluation Services (NACES) for foreign credential evaluation. Upon review, it was determined that NAFSA functions primarily as an advocacy organization and does not perform credential evaluations.

Most applicants currently use credential evaluation services approved by the National Board of Education. Additionally, a review of the May 2003 meeting minutes confirmed that NAFSA was not among the credential evaluation bodies approved by the Board at that time. To avoid confusion for applicants, Board staff recommended removing NAFSA from the application instructions.

Dr. Harp noted that the Board operates under laws, regulations, guidance documents, and office policies, and believed that this change could be made with the Advisory Board's approval. Erin Barrett agreed.

Motion:

Dr. Parker moved to remove NAFSA from the application instructions. Dr. Robinson seconded. The motion carried unanimously.

3. Election of Officers

The Advisory Board held elections for the positions of Chair and Vice Chair.

Motions:

Chair: Ms. Fuqua moved to elect Dr. Robinson as Chair. Dr. Parker seconded. The motion passed unanimously.

Vice Chair: Ms. Fuqua moved to elect Dr. Parker as Vice Chair. Dr. Robinson seconded. The motion also passed unanimously.

4. Approval of 2026 Meeting Calendar

Acupuncture meetings are scheduled for February 4, May 13 and September 30, 2026. Robinson moved to approve the calendar. Parker seconded. Motion passed unanimously

Motion:

Dr. Robinson moved to adopt the meeting calendar. Dr. Parker seconded. The motion passed unanimously.

5. Orientation to the Board

Dr. Harp shared a presentation to welcome new Advisory Board members to their role and serve as a refresher for members that have served on the Board for a while. Dr. Harp reviewed the structure of the Department of Health Professions and how the Board of Medicine receives oversight from the Commonwealth.

Licensing Report

Erin Pollard provided the following licensing statistics for licensed acupuncturists:

Total number of Licensed Acupuncturists: 656. Since January 1, 2025, 39 have been licensed, 43 including reinstatements. The average processing time for applications is 31 days. There is an 100% clearance rate.

Announcements

Members were reminded to submit their travel expense reimbursement vouchers within 30 days of the meeting.

Next Scheduled Meeting

The next scheduled meeting is Wednesday, February 4, 2026, at 10:00 a.m.

Adjournment

Dr. Robinson adjourned the meeting at 11:30 a.m.

William L. Harp, MD, Executive Director