

**MINUTES  
CREDENTIAL REVIEW COMMITTEE MEETING  
February 8, 2007**

**TIME & PLACE:** The Credential Review Committee meeting was called to order at 9:30 A.M. on Thursday, February 8, 2007 in Board Room 1 of the Department of Health Professions, 6603 West Broad Street, Richmond, Virginia 23230.

**PRESIDING:** Mary Lou Argow, Co-Chair  
Donnie Conner, Ph.D., Co-Chair

**MEMBERS PRESENT:** Mary Lou Argow  
Donnie Conner  
Sandra Stith, Ph.D.  
John Penn Turner  
Natale Ward

**STAFF PRESENT:** Evelyn B. Brown, Executive Director  
Patricia Larimer, Deputy Executive Director  
Diana Pollick, Administrative Assistant

**PURPOSE:** The Committee convened to review applicants files for licensure.

**DISCUSSION TOPICS:** The Committee developed a final draft of the descriptions of the core content areas required for licensure. Upon final approval they will become part of the licensure packet as well as a tool for monthly file reviews.

The Committee discussed the option of having Board staff approve both registration and verification of supervision for applicants. This would eliminate the current back-log of files and offer applicants better customer service. John Penn Turner made a motion to take the recommendation of the Credentials

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**Committee to authorize Board staff to review and approve both registration and verification of supervision to the Full Board. Sandra Stith seconded the motion which passed unanimously.**

**ADJOURN:**

**Natale Ward moved that the meeting be adjourned at 12:25 PM. The motion was seconded by Sandi Stith and passed unanimously.**