

**FLORIDA** | Board of Chiropractic Medicine

**DRAFT MINUTES**

July 10, 2018

Florida Department of Health  
4042 Bald Cypress Way  
Tallahassee, FL 32399

DRAFT



Kevin Fogarty D.C., *Chair*  
Danita Heagy, D.C., *Vice-Chair*  
Anthony Spivey, DBA, *Executive Director*

The Florida Board of Chiropractic Medicine held a CE Committee Meeting on Tuesday, July 10, 2018, commencing at 3:30 p.m. This meeting was held at the Department of Health, 4042 Bald Cypress Way, Tallahassee, Florida at meet me number (888) 670-3525, participant code 7342425515, to which all persons were invited to attend. Participants in this public meeting were made aware that these proceedings were being recorded and that an audio file of the meeting will be posted to the board's website.

## AGENDA

**Section I began: 3:30 p.m.**

1       **I. CALL TO ORDER (Roll Call)**

2           Danita Heagy, D.C., Vice-Chair  
3           Mindy Weingarten, D.C.

4  
5       **Board Staff Present:**

6  
7           Dr. Anthony Spivey, DBA, Executive Director  
8           Ms. Kelly Woodard, Regulatory Supervisor  
9           Ms. Keri Kilgore, Regulatory Specialist

10  
11       **Board Counsel:**

12  
13           Lawrence Harris, Assistant Attorney General

14  
15       **Court Reporter:**

16  
17           For the Record  
18           (850) 222-5491

- 19  
20       **II. CCE COLLEGE PROVIDER/PRESENTER**  
21       **III. HOUR BY HOUR SYLLABUS**  
22       **IV. CV FOR EACH PRESENTER**  
23       **V. DATES AND LOCATIONS FOR THE PRESENTATION**  
24       **VI. EXPLANATION OF HOW ATTENDANCE WILL BE TAKEN**  
25       **VII. PROGRAM SPONSOR/LIVE PROGRAM OR ONLINE PROGRAM**  
26       **VIII. VERIFICATION OF HOURS TO CE BROKER**

27  
28           Dr. Heagy explained the purpose of the meeting and advised that the board needed to  
29           make revisions to Chapter 64B2-13.004, Florida Administrative Code. Dr Weingarten  
30           expressed her concerns about submitting courses for approval and suggested a more  
31           concise structure of the submissions. Dr. Weingarten advised that she would prefer  
32           detailed course outlines and CV of the instructor combined with review to avoid  
33           confusion and duplicate review.  
34

35 Dr Weingarten requested that the sponsoring college submit a cover letter and explain  
36 how they will monitor and confirm attendance. Dr. Heagy requested to review what the  
37 attendance letter or verification looks like.

38 Dr. Heagy addressed other required documentation to confirm attendance such as  
39 providing a photo identification. Dr. Heagy asked Dr. Spivey if these measures could be  
40 taken before submission for board review. Ms. Kilgore explained the process of what is  
41 required to process course applications and suggested changes to the instructions on  
42 www.cebroke.com.  
43

44 Dr. Heagy requested permission from Dr. Weingarten to collaborate with Ms. Kilgore to  
45 draft a letter that alerts providers of the documentation required. Dr. Weingarten  
46 concurred. Dr. Heagy suggested an hour by hour syllabus for online submissions and a  
47 shorter summary of the CV.  
48

49 Ms. Kilgore explained that most colleges co-sponsor courses, but that not every single  
50 course is co-sponsored. Ms. Kilgore mentioned that if the course is not co-sponsored,  
51 the CE Provider alone may submit the course for review and approval. Mr. Harris  
52 advised that discussion occurred at the previous board meeting to re-open rule  
53 development for Chapter 64B2-13.004, Florida Administrative Code to require CE  
54 providers and courses to be affiliated or sponsored by a college of chiropractic  
55 medicine. Dr. Heagy asked Mr. Harris if letters of recommendation would be acceptable  
56 form of affiliation. Mr. Harris concurred and advised that current standards require at  
57 least one or more speakers/lecturers be a current faculty member or post graduate level  
58 instructors of the accredited school.  
59

60 Kim Driggers, Assistant General Counsel for the Florida Chiropractic Association,  
61 advised the committee to continue its review of Chapter 460.408, Florida Statutes.  
62

63 Michelle Champion of the Go Learn Network asked for clarification regarding  
64 emergency situations. Ms. Champion asked if a speaker was previously approved to  
65 provide a course, but emergency circumstances arise, can they then use another  
66 approved speaker to lecture on the same materials provided for approval. Ms. Kilgore  
67 advised that it would be permitted upon submission of a new course application with the  
68 substituted speaker's information.  
69

70 Angel Tribuno, D.C. advised of her experiences with emergency situations and asked  
71 what qualifies an instructor to teach a course based on CV. Dr. Heagy advised that she  
72 searches for unique factors other than day to day practice.  
73

74 **Section I-VIII ended: 4:20 p.m.**

75 **Section X began: 4:20 p.m.**  
76

77 **X. ADJOURNMENT:**

78 Motion to adjourn at 4:20 p.m. made by Dr. Heagy. Second made by Dr, Weingarten.