

# DELEGATE HANDBOOK



FEDERATION OF STATE BOARDS OF PHYSICAL THERAPY  
2018 ANNUAL MEETING & DELEGATE ASSEMBLY



*Promoting Safety and Competence*

**Federation of State Boards of Physical Therapy**

**2018**

# **Delegate Handbook**

2018 Annual Meeting & Delegate Assembly

October 25-27, 2018

Reston, Virginia



The Federation of State Boards of Physical Therapy has received both Stage One and Stage Two Accreditation from the Buros Institute for Assessment Consultation and Outreach, or BIACO. FSBPT earned the accreditation status following a rigorous evaluation of our National Physical Therapy Examination (NPTE®) test development, administration and security practices.

# Table of Contents

Delegate Assembly Policy Development Process .....	3
Delegate/Alternate Delegate Job Description .....	5
Delegate Assembly Agenda .....	7
Motions for the Delegate Assembly .....	9
Roll Call for Delegate Assembly .....	10
2018 President’s Report .....	11
Financial Information and Reports .....	17
<i>Treasurer’s Annual Report</i> .....	17
<i>Finance Committee Annual Report</i> .....	19
<i>Investment Committee Annual Report</i> .....	20
<i>Independent Auditor’s Report</i> .....	21
Honorary Members of the Federation .....	27
NPTE® Volunteers .....	28
ProCert® Reviewer Volunteers .....	31
Academy of Advanced Item Writers.....	32
Richard McDougall Long Term Service Award .....	33
President’s Award.....	34
Outstanding Service Awards.....	35
Excellence in Regulation Award.....	36
2017-2018 Board of Directors .....	37
Federation Committees, Task Forces and Council Reports .....	42
<i>Continuing Competence Committee</i> .....	43
<i>Education Committee</i> .....	44
<i>Ethics and Legislation Committee</i> .....	46
<i>Examination Chairs</i> .....	47
<i>Foreign Educated Standards Committee</i> .....	48
<i>Nominating Committee</i> .....	49
<i>Resolutions Committee</i> .....	50
<i>Board Assessment Task Force</i> .....	52
<i>Council of Board Administrators</i> .....	53
2018 Candidate Statements .....	55
Mission, Vision and Areas of Focus .....	68
2017 Delegate Assembly Minutes .....	69
Attachment A .....	71

## Delegate Assembly Policy Development Process

### Informational Reports

Most Board of Directors, committee and area of focus reports are provided to the Delegate Assembly for information. Informational reports provide highlights or an update on activities or projects and do not require any decision making on the part of the Delegate Assembly. Members will find these reports in the Delegate Handbook, which is posted on the Federation's website prior to the annual meeting.

### Motions

Member Boards and the Board of Directors may submit motions for consideration by the Delegate Assembly. A motion is a way to express an idea or identify a problem or opportunity and suggest that an action be taken. Although a motion may deal with complex issues, most motions begin simply when a problem is recognized and a solution is suggested.

Delegate Assembly motions are structured to first declare the recommended action and then provide background information regarding the issue and why this particular action is recommended. They will need to reference the area of focus and the fiscal impact of the motion.

Per the Bylaws and Standing Rules, Member Boards and the Board of Directors need to submit their motions to the Resolutions Committee 90 days prior to the Delegate Assembly. Motions not submitted by the deadline may still be heard at the Delegate Assembly. However, any main motion that has not been submitted by the deadline requires a two-thirds vote without debate to be considered by the Delegate Assembly.

#### *Comments on motions*

Member Boards who have credentialed their Voting Delegates but whose delegates cannot attend the annual meeting may send a letter or email to the Resolutions Committee with their comments on a motion. Those comments may be shared during the Delegate Workshop (in print or by being read by the Resolutions Committee chair) without further debate.

### Resolutions Committee

The purpose of the Resolutions Committee is to receive and correlate motions and resolutions to be presented to the Delegate Assembly and identify motions which fall outside the purpose of the Federation. The committee also provides advice and counsel to delegates regarding form, wording and method of presentation of matters to the Delegate Assembly.

### Delegate Workshop

At each annual meeting, the Resolutions Committee schedules a Delegate Workshop. The purpose of the workshop is to:

- Provide an overview of the Federation's governance process and Delegate Assembly procedures
- Encourage an informal and frank discussion by Federation delegates and the Board of Directors of that year's motions

The Resolutions Committee's role in the workshop is to provide education regarding the governance process and facilitate the discussion of the motions. This facilitation includes seeking out appropriate information and/or viewpoints on each item under discussion from the maker of the motion, the Board of Directors and other delegates. The committee may also seek out information from other attendees or staff, as appropriate.

Members of the Resolutions Committee are not allowed to engage in debate or express their own opinions during the workshop and they are not empowered to entertain motions or make decisions on motions during the workshop. However, the chair is empowered to provide feedback to the jurisdictions that are making the motions.

When the motions are discussed, the chair of the Resolutions Committee will invite the maker of each motion to come forward and explain the purpose and/or intent of the motion. The chair will then ask for comments and questions from other delegates and the Board of Directors.

Because these are motions for the Delegate Assembly, the discussion should be among the delegates and Board of Directors. Speakers should identify themselves by their name, their state and whether they are a voting or alternate delegate or on the Board of Directors.

If the delegate or Board of Directors would like a staff member or other attendee (such as legal counsel) to speak on an issue, they should introduce them. The chair of the Resolutions Committee will determine whether an attendee other than the delegate or Board of Directors is permitted to speak.

## Delegate/Alternate Delegate Job Description

**Established by:** Bylaws

### **Delegate Assembly Summary:**

- A. *Delegate Assembly Membership*  
The Delegate Assembly comprises Member Board Delegates and the Board of Directors.
- B. *Annual Meeting*  
The Federation will hold an annual meeting of the Delegate Assembly at a time and place determined by the Board of Directors. Member Boards and Council Administrators shall be notified of the meeting not less than 45 days prior to the meeting.
- C. *Special Meetings*  
A majority of the member Boards; the President, with approval of the Board of Directors; or three quarters of the membership of the Board of Directors without the approval of the President; may call special meetings of the Delegate Assembly. Member Boards and Council(s) will be notified of a special meeting not less than 14 days prior to the meeting.
- D. *Conduct of Business by Mail or Electronically*  
When the Board of Directors or a majority of the Member Boards determine it is necessary to conduct a mail or electronic vote of the Delegate Assembly, the vote will be conducted as directed in the Standing Rules. Each voting delegate will receive information to make informed decisions.
- E. *Voting Body*  
The voting body will consist of the Delegates elected by the Member Boards. Each Member Board is entitled to one Delegate. Each Delegate will have the right to attend, speak, make motions, nominate, and vote. No Federation Officer or Director may serve as a Delegate.
- F. *Quorum*  
The quorum for any meeting of the Delegate Assembly will be Delegates from a majority of the Member Boards of the Federation.
- G. *Seating*
  - i. All voting Delegates and Alternate Delegates shall be seated together in a separate designated area.
  - ii. Members of the Member Boards who are not a part of the Delegate Assembly and Member Board Administrative Staff may be seated in the area of the assembly designated for Member Boards.
  - iii. Others, including but not limited to Affiliate Members, Associate Members, Honorary Members, Federation staff, invited guests, and visitors, shall be seated in a designated area.

### **Term of Delegate:**

Delegate(s) and Alternate Delegates will serve a term of one year which commences when the Member Board submits the delegate credentials for the upcoming Delegate Assembly and continues until delegate credentials are submitted for the next Delegate Assembly. Credentialing for Delegates and Alternate Delegates will be submitted to Federation offices as specified in the Standing Rules.

### **Duties of the Delegates:**

- A. Delegates will represent their jurisdiction in all meetings of the Delegate Assembly and if needed, by mail ballot.
- B. Delegates will attend the annual Delegate Assembly meeting. One delegate from each member Board is expected to attend the Leadership Issues Forum.
- C. Delegates will disseminate information from the Federation of State Boards of Physical Therapy to their Member Board.
- D. Delegates will respond to requests for information and ensure that their Member Board meets deadlines as established by the Federation of State Boards of Physical Therapy.

**Delegate Requirements:**

- A. Delegate means the member of, or administrator to, a Member Board elected by the Member Board to be its representative to meetings of the Delegate Assembly. In addition, the Board of Directors, on a case-by-case basis, may credential a delegate who is an officer, administrator, director or regulator employed by the jurisdiction and defined by statute as having the power and authority to conduct all aspects of the administration of the physical therapy law of the jurisdiction including the exercise of independent decision-making in all areas of the law's administrative interpretation or implementation and promulgation of rules – or such person's chosen representative.
- B. Alternate Delegate(s) means the member of, or administrator to, a Member Board elected by the Member Board to be its representative to meetings of the Delegate Assembly in the event that the Member Board's Delegate cannot or does not attend the meeting. In addition, the Board of Directors, on a case-by-case basis, may credential an alternate delegate who is an officer, administrator, director or regulator employed by the jurisdiction and defined by statute as having the power and authority to conduct all aspects of the administration of the physical therapy law of the jurisdiction, including the exercise of independent decision-making in all areas of the law's administrative interpretation or implementation and promulgation of rules – or such person's chosen representative.

**Rights and Privileges of Persons Not a Part of the Delegate Assembly:**

Alternate Delegates, members of Member Boards who are not part of the Delegate Assembly, Affiliate Members, Associate Members, Honorary Members, Member Board Administrative Staff, Federation Staff, and invited guests may attend the meetings of the Delegate Assembly with the privilege to speak after Delegates have spoken and with permission of the Delegate Assembly, but may not make motions, make nominations, or vote.

## Delegate Assembly Agenda

October 27, 2018  
5:30 PM- 6:30 PM ET  
Reston, Virginia

**Presiding Officer:** Nancy Kirsch, President

- I. Call to Order**  
The annual meeting of the Federation of State Boards of Physical Therapy will come to order at 5:30 PM ET October 27, 2018.
- II. Roll Call of Delegates-** Thomas Caldwell  
The secretary will call the roll of delegates.
- III. 2017 Minutes**  
The minutes of the 2017 meeting were approved by the Minute's Approval Committee [Stephen Baur, (Maryland); Wendy Bircher, (New Mexico); Alicia Rabena-Amen, (California)] and no further action is required.
- IV. Appointment of the 2018 Minutes Approval Committee**  
Appointed the following delegates to approve the 2018 Delegate Assembly minutes.
  - Aimee Alexander, New York
  - Jennifer Ball, Oklahoma
  - David Harris, Tennessee
- V. CEO Report –** William A. Hatherill
- VI. Appointment of the Teller Committee**  
Appointed the following people to the Teller Committee.
  - Melissa Craddock, Ohio
  - Carlton Curry, Maryland
  - Charles Harvey, Nevada
- VII. Adoption/Reordering of Agenda**
- VIII. Elections**
  - Secretary
  - Treasurer
  - Director #1
  - Nominating Committee Member
- IX. Election Results**
- X. Financial Information and Reports –** Natalie Harms and Nancy Kirsch
- XI. Acceptance of Audit Report**  
An audit of the Financial Statements appears in the *Financial Information and Reports* section of the Delegate Handbook.



**XII. Other Reports**

Standing Committees, Task Forces and Councils

*Committee/Task Force/Council*

- |                                   |                               |
|-----------------------------------|-------------------------------|
| • Continuing Competence           | Michele Thorman, Chair        |
| • Education                       | Debbie Kubota, Chair          |
| • Ethics and Legislation          | David Reed, Chair             |
| • Examination Chairs              | (overall report)              |
| • Foreign Educated Standards      | Alicia Rabena-Amen, Chair     |
| • Nominating                      | Thomas Ryan, Chair            |
| • Resolutions                     | Timothy Vidale, Chair         |
| • Board Assessment Task Force     | Charlotte Martin, Chair       |
| • Council of Board Administrators | Robin Jenkins, FSBPT Director |

**XIII. Motions**

The following motion is included in the Delegate Handbook. If new motions are brought forward, they will be available at the Delegate Assembly.

DEL-18-01, Areas of Focus

**XIV. New Business**

**XV. Installation of New Officers and Nominating Committee Member – Secretary**

**XVI. Announcements**

**XVII. Adjournment**

President Nancy Kirsch adjourned the meeting at \*\*\*\* PM ET October 27, 2018.

## Motions for the Delegate Assembly

### **DEL-18-01**

#### **Motion adopted/adopted as amended/defeated**

#### **Areas of Focus**

Proposed by: Board of Directors

Vote Required: Majority

Contact: David Relling

#### **Motion:**

To adopt the Areas of Focus as they currently read.

1. Examinations: Ensure the ongoing excellence, reliability, defensibility, security and validity of the NPTE and related examinations.
2. Membership: Enhance the Federation's value to its membership by developing and maintaining programs and services responsive to membership needs.
3. States' Rights, States' Responsibilities and Professional Standards: Identify and promote effective regulation in physical therapy that ensures the delivery of safe and competent physical therapy care, while respecting states' rights and responsibilities.
4. Education: Provide and promote education programs and products for board members, administrators, the public and other stakeholders.
5. Leadership: Broaden the Federation's leadership role and recognition within regulatory, professional and related communities.
6. Organizational and Financial Stability: Ensure the long-term organizational and financial stability and viability of the Federation.

#### **Rationale:**

The Areas of Focus represent the activities required to achieve the mission of the Federation. In accordance with 2002 Delegate Assembly motion DEL-02-26, the Board of Directors must complete an annual review of the focus areas and present them to the Delegate Assembly for review and adoption.

The board has reviewed the Areas of Focus and has determined that they accurately reflect the Federation's current areas of focus.

**Reference Area of Focus:** Leadership

**Fiscal Impact:** The adoption of this motion has no specific fiscal impact. However, the Board of Directors and committees use these areas of focus as the basis for long-term strategic planning and as the basis for funding Federation activities in each annual budget.

**Roll Call for Delegate Assembly  
as of 9/7/2018**

	<b>Delegate</b>	<b>In Attendance</b>		<b>Delegate</b>	<b>In Attendance</b>
Alabama	Ellen Strunk		Nebraska	Kirk Peck	
Alaska	Ruth Kostik		Nevada	Sherise Smith	
Arizona	Peggy Hunter		New Hampshire	Greg Woodsum	
Arkansas	Ginger Fenter		New Jersey	Barbara Behrens	
California	Daniel Drummer		New Mexico		
Colorado	Shashi Gunda		New York	Aimee Alexander	
Connecticut	Mary Lou Sanders		North Carolina	Crystal Morris	
Delaware	Devashree Singh		North Dakota	Jeanne DeKrey	
District of Columbia	Joel Hemphill		Ohio	Timothy McIntire	
Florida	Patrick Pabian		Oklahoma	Jennifer Ball	
Georgia	Stefanie Palma		Oregon	Philip Haworth	
Hawaii	Jill Wakabayashi		Pennsylvania		
Idaho	Brian White		Puerto Rico	Flora Muñoz	
Illinois	Sandra Levi		Rhode Island	Wendy Baltzer Fox	
Indiana	Elizabeth Bailey		South Carolina	Matthew Warren	
Iowa	Holly Little		South Dakota		
Kansas	David Sanderson		Tennessee	David Harris	
Kentucky	Dan Martin		Texas	Liesl Olson	
Louisiana	Karl Kleinpeter		Utah	Steven Crandall	
Maine			Vermont	David Scribner	
Maryland	Stephen Baur		Virgin Islands	Jerry Smith	
Massachusetts	Stacy Potvin		Virginia	Elizabeth Locke	
Michigan	Brian Gilbert		Washington	Renee Compton	
Minnesota	Linda Gustafson		West Virginia	John Brautigam	
Mississippi	Deborah McDonald		Wisconsin	John Greany	
Missouri	William Hopfinger		Wyoming	Marnie Herring	
Montana	Kelsey Wadsworth				

## 2018 President's Report

I am confident that as you read the actions and accomplishments of FSBPT this past year you will take pride in all of the work that our staff and volunteers have done to promote public protection. In each area of focus there are multiple accomplishments that contribute to what has been a very productive year. Some of the highlights you can read more about include doing our practice analysis on an ongoing basis rather than every five years; this reflects the rapid changes occurring in health care and ensures that we stay current as an organization. Updating our resources, such as the 7<sup>th</sup> edition of the Dry Needling White Paper also ensures currency. This year we noted the milestone of 21 states in the PT Compact and the issuing of the first compact privilege on July 9<sup>th</sup>. None of this is possible without the many hours of volunteer service that you all provide. The Board is most grateful for your many contributions.

The report that follows highlights accomplishments by Areas of Focus since the 2017 annual meeting. Please take the opportunity to look for further detail in each area in the respective committee report.

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### Areas of Focus

**Examinations: Ensure the ongoing excellence, reliability, defensibility, security and validity of the NPTE and related examinations**

#### *NPTE® Development*

The National Physical Therapy Examinations (NPTE) for Physical Therapists (PTs) and Physical Therapist Assistants (PTAs) are one of the primary tools to ensure competence in the initial licensure stage, along with rigorous educational credentials, relevant supervised clinical work, and other requirements specific to the needs of each of our members. In 2018, through efforts from staff and the Examination Development Committees (EDCs), we continued to develop reliable examination forms that are current and relevant to work as a PT or PTA. Over the past several years, FSBPT has taken many steps to ensure the security, and therefore the validity, of the NPTE. We are pleased to report that we did not have any major exam security incidents involving the NPTE in 2018.

Below are some of the highlights of the NPTE program.

- We successfully transitioned to the 2018 Content Outlines for PTs and PTAs, including new standards based on a professional review of the demands of current entry level practice. This step helps us to ensure that the NPTE is current and relevant for safe and effective practice.
- In consultation with our consulting firm, HumRRO, we developed and implemented a plan to collect information relevant to the practice of physical therapy at entry level yearly. This process, known as the “practice analysis” was previously performed once every five years. By altering the design of the process slightly, we are now able to better answer questions about trends in PT and PTA entry level practice, improve survey response rates, and maintain contact with newly licensed professionals. And we were able to implement this change in a way that is cost-neutral.
- No scored NPTE items were successfully challenged in 2018. That means that we did not have any “bad” items (not current or potentially misleading) make it through our extensive review process.
- We continued to build the NPTE item bank. We now feel that we have an adequate safety net of exam forms and items should one of the more common security breaches occur. Each year, our volunteers write approximately 3,000-6,000 new test questions.
- We submitted documentation relevant to our form development processes to the Buros Institute for Testing, and we expect to receive full accreditation once again, showing we met the highest standards of the testing industry.
- We continued to invest in our volunteers, the lifeblood of the NPTE testing program. We continued to make the Item Entry and Review (IER) system easier for volunteers to use when writing items. This year, we made steps to improve food and beverage options, responding to long-standing requests for healthier

snacks. We also invested in improving our classroom facility (new flooring, computer equipment, and improvements to the catering area). We planned for the future, by selecting Sara Maher, PT DScPT, OMPT, a long-time NPTE volunteer, to serve as an additional trainer and presenter at NPTE workshops. And we continue to promote involvement among leaders in our volunteer program in the Leadership Issues Forum.

- And last but not least, we made significant progress on updating the NPTE to include video and scenario-based items, again responding to long-standing suggestions from our volunteers and the educational community. Most recently, we engaged a professional videographer to help us generate videos for highly-requested PT-relevant material. We expect to communicate our progress and plans periodically throughout the coming months. This is an important step in keeping the NPTE current, relevant, and also consistent with candidate experiences and expectations.

#### *Exam Services*

- Implemented two new eligibility requirements effective with the October 2018 NPTE administrations. Non-CAPTE educated candidates are now required to provide documentation of TOEFL completion and education equivalence prior to registering for an exam. There are some exemptions to the TOEFL requirement, including that the requirement is waived if the state where an individual is applying for licensure does not require TOEFL. FSBPT's implementation of these requirements is independent of state licensure requirements.
- In 2016, FSBPT launched a new school-centered registration system that enabled schools to create cohorts and validate that students are on track to graduate. Enhancements to this process were implemented in 2018 based on stakeholder feedback. These enhancements center on streamlining the process and providing additional communication.
- Washington, Rhode Island, and South Dakota joined Texas and Colorado in implementing the Alternate Approval Pathway (AAP). With AAP, FSBPT makes candidates eligible to sit for the NPTE and sends the scores to the jurisdiction for licensing determination. In addition, FSBPT reviews and approves testing accommodation requests.
- 48,268 exams administered in 2017
  - NPTE PT – 14,979
  - NPTE PTA – 9,269
  - LAW – 9,089
  - JAM – 14,931

**Membership: Enhance the Federation's value to its membership by developing and maintaining programs and services responsive to membership needs**

#### *Regulatory Training for Members and Board Staff*

It is crucial for regulatory board members to understand their role in public protection. As many, if not most, board members are practitioners or licensees in the professions they are asked to regulate; it is important for such public servants to distinguish between the role of the professional association, such as the American Physical Therapy Association (APTA) and the state boards.

Equally important is the role of administrators on the state boards, who do the day-to-day work of the board. Learning more about how their work supports the bigger picture of regulation for the protection of the public may be a welcome refresher.

The annual Regulatory Training provides a weekend of educational sessions intended to prepare new and veteran board members/administrators for their service to the public. The sessions are engaging and cover a wide range of topics addressing not only the legal and practical aspects of serving on or running a physical therapy licensing board, but also a detailed description of the programs and services provided by FSBPT to its membership.

### *Examination, Licensure & Disciplinary Database (ELDD)*

Participation in the ELDD continues to improve and the value the database provides to our membership continues to increase. For the first time in history, we have 22 jurisdictions who provide weekly updates of licensure information. Jurisdictions who have ELDD participation levels at four and five stars continue to outnumber states whose participation level is at one, two, or three-stars.

In addition to the hundreds of disciplinary action notifications the database generates annually, we have begun to use information about the 750,000 licenses held by 460,000 people to determine eligibility for compact privileges. Since we have this information and have commitment from compact states to keep the information up-to-date, we are able to issue compact privileges automatically and instantaneously. This process helps ensure public protection as we make it easier for physical therapists and physical therapist assistants to practice where patients need service.

In recent months, we have also begun to explore the database's research potential. We have a tremendous amount of historical data that can be used to help demonstrate how our member boards perform their regulatory responsibilities related to issuance of disciplinary actions. Additionally, we can start to mine the data for trends to help us evaluate the effectiveness of various types of discipline.

We've come a long way in collaboratively building a database that supports public protection and we continue to look for partners within our membership to help keep the database up-to-date. If your jurisdiction's participation level is not at 5 stars, please reach out to our team at [eldd@fsbpt.org](mailto:eldd@fsbpt.org) so we can work together to improve your participation.

**States' Rights, States' Responsibilities and Professional Standards: Identify and promote effective regulation in physical therapy that ensures the delivery of safe and competent physical therapy care, while respecting states' rights and responsibilities**

### *Continuing Competence*

Since the November 2017 annual meeting:

- Continued to maintain seven LAW exams and six JAMs. Since November 1, 2017, over 27,000 LAW and JAMs have been completed. Earlier this year, a team of item writers met to review the existing items in the LAW and JAM item banks to identify improvements to items as part of FSBPT's role in maintaining the validity and reliability of these jurisprudence tools.
- Over 40,000 registered users of aPTitude®. Recent enhancements to the system require individuals recording ProCert® certified activities to complete a brief survey to provide feedback on recorded activities. Additional development work addresses various enhancements to improve the end user experience. In 2018, FSBPT is identifying the requirements to include in a future project that would enhance the jurisdiction user experience.
- In 2018, Nevada announced that it will start requiring all licensees to report continuing competence compliance through aPTitude. Nevada joins Georgia and Mississippi, which already implemented that requirement. In 2018, Georgia also started requiring licensees to report compliance with the mandatory dry needling education and training requirements through aPTitude.
- Certified over 4,500 activities through the ProCert program with 33 jurisdictions accepting ProCert certified activities for licensure renewal.

### *Professional Standards*

Since the November 2017 annual meeting:

- The Foreign Educated PT and PTA Website Wizard was unveiled in early 2018. The Wizard is a great resource for graduates of foreign physical therapist or physical therapist assistant education programs who want to work in the United States. Individuals answer a series of questions to direct them to the

information most applicable to their situation. Board staff and members will also find the Wizard helpful when assisting FEPT/PTAs. The Wizard is located at [www.fsbpt.org/fept](http://www.fsbpt.org/fept).

- The Model Board Action Guidelines were finalized and published on the FSBPT member website. The Ethics and Legislation Committee developed the Model Board Action Guidelines to promote consistency and provide common working definitions and a transparent, systematic process to determine the appropriate board action when an individual has violated a grounds for action. A background paper on the Guidelines is also available on the website. Training materials such as Power Point presentations and recorded webinars have been created for FSBPT members interested in learning more or implementing the Guidelines.
- *The Primer for Board Members and Administrators; Foreign Educated PTs/PTAs Issues & Resources* was published for the membership in early 2018. The Primer was developed to assist jurisdictional physical therapy regulatory board members, administrators, and staff in understanding common terms, tools, resources, and issues surrounding physical therapist and physical therapist assistant graduates of educational programs located outside of the United States.
- The Dry Needling Resource Paper was updated to the 7<sup>th</sup> edition.
- The Jurisdiction Licensure Reference Guide was updated with nine new charts which include new graphics and specific statutory and regulatory citations for the information supplied in the charts.
- Two customizable Power Point presentations on the NPTE and Regulation/licensing were updated for board members or staff to use when visiting students.
- The Board Assessment Task Force presented their initial work at the Leadership Issues Forum to create a board assessment resource a board can use to self-assess its effectiveness and efficiency and provide data on areas for improvement. Evaluating board performance ensures the competency of the board to accomplish its mission of allowing the consumer access to safe and competent physical therapy services while preventing and reducing real or potential harms. The task force will continue to use member feedback to revise and refine the final tool.

#### *Physical Therapy Compact*

The Physical Therapy Compact is an agreement between member states to improve access to physical therapy services for the public by increasing the mobility of eligible physical therapy providers to work in multiple states. FSBPT organized the initial advisory task force in 2014. In the four years since that initial meeting, the model statute language was drafted and the Physical Therapy Compact Commission (PTCC) was officially formed when the 10<sup>th</sup> state (Washington) enacted the compact legislation in 2017.

Although the PTCC is an independent entity, FSBPT is providing technical and infrastructure support to the PT Compact. This support includes assistance in working with states interested in joining the PT Compact, use of the Exam, Licensure, and Disciplinary Database, and a contract with FSBPT to provide staff for the PTCC. As of mid-2018, 21 states were members of the PT Compact. The first compact privilege was purchased on July 9, 2018.

Additional information about the PT Compact is available at <http://ptcompact.org>.

**Education: Provide and promote educational programs and products for board members, administrators, the public and other stakeholders**

#### *Webinars*

Webinars for board members, administrators, and educators are held regularly as a means to provide information and discuss important topics throughout the year. The webinars held to date in 2018 include:

- Model Board Action Guidelines
- PT Compact Update

### *News Briefs (Monthly)*

FSBPT *News Briefs* are emailed to members and educators. Each issue includes timely, FSBPT-specific updates as well as U.S. regulatory news articles and press releases.

### *Faculty Newsletter (Quarterly)*

The Faculty Newsletter serves as one way for FSBPT to communicate with faculty in physical therapist (PT) and physical therapist assistant (PTA) programs on a regular basis. The publication provides current information and updates on the National Physical Therapy Examination (NPTE) as well as information on other regulatory issues that may impact or be of interest to program faculty. Electronic subscription to the newsletter is open to all educators. Those who would like to receive the newsletter can subscribe online at:  
<http://www.fsbpt.org/FreeResources/FacultyNewsletter.aspx>

### *NPTE Workshop for Educators*

In 2018, FSBPT held two NPTE Workshops for Educators. One was held in conjunction with the APTA-CSM conference in New Orleans, LA, as a convenience to educators who might be attending the conference. The second (at the time of this writing) will be held on October 19-21 at the FSBPT offices in Alexandria, VA. The workshop is highly attended, with space for up to 30 educators. Educators get training in how to write questions that meet the NPTE style guidelines, information about FSBPT and our role in regulation of physical therapy professionals, recent organizational initiatives, NPTE development and standards, examination security, and services for candidates and educators.

### *Annual Meetings*

The Education Committee continued its work this year on final preparations for the 2018 Annual Meeting, which will be a great opportunity to network, learn and share. We'll have terrific educational sessions from outside speakers, members and FSBPT staff. New this year, we'll have a breakfast on Friday morning for people who want to learn a little more about FSBPT. First timers will certainly benefit from this FSBPT primer and more experienced attendees are welcome to attend as well. The Education Committee also started work on the 2019 Annual Meeting. The 2019 meeting, "Exploring New Frontiers of Regulation," will be located in Oklahoma City, OK, October 24-26, 2019.

**Leadership:        Broaden the Federation's leadership role and recognition within the regulatory, professional and related communities**

### *Leadership Issues Forum (LIF)*

The 2018 Leadership Issues Forum was held July 14-15, 2018 in Alexandria, Virginia. The purpose of the LIF is:

- Provide information and data on critical regulatory issues that impact the regulation of physical therapy.
- Explore various ways of addressing the critical regulatory issues identified above.
- Establish a plan for addressing the regulatory issues identified.
- Provide an opportunity for delegates or other jurisdiction representatives to understand and discuss issues prior to the Annual Meeting.
- Provide updates on previous LIF initiatives.

Some of the topics discussed included the new initiative that the Continuing Competence Committee is working on related to *risks, supports and engagement* as well as potential future bylaws changes, the Board Assessment Tool, trends in regulation/deregulation, and regulatory research. As with previous LIF meetings, participants had the opportunity to provide input into these topics as well as share with the Board of Directors their issues and priorities. The full LIF report is available to all Delegates and provides more detail and some of the results of the group discussion.

### *International Network of Physiotherapy Regulatory Authorities (INPTRA)*

The FSBPT continues to serve as secretariat to INPTRA. INPTRA's mission is to promote and contribute to the continuous development of leading regulatory practice through education, information sharing and other



collaborative activities with key stakeholders worldwide. By being involved with INPTRA, FSBPT is able to network with regulators around the globe and explore opportunities to collaborate and learn with others. INPTRA has three Committees:

1. Membership Committee – charged with growing involvement in INPTRA
2. Regulatory Research Committee – developing a model framework for regulatory research
3. INPTRA 2019 Conference Committee – planning the 2019 INPTRA Conference in conjunction with The World Confederation for Physical Therapy (WCPT) in Geneva, Switzerland

INPTRA also hosts a Digital Practice Task Force in conjunction with WCPT. This Task Force is developing a resource paper on the opportunities and challenges of delivering care through tele-practice. FSBPT encourages its members to join and get involved in INPTRA.

#### *Healthcare Regulatory Research Institute*

FSBPT has created a not-for-profit regulatory research organization called Healthcare Regulatory Research Institute (HRRI). The mission of HRRI is to create a forum for the exchange of information and ideas and for the pursuit of research and education of the public, to enhance healthcare regulation in support of public protection. Details on how the organization will operate are still being worked out. The FSBPT Board of Directors began the process of developing a research agenda in the Spring and that work continues with input from the Leadership Issues Forum.

#### **Organizational and Financial Stability: Ensure the long-term organizational and financial stability and viability of the Federation**

##### *Financials*

Please refer to the Treasurer's Report for the details on the operations for 2017. It is worth reiterating from that report that we continue to be in a financially good position and have maintained our reserves.

##### *Updating Policies and Budgets*

The Board continues to review, update and approve the Policies, Salary Administration Manual, NPTE Policies, operating budget, capital budget and reserve funding each year in December.

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I am sure that you will agree that this has been a productive year and that each of the major initiatives has come to fruition through the collaborative effort of the membership and the staff. I encourage you to read about each of the topics in relevant committee reports and attend sessions throughout the annual meeting that will target and highlight some of the newest FSBPT activities. I look forward to seeing you and encourage you to seek out the Board Members to ask us questions and share information. We are here for you!

Nancy R. Kirsch, PT, DPT, PhD, FAPTA  
President

## Financial Information and Reports

This financial report includes the Treasurer's Annual Report, Finance Committee Report, Investment Committee Report, the 2017 Independent Auditor's Report, and the 2017 Financials.

### ***Treasurer's Annual Report***

FSBPT operations for the twelve months ended December 31, 2017 produced a net operating income of \$3,997,917 which was \$3,958,113 greater than the budget. Therefore, I can continue to report that as of the end of 2017 the overall financial position of the Federation of State Boards of Physical Therapy was strong.

Some of the most notable variances are:

- Exam fee revenue was favorable to budget by \$239,800 due to higher than budgeted volume for the PT exam. Actual volume for both the PT and PTA exam was higher than budgeted by 607 registrants, or 2.6%.
- Jurisprudence exam revenue was favorable to budget due to the introduction of the Texas JAM. The Texas JAM revenue was \$245,855 which offset a negative variance in other LAW and JAM states. The Texas JAM had not been reflected in the original budget.
- PEAT income was above budget by \$238,800 while Score Transfers, Exam Reports and Continuing Competence were above budget, collectively, by \$45,180.
- Investment markets were exceptionally strong in 2017 and thus exceptionally favorable compared to budget and prior year.
- Expenses of note that were under budget were wages & benefits (delay in filling certain positions) and travel & meetings (reduced rates and fewer attendees for some events than budgeted).

### **Achievements in 2017 – Financial and Operational:**

One of our long-established strategic goals was to develop additional revenue sources and reduce our reliance on the NPTE. As in 2016, we continued in 2017 to beat the initial 1995 baseline in which exam revenue represented 94% of total revenue, excluding investment income. In 2017 and 2016 the exam revenue was 64% and 68%, respectively, of the total revenue (excluding investment income).

Another of the Federation's significant financial accomplishments in 2017 was that we were able to maintain our goal of total invested funds exceeding annual operating expenses. This has placed the Federation in a position to be able to respond to unexpected challenges and to take advantage of future service opportunities.

Throughout 2017 FSBPT continued to focus on capital investments for our core online operating systems. Projects included enhancements to the Online Processing System to support the Physical Therapy Compact, in addition to more general improvements. There were also notable projects to finalize the development of a new academic version of PEAT, enhancement of the Jurisdiction Licensure Reference Guide and other technology in use at the headquarters.

The FSBPT Finance Committee met in December 2017 in Alexandria. A Finance Committee Report is included in this handbook.

I wish to again thank committee members Ruggie Canizares, Trent Casper, Sandra Champlin, Ellen Kroog Donald, Tina Kelley, and Brian Miller for their work and participation on the Finance Committee, along with Nancy Kirsch who served as the Board Liaison.

In February 2018, the CPA firm of Kaiser, Scherer & Schlegel completed the independent audit of the FSBPT for 2017 with a clean opinion. Their report is included in this Delegate Handbook along with financial summaries. If you have any questions or comments, please forward them to me.

This is my sixth year as your Treasurer. It has been an exciting and challenging six years and I am grateful to have this opportunity to serve as your Treasurer. I believe the future will hold opportunities and challenges, which I am confident that the FSBPT staff and Board are prepared to respond to.

Respectfully submitted,  
Natalie Harms, PT

### ***Finance Committee Annual Report***

As a Standing Committee of the Board of Directors, the Finance Committee's responsibilities include:

To oversee the budget process and make recommendations  
Advise the Board

- Is there a sound financial plan?
- Does FSBPT have enough cash and reserves?
- Are expenses in line?
- Are fees reasonable?
- Is FSBPT insured appropriately against risk?

Provide regular review of the operations (Financial/Internal Control Function)

- Review Financial Reports – understand and compare to budget
- Are Supplemental Reports informative?
- Review Investment Activity - understand and consider if funds are invested and results are reasonable
- Review Audit Report and understand any recommendations by auditors

During 2017, the Finance Committee received and reviewed FSBPT's monthly financial statements, which included a comparison to budget and prior year.

In addition, the committee met on December 9, 2017 to discuss and recommend approval of the 2018 Operating Budget, Capital Budget and Board Designated Reserves.

The committee also received updates on different operational areas of the organization.

I wish to again thank committee members Ruggie Canizares, Trent Casper, Sandra Champlin, Ellen Kroog Donald, Tina Kelley, and Brian Miller for their work and participation on the Finance Committee, along with Nancy Kirsch who served as the Board Liaison.

Respectfully submitted,  
Natalie Harms, PT  
Treasurer and Finance Committee Chair

***Investment Committee Annual Report***

**Committee Members:**

Nancy Kirsch, PT, Chair  
Natalie Harms, PT  
Chuck Brown, PT

On December 31, 2017 the market value of the Federation's investments totaled \$22,891,814. Thus the effective market value reflected an increase of \$3,679,463 from the prior year. The market rose steadily throughout 2017 with the Dow Jones ending 25% higher than the ending of 2016. The market value of our total investments covers more than a year of our operating expenses – consistent with the norm in like organizations and non-profits. We are always pleased when investments exceed operating expenses because it enables us to increase our reserve funds, placing the Federation in a position to respond to an unforeseen disruption that could occur in the future and to fund major new programs such as the licensure compact, continuing competence initiative, alternate approval, JAM, regulatory research, and the total re-write of our operating system.

The committee constantly evaluates our investment managers and challenges the investment policy. The committee previously performed a complete risk tolerance analysis and revised the investment policy to reduce bond investments and increase equity investments. In 2015 there were some changes in fund managers due to less than expected performance.

2018 started with a drop in the market for January and February and gradually increased since then so that July ended with a 2.8% increase for the year to date. As a result, our financials are currently showing an overall positive investment increase. However, we are always cognizant that volatility during the year can be swift and unexpected (dependent on economic and world events).

As a result, we are unable to firmly predict year-end results. Even with this we remain confident that the market will continue to improve over the next few years and we will continue to achieve our long-term investment objectives.

Respectfully submitted,  
Nancy Kirsch, Chair

**Independent Auditor's Report**

**KAISER SCHERER & SCHLEGEL, PLLC**  
Certified Public Accountants

1410 Spring Hill Road, Suite 400  
McLean, VA 22102  
Tel: 703-847-4660  
Fax: 703-847-3189  
E-mail: kss@kssacct.com  
Website: www.kaiserschlererschlegel.com

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**Independent Auditor's Report**

To the Board of Directors  
Federation of State Boards of Physical Therapy, Inc.

We have audited the accompanying consolidated financial statements of **Federation of State Boards of Physical Therapy, Inc. and Subsidiaries** (nonprofit organizations) which comprise the consolidated statements of financial position as of December 31, 2017 and 2016, and the related consolidated statements of activities and cash flows for the years then ended, and the related notes to the consolidated financial statements.

**Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

**Auditor's Responsibility**

Our responsibility is to express an opinion on these consolidated financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the consolidated financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the consolidated financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the consolidated financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the consolidated financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the consolidated financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

**Opinion**

In our opinion, the consolidated financial statements referred to above present fairly, in all material respects, the financial position of **Federation of State Boards of Physical Therapy, Inc. and Subsidiaries** as of December 31, 2017 and 2016, and the change in their net assets and their cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

A handwritten signature in black ink, reading "Kaiser Acheun & Schy, PLLC". The signature is written in a cursive style with a horizontal line underneath it.

February 28, 2018

## 2017 FSBPT BALANCE SHEET

<i>In Thousands</i>	2017
<b>ASSETS</b>	
Cash & Cash Equivalents	\$ 1,436
Accounts Receivable, Prepaid Expenses & Other Assets	\$ 211
<b>Total Current Assets</b>	<b>\$ 1,647</b>
Property and Equipment	\$ 8,199
Long-Term Investments	\$ 22,892
Deferred Costs & Deposits	\$ 319
Advances to King-West Properties	\$ 6,463
Investment in Subsidiaries	\$ 2,116
<b>Total Assets</b>	<b>\$ 41,636</b>
<b>LIABILITIES &amp; NET ASSETS</b>	
Accounts Payable	\$ 1,895
Accrued Expenses	\$ 3,110
<b>Total Liabilities</b>	<b>\$ 5,005</b>
<b>Net Assets Unrestricted</b>	<b>\$ 36,631</b>
<b>TOTAL LIABILITIES and NET ASSETS</b>	<b>\$ 41,636</b>

## 2016 FSBPT BALANCE SHEET

<i>In Thousands</i>	2016
<b>ASSETS</b>	
Cash & Cash Equivalents	\$ 1,532
Accounts Receivable, Prepaid Expenses & Other Assets	\$ 158
<b>Total Current Assets</b>	<b>\$ 1,690</b>
Property and Equipment	\$ 6,965
Long-Term Investments	\$ 19,212
Deferred Costs & Deposits	\$ 244
Advances to King-West Properties	\$ 6,456
Investment in Subsidiaries	\$ 1,678
<b>Total Assets</b>	<b>\$ 36,245</b>
<b>LIABILITIES &amp; NET ASSETS</b>	
Accounts Payable	\$ 1,396
Accrued Expenses	\$ 2,465
<b>Total Liabilities</b>	<b>\$ 3,861</b>
<b>Net Assets Unrestricted</b>	<b>\$ 32,384</b>
<b>TOTAL LIABILITIES and NET ASSETS</b>	<b>\$ 36,245</b>



## 2017 FSBPT FINANCIALS

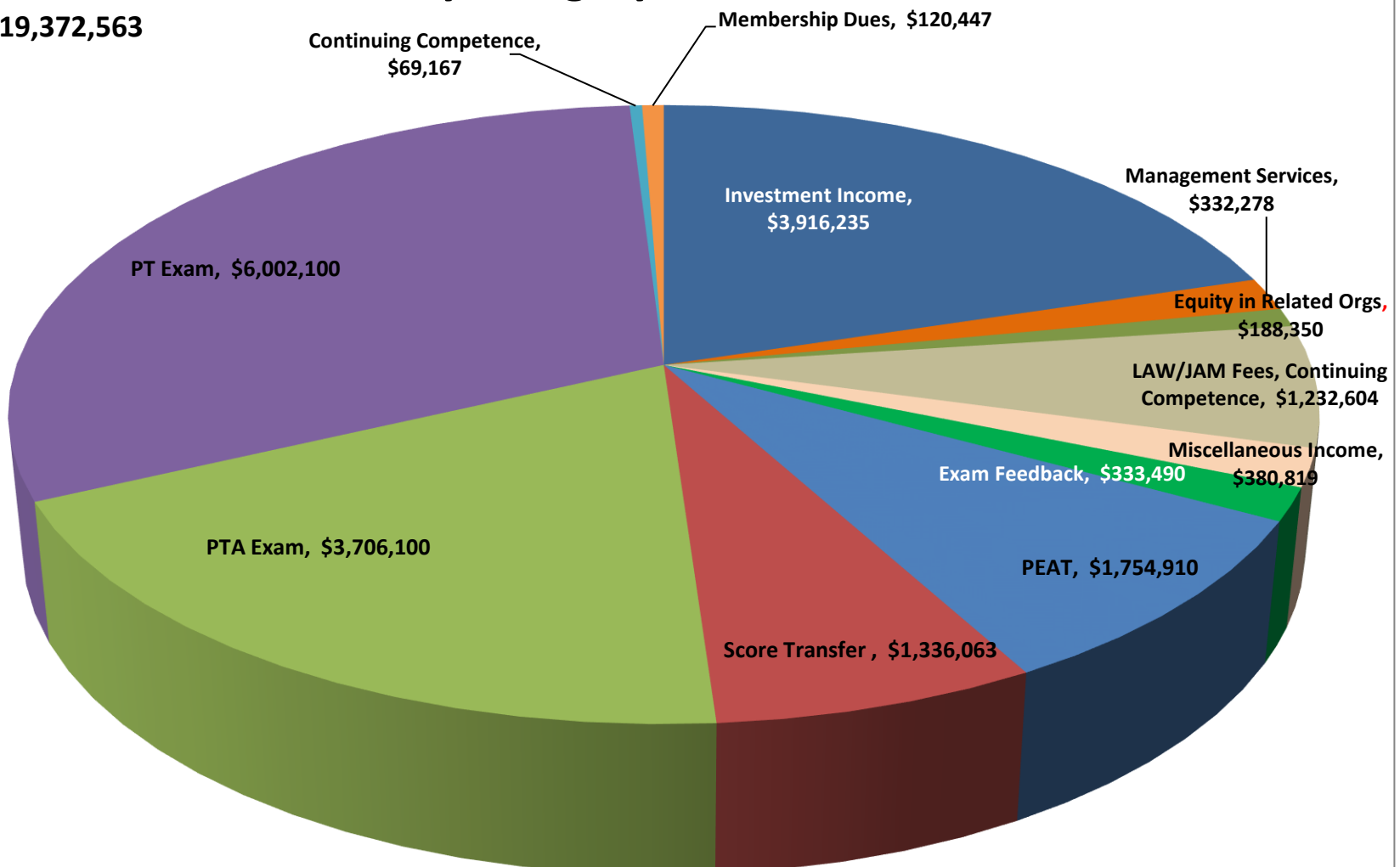
<i>In Thousands</i>	2017
<b>REVENUE</b>	
Exam Fees & Other Services	\$ 14,693
Management Services	\$ 332
Dues, Investment & Other Income	\$ 4,159
<b>Total Revenue</b>	<b>\$ 19,184</b>
<b>EXPENSES</b>	
Governance/Management	\$ 5,950
Program Services	\$ 9,425
<b>Total Expenses</b>	<b>\$ 15,375</b>
<b>FSBPT OPERATING NET INCOME before Equity in Subsidiaries &amp; Unrealized Gain on Interest Rate Swap</b>	<b>\$ 3,809</b>
Equity in Subsidiaries (FCCPT, King-West)	\$ 188
Unrealized Gain on Interest Rate Swap (King-West)	\$ 250
<b>Net Income</b>	<b>\$ 4,247</b>

## 2016 FSBPT FINANCIALS

<i>In Thousands</i>	2016
<b>REVENUE</b>	
Exam Fees & Other Services	\$ 13,769
Management Services	\$ 292
Dues, Investment & Other Income	\$ 1,297
<b>Total Revenue</b>	<b>\$ 15,358</b>
<b>EXPENSES</b>	
Governance/Management	\$ 5,399
Program Services	\$ 8,477
<b>Total Expenses</b>	<b>\$ 13,876</b>
<b>FSBPT OPERATING NET INCOME before Equity in Subsidiaries &amp; Unrealized Gain on Interest Rate Swap</b>	<b>\$ 1,482</b>
Equity in Subsidiaries (FCCPT, King-West)	\$ 124
Unrealized Gain on Interest Rate Swap (King-West)	\$ 242
<b>Net Income</b>	<b>\$ 1,848</b>

# FSBPT 2017 Revenue by Category

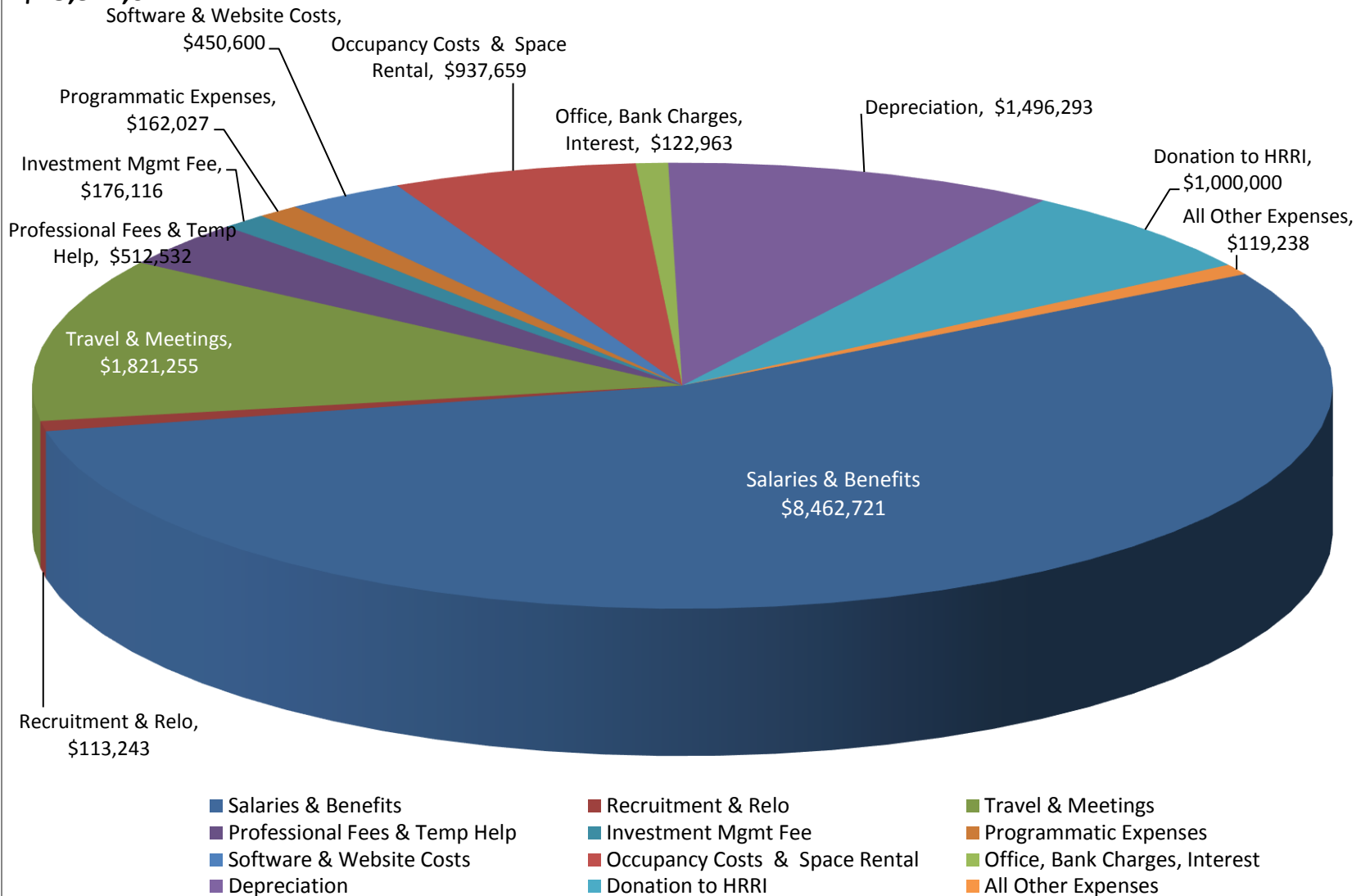
**\$19,372,563**



- Investment Income
- Management Services
- Equity in Related Orgs
- LAW/JAM Fees, Continuing Competence
- Miscellaneous Income
- Exam Feedback
- PEAT
- Score Transfer
- PTA Exam
- Continuing Competence
- Membership Dues

# FSBPT 2017 Expenses by Category

**\$15,374,647**



### Honorary Members of the Federation

Grateful acknowledgment is expressed to our honorary members, whose dedication, insight and vision helped created the Federation of State Boards of Physical Therapy. The 2002 Delegate Assembly closed further nominations for this position.



**Carolyn Bloom**  
Kansas



**Richard McDougall**  
*(deceased)*



**Donna Borden**  
Arizona



**Susan Rush**  
Tennessee



**Robert Harden**  
Alabama



**J. Scott Stephens**  
North Carolina



**Eugene R. Lambert**  
Massachusetts



**Patricia Van Wagner**  
Washington

## NPTE® Volunteers

We want to recognize the individuals who volunteer their services as committee members and item writers and help with other exam functions. They are committed to developing the highest quality examination and without them, there would be no NPTE. They demonstrate the highest level of professionalism. FSBPT is truly grateful.

### 2018 Item Writing Task Force, Item Bank Clean Up, and Item Writer Volunteers

#### 2018 Item Writing Task Force

Aubrey Bailey, PT  
Audrey Campbell, PT  
Bethany Froboese, PT  
Brandi Lipovsky, PTA  
Bryce Woodfield, PT  
Christine Melius, PT  
Claudia Medeiros, PT  
Danette Neikirk, PT  
Dawn James, PT  
Deb Molnar, PT  
Debra Gray, PT  
Debra McDowell, PT  
Emelia Exum, PT  
Jacqueline Kopack, PT  
Jessica Johnson, PT  
Karen Cascardi, PTA  
Kristen Metzler-Wilson, PT  
Laura Neely, PT  
Linda Carlson, PT  
Lori Hurtak, PT  
Marsha Rutland, PT  
Mary Suarez, PT  
Mayra Eschbach, PT  
Nancy Smith, PT  
Pam Kikillus, PT  
Patti Berg-Poppe, PT  
Sean Griech, PT  
Stephanie Thurmond, PT  
Susan Callanan, PT  
Teresa Briedwell, PT

#### Item Bank Clean Up

Frank Bates, PT  
Beth Vowell, PT  
Brandi Lipovsky, PTA  
Carol Sawyer, PT  
Claudia Medeiros, PT  
Debra McDowell, PT  
Elizabeth Williamson, PT  
Jacqueline Kopack, PT  
Janey Prodoehl, PT  
Jason Shaw, PT  
Jennifer Mercer, PTA  
Jessica Johnson, PT  
Joan Morse, PT  
Karen Cascardi, PTA  
Kristine Kay Miller, PT  
Linda Carlson, PT  
Marie Vazquez Morgan, PT  
Mary Elizabeth Parker, PT  
Mary Suarez, PT  
Michael Duchaj, PT  
Morris Beato, PT  
Navpreet Kaur, PT  
Patti Berg-Poppe, PT  
Rebecca Porter, PT  
Robert Friberg, PT  
Shannon Turner, PTA  
Susan Callanan, PT  
Tony Domenech, PT  
Vickie Samuels, PT

#### Item Writers

Allison Angeli, PT  
Amanda Lopez, PTA  
Amanda Aanstos, PTA  
Amanda Allen, PT  
Amanda Storer, PTA  
Amanda Wismer, PT  
Amy Rich, PT  
Arpit Sheth, PT  
Arvie Vitente, PT  
Ashley Parish, PT  
Autumn Hoffman, PTA

Chris Joyce, PT  
Christina Hein, PT  
Christine Rodday, PT  
Christopher Kinslow, PT  
Colleen Hergott, PT  
Daniel Curtis, PT  
Daniel McCutchen, PT  
Deanne Yates, PTA  
Debbie Silkwood-Sherer, PT  
Dianne Drysdale, PT  
Domingo Carlo Martinez, PT

Brent Harper, PT  
Carolyn Mosley, PTA  
Carrie Pagliano, PT  
Elizabeth Williamson, PT  
Francisco (Frank) Jimeno , PT  
Gabriel Panama, PT  
Garretson Gellert, PT  
Harsha Deoghare, PT  
Holly Neal, PT  
Ira Convalecer, PT  
Jacqueline Szalanski, PT  
Jaime Gonzalez, PT  
James Hackney, PT  
James Ralphs, PT  
Jan Perkins, PT  
Jason Grandeo, PT  
Jason Longhurst, PT  
Jeff Journey, PTA  
Jehad Alzyoud, PT  
Jennifer Blanchette , PT  
Jennifer Nash, PT  
Jennifer Root, PT  
Jennifer Sansom, PT  
Jibu Kurian, PT  
Joan Vicente , PT  
Jonathan Gardunia, PT  
Jose Milan, PTA  
Julius Somera, PT  
Karen Grossnickle, PT  
Karlo Mariano, PT  
Kayla Covert, PT  
Kent McCuiston, PT  
Keoni Kins, PT  
Kiley Gibbs, PT  
Korry Wheeler, PT  
Kristian Pamas- Velazquez, PT  
Laura Kabiri, PT  
Laura Cerame, PTA  
Laura LoVasco, PT  
Leona Hidalgo, PT  
Lindsey Robinson, PT  
Lisa Barnett , PT  
Lisa Bradley, PT  
Lori Garone, PT  
Lynne Sturgill, PT  
Marcia Himes, PT

Dorice Ross, PTA  
Elaine Betts, PT  
Elizabeth Suso , PT  
Maribeth Vowell, PT  
Mario Moncada, PT  
Marissa Cruz, PT  
Mark Coglianese, PT  
May Tom, PT  
Megan Jones , PT  
Michael McGalliard, PT  
Molly Hickey, PT  
Morey Kolber, PT  
Natalia Ruiz, PT  
Nicole Borman, PT  
Nicole Laird, PT  
Nitin Udhawani, PT  
Paras Goel, PT  
Paul Dye , PT  
Paul Sung, PT  
Paul-Neil Czujko, PT  
Phyllis Raagas , PT  
Prachi Vira, PT  
Rachel Skolky, PT  
Rajiv Dalal, PT  
Rebecca Fitzgerald, PT  
Rebecca Dolberg, PT  
Rhonda Heffner, PTA  
Robyn Towner, PT  
Samantha Satterfield , PT  
Sarah Foster, PT  
Sarah Meek, PT  
Scott Davis, PT  
Sean Newton, PT  
Shane Schulthies , PT  
Sharon Dunn, PT  
Shelly Watkins, PT  
Susan Stich, PT  
Tarang Jain, PT  
Termeh Toufanian, PT  
Tiffany Barrett, PT  
Valerie Gonzalez Martinez, PT  
Vikas Johri, PT  
Warren Lake , PT  
William Hanney, PT  
Witaya Mathiyakom , PT

**Examination Development Committees (EDC) and Item Writer Coordinators**

**2018 EDC PT**

Jade Bender-Burnett, PT (Co-Chair)  
Nushka Remec, PT (Co-Chair)  
Lisa Dannemiller, PT (Co-Chair)  
Chad Lairamore, PT (Co-Chair)  
Robert Nithman, PT  
Julie Ronnebaum, PT  
Martha Somers, PT  
Frank Glenn, PT  
Amy Bayliss, PT  
Anissa Davis, PT  
Ruth Maher, PT  
Erica Peterson, PT  
Shana Harrington, PT  
Michael Nanzer, PT  
Kathleen Lieu, PT

**2018 EDC PTA**

Krista Wolfe, PT (Co-Chair)  
Kelly King, PT (Co-Chair)  
Janice Haas, PTA (Co-Chair)  
Shannon Turner, PTA (Co-Chair)  
Karma Peters, PT  
Heather Van Grootheest, PTA  
Dawn Smathers, PT  
Jennifer Mercer, PTA  
Kristin Schroeder, PT  
Mary Conway, PT  
Carol Brooks, PT  
Carla Gleaton, PT  
Whitney Kinyua, PTA  
Frank Bates, PT  
Chelsea Reed, PTA

**2018 Item Writer Coordinators**

Carlo DeCastro, PT  
Jeanne Cook, PT  
Robert Friberg, PT  
Jasmin Jimeno, PT  
Dakshesh Sanghavi, PT  
Carol Sawyer, PT  
Mary Elizabeth Parker, PT  
Jennifer McDonald, PT  
Jason Delevan, PT

### ProCert® Reviewer Volunteers

The listed individuals volunteer their time and expertise to evaluate continuing competence activities (courses and conferences) submitted to the ProCert accreditation program. These volunteers are committed to raising the level of quality of physical therapy continuing competence offerings and are the foundation of ProCert. FSBPT is entirely grateful for their service and contributions to the Continuing Competence Initiative.

Ken Amsler	Dave Lake
Jennifer Ball	Kristina Lounsberry
Susan Barker	Ellen Lowe
Ronald Barredo	Melissa McCourt
Paz Susan Cabanero-Johnson	Debra McDowell
Arvin Calamba	Chuck Meacci
Susan Callanan	Gina Maria Musolino
John Trent Casper	Sherri Paru
Carolyn Chanoski	Cynthia Potter
LaVonne Couch	Crystal Ramsey
Eileen Christine DeCaro	Mary Riley
Jeanne DeKrey	Susan Roehrig
Terri Dinsmore	James Roush
Margaret Donohue	Byron Russell
Claudia Fenderson	Megan Salvatore
Sean Flannagan	Dakshesh Sanghavi
Denise Gobert	Carol Sawyer
Andy Gustafson	Liyongo Tolin
Gretchen Haase	Donald Walsh
Terry Hendricks	Deborah Zagray
Peggy Hiller	Jennifer Zdobylak
Renee Huth	Kory Zimney
Barry Jackson	
Kelly King	
Kristi Kleinig	



### **Academy of Advanced Item Writers**

The Academy of Advanced Item Writers consists of those National Physical Therapy Examination (NPTE®) item writers who develop both quality and quantity items as defined in the criteria below.

- Developed 60 items which were approved by the Item Bank Review Committee and entered into the item bank.
- Attended at least one FSBPT beginning item writing workshop.
- Fulfilled content area assignments during beginning item writing workshops.
- Recommended by an Item Writer Coordinator
- Provide additional service on an NPTE committee or taskforce

### **2018 Academy Members**

Aubrey Bailey, *Virginia*

Teresa Briedwell, *Missouri*

Emelia D. Exum, *Texas*

Bethany M. Froboese, *Tennessee*

Lori Hurtak, *Florida*

Christine Melius, *Texas*

Nancy Schneider Smith, *North Carolina*

### Richard McDougall Long Term Service Award

The Richard McDougall award recognizes and honors individuals who have made a lasting, significant and distinguished contribution to the Federation through their volunteerism for at least ten years.

**2018**

Maggie Donohue, *New Hampshire*

**2017**

Veronica Reynolds, *South Carolina*  
Peter-John Zawicki, *Arizona*

**2016**

Joni Kalis, *Oregon*

**2015**

Ronald De Vera Barredo, *Tennessee*

**2014**

Kathy Fleischaker, *Minnesota*  
Senora Simpson, *District of Columbia*

**2013**

Nina Hurter, *Texas*  
Chuck Meacci, *Pennsylvania*

**2012**

Dargan Ervin, Jr., *South Carolina*  
Cheryl Gaudin, *Louisiana*

**2011**

Barbara Safriet, *Washington*

**2010**

Thomas Mohr, *North Dakota*  
Blair J. Packard, *Arizona*

**2009**

Nancy Blankenship Brinly, *Kentucky*  
Eric Schmidt, *South Carolina*

**2008**

Jeanne DeKrey, *North Dakota*

**2007**

Ann E. Tyminski, *Maryland*

**2006**

Ronald J. Seymour, *New York*

**2005**

Eileen Bach, *New York*  
Deb Tharp Hatherill, *Kentucky*

**2004**

Donna Borden, *Arizona*

**2003**

John Wadsworth, *North Carolina*

**2002**

Steve Hartzell, *California*  
Mary Kay Solon, *Indiana*

**President's Award**

The Federation's first President, Scott Stephens, created this award. At each Annual Meeting, the President of the Federation honors someone who contributed extensive talent and time to the mission of the Federation in the previous year – someone who deserves special recognition for their contribution.

<b>2018</b> Michele Thorman, <i>Wisconsin</i>	<b>2004</b> Barbara Safriet, <i>Connecticut</i>	<b>1991</b> Carolyn Bloom, <i>Kansas</i>
<b>2017</b> Carol Sawyer, <i>Missouri</i>	<b>2003</b> Carolyn Hultgren, <i>Nevada</i>	<b>1990</b> Donna Borden, <i>Arizona</i>
<b>2016</b> Jane Julian, <i>South Carolina</i>  Senator Bo Watson, <i>Tennessee</i>	<b>2002</b> Susan Glover Takahashi, <i>Ontario, Canada</i>  Judy White, <i>North Carolina</i>	<b>1989</b> Carolyn Bloom, <i>Kansas</i>  Donna Borden, <i>Arizona</i> Robert Harden, <i>Alabama</i> Richard McDougall, <i>Kentucky</i> Susan Rush, <i>Tennessee</i> Patricia Van Wagner, <i>Washington</i>
<b>2015</b> Scott Majors, <i>Kentucky</i>	<b>2001</b> Ann Tyminski, <i>Maryland</i>	
<b>2014</b> Mary Keehn, <i>Illinois</i> Tina Kelley, <i>New Hampshire</i>	<b>2000</b> Candace Bahner, <i>Kansas</i> Richard McDougall, <i>Kentucky</i>	
<b>2013</b> Phillip B. Palmer, <i>Georgia</i>	<b>1999</b> Thomas Mohr, <i>North Dakota</i>	
<b>2012</b> Nancy Henderson, <i>Washington</i>	<b>1998</b> Eileen Bach, <i>New York</i> Donna Borden, <i>Arizona</i>	
<b>2011</b> Meri Goering, <i>Michigan</i>	<b>1997</b> Carol Neva, <i>Washington</i> Blair Packard, <i>Arizona</i>	
<b>2010</b> R. Scott Ward, <i>Utah</i>		
<b>2009</b> James D. Heider, <i>Oregon</i>	<b>1996</b> Nancy Brinly, <i>Kentucky</i>	
<b>2008</b> Nancy Kirsch, <i>New Jersey</i>	<b>1995</b> Richard McDougall, <i>Kentucky</i>	
<b>2007</b> Ronald Barredo, <i>Tennessee</i>	<b>1994</b> Donna Borden, <i>Arizona</i>	
<b>2006</b> Gregory Cizek, <i>North Carolina</i>	<b>1993</b> Steve Hartzell, <i>California</i>	
<b>2005</b> Pam Leerar Kikillus, <i>Washington</i> Rebecca Porter, <i>Indiana</i>	<b>1992</b> John Mirone, <i>Virginia</i>	

### **Outstanding Service Awards**

The Outstanding Service Award was created to recognize and honor individuals who have made a significant and distinguished contribution to the Federation through their volunteer work during the past 12 months.

#### **2018 Award Recipients**

Troy E. Costales, *Oregon*  
Rebecca E. Porter, *Indiana*  
Adrienne D. Price, *Georgia*  
Alicia K. Rabena-Amen, *California*  
David Reed, *North Carolina*

Susan Roehrig, *Texas*  
Thomas Ryan, *Wisconsin*  
Jennifer Zdobylak, *Indiana*  
Traci Zeh, *Florida*

## Excellence in Regulation Award

The Excellence in Regulation Award was created to recognize jurisdictions that have made significant accomplishments towards increasing public protection for their consumers of physical therapy services.

### 2018

**Jurisdiction:** North Carolina

*Members*

David C. Reed, PT, Chair  
Stacia H. Britton, PT  
C. David Edwards, PT  
Teresa F. Hale, PT  
Crystal Morris, PTA  
Pearl L. Rhone, PTA  
Dr. Paul Garcia, MD  
Stuart W. MacRoberts, Public Member

*Staff*

Kathy O. Arney, PT, Executive Director  
Deborah J. Ragan  
Cindy Kiely  
Gregg Seipp  
Angela Carter  
Quiana Robertson  
Kimberly Marousky  
John M. Silverstein

**Jurisdiction:** Virginia

*Members*

Arkena L. Dailey, PT, DPT, President  
Sarah Schmidt, PT, PhD  
Elizabeth Locke, PT, PhD  
Mira H. Mariano, PT, PhD  
Tracey Adler, PT, DPT  
Susan Palmer, MLS

*Staff*

Corie E. Tillman Wolf, JD, Executive Director  
Lynne H. Helmick, MPA  
Sarah Georgen  
Laura Mueller  
Heather Wright  
Candace Carey

### 2017

**Jurisdictions:** Oregon, Texas

### 2016

**Jurisdiction:** Kentucky

To receive this award, the jurisdiction boards demonstrated significant accomplishments in increasing public protection for their consumers of physical therapy services in any of the following areas.

- Rules were passed that substantially protect the public.
- Legislation was passed that was based on the FSBPT *Model Practice Act for Physical Therapy* and the licensing authority was a key component in getting it passed.
- Adoption of the FSBPT Continuing Competence Model.
- Maintained 5 stars in the Exam, Licensure and Disciplinary Database (ELDD) for three years in a row.
- Increased the number of ELDD stars by three or more in one year.
- Adopted the Physical Therapy Licensure Compact.
- Engaged the public in a meaningful way or provided meaningful resources directed to the public.
- Conducted research on a topic related to public protection.
- Incorporated measures to increase the effectiveness and/or efficiency of the licensing board.

## 2017-2018 Board of Directors



**Nancy R. Kirsch, PT, DPT, PhD, FAPTA, New Jersey  
President**

Term: 2016-2019

Nancy R. Kirsch, PT, DPT, PhD, FAPTA received her PT degree from Temple University, her Masters in Health Education from Montclair University, Certificate in Health Administration from Seton Hall University, her PhD concentration in ethics from Rutgers University (formerly UMDNJ), and a Doctor of Physical Therapy from MGH Institute of Health Professions. She practiced in a variety of settings including in-patient rehabilitation, acute care, long term care and home care. She owned a private practice for twenty years and currently practices in a school based setting. In addition, she is the Director of the Doctor of Physical Therapy Program at Rutgers, The State University of New Jersey.

Nancy has been a member of the New Jersey Board of Physical Therapy Examiners since 1990 and was chairperson of the board for 12 years. She served as an evaluator for FCCPT. Nancy has been involved with the Federation of State Boards of Physical Therapy in the following capacities: she served two terms on the Finance committee and also served on several task forces, in addition to the Board of Directors. Nancy has been active in the American Physical Therapy Association since she was a student. She served the New Jersey Chapter as Secretary and President, and as a delegate and chief delegate to the House of Delegates. She served the national association as a member of the ethics document revision task force. She also served a five year term on the APTA Ethics and Judicial Committee and the APTA Reference Committee. She received the Lucy Blair Service Award and was elected a Catherine Worthingham Fellow from National APTA and received an Outstanding Service Award and the President's Award from the FSBPT.



**David Relling, PT, PhD, North Dakota  
Vice President**

Term 2016-2019

David Relling, PT, PhD, is Associate Professor and Chair of the Department of Physical Therapy at the University of North Dakota in Grand Forks, ND. He has practiced in a variety of settings including acute care, orthopedics and long term care. Dave was appointed to the North Dakota Board of Physical Therapy in 2010 and will complete his second term on the board in 2020. He served as President of the ND Board from 2014-2016. Dave is a member of the state association and the American Physical Therapy Association.

Dave began his involvement with the Federation in 2005 as an item writer and has served as a member and then co-chair of the NPTE Exam Development Committee for physical therapists. He was inducted into the Academy of Advanced Item Writers in 2010.



**Thomas J. Caldwell, PT, DPT, AT, Texas  
Secretary**

Term: 2015-2018

Tom Caldwell, PT, DPT, AT serves as Vice President of Sports Medicine at Texas Health Resources, a 25 hospital system in North Texas. Previous to his current role, Tom was the Associate Executive Director of Sports Medicine & Ambulatory Services for The Ohio State University Wexner Medical Center for over 13 years. He received his undergraduate degree in physical therapy from The Ohio State University in 1988 and later earned his post-professional masters degree from the University of Indianapolis and transitional doctorate from Alabama State. He maintained the credential as a board certified sports clinical specialist for twenty years. Tom is also licensed as an Athletic Trainer.

His professional service has included a term as Vice President of the Ohio Chapter of the American Physical Therapy Association from 2003-2005 prior to his appointment on the PT Section of the Ohio AT, OT, PT Licensure Board where he served for nine years, including Chair from 2012-2013. He served three and six year terms, respectively, on the Nominating and Finance Committees of the Federation. Caldwell was awarded the APTA State Legislative Leadership Award in 2004 for his leadership role in Ohio's successful campaign to obtain direct access to physical therapy services. He was appointed to the USA Rugby Medical & Safety Committee in December of 2008. Caldwell has enjoyed a successful career as a clinician, administrator and entrepreneur in the areas of orthopedics and sports physical therapy, athletic training, wellness and fitness.



**Natalie Harms, PT, DPT, GCS, Nebraska  
Treasurer**

Term: 2015-2018

Natalie Harms, PT, DPT, GCS received a Master of Physical Therapy degree from the University of Nebraska Medical Center and transitional Doctor of Physical Therapy degree from Creighton University. She has been an ABPTS board certified clinical specialist in geriatrics since 1999. Currently, she is Vice President and co-owner of Makovicka Physical Therapy in Omaha, NE. She has practiced in a variety of settings in physical therapy and management for over 30 years.

In 2006 Natalie was appointed to the Nebraska State Board of Physical Therapy, served as Board Chair, and currently is a professional member. She has been actively involved with the Federation since 2008 as a Delegate and most recently was on the Continuing Competence and Finance Committees.

Natalie has served the Nebraska Physical Therapy Association in the role of President, Vice President and Nominating Committee Chair, in addition to numerous committees and task forces. She was a Delegate representing Nebraska at the APTA House of Delegates for six years. Natalie received a 2011 Outstanding Service Award from FSBPT, 2008 Caring Kind Award from the Nebraska Hospital Association, and the 2007 Mary Ellen Sacksteder Award from the Nebraska Physical Therapy Association.



**Ron Barbato, PT, Kentucky**  
**Director**

Term: 2016-2018

Ron earned his Physical Therapy degree from the University of Pittsburgh, School of Health Related Professions, in 1979. He began his career as a Physical Therapist in Pennsylvania and moved to Kentucky in 1981 to pursue a career in contract therapy management. In 1981, as Director of Physical Therapy, Ron established rehabilitation services at Ephraim McDowell Health (EMH) in Danville, Kentucky. What began as a solo practice quickly expanded into services to include a multitude of rehabilitation programs and offerings, and he is currently the Administrative Director of Rehabilitative Services at EMH. He directs therapy services located on five separate campuses, which provide over 80,000 treatments a year, and includes Speech, Occupational, and Physical Therapy, as well as Pediatric Rehabilitation. In addition to directing these services, he is currently serving as Corporate Liaison for the Ephraim McDowell Commonwealth Cancer Center, a comprehensive cancer treatment center located in Danville.

Ron has been an APTA member for over 35 years and is a member of the HP/SOA section. He has been active in the Kentucky Physical Therapy Association as a member of the Legislative and Continuing Education Committees and as a past member of the Ethics Committee. He most recently served on the KPTA Board as Secretary. He is Chairman elect of the Kentucky Board of Physical Therapy and has also served several terms on that Board in various capacities. Ron has been active in the Federation since 2006, previously serving as delegate and a member of the Resolutions Committee.



**Robin Y. Jenkins, District of Columbia**  
**Director**

Term: 2018-2020

Robin Y. Jenkins is the Executive Director for the District of Columbia Board of Physical Therapy and 13 other health licensing boards within the Department of Health's Health Regulation and Licensing Administration. Prior to joining the Department of Health Robin served as the executive director for the District of Columbia's Higher Education Licensure Commission. Before joining the District of Columbia government she served as Senior Policy Associate for the National Association of Social Workers and was the regulatory liaison to its 56 chapters. She has served on national and international regulatory committees and boards. She is a past president of the Council on Licensure, Enforcement, and Regulation (CLEAR) and is currently a faculty member for CLEAR Learning. She is also a former faculty member with the Association of Social Work Boards (ASWB) board member training program. Robin has experience within private associations and governmental entities. She has a strong regulatory foundation and a long work history in the regulatory and credentialing arenas. Her areas of expertise include management policy development, budgeting, and compliance. She holds a B.S. from George Mason University, a MSW from Howard University, a certificate in Public Management from George Washington University and a certificate in Non Profit Management from Georgetown University.





**Joni Kalis, PT, MS, Oregon**  
**Director**

Term: 2017-2020

Joni Kalis, PT, MS, received her Master of Physical Therapy degree from Northern Arizona University and a Masters degree in Exercise Physiology from the University of Arizona. She has been in practice for over 25 years with most of her clinical experience in an outpatient orthopedic setting. Joni was appointed to the Arizona Board of Physical Therapy in 2002 and served for 8 years. She was President of the Board for the last 3 years of her tenure.

She began her involvement with the Federation in 2002 when she served as Arizona's delegate and went on to serve as Arizona's delegate for another six years and alternate delegate once. Joni has also been an item writer for the NPTE, chaired the 2009 Bylaws Task Force, attended the NPTE summit in 2011 and was a member of the NPTE Eligibility Task Force in 2013. She served on and chaired the Foreign Educated Standards Committee from 2008-2012. On this committee, Joni was instrumental in the development of the model for supervised clinical practice and the Performance Evaluation Tool (PET) for supervised clinical practice. She participated in the standard setting for the PET, helped initiate and participated in the annual meeting of the credentialing agencies, and assisted in the development of quality standards for the credentialing agencies.

In an effort to better understand the accreditation process for U.S. PT schools, Joni has served as a CAPTE on-site clinician reviewer since 2014.

Most recently, she served on the Ethics and Legislation Committee from 2012 to 2016. During her service on this committee, products included the telehealth paper, best practices for re-entry and disciplinary guidelines. Joni has spent most of her career practicing in Arizona. In 2015, she relocated to the central Oregon coast and is the manager of the Rehabilitation Department at Samaritan North Lincoln Hospital in Lincoln City. Joni received the Federation's Outstanding Service Award in 2009 and again in 2013. In 2016, she was honored with the Richard McDougall Long term Service Award.



**John M. Young, DPS, EML, District of Columbia**  
**Public Member**

Term: one year-appointments

John M. Young, DPS, EML is on the full-time faculty as an Assistant Professor of Clinical Research and Leadership at The George Washington University School of Medicine and Health Sciences. Prior to joining the GW faculty, he was a Senior Principal in the Health Innovation Mission Area at Noblis, Inc., a science, technology and strategy advisory services firm. John is a former senior advisor in the Centers for Medicare and Medicaid Services (CMS) Innovation Center where he was instrumental in the development and execution of key provisions of the Patient Protection & Affordable Care Act ("Affordable Care Act") and implementation of many other Medicare, Medicaid and CHIP legislative provisions, including physician-based clinical quality measurement programs, physician value-based purchasing initiatives, the National Quality Strategy, health disparity strategies, HIPAA implementation and the identification of an initial core set of children's quality measures in CHIP during his eleven year tenure at CMS in Baltimore MD and Washington. He received his undergraduate degree in Health Systems Management from

University of Maryland University College, his Executive Masters in Leadership from Georgetown University McDonough School of Business, and his Doctor of Professional Studies in Information Management from Syracuse University School of Information Studies.

### **Federation Committees, Task Forces and Council Reports**

FSBPT committees and task forces respond to a changing climate by investigating the key issues affecting the regulation of physical therapy care. They are committed to developing the programs and policy recommendations to assist jurisdictions in the common mission of protecting the public.

## Continuing Competence Committee Annual Report

### **Committee Members:**

Michele Thorman, Chair, Wisconsin  
Gillian Cavezzali, New Hampshire  
Linda Gustafson, Minnesota  
David Harris, Tennessee  
Jasmin Jimeno, California  
Sandra Levi, Illinois  
Andrew Mix, Idaho  
Talia Weinberg, Kentucky

The role of the Continuing Competence Committee is to evaluate the current best evidence related to continuing competence; make recommendations regarding new approaches to continuing competence based on the evidence and recommend appropriate changes to the model that incorporates these changes; and use the evidence to evaluate and recommend tools and methods that will help assure licensees are maintaining competence for safe and effective practice and achieve the purpose of the FSBPT Continuing Competence Initiative.

### **Committee Meetings**

#### *2018 Meetings*

The Committee met in person April 21-22, 2018. The meeting included extensive review of materials associated with risks, supports, and engagement and built upon the work completed by the Committee in 2017. At the end of the meeting, the Committee developed a new draft continuous professional development model that consists of four components.

The Committee plans to reach out to a broad list of stakeholders identified at the meeting to solicit input into the draft. The Committee chair presented the model at the 2018 Leadership Issues Forum (LIF). Feedback provided by LIF attendees will be used by the Committee to make appropriate modifications to the draft model.

An additional meeting of the Committee is scheduled for mid-September to continue work on the draft model.

### **Focus of the Committee**

The Committee will continue to work on incorporating stakeholder feedback into the draft model with the goal of having one or two member boards pilot the model with its licensees.

Respectfully submitted,  
Michele Thorman, PT, DPT, MBA

## Education Committee 2018 Annual Report

### Committee Members:

Debbie Kubota, Chair, Hawaii  
Carolyn Armstrong, Colorado  
Arkena Dailey, Virginia  
Charlotte Martin, CBA Chair, Louisiana  
Sherri Paru, Oregon  
Cynthia Potter, Pennsylvania  
Deborah Richardson-Peter, Virgin Islands  
Tom Ryan, CBA Vice Chair, Wisconsin  
Joe Shanley, New Hampshire  
Nikki Snyder, Florida

We are excited about our 2018 program and the location of our meeting: Reston, Virginia. Our theme is “**A Community of Regulators**” and we have much to learn and share as we focus on our mission of public protection. We have put together an exciting educational program to help lay the foundation for exploring and understanding the current FSBPT initiatives that support our member jurisdictions. We appreciate the opportunity to plan and execute the annual meeting and hope you will benefit from our efforts.

We will hold a welcome reception for attendees on Thursday, October 25th at 6:30 PM, kick-off the formal meeting early Friday, October 26th at 8:00 AM, and conclude on Saturday, October 27th at 6:30 PM.

The Council of Board Administrators will meet on Thursday, October 25th at 10:30 AM and conclude just before the First-Time Attendees Reception. All are welcome to attend the Combined Board Chairs and Administrators meeting from 1:30 to 3:00 PM; the session will be in two parts and focus on the future of regulation and board strategic planning. Following the combined meeting, the jurisdiction board chairs will hold their Forum at 3:15 PM.

On Friday morning, we will begin with a welcome from our host jurisdiction, followed by the “State of the Federation” address by our President, Nancy Kirsch, and an introduction of the candidates running for the Board of Directors and the Nominating Committee.

We have four keynote presentations:

- **The National Academy of Medicine Action Collaborative on Clinician Well-Being and Resilience** featuring Charlee Alexander, Program Officer, National Academy of Medicine
- **A Regulatory Journey: Ten Lessons Learned in Life and Regulation** with our own Mark Lane, Staff Vice President, who is retiring from FSBPT after more than 20 years in the physical therapy regulatory community
- **Stay Ahead of the Curve: Trends in Physical Therapy Professional Liability Claims** with Jennifer Flynn, CPHRM, Risk Manager, Healthcare Providers Service Organization, and Lynn Pierce, RN, BSN, CPHRM, Risk Control Consulting Director, CNA
- **The Good, the Bad, and the Crazy: The Most Intriguing Recent Legal Cases (Part IV!)** featuring Jennifer Ancona Semko, Partner at Baker & McKenzie, LLP, a law firm in Washington, D.C.

Following the Update on Current FSBPT Initiatives presentation on Friday morning, breakout sessions will be held on: Burnout: Addressing the Elephant; ELDD 2.0: Enhancing Public Protection; Board Assessment Tool: Demonstrate Value through Data; FSBPT Research in Action; The Evolution of Online PT Education; and Promoting Resilience and Reducing Burnout: Lessons and Opportunities for Regulators.

Our Saturday morning breakout sessions will include presentations and discussions on: Considering Joining the PT Compact? Everything You Need to Know for a Smooth Implementation; Make Regs not War: Discipline in Public

Protection and Perception; Legislation, Regulations & Rulings; Obtaining and Evaluating an Applicant's Criminal History for Licensure Purposes; Foreign Credential Evaluation 101; Victims, Villains, and Rescuers: A Framework for Addressing Healthcare Workplace Drama, Frustration, and Conflict; Opportunities for Regulatory Effectiveness: Instituting Workforce Data Collection and Reporting; NPTE® Updates: Scenarios, Video, and Validity; and, FSBPT Model Board Action Guidelines.

Our Saturday afternoon breakout sessions will include presentations and discussions on: Risks, Supports, & Engagement: A New Frontier in Assuring Licensee Competence; How Is a Hands-On Profession like Physical Therapy Provided by Telehealth? A Demonstration and Discussion of Regulatory Implications; Workshop: Implementing the FSBPT Model Board Action Guidelines in Your Jurisdiction; Test Accommodations: Legal Update, Hot Topics, and Trends; Developing Meaningful Jurisprudence Assessment Tools; and, Be Prepared: Strategies for Identifying (and Avoiding) Antitrust Risk and Liability.

The Education Committee met multiple times during the year to prepare the 2018 program via WebEx and we have continued to find this approach both functional and cost effective. In addition to the Education Committee, representatives of the Council of Board Administrators (CBA) attended our WebEx sessions to ensure continuity and coordination between meeting agendas. Tom Caldwell, Board Liaison, also proved a valuable resource to the committee.

We appreciate all of the programming ideas coming from the Federation committees and members. Further, we encourage you to complete the 2018 Annual Meeting evaluation to give us feedback on the meeting and on how we can continue to improve and to share ideas for future meetings.

We sincerely hope you'll enjoy this year's annual meeting. Reston is a unique location and we hope you find some time before or after the Annual Meeting to explore northern Virginia. As always, we hope this will be our best meeting yet!

The 2019 Annual Meeting will be held in Oklahoma City, Oklahoma October 24-26, 2019.

We look forward to seeing all of you soon!

Respectfully submitted,  
Debbie Kubota

## Ethics and Legislation Committee Annual Report

### Committee Members:

David Reed, Chair, North Carolina  
Tina Baum, Nevada  
Jean Bickal, New Jersey  
Jerry Smith, US Virgin Islands  
Judd Warren, South Carolina

The Ethics and Legislation Committee is responsible for developing and analyzing methods to improve consumer protection and recommending position statements regarding standards of practice and disciplinary issues to the FSBPT Board of Directors. Below are the major accomplishments of the Ethics and Legislation Committee since the last meeting of the Federation of State Boards of Physical Therapy Delegate Assembly.

### Model Board Action Guidelines

The purpose of the FSBPT's Model Board Action Guidelines is to promote intra- and inter-jurisdiction consistency with regard to the application of discipline for a given basis for action. The Ethics and Legislation Committee (ELC) developed the Model Board Action Guidelines to encourage consistency and provide common working definitions and a transparent, systematic process to determine the appropriate board action when an individual has violated a grounds for action.

- The Model Board Action Guidelines were finalized and published on the FSBPT member website. Feedback gathered from attendees of the 2017 Leadership Issues Forum and the FSBPT Annual Meeting was incorporated into the final version.
- A background paper on the Guidelines is available on the FSBPT website. The paper covers the rationale for the Guidelines and the research done by the Committee in their development.
- Training materials such as Power Point presentations with notations, recorded webinars, cross-walking materials, and an infographic have been created for FSBPT members interested in learning more about or implementing the Guidelines.

### Presentations for Students

Two customizable Power Point presentations on the NPTE and regulation/licensing were updated for board members or staff to use when visiting students.

- The presentations were developed for physical therapy licensing boards to present to students in PT and PTA education programs within the jurisdiction.
- The presentations may be modified to reflect specifics of a jurisdiction's current laws and rules.
- Several sections offer opportunities for discussion, allowing the presenter to be creative and engage the audience.

### Criminal Background Checks

- The Committee is exploring the development of resources for boards about criminal background checks, including how to read them, definitions of commonly used words, and guidance on decision making about licensure.

Respectfully submitted,  
David Reed

## Examination Chairs Report

### Members:

**Item Writing Task Force Representative:** Susan Callanan

**Item Writing Coordinator Representative:** Carlo DeCastro

**EDC PTA Co-Chairs:** Jan Haas, Jan Haas, Shannon Turner, Krista Wolfe

**EDC-PT Co-Chairs:** Jade Bender-Burnett, Lisa Dannemiller, Chad Lairamore, Nushka Remec

**FSBPT Board Liaison:** David Relling

**Staff:** Jerry Bush, Colleen Lettvin, Lorin Mueller, Richard Woolf

The Examination Chairs Meeting (ECM) is an opportunity for representatives and chairs responsible for the development and review of National Physical Therapy Examination (NPTE®) items and test forms to meet together and discuss the current status of the program and make recommendations for future improvement. Several areas were reviewed during the July 13, 2018 meeting, including productivity of the item writing workshops and examination committee meetings, pre-test item survival rates, the productivity of the Item Bank Cleanup Meeting, the increasing demand for high-quality new items, and the year-end Item Writing Task Force and coordinator and committee member surveys. The ECM reviewed the first year of the practice analysis results; the draft committee and item writing workshop calendar for 2018; discussed current and future initiatives; and approved updated versions of the style manual, keyword lists, and abbreviations list.

The ECM made the following recommendations:

1. Ideas to enhance item survival rates
  - Continue to collect and present information to ECM regarding the pretest survival rates based on the type of workshop (e.g., regional, basic), cognitive level (e.g., knowledge, interpretation), and whether it has a graphic associated with it.
  - Continue to present to the Examination Development Committees (EDC), Item Writer Coordinators, and the Item Writing Task Force a set of items that failed statistically from a recent administration.
  - For rubrics with low survival rate, identify Item Writing Task Force Members who have successfully written items in that rubric and cater the assignment to them to write more items in that rubric category.
  - To provide more guidance to the item writers, consider a new version of the Rubric Classification Tool that draws on the survey results from the Linkage exercise and the Activity Deemed Not Critical list.
  - Provide feedback to returning item writers on the performance of their previous items.
2. Ideas to enhance effectiveness of meetings
  - Have EDC chairs start each meeting by setting goals for the weekend and provide a quick review of the process before reviewing forms.
  - Have the chairs determine which night (Thursday/Friday) to hold the group committee dinner during the conference call before the meeting.
  - Continue to calendar the Item Writing Task Force meeting earlier in the year to encourage writing/review throughout the year.
3. Other:
  - Emphasize the importance of Item Writer Coordinators to provide feedback on Item Writers to help with the selection for other examination committee openings.
  - ECM is agreeable to continue to provide oversight on the yearly practice analysis surveys and feels that the yearly surveys will be helpful to observe trends in the professions.
  - Alternative Item Types (video and scenario-based items): As we develop and review these new item types, consider placing them on PEAT so that candidates can get a sense of the questions formats.
  - Continue to hold the Examination Chairs Meeting the Friday before the Leadership Issues Forum to help decrease the total number of trips for the chairs.



**Foreign Educated Standards Committee  
Annual Report**

**Committee Members:**

Alicia Rabena-Amen, Chair, California  
Leslie Kesler, North Carolina  
Samantha Mohn-Johnsen, Minnesota  
Sherise Smith, Nevada  
Traci Zeh, Florida

This committee's charge is to recommend updates to the Coursework Tool (CWT); assure that the CWT is validated and oversee the validation process; promote the use of the CWT; develop and maintain quality assurance tools and processes for agencies that use the CWT; evaluate and recommend additional measures to assure entry-level competence of foreign educated PTs and PTAs (including clinical competence). Below are the major accomplishments of the Foreign Educated Standards Committee since the last meeting of the Federation of State Boards of Physical Therapy Delegate Assembly.

**Primer for Board Members and Administrators; Foreign Educated PTs/PTAs Issues & Resources**

- The Primer for Board Members and Administrators; Foreign Educated PTs/PTAs Issues & Resources was published for the membership in early 2018.
- The Primer was developed to assist jurisdictional physical therapy regulatory board members, administrators, and staff in understanding common terms, tools, resources, and issues surrounding physical therapist and assistant graduates of educational programs located outside of the United States.
- The Primer covers the range of issues experienced by FEPT/PTAs when attempting to become licensed and work in the United States.

**Model Rules for Licensing**

- Development of Model Regulations for the FEPT and FEPTA licensure by examination and licensure by endorsement.
- The model rules were developed in response to multiple member boards that requested help in 2017-2018 with updating FEPT rules.

**Website Wizard**

- The Foreign Educated PT and PTA Website Wizard was unveiled in early 2018.
- The Wizard is a great resource for graduates of foreign physical therapist or physical therapist assistant education programs who want to work in the United States. Board staff and members will also find the Wizard helpful when assisting FEPT/PTAs.
- Individuals answer a series of questions to direct them to the information most applicable to their situation.
- The Wizard is located at [www.fsbpt.org/fept](http://www.fsbpt.org/fept).

Respectfully submitted,  
Alicia Rabena-Amen

## Nominating Committee Annual Report

### Committee Members:

Thomas Ryan, Chair, Wisconsin  
Danny Landry, Louisiana  
Timothy Vidale, Florida

The Nominating Committee slated candidates for the Secretary, Treasurer, Director #1, and Nominating Committee Member positions. The Secretary and Treasurer positions require that each candidate be a member of a Member Board, administrator of a Member Board, or an Associate Member. The Director #1 position requires that each candidate be a current member of a Member Board at the time of the election. The Nominating Committee Member position requires that each candidate be a member of a Member Board, administrator of a Member Board, an Associate Member, or an individual with expertise to facilitate the task of the committee.

The following slate of candidates is offered for the 2018 Delegate Assembly elections. Candidate qualifications and statements are included in this Delegate Handbook.

### 2018 Slate

#### *Secretary*

- Thomas Caldwell, Texas
- Manuel (Tony) Domenech, Texas

#### *Treasurer*

- Ron Barbato, Kentucky
- Ruggiero (Ruggie) Canizares, Oregon

#### *Director #1*

- Arkena Dailey, Virginia
- Ellen Donald, Florida

#### *Nominating Committee Member*

- Jade Bender-Burnett, Virginia
- Sherri Paru, Oregon

Respectfully submitted,  
Tom Ryan

## Resolutions Committee Annual Report

### Committee Members:

Timothy Vidale, Chair, Florida  
James Clahane, Pennsylvania  
Adrienne Price, Georgia  
Liz Guthridge, Parliamentarian

### 2018 Motions

This year, the Resolutions Committee received one (1) motion 90 days prior to the Delegate Assembly. This motion is in the Delegate Handbook.

### DEL-18-01

#### Areas of Focus

**Proposed by:** Board of Directors

**Vote Required:** Majority

**Motion:** To adopt the Areas of Focus as they currently read.

### Delegate Assembly Policy Development Process

#### *Motions*

Member Boards and the Board of Directors may submit motions for consideration by the Delegate Assembly. A motion is a way to express an idea or identify a problem or opportunity and suggest that an action be taken. Although a motion may deal with complex issues, most motions begin simply when a problem is recognized and a solution is suggested.

Delegate Assembly motions are structured to first declare the recommended action and then provide background information regarding the issue and why this particular action is recommended. They will need to reference the area of focus and the fiscal impact of the motion.

Per the Bylaws and Standing Rules, Member Boards and the Board of Directors need to submit their motions to the Resolutions Committee 90 days prior to the Delegate Assembly. Motions not submitted by the deadline may still be heard at the Delegate Assembly. However, any motion that has not been submitted by the deadline requires a two-thirds vote without debate to be considered by the Delegate Assembly.

#### *Comments on Motions*

Member Boards who have credentialed their Voting Delegates but whose delegates cannot attend the annual meeting may send a letter or email to the Resolutions Committee with their comments on a motion. Those comments may be shared during the Delegate Workshop (in print or by being read by the Resolutions Committee chair) without further debate.

#### *Resolutions Committee*

The purpose of the Resolutions Committee is to receive and correlate motions and resolutions to be presented to the Delegate Assembly and identify motions which fall outside the purpose of the Federation. The committee also provides advice and counsel to delegates regarding form, wording, and method of presentation of matters to the Delegate Assembly.

#### *Delegate Workshop*

At each annual meeting, the Resolutions Committee schedules a Delegate Workshop. The purpose of the workshop is to:

- Provide an overview of the Federation's governance process and Delegate Assembly procedures

- Encourage an informal and frank discussion by Federation delegates and the Board of Directors on that year's motions

The Resolutions Committee's role in the workshop is to provide education regarding the governance process and facilitate the discussion of the motions. This facilitation includes seeking out appropriate information and/or viewpoints on each item under discussion from the maker of the motion, the Board of Directors and other delegates. The committee may also seek out information from other attendees or staff, as appropriate.

Members of the Resolutions Committee are not allowed to engage in debate or express their own opinions during the workshop, and they are not empowered to entertain motions or make decisions on the motions during the workshop. However, the chair is empowered to provide feedback to the jurisdictions that are making the motions.

When the motions are discussed, the chair of the Resolutions Committee will invite the maker of each motion to come forward and explain the purpose and/or intent of the motion. The chair will then ask for comments and questions from other delegates and the Board of Directors.

Because these are motions for the Delegate Assembly, the discussion should be among the delegates and the Board of Directors. Speakers should identify themselves by their name, their state and whether they are a voting or alternated delegate or on the Board of Directors.

If the delegate or Board of Directors would like a staff member or other attendee (such as legal counsel) to speak on an issue, they should introduce them. The chair of the Resolutions Committee will determine whether an attendee other than the delegate or Board of Directors is permitted to speak.

#### Delegate Workshop Presentation Topics

- Roles of the Delegate Assembly and Board of Directors in governing FSBPT
- How FSBPT Bylaws and Robert's Rules are used during the Delegate Assembly
- Roles of the Delegate, Presiding Officer, Parliamentarian, and Resolutions Committee
- How to amend a motion
- How to bring a new motion forward
- Motions for the Delegate Assembly this year

Respectfully submitted,  
Timothy Vidale

**Board Assessment Task Force  
Annual Report**

**Task Force Members:**

Charlotte Martin, Chair, Louisiana  
Kathy Arney, North Carolina  
Jason Kaiser, California  
Deborah Richardson-Peter, US Virgin Islands  
Michelle Sigmund-Gaines, Oregon  
Jeffrey Vinzant, Alabama

This task force is charged with researching, exploring, developing, and designing a Board Assessment Tool that can be used by member boards. The purpose of the Tool is to provide a mechanism for Boards to evaluate its performance in accomplishing its mission of allowing the consumer access to safe and competent physical therapy services while preventing and reducing real or potential harms. The task force looked at past efforts to evaluate board performance and efforts of similar organizations such as the National Council of State Boards of Nursing.

After multiple working conference calls, at the 2018 Leadership Issues Forum (LIF), the Board Assessment Task Force presented their initial work to create a board assessment resource to be used to self-assess effectiveness and efficiency and provide feedback on areas for improvement. The task force first identified all the potential stakeholders regarding a board's function and then brainstormed what would be most important to each group. The task force proposed a number of operational metrics to be measured and tracked in a number of functional areas, including:

- Board Functioning
- Board Finances
- Licensing
- Education/Prevention/Outreach
- Legislation/Rulemaking
- Discipline/Enforcement

After having LIF attendees review the metrics and help identify missing metrics, the task force asked specifically for metrics which demonstrated the board was fulfilling its mission of public protection. At the in-person meeting in July following LIF, the task force members re-casted a vision of the future tool based on feedback and discussions at LIF.

The task force will continue to use member feedback to revise and refine the final tool.

Respectfully submitted,  
Charlotte Martin

## **Council of Board Administrators Annual Report**

### **Purpose**

The Council of Board Administrators was created by the FSBPT bylaws to provide its members a forum to share information relevant to board functions, regulatory practices, practice standards and issues, licensing processes and security, and enforcement issues in the practice of physical therapy. Membership is open to currently or formerly employed administrative staff personnel assisting our 53 Member Boards.

### **Participation in Federation Activities**

CBA members have participated and continue to participate in all facets of the Federation. One position on the Board of Directors is designated for a current administrator of a Member Board. Below are other examples of administrator participation in the Federation.

#### **Annual Meeting**

2017: Met November 2<sup>nd</sup> in Santa Ana Pueblo, NM (CBA Forum)

- Thirty-one administrators attended the meeting
- Elected the following officers for 2018:
  - CBA Chair: Charlotte Martin (LA)
  - CBA Nominating Committee: Jason Kaiser (CA)
- Report by CBA Admin Director on the Board of Directors
- Presentations:
  - Administrator Updates
    - CBA Message Boards
    - FL “Know Your Law”
  - CBA Task Force Updates
    - Online Verification Task Force
    - Re-Entry to Practice Task Force
  - FSBPT Highlights
    - Alternate Approval Pathway
    - NPTE Updates
  - Compact panel discussion

#### **Regulatory Training**

Regulatory Training was held in Alexandria, Virginia June 8-10, 2018. Topics included regulatory law; terminology; board powers, responsibilities, and roles; regulation of physical therapy practice; delegation of authority; immunity; and FSBPT services. Seven administrators attended this meeting.

#### **Leadership Issues Forum**

The Leadership Issues Forum was held in Alexandria, Virginia July 14-15, 2018. This meeting provides an opportunity to learn more about current regulatory issues as well as prepare for the Delegate Assembly. Twenty-four administrators attended this meeting.

#### **Committees and Task Forces**

Federation committees and task forces that currently have administrators as members:

- Education Committee
- Excellence in Regulation Committee
- Finance Committee
- Foreign Educated Standards Committee
- Nominating Committee
- Resolutions Committee
- Board Assessment Task Force

**CBA Webinars**

The CBA has effectively used FSBPT's WebEx tool as a means of expanding the opportunities for discussion of important topics throughout the year. WebEx topics this year include:

- Model Board Action Guidelines
- PT Compact Update

Respectfully submitted,  
Robin Jenkins  
Director, Federation Board of Directors

## 2018 Candidate Statements

### Candidate for Secretary Position: Thomas Caldwell



**Current and past work experience:**

Texas Health Resources, VP Sports Medicine (current); Ohio State University Wexner Medical Center, Associate Executive Director, Sports Medicine (2004-2018)

**Licensure experience:**

Ohio OT, PT, AT Licensure Board (9 years)

**Federation experience pertinent to position:**

Finance Committee (two terms), Nominating Committee, FSBPT Board of Directors

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**Candidate Statement**

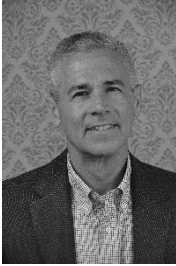
It is an honor to be nominated for a second term as Secretary, FSBPT Board of Directors. I believe, with each year on the board, one learns to be a more effective contributor. I hope to build on the collective success of the past three years and ensure that the board provides the requisite leadership and service to meet our mission of public protection.

Past recognitions from APTA (State Legislative Leadership Award) and FSBPT (Outstanding Service Award) are reflective of my commitment to the profession and the Federation. I have served on the Finance Committee (two terms), the Nominating Committee, the referral for profit task force and I am completing my first term on your BOD. This Federation experience coupled with my executive positions leading large, nationally recognized sports medicine and rehabilitation programs, along with previous local BOD experience with the YMCA and Arthritis Foundation, have prepared me well to continue to be a positive contributor on the FSBPT BOD.

Thank you for your kind consideration as I ask for your support. I would be excited to serve a second term as Secretary on the FSBPT Board.



**Candidate for Secretary Position: Manuel A. (Tony) Domenech**



**Current and past work experience:**

- Program Director, DPT Program (Jan 15 – Present) Associate Professor, University of St Augustine, 5401 La Crosse Ave, Austin, TX Jan 15 – Present
- Regional Dean of SOAHS (May 05 – Dec 14) Associate Professor/Assistant Program Director DPT Program Texas Tech University HSC ~ Odessa, TX, Jul 04 – Dec 14
- Physical Medicine Flight Commander over the Physical Therapy, Occupational Therapy, and Orthotic Elements, DGMC, 60 MDG/60 MSGS, Travis AFB, CA, Jul 01 – Jul 04
- Chief, Physical Therapy Element, WHMC, 959 MDOS/MMKPP, Lackland AFB, TX Apr 98 – Jul 01
- Assistant Chairman, PT Department, WHMC, 59 MDW, Lackland AFB, TX, Jan 97 - Apr 98
- Resident, Orthopedic PT Residency Program, Kaiser Permanente Med Care Program, Los Angeles, CA, Jan 96 – Dec 96
- Faculty, Assistant Professor, U.S. Army-Baylor 'University Graduate Program in Physical Therapy Academic Coordinator for Clinical Education, Depart Med Science, Academy of Health Sciences Fort Sam Houston, Jul 91 - Nov 95
- Intermediate Supervisor (Director), Physical Therapy Courses and CCAF Physical Therapy Assistant Program, 790 MSTW/MSE, Sheppard AFB TX, Aug 88 - Jul 91
- Chief, Physical Therapy Services USAF Hospital, Tinker AFB OK, Jun 82 - Aug 88
- Staff Physical Therapist, Medical College of Virginia, Richmond, VA, Jan 81 - May 82
- Staff Physical Therapist, Mayo Clinic, Rochester MN, Dec 78 - Aug 80
- Staff Physical Therapist, St Francis Hospital, Tulsa OK, Jul 76 - Nov 78

**Licensure experience—*primarily with the NPTE exam development as follows:***

- Exam Development Committee-PT, Federation of State Board of PT, 1 Jan 2009 to 31 Dec 2011 (3-year term) and Jan 2015 to Dec 2017 (3-year term; **Chair**, FY 2017)
- Item Writer Task Force-PT Member, FSBPT, 1 Jan 2012 to 31 Dec 2014 (3-year term)
- Item Writing and Test Development workshop for NPTE (22 contact hours). Sponsored by FSBPT, Alexandria, VA, 12-14 Mar 2010 (Composing test items for the NPTE)
- Host for the Regional Item Writing Workshop for NPTE (15.5 contact hours). Sponsored by FSBPT, Austin, TX, 31 Mar – 1 Apr 2017 (Coordinator for 6 item writers)

**Other experience pertinent to position (i.e., same position with another organization):**

- Nomination Committee for APTA Orthopedic Section- Jun 94 - Feb 97 (Chair - Jun 96 - Feb 97)
- Nomination Committee for TPTA Chapter-Nov 2007-Oct 2009 (Chair – Nov 08 – Oct 09)

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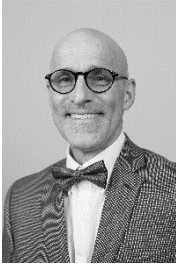
**Candidate Statement**

Over 41 years in the profession of physical therapy with approximately 20 years as a clinician and 20 plus years in higher education, I've had ample opportunities to serve multiple professional organizations in various capacities. Leadership experiences in the areas professional *community service* (i.e., Chairman of the Texas Consortium for Clinical Education, site visitor Team Leader for Commission on Accreditation in Physical Therapy Education , Board member and Chair of the American Board of Physical Therapy Specialties, Co-Chair of the FSBPT Examination Development Committee, TPTA Permian Basin District Delegate, Assistant Chief Delegate and TPTA Delegate-at-Large, and Orthopedic Specialty Council Maintenance of Competency Liaison); and *employment* (i.e., Director of the USAF Physical Therapy Assistant Program, Director of Clinical Experiences for the U.S. Army-Baylor University

Physical Therapy Program, Commander/Director of two of the largest USAF military PT clinics, and Texas Tech University for Health Sciences Regional Dean for School of Allied Health Odessa campus), have contributed to my professional growth as a team player and leader.

Professional attributes such as bearing responsibility, being diligent and discipline, displaying integrity and a high ethical standard, using strong interpersonal skills, and willingness to do whatever it takes to get the job done support my abilities to appropriately execute the duties of this office. Clearly, I realize that no one person can achieve much without the engagement of others. "Get and stay involved" is my motto. My philosophy is "the greatest good one can do for another is not just to share their riches but to reveal to them their own in order to accomplish great things". As one anonymous writer put it, "coming together is a beginning...keeping together is progress...working together is a success." I would be very honored to serve the Federation. As R. Tagore stated, "one cannot cross the sea merely by standing and staring at the water." I am ready to move forward and engage to accomplish the goals and objectives of FSBPT.

**Candidate for Treasurer Position: Ron Barbato, PT**



**Current and past work experience:**

- Current - Corporate Director, Rehabilitation Services – Ephraim McDowell Health
- Licensed Physical Therapist – 39 years

**Licensure experience:**

- Served on the Kentucky State Board of Physical Therapy for 11 years – most recent tenure as Chairman
- Kentucky Physical Therapy Association – Secretary, Ethics Committee, Education Committee

**Federation experience pertinent to position:**

- Multi year voting Delegate
- Resolutions Committee
- FSBPT Director (current)
- Ethics Committee - FSBPT Board Liaison
- FARB FSBPT - Board Liaison

**Other experience pertinent to position (i.e., same position with another organization):**

- Treasurer/CFO Indian Hills Christian Church, an Independent Christian Church, with a budget of over a million dollars. I have held this position for over 20 years.
- Director, Rehabilitation and Cancer Care Services – Ephraim McDowell Health - a service with 80 rehabilitation employees and a budget of over 15 million dollars. I am responsible for budget development, business oversight and have ultimate accountability to ensure successful operations. I have held this position for over 37 years.
- Business Owner, FireFly Hill Farm LLC . Danville , Ky – responsible for budget development and management of finances to ensure successful operation of Sport Horse and Boarding operation. I have been in this position for over 20 years.

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**Candidate Statement**

For the past two years, I have been honored to serve as a Director on the Federation Board of Directors and to serve each of you and your jurisdictions in that capacity. It has been a wonderful experience and one that has enabled me to more fully understand the financial oversight behind our successful organization.

In my role as Director, I have participated in Federation strategic planning and the budget process that coincides with that planning. I have been able to witness first-hand the energy and time commitment it takes to create and activate a successful financial plan, beginning with our CFO to the multiple volunteer teams that supply the input for the budget.

As a result, I have gained a humble respect for the staff, and their tireless dedication to their work, and for the many volunteers that carry out our collective good work.

It is with that inspiration that I seek the office of treasurer. I have an affinity for numbers and have a keen business acumen, particularly in budget forecasting, and development. My skills in these areas have served me well in my role as CFO and business owner of several successful organizations. If I am fortunate to be elected as Treasurer, I will also continue to contribute to the Federation Board by using my abilities to foster a collaborative working atmosphere that promotes continued competency and regulatory standards for public protection.

I look forward to serving alongside of each of you

**Candidate for Treasurer Position: Ruggiero (Ruggie) Canizares**



**Current and past work experience:**

- Clinic Owner, E&R Health and Wellness dba Physical Therapy Services, Eugene, OR (2008 - present)
- Home Health Physical therapist, Sacred Heart Medical Center, Eugene, OR (2008 -present)
- Manager, Cottage Grove Community Hospital Rehabilitation and Wellness (09/03 - 3/08)
- Program Coordinator: PT Satellites, Out-patient Services, Sacred Heart Medical Center, Eugene, OR (10/94 - 03/97)
- Physical Therapist: Clinical practice in various settings - acute care hospital, nursing home contract work, and out-patient services (06/85 - 10/94)

**Licensure Experience:**

- Chairman, Oregon Physical Therapy Licensing Board – voted by the licensing board as Chairman (July 1, 2018 – present)
- Vice Chairman, Oregon Physical Therapy Licensing Board – voted by the licensing board as Vice -Chairman (April 11, 2014 – June 30, 2018)
- Licensing board member - State Governor nominated, State of Oregon appointed position (December 1, 2011 – April 10, 2014)

**Federation Experience pertinent to the position:**

Finance Committee:

Initial appointment 12/23/2014; re-appointed 01/08/2018

- Completed budget report and analysis for FSBPT
- Area of responsibility – Continuing Competence (2014, 2015); Administration and Exam Services (2016, 2017)

**Other experience pertinent to position (i.e., same position with another organization):**

- Treasurer – Troop 175, Boy Scout of America, Oregon Trail Council (2012-2015)
  - Created and developed Troop accounting ledger in both income and expense line items
- Primary author for *CGCH wellness center* business plan (January 8, 2008)
  - Feasibility study and strategic alternatives. Business plan includes: financial analysis, proposed complete budget ledger, Enterprise Data Warehouse data query, and literature research for business benchmarks
  - Capital Cost = \$1.5 million, Projected Operating Cost = \$136 k, Projected Net Revenue = \$375 k
- Budgetary responsibility as CGCH Rehabilitation Services Manager: Operating budget: \$370,000; Revenue: \$600,000
- Northwest Christian University (July 2007), School of Graduate Studies, School of Business and Management, Masters of Business Administration  
Master's Thesis Research: "A Quantitative Analysis of Physical Therapy Trends"  
GPA: 4.0
- MBA Sigma Beta Delta International Honor Society  
Northwest Christian University Chapter

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**Candidate Statement**

It is an honor to be considered for the Federation of State Boards of Physical Therapy (FSBPT) Treasurer position. It has been both an exciting opportunity and great privilege to serve the Federation since 2014 as a Finance Committee member that entailed working with and being mentored by two CFOs and our current Treasurer. Serving under the Finance Committee, my areas of responsibilities included Continuing Competence (2014, 2015)

and Administration and Exam Services (2016, 2017). I have been recently re-appointed for another 3-year term on the Finance Committee. With my MBA background, knowledge base in general accounting principles, and four years experience with Finance Committee work, I will provide a broad and in-depth understanding and analysis of the inner-financial workings of FSBPT. If I am to be elected as FSBPT Treasurer, I believe that with a close working relationship with our CFO, will allow *continuity in accurate financial data analysis and relevant financial data reporting*. This collaboration will greatly assist in the FSBPT Board of Directors *effective strategic planning and the successful execution of the FSBPT's Mission and Vision*.

I served as an alternate delegate for the State of Oregon in 2014, 2016, and 2017, and an Oregon voting delegate in 2015. I have actively participated in yearly FSBPT meetings and conferences since 2013 and developed working relationships with FSBPT staff, FSBPT delegates, committee members, and various stakeholders. I practice Robert Greenleaf's servant leadership model and I see myself as an inherent team player. I have owned a private practice since 2008, worked as a Department Lead and Manager for a critical care hospital (1995-2008), and have been an active volunteer leader in the community for the Boy Scouts of America and local school athletics. The combination of my Finance Committee work, community leadership services, and active involvement with FSBPT has prepared me to be a viable candidate and effective leader for the FSBPT Treasurer's position.

I thank the Nominating Committee for considering me for the Treasurer position. I truly appreciate your support and consideration of my candidacy for the FSBPT Treasurer position and I look forward to discuss any questions or topics with members in Reston, Virginia.

**Candidate for Director #1 Position: Arkena L. Dailey, PT, DPT**



**Current and past work experience:**

- **Experts in Therapy, LLC** 2016 – Current  
Expert Witness/Independent contractor
- **Old Dominion University, Norfolk VA** 11/2014 - Current  
Adjunct Professor
- **Bon Secours In Motion Physical Therapy, Newport News VA** 05/2016 - Current  
Past Clinical Coordinator / Current Independent Contractor
- **Schneider Regional Medical Center, St Thomas, USVI** 05/2015 - 4/2016  
Physical Therapist, Independent Contractor
- **Centra Healthcare, Farmville VA** 01/2015- 4/2015  
Physical Therapist, Independent Contractor
- **Riverside Health System, Newport News, VA** 10/2009 - 1/2015  
Senior Physical Therapist
- **Excel Professional Home Health, Norfolk, VA** 7/2008 – 12/2009  
Physical Therapist, Independent Contractor
- **Dominion Physical therapy Associates Inc., Newport News, VA** 5/2006 - 7/2008  
Clinical Director
- **Coliseum Park Nursing Home, Hampton, VA** 5/2004 - 4/2006  
Senior Physical Therapist, Genesis Healthcare Services
- **Hope in Home Care, Newport News, VA** 5/2005 - 6/2006  
Home Health Physical Therapist
- **Riverside Rehabilitation Institute, Newport New, VA** 2/2003 - 5/2005  
Staff Physical Therapist

**Licensure Experience:**

Virginia Board of Physical Therapy, Vice President 2<sup>nd</sup> term 2015 – Current

**Additional Community Service Involvement:**

Federation State Board of Physical Therapy, 2017-Current  
Appointed to Education Committee

NAACP

Member, Hampton Branch NAACP 2007 - 2010

NPHC, INC.

National Pan Hellenic Council, Inc. of Peninsula ( 17 Active chapters with members each with 50 to 150 members.)

President 2009 - 20014

Vice President 2005 – 2009

\* Both Leadership roles required me to appoint and or recommend selected officers and committee chairs. Conducting Non profit business with this large group of members certainly requires social and organizational skills.

Alpha Kappa Alpha Sorority, Inc. 1995 - Current

Member, Gamma Upsilon Omega Chapter > 120 members 1999 - 2014

Membership Chair 2007- 2009

- Position of Membership chair required my assistance and consult towards recommending candidates for the Nominating committee as well as engaging with all members of the organization.
- Team Captain for Relay for life 2006-2008

YWCA

Member, YWCA-Virginia Peninsula Chapter 2010 – 2013

The Links, Incorporated 2017- Current  
Active member of Membership Committee, International Trends and Services, and Social Committee

CARATS, Incorporated 2017- Current  
Active Member of Nomination Committee

**Federation experience pertinent to position:**

Education Committee, member 2016 - Current  
Worked with past Chair Connie Clarkston from Missouri and current Chair Debbie Kubota from Hawaii

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**Candidate Statement**

*Great Leaders Don't set out to be a leader...They set out to make a difference. It's never about the role--always about the goal. --Unknown author*

***Arkena L. Dailey, PT, DPT, CIMT, FMT***

Dr. Arkena Dailey is an extremely accomplished physical therapist that has worked within several different therapy settings and serves as an expert witness. Dr. Dailey prides herself on delivering quality medical care to her clients while upholding excellent work ethics. She also serves as an assistant adjunct professor for Old Dominion University, and serves as the Vice president on the Virginia Board of Physical Therapy. Attending FSBPT annual meetings and serving on the Education Committee has been very rewarding, and has allowed her to become familiar with new and seasoned organizational members. In addition to her professional achievements, she has volunteered in various leadership roles for which she has been recognized and awarded for her outstanding service. She has developed Policy and procedures, budgets, and arranged community events with local elected officials. Dr. Dailey is a person who is known for motivating and encouraging excellence from colleagues and students, making her opinion highly sought after and her judgment well trusted and respected.

Dr. Dailey received her Doctor of Physical Therapy degree from University of St. Augustine for Health Sciences, a graduate degree from Hampton University, and a B.S. degree in Biology from Longwood University. Each of these universities allowed her to develop her passion for leadership and service. During her time at Longwood University, she joined Alpha Kappa Alpha Sorority, Inc. and held the office of President, Reporter, Judicial board member, and financial secretary. She was also a collegiate Field Hockey player. She has received numerous awards throughout her academic, athletic, and professional careers. Some of these awards include: Best of the Best in Philanthropy Award, Clinical Excellence Award, The Heritage Who's Who Award, and the Metropolitan Who's Who Award, and Sister of the Year. During her Presidency of the NPHC of Peninsula, the council was awarded the 2012 City of Newport News Human Rights Awards for outstanding community outreach. These involvements and accolades are included to show the years of commitment towards serving the community and working amongst others in large and small groups to accomplish goals.

Dr. Dailey is a Past President of the National Pan-Hellenic Council, Inc. of Peninsula (NPHC); non profit organization, where she served a 4-year term as President and a 4-year term as Vice President. Under her leadership, the NPHC of Peninsula increased in partnerships and membership, allowing for increased participation in community service projects, and fundraising events. Her other talents include public speaking, educating the public on health and wellness, and motivating others to perform above and beyond expectations. In her spare time, she enjoys reading, hiking, and horseback riding and traveling. She spends quality time with her family and precious dogs Lacey and Roxy. When you meet Dr. Dailey, you will see that she is truly a pleasure to be around and she possess the professionalism, character, and talents necessary to add to this organization.

**Candidate for Director #1 Position: Ellen Donald**



**Current and Past Work Experience:**

- Assistant Professor, Florida Gulf Coast University, Fort Myers, FL (1996 to Present)
- Department Chair, Physical Therapy and Human Performance, Florida Gulf Coast University, Fort Myers, FL (1996 to 2007)
- Assistant Dean of College of Health Professions, and Director of the School of Community Health and Biomedical Sciences, Florida Gulf Coast University, Ft Myers, FL (2001 – 2003)
- Contract Pediatric Physical Therapist, Fort Myers, FL (2012 to Present)
- Director of Clinical Education and Instructor, University at Buffalo, Buffalo, NY (1993-1996)
- Staff Physical therapist, Children’s Hospital of Buffalo, Buffalo, NY (1990-1993)
- Staff Physical Therapist, Language Development Program, Tonawanda, NY (1989-1990)
- Contract Physical Therapist, Long-Term Care facilities and home care, MA, NY (1988-1990)
- Clinical Manager of Rehabilitation, VNA of Greater Salem, Salem, MA (1987-1988)
- Staff Physical Therapist, Beverly Hospital, Beverly, MA (1985-1987)

**Licensure Experience:**

- Member, Florida Board of Physical Therapy – January 2017 to Present
- Experience as licensed physical therapist in three states during my 33-year career (MA, NY, FL)
- Advised hundreds of students in the licensure process during my 24-year teaching career
- Experienced in Foreign Educated candidates for licensure through FCCPT Quality Review Committee (2014-present) and FCCPT Bridge Program Task Force (2017-present)

**Federation Experience:**

- Member and Committee Chair, Item Bank Review Committee (6 years)
- Finance Committee (4<sup>th</sup> year – current member)
- Item Writer for NPTE, Jurisprudence Exams, JAM (multiple years)
- Item Bank Clean Up meeting participant (multiple years)
- Exam Committee Leadership Meetings (3 years)
- Leadership Issues Forum participant (multiple years)
- NPTE Summit participant 2011
- Annual Meeting as participant and delegate (multiple years)

**Other Experience pertinent to position:**

- APTA member since 1981
  - Clinical and academic leadership positions have enabled me to develop and manage budgets, develop strategic plans, lead accreditation/assessment process, hire and mentor faculty/staff.
  - Doctoral work in the area of test construction/assessment has provided me a strong foundation for understanding the complexities of licensure/certification testing and credentialing processes.
  - Long-standing history of service and volunteerism in professional and community organizations
-



### **Candidate Statement**

It would be an honor to serve on the Board of Directors for the FSBPT. My varied experiences with the FSBPT over the last 19 years has provided me tremendous insight to the various functions of the organization. The consistent excellence that members of the Board, staff members, and committee volunteers demonstrate is what keeps my desire high to continue to work with the Federation. My existing professional relationships with members of the Board of Directors, Federation staff, members of regulatory boards, and committee volunteers, allow me to serve as a Director who will hear the important issues and the needs that exist in the regulatory environment.

My leadership experiences have taught me the importance of including important stakeholders in decision making, and not be frozen in tradition. I have found that change and growth is an essential element in today's world; but the history and mission of an organization must always help advise that change. My experiences in establishing and reviewing policies and procedures, participating in the hiring process, managing budgets and facilities, and strategic planning prepare me well for the task of the Board. My active engagement in PT education and clinical practice allows me to see the current challenges that exist in the field of physical therapy. My doctoral work in measurement and test construction provides me a unique perspective and understanding of regulatory assessment. As a member of the Board of Physical Therapy in Florida, I have quickly become involved in rule writing, public hearings and disciplinary actions. There are many challenges facing regulatory boards in today's society, and the FSBPT Board must remain connected to member boards for support and mutual information sharing.

My career has been filled with experiences in which I have shown integrity, balanced multiple tasks, and rose to the expectations quickly. I believe in honest, straightforward communication and making decisions through consensus. Leadership is an act of service to the constituents that an organization serves. Consistent with the mission of the Federation, I look forward to an opportunity to contribute to public protection through service and leadership on the Board of Directors.

**Candidate for Nominating Committee Member Position: Jade J. Bender-Burnett PT DPT NCS**



**Current and past work experience:**

**Neuro PT: Nov 2012 to present**

At Neuro PT, a neurologic outpatient physical therapy clinic, I provide physical therapy services, manage insurance verification, authorization, and submission for private and government funded insurance, and submit billing for physical therapy services rendered. I currently see clients at Neuro PT approximately 8 hours/week.

**Marymount University: Jan 2012 to present**

Since 2012 I have served as an adjunct faculty member and lab instructor at Marymount University in the Doctor of Physical Therapy program. Courses I have taught include: Clinical Applications of Physical Therapy Management of Patients in Acute Care, Clinical Applications of Physical Therapy Management of Patients with Neurological Disorders, Evaluation and Management of Patients with Neurological Disorders, Clinical Neuroscience, and Clinical Applications of Physical Therapy Management of the Older Adult. My responsibilities include: facilitating group discussions of problem-based, patient-centered cases; emphasizing clinical relevance, evaluating student performance via written and verbal feedback at midterm and final, instructing and evaluating students in examination and evaluation of patients with neurological disorders, acute care diagnoses, and the aging population as well justification of intervention and evidence-based practice via hands on laboratory skills including patient demonstrations and discussions.

**Virginia Hospital Center (VHC): April 2012 to present**

Over the past six years I have served as an admissions liaison and PRN physical therapist at the acute care units and acute rehabilitation unit of Virginia Hospital Center where I have provided physical therapy services in addition to consultative services for staff development. As an admissions liaison, I was responsible for completing pre-admission screens and presenting cases to the medical director for approval, managing authorizations and admissions to inpatient rehabilitation, and marketing the inpatient rehabilitation program to prospective patients and families in addition to case managers at referring facilities. I continue to provide physical therapy services and consultation as a prn physical therapist on the acute rehabilitation unit.

**Medstar National Rehabilitation Hospital (MNRH): June 2006-to present**

At Medstar National Rehabilitation Hospital I provided physical therapy services with emphasis on neurologic disorders including Brain Injury, Stroke, Spinal Cord Injury, Multiple Sclerosis, Parkinson's Disease. Additionally, I coordinated observation opportunities for volunteers and prospective students, and served as chair for the Falls Prevention Performance Improvement team in which I assisted in developing a system wide Medstar Falls Prevention policy initiative and education program. After serving as a staff physical therapist for four years, I became a resource therapist for the brain injury and stroke programs before ultimately becoming a Senior therapist on the spinal cord program, managing three staff physical therapists in addition to carrying a full time patient case load. Additional duties as a Senior Therapist included: providing leadership in accordance with the organizational plan for strategic development, supervising, supporting and guiding professional and clinical development of staff therapists, developing and providing input for departmental policies and procedures and operations, and evaluating and providing written and verbal feedback on staff therapist annual performance. I continue to provide physical therapy services at Medstar National Rehabilitation Hospital as a PRN physical therapist.

**Mosby's Skills: Elsevier Publishing: July 2014 to Dec 2017**

I have served as an author and editor of clinical skill templates related to physical therapy practice for publication in the online Mosby's Skills tool; a collection of over 1,300 online skills used by healthcare staff in various clinical settings.

**Licensure experience:**

I currently possess physical therapy licenses in the District of Columbia and Virginia and have maintained physical therapy licensure in the District of Columbia since 2006 and in Virginia since 2012.

**Federation experience pertinent to position:**

I joined the PT Exam Development Committee in January 2014 and served for two years before being asked to serve as Co-Chair. I have now served as Co-Chair of the PT Exam Development Committee since Jan 2016 and will continue serving this committee through Dec 2019.

**Other experience pertinent to position (i.e., same position with another organization):**

From October 2013-2015, I served on the board of the DC Chapter of the APTA as the Continuing Education chair.

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**Candidate Statement**

When I was approached by Tom Ryan regarding my possible interest in serving on the board of directors of the Federation of the State Boards of Physical Therapy or on the nominating committee, it was an immediate yes on my part given my extremely positive experiences with FSBPT over the last three years. Thus far, my role has been limited to the physical therapy exam development committee where I have eagerly served as a member and chair of the committee. As Chair of the committee I have had the pleasure of attending annual conferences and leadership issues forum and have greatly appreciated these experiences as they have broadened my scope of physical therapy as it relates to public protection and the healthcare profession as a public service entity. Given the opportunity to serve the public and the profession by serving on the nominating committee is a great honor and I am happy to assist in anyway the Federation of State Boards of Physical Therapy sees fit given my experiences and skill set.

**Candidate for Nominating Committee Member Position: Sherri Paru**



**Current and past work experience:**

Since 2002 I have served as the Clinical Advisor and Investigator for the Oregon Physical Therapist Licensing Board. I graduated from Ithaca College in 1991 with a BS in Physical Therapy. After graduation, my physical therapy practice focused primarily on Spinal Cord Injury rehabilitation. I worked at 2 world renowned SCI centers in the US (Kessler in New Jersey and TIRR in Texas). I also was a traveling PT for 2 years working in multiple settings and states. I moved to Portland, OR in 2000.

**Licensure experience:**

Due to my traveling assignments, I have held PT licenses in 10 states, but since 2002, I have only maintained an Oregon PT license in good standing.

**Federation experience pertinent to position:**

I currently serve on the FSBPT Education Committee and I am a ProCert reviewer. I have served as an NPTE Item Writer and I also served as the content expert in the development of the Oregon JAM. I have presented several lectures at the annual meeting on the topics of ethics and professional boundaries.

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**Candidate Statement**

My early experience as a traveling physical therapist opened my eyes to the diversity in the licensure process, continuing education requirements and statutes and rules across the US. In my unique career as both clinical advisor and investigator, I communicate on a regular basis with investigators in other states as well as with licensees and complainants as I deal with a wide range of clinical questions and disciplinary issues. I am also active in rule writing and legislation in my home state of Oregon.

I feel that I am very capable of taking on the role of Nominating Committee Member. I have been involved in many aspects of the FSBPT, from being an item writer to serving on the Education Committee and I am excited to participate at a higher level especially during a time of some much change and excitement with the upcoming PT Compact.

Thank you for considering me for the role of Nominating Committee Member.

## Mission, Vision and Areas of Focus

### Mission

To protect the public by providing service and leadership to promote safe and competence physical therapy practice.

### Vision

State licensing boards and their Federation of State Boards of Physical Therapy will achieve a high level of public protection through a strong foundation of laws and regulatory standards in physical therapy, effective tools and systems to assess entry-level and continuing competence, and public and professional awareness of resources for public protection.

### Areas of Focus

- I. *Examination Goals*  
Ensure the ongoing excellence, reliability, defensibility, security and validity of the NPTE and related examinations.
- II. *Membership Goals*  
Enhance the Federation's value to its membership by developing and maintaining programs and services responsive to membership needs.
- III. *States' Rights, States' Responsibilities and Professional Standards Goals*  
Identify and promote effective regulation in physical therapy that ensures the delivery of safe and competent physical therapy care, while respecting states' rights and responsibilities.
- IV. *Education Goals*  
Provide and promote educational programs and products for board members, administrators, the public, and other stakeholders.
- V. *Leadership Goals*  
Broaden the Federation's leadership role and recognition within the regulatory, professional and related communities.
- VI. *Organizational and Financial Stability Goals*  
Ensure the long-term organizational and financial stability and viability of the Federation.

## 2017 Delegate Assembly Minutes

### I. **Call to Order**

Presiding Officer Nancy Kirsch called the annual meeting of the Federation of State Boards of Physical Therapy to order at 5:30 PM MT November 4, 2017.

### II. **Roll Call of Delegates-** Thomas Caldwell

Secretary Thomas Caldwell called roll. A total of 48 jurisdictions was present. The five jurisdictions not present were Delaware, Kansas, Maine, New York, and South Dakota.

### III. **2016 Minutes**

The minutes of the 2016 meeting were approved by the Minute's Approval Committee [David Haynes, (Oklahoma); Judi Pastorino, (Missouri); Martha Vigneault, (Rhode Island)] and no further action is required.

### IV. **Appointment of the 2017 Minutes Approval Committee**

Presiding Officer Kirsch appointed the following delegates to approve the 2017 Delegate Assembly minutes.

- Stephen Baur, Maryland
- Wendy Bircher, New Mexico
- Alicia Rabena-Amen, California

### V. **CEO Report** – William A. Hatherill

### VI. **Appointment of the Teller Committee**

Presiding Officer Kirsch appointed the following people to the Teller Committee.

- Lauren Boner, West Virginia
- Sara Maher, Michigan
- Alan Taniguchi, Hawaii

### VII. **Adoption/Reordering of Agenda**

The agenda was adopted.

### VIII. **Elections conducted Electronically**

### IX. **Election Results**

#### **Director #2**

Charles Brown, Arizona

Robin Jenkins, District of Columbia

Based on the votes cast, the Presiding Officer declared Charles Brown elected Director #2.

#### **Director #3**

Joni Kalis, Oregon

Phillip Palmer, Georgia

Based on the votes cast, the Presiding Officer declared Joni Kalis elected Director #3.

#### **Nominating Committee Member**

James Clahane, Pennsylvania

Timothy Vidale, District of Columbia

Based on the votes cast, the Presiding Officer declared Timothy Vidale the new member of the Nominating Committee.

**X. Financial Information and Reports** – Natalie Harms and Nancy Kirsch

**XI. Acceptance of Audit Report**

The Delegate Assembly adopted the motion to accept the audit report unanimously.

**XII. Other Reports**

*These Standing Committee, Task Force and Council reports can be found in the Delegate Handbook, which is posted in the Meetings & Events |Annual Meeting section of the Members Area. Committee/Task Force*

- |                                   |                               |
|-----------------------------------|-------------------------------|
| • Continuing Competence           | Michele Thorman, Chair        |
| • Education                       | Connie Clarkston, Chair       |
| • Ethics and Legislation          | Larry Ohman, Chair            |
| • Examination Chairs              | (overall report)              |
| • Foreign Educated Standards      | Charlotte Martin, Chair       |
| • Nominating                      | Raymond Bilecky, Chair        |
| • Resolutions                     | Timothy Vidale, Chair         |
| • Council of Board Administrators | Charles Brown, FSBPT Director |

**XIII. Motions** (See Attachment A for complete motion)

DEL-17-01, Areas of Focus; motion adopted

**XIV. New Business**

**XV. Installation of New Board Members and Nominating Committee Member** – Thomas Caldwell, Secretary

**XVI. Announcements**

- Presiding Officer Nancy Kirsch reported that annual meeting attendees had collectively donated \$3,000 (from their personal funds) directly to three charities to support Puerto Rico and the U.S. Virgin Islands hurricane relief.
- Delegates from Puerto Rico and the U.S. Virgin Islands individually expressed their gratitude to the Delegate Assembly.

**XVII. Adjournment**

Presiding Officer Nancy Kirsch adjourned the meeting at 5:59 PM MT November 4, 2017.

**Attachment A**  
**2017 Delegate Assembly Motion**

**DEL-17-01**

**Motion adopted**

**Areas of Focus**

Proposed by: Board of Directors

**Motion:**

To adopt the Areas of Focus as they currently read.

1. Examinations: Ensure the ongoing excellence, reliability, defensibility, security and validity of the NPTE and related examinations.
2. Membership: Enhance the Federation's value to its membership by developing and maintaining programs and services responsive to membership needs.
3. States' Rights, States' Responsibilities and Professional Standards: Identify and promote effective regulation in physical therapy that ensures the delivery of safe and competent physical therapy care, while respecting states' rights and responsibilities.
4. Education: Provide and promote educational programs and products for board members, administrators, the public and other stakeholders.
5. Leadership: Broaden the Federation's leadership role and recognition within regulatory, professional and related communities.
6. Organizational and Financial Stability: Ensure the long-term organizational and financial stability and viability of the Federation.

**Rationale:**

The Areas of Focus represent the activities required to achieve the mission of the Federation. In accordance with 2002 Delegate Assembly motion DEL-02-26, the Board of Directors must complete an annual review of the focus areas and present them to the Delegate Assembly for review and adoption.

The board has reviewed the Areas of Focus and has determined that they accurately reflect the Federation's current areas of focus.

**Reference Area of Focus:** Leadership

**Fiscal Impact:** The adoption of this motion has no specific fiscal impact. However, the Board of Directors and committees use these areas of focus as the basis for long-term strategic planning and as the basis for funding Federation activities in each annual budget.