

# *Annual Report*

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# *Fiscal Year 2019*

## **ALASKA STATE MEDICAL BOARD**



**Department of Commerce, Community  
and Economic Development**

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**Division of Corporations, Business  
and Professional Licensing**

This annual performance report is presented in accordance with  
Alaska statute AS 08.01.070(10).

Its purpose is to report the accomplishments, activities, and the  
past and present needs of the licensing program.













**ALASKA STATE MEDICAL BOARD  
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**Budget Recommendations for FY 2020**

The Budget Recommendations section anticipates the Board’s fiscal priorities for the upcoming year. Please complete all parts of this section with details about anticipated meetings, conferences, memberships, supplies, equipment, to other Board requests. Meeting expenses that are being funded through third-party reimbursement or direct booking must be identified separately from expenses paid through license fees (receipt-supported services or RSS). Be sure to explain any items listed as “other” so they may be tracked appropriately.

Board Meeting Date	Location	# Board	# Staff
May 7-8, 2020	Anchorage	8	1
<input checked="" type="checkbox"/> Airfare:			\$2,250.00
<input checked="" type="checkbox"/> Hotel:			\$1,250.00
<input checked="" type="checkbox"/> Ground:			\$550.00
<input checked="" type="checkbox"/> Other:			\$600.00
<b>Total Estimated Cost:</b>			<b>\$4,650.00</b>

Board Meeting Date	Location	# Board	# Staff
Tba	Teleconference	8	1
<input type="checkbox"/> Airfare:			\$0.00
<input type="checkbox"/> Hotel:			\$0.00
<input type="checkbox"/> Ground:			\$0.00
<input checked="" type="checkbox"/> Other: 3 teleconference meetings per year			\$3,000.00
<b>Total Estimated Cost:</b>			<b>\$3,000.00</b>

**Travel Required to Perform Examinations**

Not applicable

Date	Location	# Board	# Staff

**Description of meeting and its role in supporting the mission of the Board:**

The Board accepts nationally administered examinations through membership in organizations such as the Federation of State Medical Boards (FSMB), National Board of Medical Examiners (NBME), National Board of Osteopathic Medical Examiners (NBOME), National Board of Podiatric Medical Examiners (NBPME), and Federation of Podiatric Medical Boards (FPMB).



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**Budget Recommendations for FY 2020 (continued)**

**Out-of-State Meetings and Additional In-State Travel (Rank in order of importance)**

The Board requires attendance by Board member(s) and the Board executive at the annual meeting and special issue meetings of the Federation of State Medical Boards (FSMB), the annual and regional meetings of Administrators in Medicine (AIM), as well as specialized training available to the Board executive and investigative staff. The FSMB establishes national policies and standards for the medical profession on behalf of state medical and osteopathic Boards in their protection of the public. They hold an annual meeting and provide travel for one Board member and the executive administrator to attend. AIM is an affiliated organization for Board executives. They also hold an annual and regional meeting. These meetings are well attended by all 70 state and territorial Boards and staff. Attendance at the meetings by Board members and executive staff allows the Board to stay informed of issues concerning the practice of medicine nationally and to participate in programs involving the national licensing examination and reciprocity of professional licenses, as well as to participate in the development or revision of professional policies and standards.

#1 Rank in Importance or  Not Applicable

Date	Location	# Board	# Staff
April 2020	San Diego, CA	1	1

**Description of meeting and its role in supporting the mission of the Board:**

Federation of State Medical Boards (FSMB) annual meeting. The Board requires attendance by Board members and the Board executive, who attend different meetings and sessions to receive training and information specific to their individual roles with the Board. The sponsor covers the full cost of attendance for one Board member and the Board executive.

Expenditure	License Fees (RSS)	Third-Party Reimbursement	Third-Party Direct Booked	Total
<input checked="" type="checkbox"/> Airfare:	\$0.00	\$0.00	\$1,600.00	\$1,600.00
<input checked="" type="checkbox"/> Hotel:	\$0.00	\$2,500.00	\$0.00	\$2,500.00
<input checked="" type="checkbox"/> Ground:	\$0.00	\$380.00	\$0.00	\$380.00
<input checked="" type="checkbox"/> Conference:	\$0.00	\$0.00	\$990.00	\$990.00
<input checked="" type="checkbox"/> Other	\$0.00	\$600.00	\$0.00	\$600.00
Describe "Other" (break out all sections):				
<b>Net Total:</b>	<b>\$0.00</b>	<b>\$3,480.00</b>	<b>\$2,590.00</b>	<b>\$6,070.00</b>

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**Budget Recommendations for FY 2020 (continued)**

**Out-of-State Meetings and Additional In-State Travel**

#2 Rank in Importance

Date	Location	# Board	# Staff
October 2019	Tba	0	1

**Description of meeting and its role in supporting the mission of the Board:**  
 Federation of State Medical Boards (FSMB) Administrators in Medicine (AIM) executive director’s workshop. The Board requires attendance by the Board executive to receive specialized training, renew certification, and stay informed and work with other Board executives on issues of national and regional import (i.e.; as telemedicine, the national licensure effort, efficient licensing processes, dealing with impairment issues and prescriptive authority issues, and legal implications of state policies.) The sponsor will reimburse travel costs for staff who function as faculty at the training event.

Expenditure	License Fees (RSS)	Third-Party Reimbursement	Third-Party Direct Booked	Total
<input checked="" type="checkbox"/> Airfare:	\$800.00	\$0.00	\$0.00	\$800.00
<input checked="" type="checkbox"/> Hotel:		\$500.00	\$0.00	\$500.00
<input checked="" type="checkbox"/> Ground:	\$150.00	\$0.00	\$0.00	\$150.00
<input checked="" type="checkbox"/> Conference:	\$0.00	\$0.00	\$250.00	\$250.00
<input checked="" type="checkbox"/> Other	\$180.00	\$0.00	\$0.00	\$180.00
Describe “Other” (break out all sections):				
<b>Net Total:</b>	<b>\$1,130.00</b>	<b>\$500.00</b>	<b>\$250.00</b>	<b>\$1,880.00</b>

**Out-of-State Meetings and Additional In-State Travel**

#3 Rank in Importance

Date	Location	# Board	# Staff
Tba	Juneau	0	1

**Description of meeting and its role in supporting the mission of the Board:**  
 The Executive Administrator in the Anchorage office will travel to Juneau to work with and train new and existing Medical Board staff.

Expenditure	License Fees (RSS)	Third-Party Reimbursement	Third-Party Direct Booked	Total
<input checked="" type="checkbox"/> Airfare:	\$430.00	\$0.00	\$0.00	\$430.00
<input checked="" type="checkbox"/> Hotel:	\$125.00	\$0.00	\$0.00	\$125.00
<input checked="" type="checkbox"/> Ground:	\$140.00	\$0.00	\$0.00	\$140.00
<input type="checkbox"/> Conference:	\$0.00	\$0.00	\$0.00	\$0.00
<input checked="" type="checkbox"/> Other	\$120.00	\$0.00	\$0.00	\$120.00
Describe “Other” (break out all sections):				
<b>Net Total:</b>	<b>\$815.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$815.00</b>

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**Budget Recommendations for FY 2020 (continued)**

**Out-of-State Meetings and Additional In-State Travel**

#4 Rank in Importance

Date	Location	# Board	# Staff
Tba	Eules, TX or other location tba	1	1

**Description of meeting and its role in supporting the mission of the Board:**

Federation of State Medical Boards (FSMB) special meeting for issues requiring urgent action (such as re: the national licensure movement or interstate licensure compact). The FSMB (or relevant organization) will call such a meeting as required, and may provide the airfare and hotel.

Expenditure	License Fees (RSS)	Third-Party Reimbursement	Third-Party Direct Booked	Total
<input checked="" type="checkbox"/> Airfare:	\$1,600.00	\$0.00	\$0.00	\$1,600.00
<input checked="" type="checkbox"/> Hotel:	\$500.00	\$500.00	\$0.00	\$1,000.00
<input checked="" type="checkbox"/> Ground:	\$300.00	\$0.00	\$0.00	\$300.00
<input checked="" type="checkbox"/> Conference:	\$0.00	\$0.00	\$0.00	\$0.00
<input checked="" type="checkbox"/> Other	\$240.00	\$0.00	\$0.00	\$240.00
Describe "Other" (break out all sections):				
<b>Net Total:</b>	<b>\$3,140.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$3,140.00</b>

**Non-Travel Budget Requests**

- Not Applicable                       Resources                       Examinations  
 Membership                               Training                               Other

Product or Service	Provider	Cost Per Event
Member Board annual dues	Federation of State Medical Boards	\$2,400.00

**Description of item and its role in supporting the mission of the Board:**

The FSMB establishes national policies and standards for the medical profession on behalf of state medical and osteopathic Boards in their protection of the public. They provide specialized training for new Board members and staff. In addition, the Board contracts with FSMB to administer the licensing examination for physicians.

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**Budget Recommendations for FY 2020 (continued)**

**Non-Travel Budget Requests**

- Not Applicable                       Resources                       Examinations  
 Membership                       Training                       Other

Product or Service	Provider	Cost Per Event
Member Board annual dues	Administrators in Medicine	\$1,200.00
<b>Description of item and its role in supporting the mission of the Board:</b>		

**Other Items with a Fiscal Impact**

**Cost Per Event: \$0.00**

- Not Applicable

**Number of Events: 0**

Product or Service	Provider	Total Cost
		\$0.00
<b>Description of item and its role in supporting the mission of the Board:</b>		

**Summary of FY 2020 Fiscal Requests**

Board Meetings and Teleconferences:	\$21,600.00
Travel for Exams:	\$0.00
Out-of-State and Additional In-State Travel:	\$11,905.00
Dues, Memberships, Resources, Training:	\$3,600.00
Total Potential Third-Party Offsets:	-\$7,070.00
Other:	\$0.00
<b>Total Requested:</b>	<b>\$30,035.00</b>

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**Legislation Recommendations Proposed Legislation for FY 2020**

**No Recommendations**

The Board has no recommendations for proposed legislation at this time.

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**Recommendations**

The Board has the following recommendations for proposed legislation:

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**Regulation Recommendations Proposed Legislation for FY 2020**

**No Recommendations**

The Board has no recommendations for proposed regulations at this time.

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**Recommendations**

The Board has the following recommendations for proposed regulations:

- 1) With the recent passage of HB 280, the Board has public noticed regulations to implement the licensing streamlining provisions and the standards for delegation of routine duties to unlicensed assistive personnel, as authorized by the legislation. The Board expects to adopt the regulations at their August 2019 meeting.
- 2) With the recent passage of SB 44, the Board expects to promulgate regulations to implement the telehealth authority for physician assistants, as authorized by the legislation.
- 3) The Board has been evaluating their criteria for graduates of unaccredited foreign medical schools and will be working on regulations to update those requirements.

# ALASKA STATE MEDICAL BOARD - Fiscal Year 2019 Annual Report

## Goals and Objectives

**FY 2019's goals and objectives, and how they were met.**

**FY 2020's goals and objectives, and proposed methods to achieve them.**

***Describe any strengths, weaknesses, opportunities, threats and required resources:***

- 1) The Board will continue to educate licensees regarding the Medical Board statutes and regulations.
  - a. During FY 2019, the Board updated its website with meeting information, Board actions, Board-issued guideline, reporting requirements, and regulations notices. The Board responded to inquiries regarding their proposed regulations and inquiries regarding proposed legislation.
  - b. The Board will continue to provide relevant information, through publication on their website and in response to inquiries.
  
- 2) The Board will continue to assess and evaluate the licensing of allopathic and osteopathic physicians, podiatrists, physician assistants, and mobile intensive care paramedics.
  - a. During FY 2019 the Board reviewed licensing applications and conducted application interviews at all meetings, and discussed needs as they arose. The Board and staff has worked with Department management to launch a new online application process through MyAlaska, and continues to use and provide other electronic services.
  - b. The Board and staff will continue work to implement process improvements, including the expedited process for granting temporary permits.
  
- 3) The Board will continue to evaluate the impact and effectiveness of current regulations and the need for revisions or new regulations.
  - a. During FY 2019 the Board public noticed regulations to implement recently enacted legislation, including delegated staff authority to issue temporary permits and permanent license, setting standards for the delegation of routine duties to unlicensed assistive personnel, adopting current versions of Codes of Ethics, updating postgraduate training requirements for podiatrists, and establishing meeting requirements.
  - b. During FY 2019 the Board began implementing recently enacted legislation, including opioid education requirements for new and renewal licenses, and the PDMP registration and use requirements for prescribing practitioners.
  - c. The Board will work on regulations to implement recently enacted legislation including telehealth authority for physician assistants.
  - d. The Board will work on regulations regarding criteria and licensing requirements for graduates of unaccredited foreign medical schools.
  - e. The Board will continue assess and evaluate regulations to make revisions, updates, or corrections, as necessary.

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**Goals and Objectives (continued)**

- 4) The Board will annually review and update its disciplinary guidelines and its policies and procedures.
  - a. During FY 2019 the Board reviewed these documents and made changes, as necessary.
  - b. The Board will continue to review and update the documents, incorporating new requirements for PDMP registration and use.
  
- 5) The Board will pursue more effective administrative support, including attracting and retaining competent staff, providing comprehensive training for staff, and compensating staff appropriately.
  - a. During FY 2019, the Board supported the Division efforts to increase staffing and implement work process efficiencies, and sent the Board executive to meetings and training events offered by their national organizations. However, fully funded travel to one such event was denied by the Department.
  - b. The Board continues to support appropriate staffing and training, and requires the Board executive to attend meetings and training events offered by national organizations, as well as travel to Juneau to train and work with Medical Board staff.
  
- 6) The Board will continue to be involved nationally with the Federation of State Medical Boards and its affiliated organizations, and requires Board members and staff to attend their meetings and activities.
  - a. During FY 2019, one Board member attended the annual meeting of the Federation of State Medical Boards (FSMB). The Board executive attended the regional meeting of the sister-organization, Administrators in Medicine (AIM).
  - b. In FY 2020, the Board is planning to send two Board members and the Board executive to the FSMB annual meeting – this travel is fully funded by the FSMB. The Board is also planning to send the Board executive to the AIM Executive Director’s Workshop and recertification program for Certified Medical Board Executives, as well as any special issue meetings called by FSMB.



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**Sunset Audit Recommendations**

**Date of Last Legislative Audit:** September 2012

**Board Sunset Date:** June 30, 2020

<b>Audit Recommendation:</b>	The Division of Corporations, Business and Professional Licensing (DCBPL or division) director should continue to address deficiencies in the investigative case management system.
<b>Action Taken:</b>	The division has modified systems to help eliminate any oversights in the new case management system established an interdisciplinary task force to identify underlying problems, develop a corrective action plan, establish case management procedures, and provide training to investigative staff.
<b>Next Steps:</b>	Unknown
<b>Date Completed:</b>	Unknown

<b>Audit Recommendation:</b>	DCBPL’s director should implement procedures to ensure Board disciplinary actions are reported in accordance with state and federal law.
<b>Action Taken:</b>	The investigative unit has established standard operating procedures for timely reporting of Board actions. The Board has also tasked their executive with confirming the reporting of disciplinary actions and reporting back to the Board at each meeting.
<b>Next Steps:</b>	None
<b>Date Completed:</b>	May 2012

## Sunset Audit Recommendations (continued)

<b>Audit Recommendation:</b>	DCBPL's director should ensure continuing medical education (CME) reviews comply with state law.
<b>Action Taken:</b>	The division has launched a new licensing database that will improve the audit selection process. Board staff has implemented cross-check procedures to confirm correct audit selections.
<b>Next Steps:</b>	None
<b>Date Completed:</b>	December 2012