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THE COLORADO MEDICAL BOARD

LICENSE EXPIRATION DATE CHANGE

In our continuing efforts to increase efficiency and improve our service to licensees and consumers, the Physicians license expiration date has been changed from May 31st every two years to April 30th every two years. Once you renew during this current cycle you will be issued a license that is good until April 30, 2013. From then on your Physician license will expire on April 30th every two years.

HEALTHCARE PROFESSIONS PROFILING PROGRAM

Prior to license renewal in 2009, all physicians were required to complete online Physician Profiles. This has also been a requirement of all newly licensed and reinstating physicians since January of 2008. Because of the success of the Physician Profile program, Senate Bill 10-124, the Michael Skolnik Medical Transparency Act, was passed expanding profiling to include more than 18 other professions.

Because of this expansion, it is now referred to as the Healthcare Professions Profiling Program and the administration of the program was moved from the Medical Board to the Director of the Division of Registrations. Reporting requirements for all included professions will be effective April 1, 2011.

With the expansion of the program also came additional requirements for physicians. There are more questions that must be completed before the renewal process can be completed. If physicians who have a change in their information must update their profile at the time of the change. All of the required information is available in the Michael Skolnik Medical Transparency Act of 2010. To review the statute, rules, or policies regarding the Healthcare Professions Profiling Program, please visit their web site at www.dora.state.co.us/hppp. If you have questions specific to the profiling requirements, please contact their office at hppp@dora.state.co.us or 303-894-5942.

RENEWAL QUESTIONNAIRE

In addition to submitting a completed and accurate renewal questionnaire online, print a copy before completing your renewal process. Once you hit "Submit," you will not be able to access this form again. You should keep the copy of the completed questionnaire in case you are contacted by Board staff with questions regarding your responses.

For each "YES" answer, you must provide supporting documentation: a detailed summary and explanation of the event to include date and location; contact name and address information for the parties involved; pertinent correspondence; notification letters; and applicable court documents. Please send a copy of your 2011 renewal questionnaire and supporting documentation to the attention of: Tracey Martinez, 303-894-7720, Colorado Medical Board, 1560 Broadway, Suite 1300, Denver, Colorado 80202. Failure to provide the required supporting documentation, as well as continuing to practice if you do not timely renew, are violations of the Medical Practice Act.

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Consumer protection is our mission

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PROOF OF LAWFUL PRESENCE



Effective January 1, 2007, all persons requesting original licensure, renewal of an active license or reinstatement of an expired license must verify lawful presence in the United States based on the passage of House Bill 06S-1009. This bill applies to all applicants and licensees in the Division of Registrations, with the exception of apprentices, interns, and businesses.

Licenses will not be issued or renewed without completing the Affidavit of Eligibility form.

The good news is that you can complete this affidavit online when you renew using Registrations Online Services!

You must possess at least one secure and verifiable document and include information about that document on the Affidavit itself (or provide the information during online renewal). The list of secure and verifiable documents is available to you when you renew online.

More information regarding this law is available on our website at

www.dora.state.co.us/registrations/Affidavit

HAVE YOU CHANGED YOUR MAILING ADDRESS?

It is imperative that you keep your contact information updated with the Division. The Division mails renewal notices and other information to you at the last address furnished to us. Failure to receive a renewal notice does not relieve you of your obligation to timely renew.

Once you have logged into Registrations Online Services, check your mailing address and update it if it is not correct. If you received your renewal notice due to a forwarding order it is important that you change your address on file with us, since we cannot change the information based on the forwarding order.



WALL CERTIFICATES



The Division of Registrations is pleased to announce that it has outsourced the production of wall certificates to Wall Certificate Service (WCS) a division of Professional Credential Services, Inc. (PCS). The outsourcing of the certificates provides enhancements to the certificates that both new and existing licensees will find beneficial. Specifically, the certificate provided by WCS is a larger, professionally designed, better quality certificate than what the Division was able to provide. For more information regarding wall certificates, which license types are eligible, and how to obtain one, please visit our website at www.dora.state.co.us/registrations/wallcert. You will be able to order and pay the fee online. The fee for U.S. residents is \$25. There is an additional international shipping fee for international residents.

HOW ARE RENEWAL FEES SET?

By law, the Board must operate strictly with funds collected from the persons it regulates, with no support from the State's General Fund. The Colorado Legislature determines the budget for the Board. Once the Legislature sets the budget, the money must be raised through fees. The good news is that these fees are evaluated each year. Therefore, they are modified depending on how much money is anticipated to be received through the registration and renewal processes and what the anticipated expenditures are expected to be. The primary obligation is to protect consumers and the operations of the Board are focused to ensure it can work diligently to do so.



PHYSICIAN RESPONSIBILITY IN THE PRESCRIPTIVE AUTHORITY FOR ADVANCE PRACTICE NURSES PROCESS

The Colorado Medical Practice Act, section 12-36-106.4, C.R.S., and the Colorado Medical Board Rule 950 both deal with the role and responsibilities of a physician who is working with an Advanced Practice Nurse (APN). APN's must complete and submit their plan to the Colorado State Board of Nursing before July 1, 2011.

Guidance concerning formulation and content of an Articulated Plan can be found on the NPATCH website www.dora.state.co.us/npatch/index.htm.

If you are acting as a mentor or a preceptor, you should be aware of this deadline and are advised to reference the Colorado Medical Practice Act and Board Rule 950 for additional guidance and instruction.

FEDERAL HEALTH CARE PROGRAMS BULLETIN

The Office of Inspector General (OIG) of the U.S. Department of Health and Human Services has the authority to prevent certain individuals and businesses from participating in federally-funded health care programs. The criminal convictions, sanctions, and other criteria that can result in an individual or business being excluded from such health care programs are outlined in this [memorandum](#).

PRESCRIPTION DRUG MONITORING PROGRAM



The Electronic Prescription Drug Monitoring Program (PDMP) is available online to all Colorado licensed prescribers of controlled substances and to pharmacists.

The PDMP, operated by the Colorado State Board of Pharmacy, is a secure online database of controlled substance prescriptions that have been dispensed by Colorado registered pharmacies. The PDMP provides immediate access to a patient's history of controlled substance prescriptions and is available 24/7. This objective information can then be used to assist prescribers and pharmacists in providing the appropriate treatment for their patients. The PDMP also allows prescribers to obtain a complete record of the prescriptions that have been dispensed pursuant to his or her DEA registration.

To learn more about the PDMP and to register online to access the PDMP, please visit www.coloradopdmp.org

CALL FOR BOARD EXPERTS

The Colorado Medical Board uses experts as an impartial and professional way to support its investigative and enforcement functions. This support is vital to ensuring that the Board is able to carry out its mission of public protection. An expert is provided records to opine whether a physician or physician assistant acted within the standard of care. The written opinions should be independent, unbiased, and based on the facts found in the medical records. The Board pays \$125/hour for this service.

If you have had no disciplinary action taken against your license and you have been actively engaged in medical practice over the last five (5) years, you may qualify to serve as a Board expert. It is expected that once provided the materials for review, a report providing your opinion on the case will be submitted within 60 to 90 days.

If you are interested and want more specific information, please contact Monica Brion, Enforcement Case Manager at 303-894-7718 or send an email to Monica.Brion@dora.state.co.us.



ELECTRONIC MEDICAL RECORDS



Electronic Medical Records ("EMR") are an important development in health care delivery. Many incentive programs exist at the local, state, and federal levels. EMRs can be time savers and a critical part to improving patient care and safety.

It is important to remember that when using an EMR platform that you actively ensure that the information is accurate and truthful. Often standardized check boxes and system generated text can be retained in records which do not accurately reflect the examination and recommendations that you want. A recent example seen by the Board was a medical record for a 6 - month old infant with a skin infection which contained a system generated statement documenting that the patient affirmed their abstinence from tobacco. Since it is highly unlikely that a 6 - month old infant would personally report on their smoking habits, the board was able to conclude it was an error; however, the incident calls into question the accuracy of the entire medical record.

Please remember that when you sign a medical record, it is your responsibility to ensure that the statements are accurate and reflect the medical situation. Liability accompanies your signature.

RENEW YOUR LICENSE ON TIME!

You may renew your license online using Registrations Online Services. Renewals are generally made available 6 to 8 weeks prior to the license expiration date. After that there is a 60-day grace period. That means you typically have a timeframe of 16 weeks within which to renew your license!

Any license not renewed prior to the end of the grace period will be considered expired. Once a license is in expired status, a reinstatement application must be completed and returned to our office with the appropriate fee listed on the form.

If you do not renew your license prior to the end of the grace period and continue to practice, you will be practicing on an expired license and may be subject to disciplinary action. The Division sees a number of situations every year of individuals who have failed to renew their license on time and practiced without a license. The reasons that are offered boil down to some common themes: I forgot; I moved and I forgot to notify the Board so I never got the renewal notice; I thought that my assistant/secretary/spouse/boyfriend, et cetera, handled it; it's the Board's fault because I *did* renew my license...or I *thought* I renewed my license. The result is that depending on how long it takes for the individual to "remember" to renew, the Division often takes disciplinary action against the individual because it is against the law to practice without an active license.

So, here's where we need your help. The steps are as easy as 1-2-3!

1. Go to the Division of Registrations website at www.dora.state.co.us/registrations and click on Registrations Online Services to renew your license.
2. Note the expiration date in your calendar to remind yourself of when it is time to renew your license the next time.
3. Make sure that the address listed on your record is accurate. If it is not, then update your address with the Division. Remember to update your address anytime that you move so that you do not miss out on any important notices from the Division.

Remember, it is each licensee's responsibility to renew his or her license on time. With our online system, you can handle all of this yourself, any time, day or night.

REGISTRATIONS ONLINE DOCUMENTS

If you would like to view a board action you may use the **Registrations Online Documents (ROD)**. ROD is a website that makes certain scanned documents related to board actions taken on licensees available to the public via the Internet. The document may be found on ROD if a licensee has been disciplined or if the board has taken some other non-disciplinary action against the licensee that restricts or limits the individual's license.

The following documents are available via ROD:

- All Stipulations, Final Agency Orders, and Suspensions that were in effect in February 2000 plus any that became effective since that date. Child Support Suspensions are not available online but may be obtained by contacting the appropriate board/program.
- Any document Revoking or agreeing to a Voluntary Relinquishment/Surrender of license or registration, Cease and Desist Orders and Letters of Admonition from January 1, 1999 to the present.
- All Injunctions.

[Click here](#) for more information about the types of documents provided by this online system and definitions of terms used within the disciplinary documents.

If you are interested in viewing these documents, please visit www.dora.state.co.us/registrations/ROD.

BOARD ENFORCEMENT ACTIVITY

These actions to enforce the statutes and rules and were taken by the Colorado Medical Board. In accomplishing these actions, the Board is assisted by the Office of Investigations and the Office of Expedited Settlement, both within the Division of Registrations; and the Office of the Attorney General.

To view a list of Board Actions [click here](#).

STAY INFORMED!

The Division wants to keep you informed of upcoming renewal, legislation, events and other information that impacts your profession. In order to do this more efficiently we have implemented "DORA eUpdates" and we look forward to providing more of these in the future. These eUpdates are sent to the email address in our licensing system for each active licensee. To update or add your email address, log into [Registrations Online Services](#).