

**KENTUCKY BOARD OF LICENSED
DIABETES EDUCATORS (KBLDE)
Special Meeting Minutes – June 28, 2024**

A regulations meeting of the Kentucky Board of Licensed Diabetes Educators was hosted by the Department of Professional Licensing on June 28, 2024.

Members Present

Blair Lykins
Lara Fakunle

Dept. of Professional Licensing Staff

Chelsey Moye, Board Administrator

Others

Sara Janes, Office of Legal Services

Members Absent

CALL TO ORDER

Ms. Lykins called the meeting to order at 8:34a.m.

APPROVAL OF MINUTES

There were no minutes needing approval at this time.

BOARD COUNSEL'S REPORT

- Regulation Revisions
- Regulation Expirations:
 - 201 KAR 45 001: Definitions
 - 201 KAR 45 100: Fees
 - 201 KAR 45 110: Supervision and Work Experience
 - 201 KAR 45 120: Renewal, Reinstatement, and Inactive Status
 - 201 KAR 45 170: Applications

OLD BUSINESS

201 KAR 45 110: Supervision and Work Experience. This regulation was drafted by Ms. Janes per the recommendations of the regulations committee. Ms. Janes presented the draft. She added self-assessment as a requirement with applications and added in the as reference materials. Ms. Lykins wanted to ensure that on the supervision it included face to face and/or virtual meetings with the supervisor that will utilize online programs to record meetings with the DE permit holder. The supervisor report will be added to the

requirements on DE permit holder applications. There was review on the supervisor duties and no change was made. A draft of this regulation has been submitted.

201 KAR 45 120: Renewal, Reinstatement, and Inactive Status. This regulation was reviewed and discussed. Ms. Janes will edit the form names and numbers to match the entire regulation. Dr. Fakunle questioned about the inactive status. She presented she believes the board should ask for an explanation from the licensee want to go inactive and the potential time period. She mentioned if a licensee were to come back from an inactive status she believes the board should conduct an interview prior to giving their reinstatement of license. Ms. Janes will edit the language within the inactive status to correlate Dr. Fakunle's concerns.

201 KAR 45 130: Continuing Education. This regulation was reviewed and discussed. Ms. Lykins recommended that the requirement on CE documentation should add that the certificate needs to have the organization the course was approved by within the list of approved LDE organizations as well as the program presenting the CE. All permit holders in the current regulations are required to complete 15 continuing education hours; however, they are not required to have the 15 hours. Permit holders are required to have the 30 module Core Concepts Course which is the required continuing education for DE permit holders. The approval letter for permit holders will need to be edited by board administrator and include to omit the 15 hours required and add the core concepts requirement for full licensure. The board needs to come up with a renewal application and board administrator will contact IT department to see what application they are using for EServices online.

201 KAR 45 170: Applications. This regulation was reviewed and discussed. The ADCES Core Concepts Course needs to be added to the requirements for full licensure both in the regulation and on the applications form. Ms. Janes will check on if it has to be that specific course or any course within that regulation. It has been required to use only the core concepts according to the previous board chair. Ms. Janes will continue to work on the language within the applications to match the requirements.

Ms. Janes will file certifications for 201 KAR 45 001: Definitions, 201 KAR 45 100: Fees, 201 KAR 45 110: Supervision and Work Experience, 201 KAR 45 120: Renewal, Reinstatement, and Inactive Status, 201 KAR 45 170: Applications.

NEW BUSINESS

Ms. Janes reported that certifications have been filed on 201 KAR 45 170, 201 KAR 45 120, 201 KAR 45 001, 201 KAR 45 100 and 201 KAR 45 110. The board has 18 months to make any changes to the above regulations if needed.

201 KAR 45 130: Continuing Education. This regulation was reviewed and discussed. The current paper form for apprentices' renewal does not require 15 hours of continuing education; however, our online EServices are currently requiring Apprentices to have 15 hours of CE before renewals would be approved. Ms. Lykins stated for the EServices to eliminate the requirement for apprentices since it is not a requirement in the regulations. Board Specialist and Ms. Janes will send an email to our IT department to have the renewal requirement removed for apprentices only.

201 KAR 45 170: Applications Procedures. This regulation was reviewed and discussed. Ms. Janes reworked the language on the requirements for applications and presented it to the board. Both Ms. Lykins and Dr. Fakunle agreed that the reading flowed well and approved the changes that were made.

The board mentioned to add if the applicant wants to take another CE course other than the required ADCES Core Concepts Course for licensure, then they will need to submit to the board for prior approval of a different course wanting to take place of the core concepts. Ms. Janes will check on KRS Chapter 13B to make sure it states that the appeals process should be 30 days versus 10 days that is in the regulation currently. Dr. Fakunle suggested to go ahead and make the change to reflect 30 days which is the typical normal number of days for any board for an appeal process. Ms., Janes will also look over circumstances other than the one mentioned to qualify for an appeal process. She will investigate if any other circumstances need to be added.

Ms. Janes will draft a new regulatory impact analysis statement.

Telehealth. This regulation will be newly implemented. When requiring record keeping for telehealth, the board wants the regulation to state to “follow all record keeping requirements” based on the individual's career record keeping requirement. Ms. Janes will research what patients/clients through Telehealth would qualify based on licensure. If it needs to be a requirement that all patients need residency in KY and the licensee must hold a KY LDE license to be able to provide services through Telehealth. Or if the patient/client only needs to be in KY during the visit and needing services, Telehealth can be provided by a KY LDE.

201 KAR 45 110: Supervision and Work Experience. This regulation was reviewed and discussed. There was a change to read that supervisors “shall complete a self assessment of the apprentice using the Diabetes Apprentice Assessment Form. Board Specialist and Ms. Janes will draft an assessment form to be entered into the supervision process.

FUTURE MEETINGS

No meeting was scheduled at this time.

ADJOURNMENT

Ms. Lykins motioned for the meeting to be adjourned. Seconded, by Dr. Fakunle and motion carried. The meeting adjourned at 9:55a.m.