

**NH PDMP Advisory Council Meeting  
January 8, 2018  
OPLC/NH Board of Pharmacy**

**Meeting Minutes**

**Advisory Council Members Present:**

David Strang, MD, Chair, NH Medical Society (NHMS)  
David DePiero, NH Hospital Association (NHHA)  
Kate Frey, New Futures (via phone)  
Sean Gill, NH Attorney General's Office  
Joseph Harding, NH Dept. of Health and Human Services (DHHS) (arrived 3:16 p.m.)  
Kitty Kidder, APRN Vice Chair Board of Nursing (BON)  
Bradley Osgood, NH Police Chiefs' Association  
Jonathan Stewart, Community Health Institute (CHI)  
Michael Viggiano, RPh, State Pharmacy Associations  
Candace White-Bouchard, Commissioner, NH BOP

**Advisory Council Members Absent:**

Charles Albee, DMD, NH Board of Dental Examiners  
Eric Hirschfeld, D.D.S, NH Dental Society  
David Stowe, DVM, NH Board of Veterinary Medicine  
John Wheeler, MD, Board of Medicine (BOM)

**Also Attending:**

Michelle Ricco Jonas, Manager, NH PDMP  
Joanie Foss, Administrative Assistant, NH PDMP  
Michael Bullek, Executive Secretary, NH BOP  
Jim Giglio, TTAC (via phone)  
Pat Knue, TTAC (via phone)  
James Potter, NH Medical Society (NHMS) (via phone)

Meeting began at 3:09 pm

• **Introductions**

Members were introduced. Special greetings were extended to Candace White-Bouchard, Commissioner, NH BOP (replacing Michael Bullek) and to Kitty Kidder, APRN, Vice Chair, NH Board of Nursing (replacing Denise Nies).

• **Review & Approve Minutes**

December 18, 2017: Motion to accept by D. DePiero. Second by J. Harding. No discussion, 7 in favor, 1 abstention (C. White-Bouchard).

- **DRAFT PDMP Performance Audit Plan (M. Ricco Jonas, M. Bullek)**

M. Ricco Jonas circulated a Corrective Action Plan that will be used as a guide to address the audit findings, and which replaces the previous document. This utilizes a different format, is easier to use and should be less work. A lot of what the PDMP and BOP will do to address the audit findings, will be done through this template document.

M. Bullek stated there are action items related to the 26 categories of the Performance Audit that need to be addressed through a strategic planning session. This session will require funding. Completion dates may change over the two-year project period because of a lack of necessary BOP staffing. Many of the observations will not apply until we have the strategic planning process in place.

Discussion ensued regarding how to fund a two-day strategic planning session, venue, food, and the subsequent report. The goal is to have the report ready by June or July of this year. M. Bullek stated we need a legislative plan in place by July 1, but again, funding will be needed. Peripheral work will be ongoing. Also, contract renewal with Appriss (which will affect this process) will start in April 2018.

M. Bullek stated that completion status is what the Legislature will be looking for. We can use auditors' observations as a guide, but we need action now, to prioritize the action items and not wait for a strategic planning meeting. We will need to conduct meetings or phone conferences to begin committee work between the February and March meetings. His first appearance before the Legislative oversight group is February 16<sup>th</sup>.

Important note: M. Ricco Jonas' handout of the AUDIT FINDING CORRECTIVE ACTION PLAN looks at completion status and uses the following notations to specify completion progress:

Open \*                      Partial \*\*                      Substantial \*\*\*                      Full \*\*\*\*

P. Knue and J. Giglio from TTAC were asked if other states had to go through a similar process, but they were unaware of any. Washington State might possibly be the only one. J. Giglio said that he would contact other States for policy and procedures manuals.

M. Ricco Jonas was then asked how to proceed. What are the next steps in this process?

- Approval of the new Performance Audit Plan by the Board.
- Approval of the same by the Fiscal Committee.
- Look to rapidly complete some items and move them off the list.
- Then focus on statutory requirements.
- Complete definitions and thresholds, having regulatory board members of the A.C. participate in the meetings

Regarding the Corrective Action Plan, eight of the action items are specific only to the BOP, the rest require involvement of the A.C.

- The quorum item is complete as are items 19 thru 26 on the handout.
- Will need to clarify and format the organizational structure.

D. Strang stated that the A.C. needs to be vigilant of the wording in the audit, especially where the language is vague (e.g. “mitigate unintended consequences”). We should also not be pressured into doing something where we believe we do not have the legal authority to act (e.g. “improve law enforcement access to the PDMP”).

- **Sub-Committee Assignments**

- Strategic Planning:**

- D. Strang
  - C. White-Bouchard

- Policy & Procedures:**

- C. Albee
  - K. Kidder
  - M. Viggiano
  - J. Wheeler

- Data/Evaluation:**

- J. Harding
  - E. Hirschfeld
  - J. Stewart

- Legislation/Rules:**

- D. DePiero
  - K. Frey
  - S. Gill
  - B. Osgood

Establishment of a meeting schedule was tabled to the February 12<sup>th</sup> meeting. Sub-Committee meetings will likely start between the Feb. and March A.C. meetings.

- New Business**

- M. Ricco Jonas is finalizing the Annual Report and will present this to the HHS Legislative Committee on January 26, 2018.

- She will be working on a revision to the FY 2018/2019 Budget to now include FY 2019 as the PDMP biennium budget was only approved for FY 2018.

- **Old Business**

- Election of Officers:**

- M. Ricco Jonas will check with M. Bullek on the status of the proposed BOP rules re: the election of officers. M. Ricco Jonas will send out an email to see if anyone is interested in serving as Chair, Vice Chair and Secretary. A Treasurer position is unnecessary as there are no A.C. funds to be managed.

- e-Prescribing:**

- In response to the BOP request that the A.C. provide a recommendation on e-prescribing,

TTAC arranged a conference call with New York's PDMP Director, Anita Murray. D. Strang and BOP President Gary Merchant participated in the call. D. Strang reported that NY has extensive experience from not only its PDMP, but also with State-issued Rx pads for controlled substances (CS). None-the-less, they instituted a mandatory e-prescribing program for CS several years ago and it has worked very well. They reported a 70% reduction in lost and fraudulent Rx in the first year of operation. There are many software programs available and they do not mandate a particular brand. Regardless of which is used, it must be approved by the DEA. The effort can fail if prescribing passwords are shared (strongly discouraged), however delegates can set up Rx for a provider to sign. They strongly suggested implementing a good waiver policy as technology can fail (such as in Hurricane Sandy). Without waivers, all CS Rxing would have ground to a halt during this time.

Prior to conducting a vote on this matter, D. Strang asked for those members representing regulatory boards to contact their respective boards for feedback and report pros/cons at the February 12<sup>th</sup> meeting. A vote is anticipated at that meeting.

Jim Giglio and J. Potter asked if NH has any data on e-prescribing, and J. Potter asked if there was any data on e-prescribing in NH. None are aware of any.

Other:

On January 22<sup>nd</sup> there will be a meeting with Appriss (our vendor) from 3 to 5 p.m. at the OPLC to discuss data analysis & reporting. As an important side note, Abbott Willard is helping to analyze data, especially data from the "data dumps" with raw and sometimes minimally usable data.

- **Items of Interest**

None brought forward

- **Next Meeting**

Date/Time: February 12, 2018; 3:00pm

(\*Note: This is the 2<sup>nd</sup> Monday of the month due to the State holiday on the 3<sup>rd</sup> Monday, Feb. 19th)

Location: Office of Professional Licensure and Certification

- **Adjournment**

Motion to adjourn at 5:14 p.m. by D. DePiero. Second by C. White-Bouchard. All in favor.

Respectfully submitted,



David E. Strang, MD  
Chairman