

**Advisory Committee on Physician Credentialing Information**  
**1225 Ferry Street SE, Salem Oregon 97301**  
*December 1, 2009*

**Members Present:** Rebecca Burdg, CPMSM CPCS, Chair, Amy Lyons, CPMSM; Julie McCann, CPCS; Joan Peak, RN HCA; Kerry Gonzales, Valery Kriz, CPMSM; Victor B. Richenstein, MD (conference call)

**Members Absent:** Jean Steinberg, CPMSM, CMSR

**Staff Present:** Ariel Smits MD, MPH; Darren Coffman.

I. Call to Order

Rebecca Burdg, Chair, called the Advisory Committee on Physician Credentialing Information (ACPCI) meeting to order at 10:00 am. She welcomed everyone and introductions were made.

II. Old Committee Business

Membership Update

Ms. Peak term will expire January 2009. She has committed to another term. Ms. Peak's reappointment letter will be mailed.

Two positions are becoming vacant. A letter was sent through the list serve recruiting new members; no responses were received. Members were asked to bring any names of candidates to Dr. Smits' attention.

*Review of Minutes:*

There were no changes suggested.

**MOTION: To accept the September, 2008 Minutes. MOTION CARRIES: 6-0.**

III. New Committee Business

*Update on new credentialing form*

Dr. Smits and Mr. Coffman updated the Committee on the status of the new form on the website. The Credentialing form pdf is almost ready for posting on the website; however, the recredentialing form will not be ready for several weeks at the earliest.

Mr. Coffman discussed some technical problems with the Word form on the website and answered members questions regarding form issues.

*Credentialing Workgroup of the Healthcare Leadership Taskforce*

Ms. Burdg introduced materials from the Credentialing workgroup. Ms. Lyons reviewed the Taskforce's work. The recommendations of this group would result in administrative simplification. The product of this Taskforce will go to the Governor for consideration. There were no questions from the group.

*Solicitation letter for changes for 2010*

Mr. Coffman stated that the letter was usually discussed at the June meeting, and then responses were discussed at the September meeting. Ms. Gonzales recommended waiting for the Health Leadership Taskforce's recommendations. The group thought the letter should go out as normal. The decision was made to send out the letter as normal. The group approved sending the letter out after email review by the Committee in the spring. The letter will be sent to the group in May, then sent out once approved.

**Adjournment:** The meeting was adjourned at 10:30 a.m.