



# South Dakota Board of Physical Therapy

Mailing Address:  
810 North Main Street, Suite 298  
Spearfish, SD 57783

Phone: (605) 642-1600  
E-Mail: [office@sdlicensing.com](mailto:office@sdlicensing.com)

## Draft-Video Conference BOARD MEETING AGENDA

TO: All Board Members  
FROM: Brooke Tellinghuisen Geddes  
DATE: April 24, 2024  
MEETING DATE: May 14, 2024  
LOCATION: Video Conference

The public is invited to attend the meeting via Microsoft Teams at the following link:

[https://teams.microsoft.com/l/meetup-join/19%3ameeting\\_ODJiYjE3MTEtYTNjZS00ZTI4LTg5OWUtY2JhOTc0MzYzMzBh%40thread.v2/0?context=%7b%22Tid%22%3a%22e69efb98-56ef-4797-a76b-e1ec658a639c%22%2c%22Oid%22%3a%22ee0a24e7-6d2c-4495-ade5-4377098865d2%22%7d](https://teams.microsoft.com/l/meetup-join/19%3ameeting_ODJiYjE3MTEtYTNjZS00ZTI4LTg5OWUtY2JhOTc0MzYzMzBh%40thread.v2/0?context=%7b%22Tid%22%3a%22e69efb98-56ef-4797-a76b-e1ec658a639c%22%2c%22Oid%22%3a%22ee0a24e7-6d2c-4495-ade5-4377098865d2%22%7d)

If members of the public would like to be sent the Microsoft Teams invitation to the meeting instead of using the above link, please contact the board office prior to the meeting at [office@sdlicensing.com](mailto:office@sdlicensing.com). If you are having issues accessing the link, please contact the board office at 605-642-1600.

MEETING TIME: 11:00AM MST / 12:00PM CDT

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### Agenda Item Number

1. Call to Order/Welcome
2. Roll Call
3. Approval of the Agenda

4. Public Comment
5. Approval of the Minutes from March 19, 2024
6. Financial Update
7. CEU Workgroup Update/Guiding Document
8. Administrative Rules Update- CEU's/Vote
9. Scope-of-Practice Flow Chart/Vote
10. Compact Privilege Fee Increase
11. Election of Officers
12. Schedule Next Meeting(s)
13. Executive Session pursuant to SDCL 1-25-2
  - a. Complaints/Investigations
14. Any other Business
15. Adjourn

DRAFT

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## OFFICIAL BOARD MINUTES FOR MARCH 19, 2024 VIDEO CONFERENCE

**MEMBERS PRESENT:** Patti Berg-Poppe, President  
Leonard Suel, Vice-President  
Rebeca Schmitz, Secretary  
Matthew Weigel, Member  
Janelle Toman, Lay Member  
Linda Ahrendt, Lay Member  
Brad Thurninger, Member (joined at 12:40 PM CDT)

**MEMBERS ABSENT:** None

**OTHERS PRESENT:** Brooke Tellinghuisen Geddes, Executive Director  
Katie Funke, Executive Assistant  
Tamara Lee Legal Counsel, SD Dept. of Health  
Robert Mayer, Prosecuting Counsel, Attorney General's Office (joined at 1:04 PM CDT)

**CALL TO ORDER/WELCOME AND INTRODUCTIONS:** Berg-Poppe called the meeting to order at 12:00 PM CDT.

**ROLL CALL:** Tellinghuisen Geddes called the roll. Berg-Poppe, yes; Suel, yes; Schmitz, yes; Thurninger, absent; Toman, yes; Ahrendt, yes; Weigel, yes. A quorum was present.

**APPROVAL OF THE AGENDA:** Toman made a motion to approve the agenda with the moving of agenda items 16, 17 and 18 after the public comment period. Weigel seconded the motion. **MOTION PASSED** by unanimous voice vote.

**PUBLIC COMMENT PERIOD:** None.

**EXECUTIVE SESSION PURSUANT TO SDCL 1-25-2:** Schmitz made a motion to enter Executive Session at 12:05 PM CDT to discuss complaints/investigations and the Executive Secretary Contract renewal. Ahrendt seconded the motion. **MOTION PASSED** by unanimous voice vote. The board exited

executive session at 12:12 PM CDT.

**VOTE ON COMPLAINTS/INVESTIGATIONS:** Schmitz made a motion to adopt the stipulation and agreed disposition for complaint #102 as presented. Toman seconded the motion. **MOTION PASSED** by roll call vote: Berg-Poppe, yes; Suel, abstain; Schmitz, yes; Thuringer, absent; Toman, yes; Ahrendt, yes; Weigel, yes.

**VOTE ON EXECUTIVE SECRETARY CONTRACT RENEWAL:** Ahrendt made a motion to renew the executive secretary contract at the current rate. Weigel seconded the motion. **MOTION PASSED** by unanimous voice vote.

**APPROVAL OF THE MINUTES FROM DECEMBER 13, 2023:** Toman made a motion to approve the minutes from December 13, 2023. Schmitz seconded the motion. **MOTION PASSED** by unanimous voice vote.

**FINANCIAL UPDATE:** Tellinghuisen-Geddes reported year-to-date financials as of January 31, 2024: Revenue of \$191,760.00 and expenses of \$85,162.35. It was reported that an updated cash balance is not available from BFM at this time as they have been experiencing issues with the reports. A verbal cash balance was reported as \$1,256,235.26.

**RENEWAL UPDATE/CEU AUDIT UPDATE:** Tellinghuisen-Geddes reported out of the individuals audited, the board office is only waiting on 11 more licensees to submit their audit materials. It was also reported for the 2024 renewal period, 21 PTA's and 79 PT's expired on January 1, 2024. These individuals have until July 1<sup>st</sup> to initiate renewal after which time they will forfeit their license.

**CEU WORKGROUP UPDATE:** Berg-Poppe reported the work group is meeting next week with a representative from CE Locker. APTA-SD leadership has also been invited to attend. Updates from the workgroup include:

- Using CEU documentation from other, surrounding midwestern states to generate a spreadsheet of commonly acceptable and non-acceptable CE activities and their related CEU equivalencies.
- Generating a guiding document for acceptable and non-acceptable activities. The guiding document details non-course related activities that are acceptable for CEU equivalences.
- Considering recommendations to the board that they require licensees complete an activities summary table with licensure renewal, and audits to include evidence of the reported activities.
- Exploring ways that APTA-SD may act as an approval base for licensees to obtain course approval.

**SCOPE-OF-PRACTICE FLOW CHART/VOTE:** The board was presented with a draft scope-of-practice flow chart developed after those adopted by other SD licensed health boards. Tellinghuisen Geddes explained that the chart is not the board condoning or approving any scope-of-practice but rather a tool to help licensees think through their scope of practice questions. Following discussion and recommended modifications, an updated draft will be presented to the board at the next meeting for adoption.

**FSBPT VOTING DELEGATE(S):** Weigel volunteered to attend the annual education meeting in Iowa in October as the voting delegate if his schedule allows. Schmitz and Berg-Poppe volunteered to attend as the alternate delegate depending on their availability. The board office will be in contact with board members for

further details.

**COMPACT PRIVILEGE FEE INCREASE:** This topic was tabled for discussion until the next meeting.

**APPLICATION PROCESS/VOTE:** The board was presented with a written memorandum outlining the process for considering applications made to the SD Board of Physical Therapy and who can approve applications on behalf of the board. Following discussion, Schmitz made a motion to adopt the process for considering applications as presented. Weigel seconded the motion. **MOTION PASSED** by unanimous voice vote.

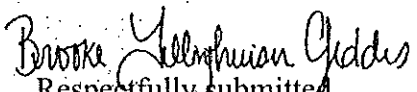
**CEU WAIVER COMMITTEE AND PROCESS/VOTE:** The board was presented with a written memorandum outlining the process for considering requests for continuing education waivers. Schmitz, Weigel and Suel volunteered to serve on the committee to review these requests. Schmitz made a motion to adopt the process for considering CEU waiver requests with modifications to the number of members on the subcommittee from two to three. Ahrendt seconded the motion. **MOTION PASSED** by unanimous voice vote.

**WORKFORCE DATA COLLECTION UPDATE:** Berg-Poppe reported that there was a resolution that passed that supports developing an assessment of the current landscape of the workforce. The Department of Health will be developing and disseminating a survey for key health care professionals which will include Physical Therapists. The survey should be finalized and disseminated in the spring of 2024. The board plans to incorporate the survey questions into their application and renewal forms to gather the data. Tellinghuisen-Geddes mentioned that the current database should have the capabilities to incorporate the questions into the renewal application, but the cost is unknown until we see the questions and can obtain a quote from the database provider.

**SCHEDULE NEXT MEETING(S):** The next meeting is scheduled for May 14, 2024 at 11 AM MDT/12:00 PM CDT via Microsoft Teams. The following meeting is scheduled for August 20, 2024 at 11AM MDT/12 PM CDT via Microsoft Teams.

**ANY OTHER BUSINESS:** There was no other business to discuss.

Weigel made a motion to adjourn 1:16 PM CDT. Ahrendt seconded the motion. **MOTION PASSED** by unanimous voice vote.

  
Respectfully submitted,  
Brooke Tellinghuisen Geddes  
Executive Director

1-27-1.17. Draft minutes of public meeting to be available--Exceptions--Violation as misdemeanor. The unapproved, draft minutes of any public meeting held pursuant to § 1-25-1 that are required to be kept by law shall be available for inspection by any person within ten business days after the meeting. However, this section does not apply if an audio or video recording of the meeting is available to the public on the governing body's website within five business days after the meeting. A violation of this section is a Class 2 misdemeanor. However, the provisions of this section do not apply to draft minutes of contested case proceedings held in accordance with the provisions of chapter 1-26.

STATE OF SOUTH DAKOTA  
REVENUE SUMMARY BY BUDGET UNIT  
FOR PERIOD ENDING: 03/31/2024

AGENCY 09 HEALTH  
BUDGET UNIT 09214 PHYSICAL THERAPY BOARD

CENTER	COMP	ACCOUNT	DESCRIPTION	CURRENT MONTH	YEAR-TO-DATE
COMPANY NO 6503					
COMPANY NAME PROFESSIONAL & LICENSING BOARDS					
092140066701	6503	4293881	PT APPLICATION	1,500.00	4,800.00
092140066701	6503	4293882	PTA APPLICATION	120.00	1,260.00
092140066701	6503	4293883	PT RENEWAL	.00	179,340.00
092140066701	6503	4293884	PTA RENEWAL	.00	7,560.00
092140066701	6503	4293886	COMPACT CHECKS	.00	2,520.00
ACCT: 4293	BUSINESS & OCCUP LICENSING (NON-GOVERNMENTAL)			1,620.00	195,480.00 *
ACCT: 42	LICENSES, PERMITS & FEES			1,620.00	195,480.00 **
092140066701	6503	4910000	OPERATING TRANSFERS IN	.00	114.01
ACCT: 4910	OPERATING TRANSFERS IN			.00	114.01 *
ACCT: 49	OTHER REVENUE			.00	114.01 **
CNTR: 092140066701				1,620.00	195,594.01 ***
CNTR: 092140066				1,620.00	195,594.01 ****
CNTR: 0921400				1,620.00	195,594.01 *****
COMP: 6503				1,620.00	195,594.01 *****
B UNIT: 09214				1,620.00	195,594.01 *****
AGENCY: 09				13,193,910.69	121,305,866.13 *****

STATE OF SOUTH DAKOTA  
MONTHLY OBJECT/SUB-OBJECT REPORT BY BUDGET UNIT  
FOR PERIOD ENDING: 03/31/2024

AGENCY	COMP	ACCOUNT	DESCRIPTION	CURRENT MONTH	YEAR-TO-DATE
09			HEALTH		
BUDGET UNIT	09214		PHYSICAL THERAPY BOARD		
CENTER-5	09214		PHYSICAL THERAPY BOARD		
CENTER	COMP	ACCOUNT	DESCRIPTION	CURRENT MONTH	YEAR-TO-DATE
COMPANY NO	6503		PROFESSIONAL & LICENSING BOARDS		
092140066701	6503	510103000000000000	BOARD & COMM MERS FEES	.00	1,920.00
ACCT: 5101			EMPLOYEE SALARIES	.00	1,920.00
092140066701	6503	510201000000000000	OASI-EMPLOYER'S SHARE	.00	151.16
ACCT: 5102			EMPLOYEE BENEFITS	.00	151.16
ACCT: 51			PERSONAL SERVICES	.00	2,071.16
092140066701	6503	520303000000000000	AUTO-PRIV (IN-ST.) H/RTE	.00	1,022.04
092140066701	6503	520310000000000000	LODGING/IN-STATE	.00	88.99
092140066701	6503	520313000000000000	NON-EMPLOY. TRAVEL-IN ST.	.00	222.86
092140066701	6503	520314000000000000	TAXABLE MEALS/IN-STATE	.00	56.00
092140066701	6503	520315000000000000	NON-TAXABLE MEALS/IN-ST	.00	20.00
ACCT: 5203			TRAVEL	.00	1,409.89
092140066701	6503	520402000000000000	DUES & MEMBERSHIP FEES	.00	1,757.75
092140066701	6503	520405000000000000	COMPUTER CONSULTANT	700.00	6,401.25
092140066701	6503	520409000000000000	MANAGEMENT CONSULTANT	10,689.18	91,482.93
092140066701	6503	520420000000000000	CENTRAL SERVICES	754.86	1,045.47
092140066701	6503	520420300000000000	PURCHASING CENTRAL SERV	.00	1.12
092140066701	6503	520420700000000000	HUMAN RESOURCES SERVICES	.00	644.80
092140066701	6503	520443000000000000	PUBLISHING	.00	169.57
092140066701	6503	520446000000000000	EQUIPMENT RENTAL	.00	50.00
092140066701	6503	520451000000000000	RENTS-OTHER	.00	518.31
092140066701	6503	520496000000000000	OTHER CONTRACTUAL SERVICE	.62	3,159.86
ACCT: 5204			CONTRACTUAL SERVICES	12,144.66	105,231.06
092140066701	6503	520539000000000000	FOOD STUFFS	.00	207.25
ACCT: 5205			SUPPLIES & MATERIALS	.00	207.25
092140066701	6503	5228000	OPER TRANS OUT -NON BUDGT	228.02	228.02
ACCT: 5228			NONOP EXP/NONBGTD OP TR	228.02	228.02
ACCT: 52			OPERATING EXPENSES	12,372.68	107,076.22
COMP: 6503			PROFESSIONAL & LICENSING BOARDS	12,372.68	109,147.38
CENTER: 092140066701				12,372.68	109,147.38
B UNIT: 09214				12,372.68	109,147.38
AGENCY: 09				10,934,945.97	137,908,131.14

STATE OF SOUTH DAKOTA  
CASH CENTER BALANCES  
AS OF: 03/31/2024

AGENCY: 09 HEALTH  
BUDGET UNIT: 09210 BOARD OF PODIATRY EXAMINERS - INFO

COMPANY	CENTER	ACCOUNT	BALANCE	DR/CR	CENTER DESCRIPTION
6503	092100061821	1140000	13,102.44	DR	BOARD OF PODIATRY EXAMINERS
COMPANY/SOURCE TOTAL 6503 618			13,102.44	DR *	
6503	092100066701	1140000	1,244,554.55	DR	PHYSICAL THERAPY BOARD
COMPANY/SOURCE TOTAL 6503 667			1,244,554.55	DR *	
COMP/BUDG UNIT TOTAL 6503 09210			1,257,656.99	DR **	
BUDGET UNIT TOTAL 09210			1,257,656.99	DR ***	



**20:66:03:02. Activities for continuing education requirements.** Activities for continuing education are planned, organized, and designed to maintain, improve, or expand a licensee's practice knowledge and skills to protect the health, safety, and welfare of the public. To meet the continuing education hours ~~required~~ requirements in § 20:66:03:01, an activity must ~~be~~ directly relate to the practice of physical therapy and be approved by:

(1) ~~Sponsored or a~~Approved by The American Physical Therapy Association or ~~other national or state physical therapy association~~the South Dakota Chapter of the American Physical Therapy Association;

~~(2) Conducted by a hospital or related institution;~~

~~(3)~~(2) Approved by The State Board of Physical Therapy; or

~~(4) Sponsored by a college or university.~~

~~(3)~~Approved by A physical therapy licensing board in another state.

~~The activity must also have significant intellectual or practical content dealing primarily with matters directly related to the practice of physical therapy or to the professional responsibility or ethical obligations of the participants.~~

**Source:** 44 SDR 95, effective December 7, 2017; 50 SDR 66, effective December 3, 2023.

**General Authority:** SDCL 36-10-36.

**Law Implemented:** SDCL 36-10-51.

**20:66:03:04. Waiver of continuing education requirements.** The State Board of Physical Therapy may ~~waive~~ grant full or partial waiver of the continuing education requirements if the applicant submits an affidavit to the board stating that the applicant was prevented from completing the requirements because of the circumstances listed in SDCL 36-10-51. A physical therapist or physical therapist assistant must submit the affidavit for a waiver to the board at least thirty days prior to the expiration of two-year period referenced in § 20:66:03:01.

**Source:** 44 SDR 95, effective December 7, 2017; 50 SDR 66, effective December 3, 2023.

**General Authority:** SDCL 36-10-36.

**Law Implemented:** SDCL 36-10-51.

# PT/PTA Scope of Practice Decision-making Algorithm Guideline

*An individual physical therapist's scope of practice is influenced by professional, jurisdictional, and personal scopes of practice.*

*Over the course of the physical therapist's career, scope of practice evolves based on considerations including, but not limited to, societal needs; progressive professional development activities of the physical therapist; modifications to jurisdictional laws and regulations; advancements in knowledge, research, clinical skills, and technology; and the evolving health delivery system.*

*The professional scope of physical therapist practice is grounded in basic, behavioral, and clinical sciences. It is supported by education, based on a body of evidence, and linked to existing and emerging practice frameworks. The professional scope of practice evolves in response to innovation, research, collaboration, and changes in societal needs.*

*The professional scope of practice consists of patient and client management, which includes diagnosis and prognosis, to optimize physical function, movement, performance, health, quality of life, and well-being across the lifespan. In addition, the professional scope of practice includes contributions to public health services aimed at improving population health and the human experience.*

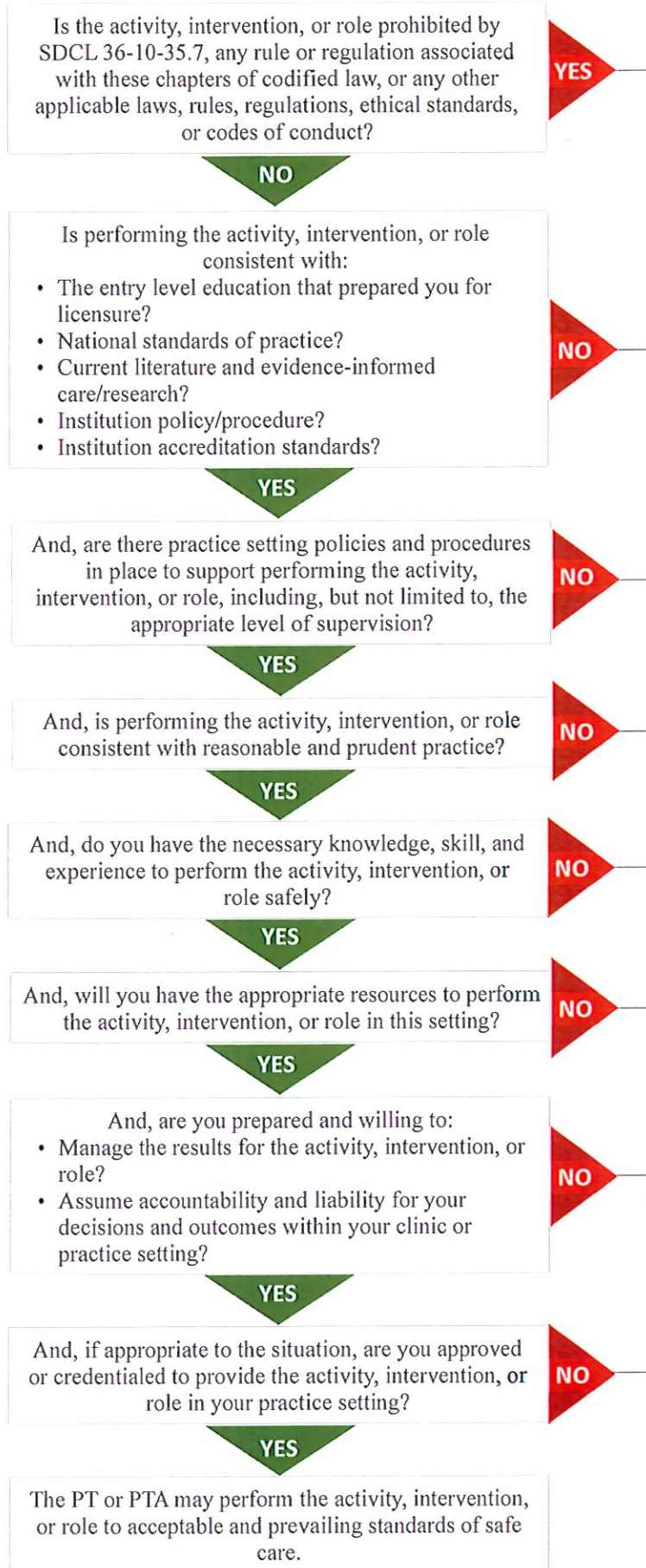
*The jurisdictional scope of physical therapist practice is established by the Practice Act governing the specific physical therapist's license and the rules adopted pursuant to that act.*

*The personal scope of physical therapist practice consists of activities for which an individual physical therapist is educated, trained, and is competent to perform.*

**Position of the American Physical Therapy Association House of Delegates  
HOD P06-17-09-16/HOD P06-17-08-07**

*This decision-making algorithm is for informational purposes only. The guidelines do not purport to establish a standard of care or advise on a course of action for patient care in any particular situation. PT's and PTA's are encouraged to read the Practice Act found at SDCL 36-10, ARSD 20:66.*

Framework adopted by the South Dakota Board of Physical Therapy on **XX.XX.XXX**



**STOP – Performing the activity, intervention, or role by the PT/PTA may call into question acceptable and prevailing standards of safe care.**

## Brooke Tellinghuisen Geddes

---

**From:** [jeff.rosa@sonoma.org](mailto:jeff.rosa@sonoma.org)  
**Sent:** Friday, January 5, 2024 1:11 PM  
**To:** Brooke Tellinghuisen Geddes  
**Subject:** RE: Compact Privilege

The expiration date of the privilege is tied to the home state license. As a result, some people must renew the CP every year, while others renew every two years.  
Jeff

**From:** Brooke Tellinghuisen Geddes <[brooke@sdlicensing.com](mailto:brooke@sdlicensing.com)>  
**Sent:** Friday, January 5, 2024 2:58 PM  
**To:** Jeff Rosa <[JRosa@aon.fsbpt.org](mailto:JRosa@aon.fsbpt.org)>  
**Subject:** Re: Compact Privilege

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Thanks for this information Jeff. I will discuss this with the Board. How often is someone required to update their privilege? I was under the assumption it was based off their home state expiration as that is what we are notified with.

Thanks,  
Brooke

---

**From:** [brooke@sdlicensing.com](mailto:brooke@sdlicensing.com)  
**Sent:** Friday, January 5, 2024 10:50:33 AM  
**To:** Brooke Tellinghuisen Geddes <[brooke@sdlicensing.com](mailto:brooke@sdlicensing.com)>  
**Subject:** RE: Compact Privilege

Brooke,  
Each state uses its own methodology to set their state CP fee, so your assumption that SDBMOE chose \$60 based on the application fee is probably accurate.

Here's what policy 1.6 says about updating the state's CP fee:

the state fees required to obtain a compact privilege in that state may vary.

### Procedure:

1. A member state may set the state fee to purchase a compact privilege in that any amount.
2. A member state must send electronic or written notification to the Compact Administrator of a change to the state fee amount.
3. The PTCC will have up to thirty (30) days from the date the Compact Administrator notified to implement any state fee changes in the PTCC system. The Compact Administrator will notify the member state once the change is made.

You aren't required to adjust your fee, but if the board want to modify it, you just need to send me an email identifying the new state fee.

Jeff

From: \_\_\_\_\_  
Sent: Friday, January 5, 2024 10:17 AM  
To: \_\_\_\_\_  
Subject: Compact Privilege

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Jeff,

As I wasn't part of this Board/profession when they joined the PT Compact, do you have any information on how the compact privilege fee of \$60 was set? I am assuming it was based on our application fee. Are these subject to change? SD has went to a 2 year license and our fee is now \$120 instead of \$60 so I am just wondering if we need to adjust our privilege fee and what that would look like?

Brooke Tellinghuisen Geddes  
Executive Director  
810 N. Main St. #298  
Spearfish, SD 57783  
Ph: 605-642-1600  
Fax: 605-722-1006

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PT Compact State	State CP Fee	Commission CP Fee	Total CP Fee
Arizona	\$0	\$45	\$45
Arkansas	\$3	\$45	\$48
Colorado	\$50	\$45	\$95
Connecticut			
Delaware	\$55	\$45	\$100
District of Columbia	\$264	\$45	\$309
Georgia	\$65	\$45	\$110
Indiana	\$104	\$45	\$149
Iowa	\$60	\$45	\$105
Kansas			
Kentucky	\$103	\$45	\$148
Louisiana	\$95	\$45	\$140
Maine			
Maryland	\$125	\$45	\$170
Mississippi	\$150	\$45	\$195
Missouri	\$20	\$45	\$65
Montana	\$50	\$45	\$95
Nebraska	\$35	\$45	\$80
New Hampshire	\$65	\$45	\$110
New Jersey	\$40	\$45	\$95

\*Highlighted= annual renewals, everything else is every two years

not determined yet

not determined yet

not determined yet

North Carolina	\$72	\$45	\$117
North Dakota	\$40	\$45	\$85
Ohio	\$50	\$45	\$95
Oklahoma	\$55	\$45	\$100
Oregon	\$50	\$45	\$95
South Carolina	\$0	\$45	\$45
South Dakota	\$62	\$45	\$107
Tennessee	\$25	\$45	\$70
Texas	\$50	\$45	\$95
Utah	\$47	\$45	\$92
Virginia	\$50	\$45	\$95
Washington	\$47 (\$45 + \$2 Processing)	\$45	\$90
West Virginia	\$50	\$45	\$95
Wisconsin	\$56	\$45	\$101